



# PALMDALE WATER DISTRICT

## A CENTURY OF SERVICE

### BOARD OF DIRECTORS

ROBERT E. ALVARADO  
Division 1

DON WILSON  
Division 2

GLORIA DIZMANG  
Division 3

KATHY MAC LAREN  
Division 4

VINCENT DINO  
Division 5

---

DENNIS D. LaMOREAUX  
General Manager

ALESHIRE & WYNDER LLP  
Attorneys

---

March 18, 2020

## AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT to be held at the District's office at 2029 East Avenue Q, Palmdale MONDAY, MARCH 23, 2020

6:00 p.m.

**NOTES:** To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. (PWD Rules and Regulations Section 4.03.1 (c) )

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c) )

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

**PUBLIC COMMENT GUIDELINES:** The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted, and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.



- 4) Public comments for non-agenda items.
- 5) Presentations:
  - 5.1) None at this time.
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
  - 6.1) Approval of minutes of regular meeting held March 9, 2020.
  - 6.2) Payment of bills for March 23, 2020.
- 7) Action Items – Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
  - 7.1) None.
- 8) Information Items:
  - 8.1) Reports of Directors:
    - a) Meetings; Standing Committee/Assignment Reports; General Report.
  - 8.2) Report of General Manager.
    - a) March 2020 written report of activities through February 2020.
  - 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



---

DENNIS D. LaMOREAUX,  
General Manager

DDL/dd

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, FEBRUARY 13, 2020.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, February 13, 2020, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Vice Chair Dino called the meeting to order at 6:00 p.m.*

**1) Pledge of Allegiance.**

At the request of Vice Chair Dino, Commissioner Dyas led the pledge of allegiance.

**2) Roll Call.**

**Attendance:**

Vincent Dino, Vice Chair  
Kathy Mac Laren, Secretary  
Barbara Hogan, Commissioner  
Keith Dyas, Commissioner  
John Tenerelli, Alt. Commissioner

**Others Present:**

Peter Thompson II, Asst. General Manager  
Tom Barnes, Resources Manager  
Don Wilson, PWD Alt. Commissioner  
James Chaisson, LCID Manager  
Robert Alvarado, PWD Director  
Danielle Henry, Management Analyst  
1 member of the public

**EXCUSED ABSENCES –**

Robert Parris, Chair  
Leo Thibault, Treasurer-Auditor

**3) Adoption of Agenda.**

It was moved by Commissioner Mac Laren, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to adopt the agenda, as written.

**4) Public Comments for Non-Agenda Items.**

There were no public comments.

**5) Consideration and Possible Action on Minutes of Regular Meeting Held January 9, 2020.**

It was moved by Commissioner Mac Laren, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held January 9, 2020, as written.

**6) Payment of Bills.**

It was moved by Commissioner Dyas, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve payment of the bills to PWD in the amount of \$839.78 for staff services, to AVEK in the amount of \$653.94 for staff services, to Interactive Education Services, Inc. (IES) in the amount of \$294.00 for web hosting services, to the Antelope Valley Fair Association in the amount of \$25,000.00 for continued sponsorship of the AV Fair Conservation Garden, and to the United States Geological Survey in the amount of \$16,375.00 per the Joint Funding Agreement for cooperative water resource investigations.

**7) Presentation on the Antelope Valley Fair's Conservation Garden and the Home and Garden Show/SMART Water Expo. (Mr. Dan Jacobs, Antelope Valley Fair/ Assistant General Manager Thompson II)**

It was determined to table this item for later in the meeting to allow time for Mr. Dan Jacobs, of the Antelope Valley Fair, to arrive.

**8) Discussion and Possible Action on Authorization of Staff to Coordinate a Workshop Regarding State Water Project Status Issues to be Held on April 22, 2020. (Assistant General Manager Thompson II)**

Assistant General Manager Thompson II stated that staff is seeking authorization to coordinate an Association Workshop with the General Manager of the State Water Project to discuss the vision and challenges of the State Water Project after which it was moved by Commissioner Mac Laren, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the coordination of an Association Workshop regarding the State Water Project to be held on April 22, 2020.

**9) Report of General Manager and Assistant General Manager.**

**a) Status Updates:**

**1) Proposed East Side Recycled Water Line Project.**

Assistant General Manager Thompson II stated that he has no report on this item.

**2) Big Rock Creek Joint Groundwater Recharge Project.**

Assistant General Manager Thompson II reported that staff is anticipating receipt of the final report from Kennedy/Jenks Consultants on the pilot recharge project.

**3) Antelope Valley Watermaster Meetings.**

Assistant General Manager Thompson II reported that the Watermaster Rules and Regulation are expected to be completed by the end of March and that the next Watermaster meeting discussions will include water storage agreements and the updated Replacement Water Assessments followed by a brief presentation of the financial model used to calculate the 2020 Replacement Water Assessment Rates.

**4) Antelope Valley and Fremont Basin IRWMP Stakeholder Meetings.**

Assistant General Manager Thompson II reported that the 2019 update to the Integrated Regional Water Management Plan will be presented to the Commissioners for consideration at the next meeting and that there are no updates on the Fremont Basin project.

