

## **MINUTES OF MEETING OF THE RESOURCE AND FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 8, 2020:**

*A meeting of the Resource and Facilities Committee of the Palmdale Water District was held Wednesday, July 8, 2020, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order at 10:00 a.m.*

### **1) Roll Call.**

#### **Attendance:**

Committee:

Kathy Mac Laren, Chair (via teleconf.)

Robert Alvarado, Committee

Member (via teleconf.)

#### **Others Present:**

Dennis LaMoreaux, General Manager (via teleconf.)

Adam Ly, Assistant General Manager (via teleconf.)

Mike Williams, Finance Manager (via teleconf.)

Judy Shay, Public Affairs Director (via teleconf.)

Scott Rogers, Engineering/Grant Manager (via teleconf.)

Peter Thompson II, Res. & Analytics Dir. (via teleconf.)

Claudia Bolanos, Res. & Analytics Spvrs. (via teleconf.)

Dawn Deans, Executive Assistant (via teleconf.)

0 members of the public

### **2) Adoption of Agenda.**

It was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

### **3) Public Comments for Non-Agenda Items.**

There were no public comments for non-agenda items.

### **4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)**

#### **4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held February 11, 2020.**

It was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Resource and Facilities Committee meeting held February 11, 2020, as written.

**4.2) Consideration and Possible Action on a Recommendation to Authorize Staff to Enter Into an Agreement With Kennedy-Jenks Consultants for the Preparation of the 2020 Urban Water Management Plan. (\$145,605.00 – Budgeted – Budget Item No. 1-02-5070-007 – Resource and Analytics Director Thompson II)**

Resource and Analytics Director Thompson II provided an overview of the proposal for the preparation of the District's 2020 Urban Water Management Plan, and after a brief discussion, it was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to authorize staff to enter into an Agreement with Kennedy-Jenks Consultants for the preparation of the 2020 Urban Water Management Plan in the amount of \$145,605.00 and that this item be presented to the full Board for consideration at the July 13, 2020 Regular Board Meeting.

**4.3) Consideration and Possible Action to Authorize Staff to Enter Into a Contract With Kyle Groundwater for the Well No. 36 Pre-Design Report. (\$13,994.00 – Budgeted – Budget Item No. 1-02-5070-007 – Engineering/Grant Manager Rogers)**

Engineering/Grant Manager Rogers reviewed the need for the pre-design report for Well No. 36, and after a brief discussion of the proposed well location, it was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting on the following roll call vote to authorize staff to enter into a contract with Kyle Groundwater for the Well No. 36 Pre-Design Report in the amount of \$13,994.00:

Chair Mac Laren – aye  
Committee Member Alvarado - aye

**4.4) Consideration and Possible Action to Authorize Staff to Enter Into a Contract with Stantec Consulting Services, Inc. for a Surface Water Augmentation Feasibility Study. (\$13,015.00 – Budgeted – Budget Item No. 1-02-5070-007 – Engineering/Grant Manager Rogers)**

Engineering/Grant Manager Rogers provided an overview of surface water augmentation and how it can strengthen the District's Strategic Water Resources Plan, and after a brief discussion of this option, it was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting on the following roll call vote to authorize staff to

enter into a contract with Stantec Consulting Services, Inc. for a Surface Water Augmentation Feasibility Study in the amount of \$13,015.00:

Chair Mac Laren – aye  
Committee Member Alvarado - aye

**4.5) Consideration and Possible Action to Authorize the General Manager to Execute Change Order No. 2 to the Contract with Stevens Construction for the Remodel of the District's Buildings. (Additional Costs Related to Changes in Scope of the Project – Budgeted – Work Order No. 20-613 – Engineering/Grant Manager Rogers)**

Engineering/Grant Manager Rogers provided an overview of the change orders for the contract with Stevens Construction, as well as the status on the completion of the remodel, and after a brief discussion, it was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting on the following roll call vote to authorize the General Manager to execute Change Order No. 2 to the contract with Stevens Construction for the remodel of the District's buildings:

Chair Mac Laren – aye  
Committee Member Alvarado - aye

**4.6) Discussion and Review of 2020 Planned Projects. (Assistant General Manager Ly)**

Assistant General Manager Ly stated that annually staff develops a list of projects; that 40% to 45% of 2020 projects totaling \$1.8 million have either been completed or started with reserves being carefully monitored; that two 2019 carryover water main replacement projects totaling \$1.2 million are also scheduled for 2020; and that no additional contracts will be entered into for the remainder of 2020 to ensure reserves remain at \$10 million at year-end.

He then stated that staff is focusing on the preparation of plans and internal design work for 2021 projects and that Facilities has completed most projects and is now working on internal maintenance projects with the meter replacement project scheduled for later this year.

Finance Manager Williams then informed the Committee of additional costs for the Upper Amargosa Recharge Project followed by discussion of the year-end balance and the Debt Service Coverage.

**5) Reports.**

**5.1) Resource and Analytics Director Thompson II:**

**a) 2020 State Water Project Allocation Use.**

Resource and Analytics Director Thompson II stated that the District's current State Water Project allocation is 20%; that 2019 carry-over water has been used; that all Butte lease water will be used along with Yuba Accord water; that water will be returned from AVEK through the 2011 water exchange; that water from Littlerock Reservoir has been a valuable resource; and that 2,000 acre feet of carry-over water will be available at year-end for 2021 followed by discussion of Palmdale Ditch water losses, maintenance, and potential grant funding for enclosing a portion of the Ditch.

**b) Water Conservation and Education Garden.**

He then provided an overview on the status of the Water Conservation and Education Garden, which has been re-designed due to underground utilities, and stated that a Request for Proposals will be issued for construction of the Garden.

**5.2) Engineering/Grant Manager Rogers:**

**a) Littlerock Reservoir Sediment Removal Project.**

Engineering/Grant Manager Rogers stated that staff is exploring all options to secure a location for sediment removal from Littlerock Reservoir, which will more than likely begin next year.

**b) Palmdale Regional Groundwater Recharge and Recovery Project.**

He then stated that a contract has been approved for the drilling of a test well for the Palmdale Regional Groundwater Recharge and Recovery Project; that permits are being obtained; and that an application for monitoring and extraction for this well has been submitted to the Antelope Valley Watermaster.

**5.3) Facilities Manager Bligh:**

**a) Water Truck.**

Assistant General Manager Ly stated that staff is researching options for replacing the District's water truck and is hopeful to obtain a used water truck under the budgeted price of \$65,000.00 followed by discussion of air quality assistance.

**6) Board Members' Requests for Future Agenda Items.**

Director Alvarado requested that "Status of Palmdale Ditch" be placed on a future agenda when significant work has been completed on the Ditch.

He then requested that future Committee agenda items include a statement on whether an item requires a "Committee Recommendation" or "Board Approval."

There were no further requests for future agenda items.

**7) Date of Next Committee Meeting.**

It was determined that the next Resource and Facilities Committee meeting will be scheduled as needed.

**8) Adjournment.**

There being no further business to come before the Resource and Facilities Committee, the meeting was adjourned at 11:08 p.m.

  
Chair