MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, FEBRUARY 19, 2013:

A meeting of the Facilities Committee of the Palmdale Water District was held Tuesday, February 19, 2013, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Alvarado called the meeting to order.

1) Roll Call.

Attendance:
Facilities Committee:
Robert Alvarado, Chair
Gordon Dexter, Committee Member

Others Present:
Dennis LaMoreaux, General Manager
Matt Knudson, Engineering Manager
Tim Moore, Facilities Manager
Peter Thompson II, Operations Manager
Randy Hardenbrook, Equipment Mechanic Spvsr.
Scott Mahoney, Senior Maintenance Mechanic
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dexter, seconded by Chair Alvarado, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Regular Meeting Held October 22, 2012.

It was moved by Committee Member Dexter, seconded by Chair Alvarado, and unanimously carried to approve the minutes of the Facilities Committee meeting held October 22, 2012, as written.

4.2) Discussion and Possible Action on Establishing Goals for the Facilities Committee. (Chair Alvarado)

Chair Alvarado stated that he would like to revise the Committee's previous goals and develop new goals to ensure the District is providing the best service possible through all facilities, and after a brief discussion, it was determined that the goals for the Facilities Committee will include:

1) Replacing leaking water mains to reduce leaks and increase mains of the water system and assets.
2) Installing and operating localized GAC treatments and test new products to control and reduce overall GAC costs.
3) Establishing a base of updated and real-time SCADA to remote sites and expand this system.

Chair Alvarado then requested monthly updates on these goals as well as updates on improving water treatment plant security, floc control measures at the water treatment plant, the distribution SCADA radio upgrade, the triennial well testing program, upcoming plant improvements, and replacing sodium hypochlorite flow meters.

Committee Member Dexter then clarified the first goal of the Committee is focusing on the specifics of financing for the facilities and stated that the Committee has reviewed deferred maintenance; that staff needs to come to the Committee for reprioritization of projects; that the goals mentioned are status updates on these projects; and that he recommends staff convince the Committee of the need for a project, and if the project is possible with the District's limited resources, the Committee recommend the project to the full Board.

Prioritizing facilities items identified in the 2013 budget were then discussed, and it was determined that staff will bring projects to the Committee and that the Committee will determine if these projects need to be brought to the full Board to either request funding or to change priorities.

General Manager LaMoreaux stated that status reports will also be provided on implementing the CMMS program for tracking preventative maintenance and recommended the Committee review the infrastructure management section of the Strategic Plan as the first step in updating the Strategic Plan.

Committee Member Dexter requested the Committee also discuss pending water quality regulations.

4.3) Discussion and Possible Action on Grants to Assist With Facilities Costs. (Chair Alvarado)

General Manager LaMoreaux stated that staff is reviewing grants through the State Revolving Fund, which also offers low interest loans for infrastructure projects, and that the District's financial team is reviewing these options.

Potential grants and the process for receiving grant funds under Prop 84, USDA loans, and the Bureau of Reclamation were then discussed.

Engineering Manager Knudson then stated that the District is part of the state's Bond Management System and is notified of proposal solicitation packages for available grant funding opportunities; that many grants require matching funds; that the District has qualified for approximately $500,000 in grant funding for water main replacements from the EPA; and that the District is close to receiving this funding.

Hiring consultants for grant writing and grant writing through other organizations were then discussed.

4.4) Discussion and Possible Action on Enclosing the Remainder of Palmdale Ditch. (Chair Alvarado)

Chair Alvarado inquired about the feasibility of enclosing sections of Palmdale Ditch if funding or matching funding is available after which General Manager LaMoreaux reviewed the Palmdale Ditch line, which follows the San Andreas fault zone, and sections of the Ditch that are enclosed followed by discussion of establishing a fee to protect watersheds from the impact of development, requiring future development to enclose the Ditch to protect water quality, the cost to enclose the entire Ditch, necessary design and environmental work needed for enclosing the Ditch, no critical need for enclosing additional sections of the Ditch, the integrity of the tunnel sections of the Ditch and staff's efforts to repair these areas, staff's efforts to enforce the Ditch to prevent leakage and the budget for annual maintenance of the Ditch, water spilling from the Dam and recharging the District's southeast well field, and potential liability due to a break in the Ditch, and it was determined that no additional areas of Palmdale Ditch need to be enclosed at this time.

Chair Alvarado then requested a list of areas of the Ditch with the largest number of cracks along with a proposal to double the budgeted amount allocated towards maintenance and repair of the Ditch.

5) Information Items.

5.1) Update on Water Treatment Plant Annual Maintenance. (Operations Manager Thompson II)

Operations Manager Thompson II and Senior Maintenance Mechanic Mahoney provided an overview of the annual water treatment plant maintenance schedule and plan including staff's monitoring, findings, recommendations, and the process for repairs and replacement of equipment.

5.2) Update on Monitoring of Wind Turbine Through Black & Veatch. (Engineering Manager Knudson)

Engineering Manager Knudson informed the Committee that communication has been established between the wind turbine and the office of Black & Veatch; that Operations staff was helpful in establishing this communication; and that monitoring the real time performance of the wind turbine can now begin.

5.3) Update on Deferred Maintenance and Projects. (Facilities Manager Moore)

Facilities Manager Moore informed the Committee that since the last Committee meeting, deferred maintenance reports including projects, concerns, and costs have been included with the monthly Department Status Reports; that in the past five months, two pipeline projects have been completed in-house; that Facilities and Engineering staff continue to target priority areas for pipeline repair or replacement; and that air-vacs are being repaired to improve the operation of the system.

He and Equipment Mechanic Supervisor Hardenbrook then provided an alternative for replacing the budgeted $100,000 new dump truck with a used dump truck and a used backhoe for $100,000 or less after which the Committee concurred with staff's recommendation on this equipment, and General Manager LaMoreaux recommended the Committee report this equipment replacement to the full Board.

Equipment Mechanic Supervisor Hardenbrook then informed the Committee of staff's equipment maintenance schedule and well and booster maintenance schedule.

5.4) Other.

General Manager LaMoreaux informed the Committee that last year an engineering class from UCLA toured the District's wind turbine site as part of their renewable energy tour and that this same tour is scheduled this year for Saturday, March 2, at 2:00 p.m.

He then informed the Committee that the water main replacement project to the north of the nearly completed water main replacement project near Yucca Elementary School has been advertised for bids in anticipation of financing opportunities; that bids are scheduled to be opened March 13 at 3:00 p.m.; and that a contract will not be awarded until funding is secured.

Engineering Manager Knudson then informed the Committee that the District has been approached regarding a cell tower lease at the lower El Camino tank site just west of the Antelope Valley freeway south of Avenue S and that this lease will be presented to the Committee for consideration once an agreement has been developed.

There were no additional information items to discuss.

6) Board Members' Requests for Future Agenda Items.

Chair Alvarado requested that, once hired, the new Treatment Plant Supervisor attend a Facilities Committee meeting.

It was then determined that "Status report on Facilities Committee goals and projects," "Discussion and possible action on infrastructure management elements identified in the Strategic Plan," "Discussion and possible action on pending water quality regulations," and "Discussion and possible action on repairs to Palmdale Ditch" will be placed on the next agenda.

There were no further requests for future agenda items.

The next Facilities Committee meeting was then scheduled for March 19, 2013 at 5:15 p.m.

7) Adjournment.

There being no further business to come before the Facilities Committee, the meeting was adjourned.

Robert E Alvarado

Chair