**10) Report of Controller.**

**a) Update on Revenue, Expenses and Change in Net Position.**

There was no report.

**11) Reports of Resources Manager.**

**a) Update on Association Website.**

Resources Manager Barnes provided a brief overview of the newly designed website for AVEK created by Streamline Web, including the user-friendly maintenance and minimal costs for CSDA Members, and then stated that he is working with

Streamline Web to develop a new website for the Association and that Interactive Educational Services, Inc. will provide a refund to the Association for any services not provided.

**7) Presentation on the Antelope Valley Fair's Conservation Garden and the Home and Garden Show/SMART Water Expo. (Mr. Dan Jacobs, Antelope Valley Fair/ Assistant General Manager Thompson II)**

Assistant General Manager Thompson II stated that PWD Water Conservation staff has secured vendors for all booths except two for the upcoming Home and Garden Show and SMART Water Expo followed by a brief discussion of the lack of marketing for the SMART Water Expo and the status of the Antelope Valley Fair Conservation Garden.

**12) Reports of Commissioners.**

There were no reports from Commissioners.

**13) Report of Attorney.**

No attorney was present at the meeting.

**14) Commission Members' Requests for Future Agenda Items.**

It was determined that "Presentation on the Antelope Valley Fair's Conservation Garden and the Home Show and SMART Water Expo," "Consideration and possible action on 2019 update to the Antelope Valley Integrated Regional Water Management Plan" and "Presentation on Association Financial Reports" will be added to the next meeting agenda.

There were no further requests for future agenda items.

**15) Consideration and Possible Action on Scheduling the Next Association Meeting April 9, 2020.**

After a brief discussion of rescheduling the presentation on the Home Show and SMART Water Expo, it was determined that the next regular meeting of the Association will be held in March based on the availability of Mr. Dan Jacobs.

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION  
FEBRUARY 13, 2020  
REGULAR MEETING

16) **Adjournment.**

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 6:35 p.m.

  
Secretary

**RE:     *AGENDA ITEM NO. 8.2.a – MARCH 2020 GENERAL MANAGER REPORT***

- Implement 2016 Water System Master Plan**
- Develop a five-year Infrastructure Revitalization Plan to continue the reinvestment and preventative maintenance for aging infrastructure**
- Explore energy independence**
- Continue being the industry's leader on the use of Granular Activated Carbon (GAC)**
- Research and test new technologies to increase efficiencies**
- Improve safety and training for Directors, employees and customers**
- Develop a crisis communications plan**





### **Financial Health and Stability**

**Pursue additional grant funding for all District projects**  
**Adopt a sustainable and balanced rate structure to meet short and long-term needs**  
**Create a five-year financial plan in conjunction with the 2019 Water Rate Plan**  
**Maintain adequate reserve levels, high-level bond rating, and financial stability**



### **Regional Leadership**

**Enhance relationships with Antelope Valley partnerships, including local water agencies, Antelope Valley State Water Contractors Association and the Palmdale Recycled Water Authority**  
**Expand school water education programs**  
**Engage elected officials in water-related issues**  
**Continue offering career opportunities through the Internship Program**  
**Provide opportunities for local businesses to contract with the District**



### **Customer Care, Advocacy and Outreach**

**Increase Customer Care accessibility through communication and feedback to enhance customers' experience**  
**Evaluate, develop, and market additional payment options**  
**Be point of communication for customers' water-related public health concerns**  
**Develop the District's Public Outreach Plan**  
**Increase public awareness of the District's history and promote centennial anniversary**

This report also includes charts that show the effects of the District's efforts in several areas. They are organized within each strategic initiative and include status of the State Water Resources Control Board's (SWRCB) long-term conservation orders, 20 x 2020 status, the District's total per capita water use trends, 2019 final water production and customer use graph, mainline leaks, and the water loss trends for both 12- and 24-month running averages.



### **Water Resource Reliability**

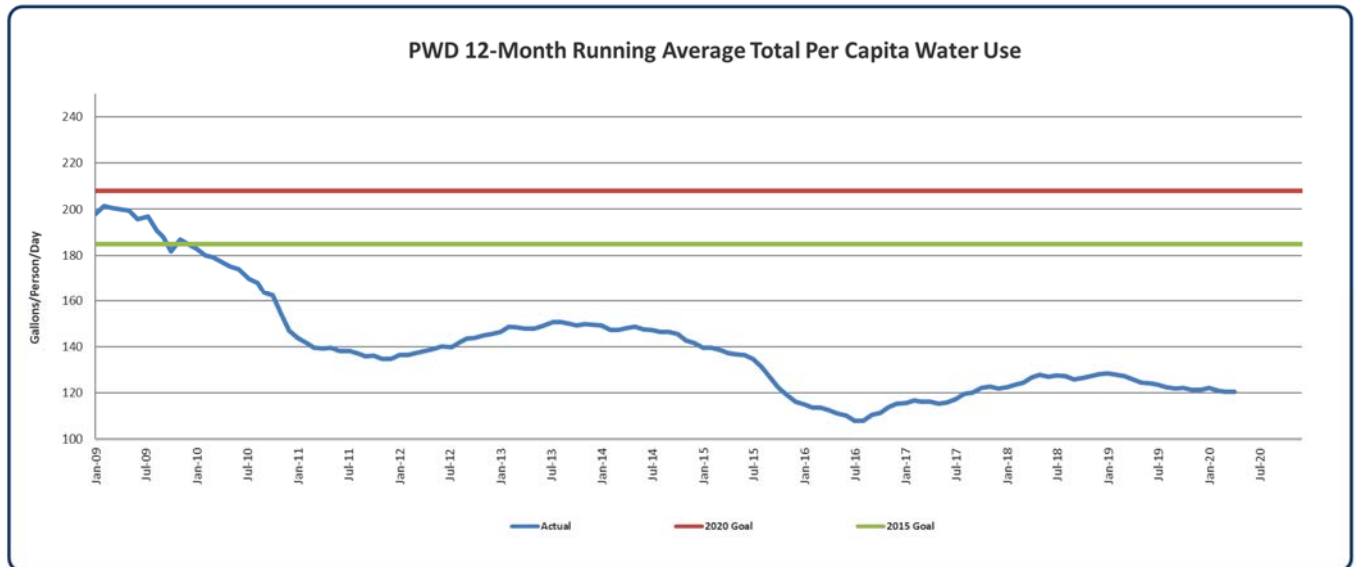
This initiative includes conservation efforts, water supply projects, and water planning. Recent highlights are as follows:

#### **State Water Resources Control Board (SWRCB) Activities**

- The 20 x 2020 per capita reduction goals passed by the legislature in 2009 with new long-term water budgeting requirements have now been replaced with new requirements and water agency water budgets. These follow through on the "Making Water Conservation

a California Way of Life” plan. The District expects to easily comply with the new requirements as they are based on the same philosophy as the District water budget rate structure. Until these criteria are finalized, the customers’ performance is shown in this report using the 20 x 2020 requirements.

The District’s compliance with the former 20 x 2020 law is evident from the chart titled “PWD 12-Month Running Average Total Per Capita Water Use.”:



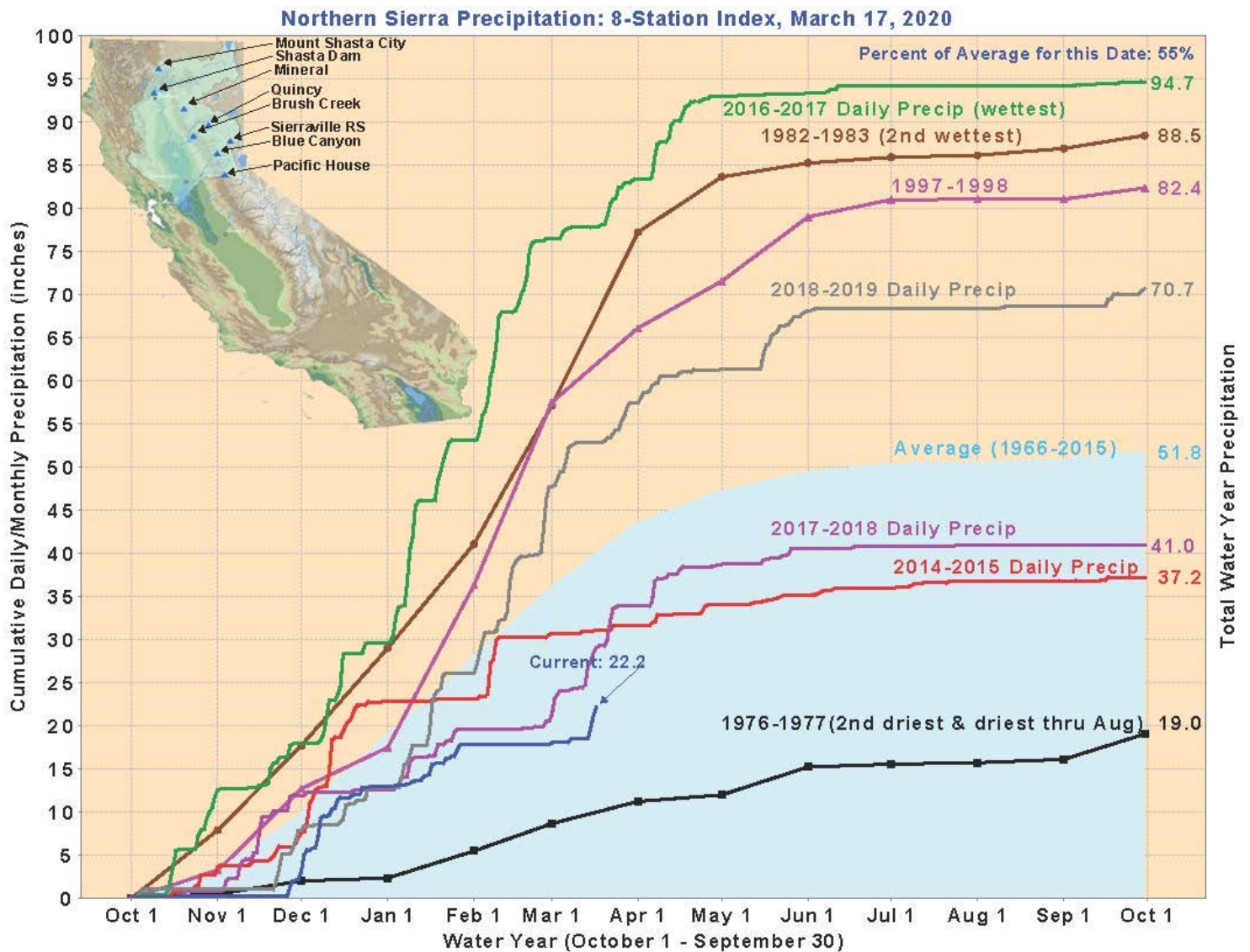
The District’s customers have cut their water use by **48.1%** from the baseline number of 231 established in the 2015 Urban Water Management Plan and met the 2020 Goal in early 2010. The current Total-GPCD is 120.

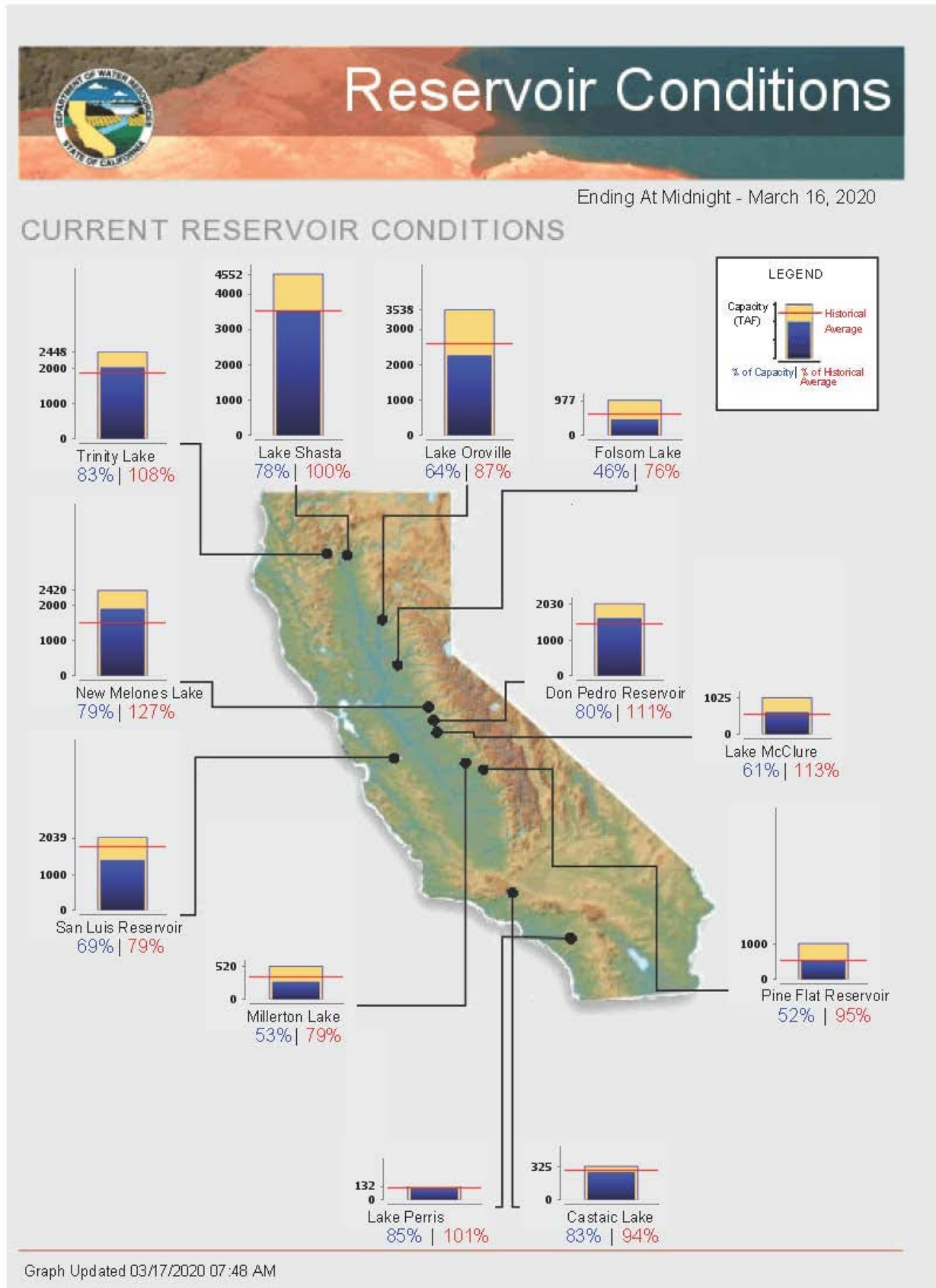
### Water Supply Information

- The AV Adjudication is now entering its fifth year, and the reduction to the native safe yield is in its third year. The District’s native groundwater right is 2,769.63 AF. The District’s 2019 groundwater rights totaled 7,986.67 AF without the prior year’s Carryover Rights.
- The 2020 water resources plan is tentative at this point. Precipitation in the area that contributes to the State Water Project is currently at 54% of average and the SWP allocation is currently only 15%. This provides the District approximately 4,700 AF. Another 2,000 AF is anticipated from Littlerock Reservoir. The District is also exploring other water sources including the SWP Dry Year Program and Yuba Accord Water. These efforts, along with the District’s available groundwater rights, will lessen any needed conservation needed by our customers if the winter continues to be dry.

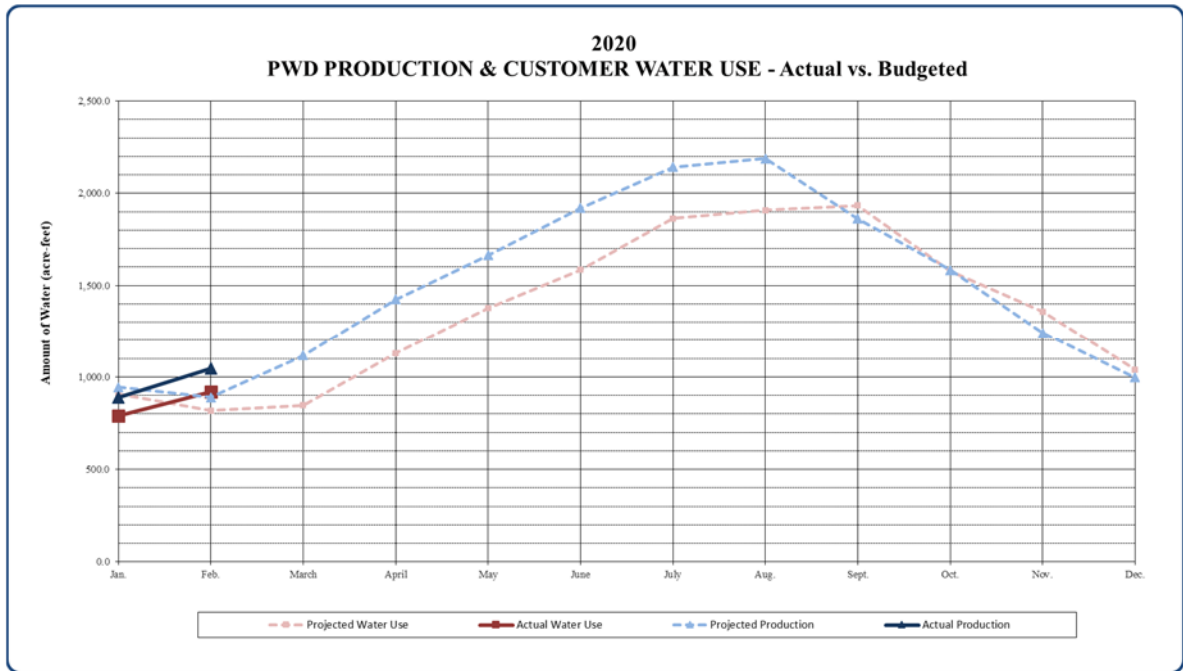
March 18, 2020

The following graphs show the 2019-2020 water year that is beginning to recover and current reservoir storage as of Tuesday, March 17, 2020.

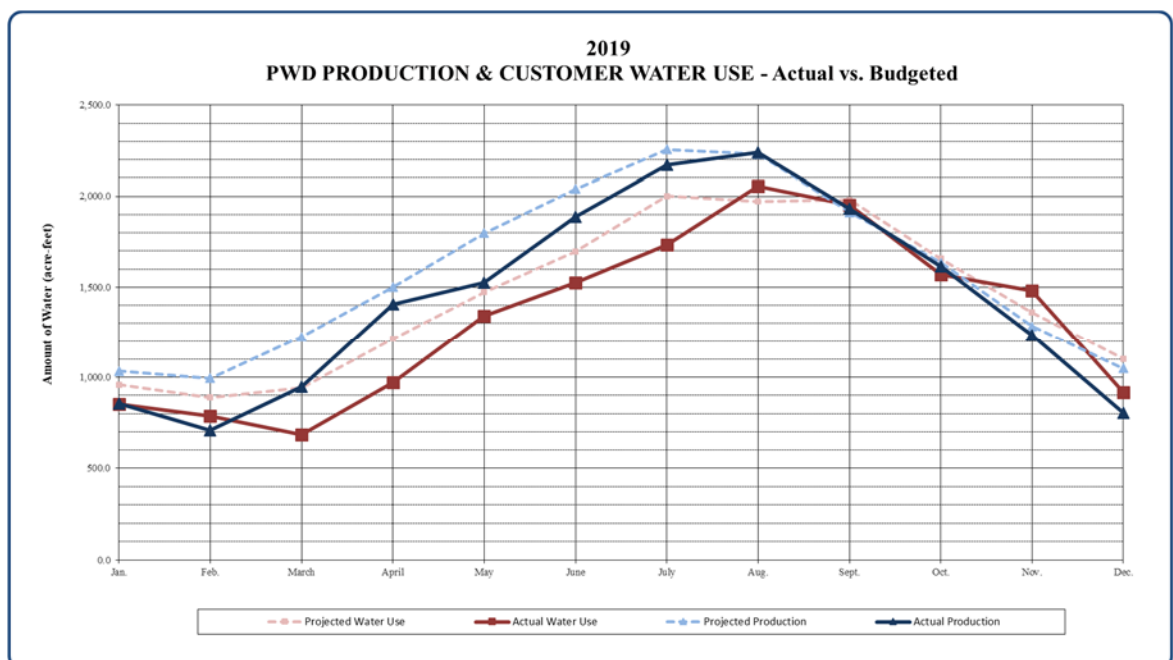




- The following is the anticipated monthly water consumption and production for 2020 based on the prior five years of actual monthly information. The total consumption is based on the 2020 Budget amount of 16,341 AF. Actual February numbers are higher than anticipated likely due to the dry weather.



- The following graph shows actual monthly amounts for 2019 for both production and consumption. 2019 water use was 8% less than anticipated due to a wetter than average year.





Other Items

- The Littlerock Reservoir Sediment Removal Project Environmental Impact Report/Environmental Impact Statement (EIR/EIS) was fully approved in 2017. All required permits are in place, and a construction contract for the Grade Control Structure was awarded in July 2018 to ASI Construction, LLC (ASI) of Colorado Springs.

After the site flooded in early 2019, ASI returned to the site in mid-July and began working. The first activities were re-establishing the dewatering network so excavation can be done, rebuilding the upstream berm to protect the construction site, and reinstalling the bypass pipe to allow storm water to go around the site. RCC placement began in late September and the work was completed in January 2020, and ASI has left the site.

A citizen's committee, Friends of Littlerock Dam (FOLD), was formed in the Littlerock, Pearblossom, and Juniper Hills area to find a way to reopen the Littlerock Reservoir Recreation area. They worked with the District and the USFS on this issue. The USFS has issued an eviction notice to the former operator living at the Reservoir in May 2019. This process is expected to be completed later this year.

Discussions are underway to explore having a small number of weekends this summer for limited recreation in the Littlerock Reservoir area while a more permanent solution is established. This successfully occurred for two weekends in 2018. It will take the combined cooperation of the Angeles National Forest, FOLD, and the District. The District's focus will be providing information on the upcoming sediment removal actions and time frames.

- The public review of the Draft California Environmental Quality Act (CEQA) EIR for the Palmdale Regional Groundwater Recharge and Recovery Project is complete. The Final EIR was certified by the Board on July 13, 2016, and the Notice of Determination was filed on July 14, 2016. The comments from the SWRCB Recycled Water Division on the Title 22 Engineering Report were addressed and returned for further review. Another set of comments was received in 2018 and information is being collected to address them.

The soil column tests were completed and reported on late in 2018. The District reviewed additional geotechnical work done to verify the proposed location is suitable. The result is a recommendation to drill an additional well to better understand the aquifer in the area. The well design and construction documents are out for bids due in February 2020. The bids were opened and will be presented to the Board to award a contract in April.

- The Upper Amargosa Creek Recharge Project is complete. One contract is for the California Aqueduct turnout and transmission water main. The other is for the recharge

basins. They are higher than original estimates and will result in a request from the City of Palmdale to the District, LA County Waterworks, and AVEK for additional funding. The park aspects of the project are expected to be finished early next year. The District is working with DWR to deliver water to the Project for recharge on a continuing basis.

- California Water Fix: There have been recent regulatory approvals moving this project forward. However, the current Governor has only stated support for one of the proposed tunnels. The State Water Contractors and the Department of Water Resources are continuing discussions about the Project's financing and operations. These discussions will result in a clearer picture of the effect on individual contractors. Staff is directly involved in these discussions, the development of the Agreement in Principle, and will update the Board soon.



### **Organizational Excellence**

This initiative includes efforts to restructure staff duties and activities to more efficiently provide service to our customers. Recent highlights are as follows:

- The District and other members of the Public Water Agencies Group (PWAG) have hired and share the services of an Emergency Preparedness Coordinator. This has already resulted in a successful training held at the District office. This approach also kept the District in a good position when responding to the July 4 and 5 earthquakes near Ridgecrest and compliance with the America's Water Infrastructure Act (AWIA) of 2018.

The District's deadline to complete a security/vulnerability assessment under the AWIA is March 31, 2020. The Board approved a contract for the work in 2019 and the assessment is on schedule to meet the deadline. The District will then have another six months to update its overall Emergency Response Plan.

- Training is an important part of the District's operations. There are several state and federal required trainings including confined space, harassment, and hazmat labeling. These are addressed through a combination of online training and classes. Many of the classes are provided through ACWA/JPIA at no cost. The District also opens these up for surrounding districts needing the same training. The District is recognized annually by JPIA for being willing to host these classes.

Nearly 80 percent of the District staff is required to have certifications or licenses issued by the State of California. Many of these have continuing education requirements which must be met by technical training. The District provides for this in several ways including hosting classes given by the California Rural Water Association, having a

training budget for staff to attend conferences, and providing an education tuition allowance for each employee.

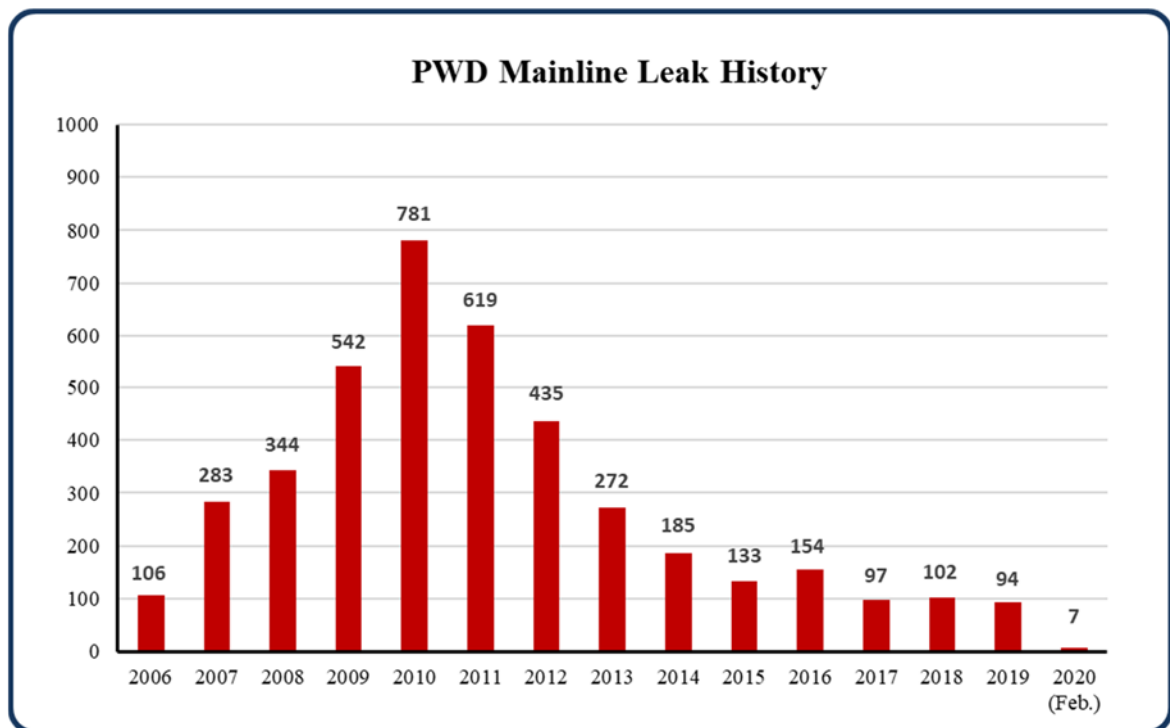
Additionally, the District provides educational sessions through the Employee Assistance Program twice a year on personal subjects such as work/life balance, financial health, and wellness. These are chosen by the staff through the Communication Committee. The District also provides professional training for its management staff.



### **Systems Efficiency**

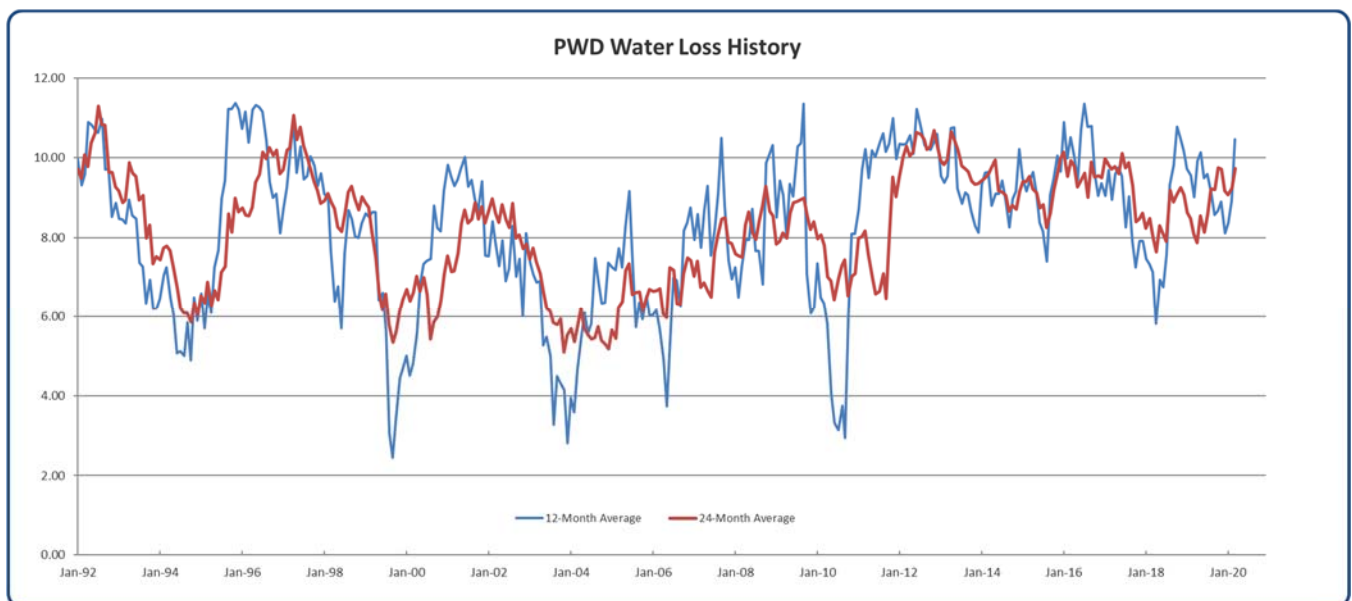
This initiative largely focuses on the state of the District's infrastructure. Recent highlights are as follows:

- The effects of the District's past efforts in replacing failing water mains and meters can be seen in the reduced number of mainline leaks. This is illustrated in the chart titled "Mainline Leak History." The mainline leaks through February 2020 are 7, and there were 13 service line leaks. As can be seen in the following graph, **the mainline leaks for 2017, 2018, and 2019 average less than 100 or roughly one leak for every four (4) miles of the District's water system as opposed to nearly one leak every half mile in 2010.** This is a clear indication of the benefit in replacing old, worn out infrastructure.





- The 2019 Budget included replacing approximately 2,800 meters. Staff completed this replacement project in October. This approach to replacing water meters worked well and is planned to continue in 2020. District staff is exploring other options for meters due to warranty issues being experienced with the current meter brand.
- The District advertised two water main replacement projects in December. One is in Avenue P near 25<sup>th</sup> Street East and the other is in Avenue V-5 west of 47<sup>th</sup> Street East. These contracts were awarded by the Board in February, and work is expected to start later this month.
- The positive effect of both water main and water meter replacement programs is shown on the chart titled “PWD Water Loss History.” The running average for water losses remains under 10%.



### **Financial Health and Stability**

PWD and City of Palmdale staffs have worked together to obtain funding for the Palmdale Recycled Water Authority (PRWA). Staff is considering a public bond issue for this project. Early discussions show this as a strong possibility to fund the work. PRWA is also trying to obtain completed booster station plans being held by Los Angeles County Waterworks District 40 to complete the Phase II design plans and financing.

The AV Integrated Regional Water Management Plan (IRWMP) also provides an avenue for State funding assistance. The Littlerock Sediment Removal and PRWA Phase

**II Projects are the highest rated and are very likely to receive nearly \$900,000 for each project in the current round of funding.**

- The 2019 Water Rate Study and Proposition 218 process is now complete. The Proposition 218 public hearing was held on October 28, 2019 for the 8.1% annual revenue increase. 101 protests were received of which 88 were valid. The Board then unanimously approved Resolution No. 19-15. This set the water rate structure and water rates for 2020-2024.

Resolution No. 19-15 also includes criteria to evaluate the District's financial condition each year. It gives the Board the ability to reduce the water rates if the District's financial position meets four (4) of the criteria in an annual review while preparing the following year's budget.

- The 2020 Budget was approved on December 2019 following the approved 2019 Water Rate Plan. The document will be finalized and published in March 2020.
- Water-Wise Landscape Conversion Program (Cash-for-Grass Program): The District received a \$75,000 Grant from the Bureau of Reclamation in 2017 to assist in funding the Program. The District has fully used the grant funds. The Board approved an application for additional funds in 2019. The District received a preliminary notice indicating a favorable review of the application.



### **Regional Leadership**

This initiative includes efforts to involve the community, be involved in regional activities, and be a resource for other agencies in the area. Recent highlights are as follows:

- Activities of the Palmdale Recycled Water Authority (PRWA), AV Integrated Regional Water Management Plan (IRWMP), and Antelope Valley State Water Contractors Association have continued.
- The District staff continues to share the administration of the Antelope Valley Watermaster Board (AVWB) with AVEK and related meetings.
- District staff is active in the local chambers, Greater Antelope Valley Economic Alliance (GAVEA), regional human resources, and public information organizations.
- The first "PWD Water Ambassador Academy" (WAA) was conducted on September through October 2018. The response was overwhelmingly positive. The next Academy was successfully completed in March 2019 and a high school version of the Academy was

successfully held as a one-day event in May 2019. The 2020 WAA is being planned for March 2020. This will also include a brief presentation by the City of Palmdale. The District will also be included in the City's program.

- The District, AVEK, City of Palmdale, and the City of Lancaster cohosted the Greater Antelope Valley Water Emergency Coalition on October 30<sup>th</sup>. The event was well-received and a success. A more formal move towards mutual assistance and coordination is planned from the participating organizations.
- PRWA staff, District and City personnel recently met to look at activities for this year and what future planning should be done. This includes developing a logo and brand, a website, completing the Phase II contract documents, possibly updating the Master Plan, and developing a five-year strategic plan.



### **Customer Care and Advocacy**

This initiative includes efforts to better serve our customers. Recent highlights are as follows:

- The ability to make payments at 7-Eleven and Family Dollar Store is also continuing to grow.
- Customer Care office and field staff are crosstraining to better understand the other's interaction with customers and to improve communication.
- Customers are continuing to take advantage of the District's electronic payment options. 61% of all payments made by customers were done electronically in 2019.
- Truebill, the customer information system, is updated for the new water rate structure and water rates for 2020.
- Staff is working to implement revised policies related to SB 998 approved by the Board of Directors on January 13, 2020. This bill requires additional procedures for dealing with delinquent customers. The District must be in compliance with it on February 1, 2020.
- Remodeling and re-equipping of the open area on both floors of the main office are being designed and priced.