

Since 1918



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111
Fax (661) 947-8604

www.palmdalewater.org
Facebook: palmdalewaterdistrict
Twitter: @palmdaleH2O

Board of Directors

ROBERT E. ALVARADO
Division 1

JOE ESTES
Division 2

MARCO HENRIQUEZ
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER LLP
Attorneys

February 18, 2016

***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
Wednesday, February 24, 2016
7:00 p.m.***

NOTE: 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.

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.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.
- 5) Presentations:



Providing high quality water to our current and future customers at a reasonable cost.



- 5.1) Drought Report-Review of “Water Conservation and Reduction in Water Demand Efforts Report as of January, 2016.” (PIO/Conservation Director McNutt)
- 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 February 10, 2016.
 - 6.2) Payment of bills for February 24, 2016.
- 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) Consideration and possible action on amendment to existing contract with Aspen Environmental Group for the Littlerock Reservoir Sediment Removal Project EIR/EIS. (\$129,518.00 – Budgeted – Assistant General Manager Knudson)
 - 7.2) Consideration and possible action on development of an appreciation program recognizing ratepayers from each of the Director’s divisions for great reductions in water consumption. (Director Dino)
 - 7.3) Consideration and possible action on candidates to fill Public Water Supplier seat on the Antelope Valley Watermaster Board of Directors. (General Manager LaMoreaux)
 - 7.4) Discussion of potential joint water storage projects with Antelope Valley State Water Contractors Association member agencies. (Director Dino)
 - 7.5) Consideration and possible action on Outreach activities. (PIO/Conservation Director McNutt)
 - a) Rebates/Cash for Grass Program
 - b) AguaPalooza Music Contest
 - c) High Desert Water Summit
 - d) Palmdale Chamber activities
 - e) Calendar of upcoming events
 - f) Board media training
 - g) Outreach Board input
 - 7.6) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2016 Budget:
 - 1) Antelope Valley Hispanic Chamber of Commerce 19th Annual Installation of 2016 Board of Directors to be held March 4, 2016 in Palmdale.

- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.
 - b) Standing Committee/Assignment Reports (Chair):
 - 1) Palmdale Recycled Water Authority
 - c) Standing Board Committee assignments. (President Alvarado)
 - 8.2) Report of General Manager.
 - a) February, 2016 written report of activities through January, 2016.
 - 8.3) Report of General Counsel.
- 9) Public comments on closed session agenda matters.
- 10) Break prior to closed session.
- 11) Closed session under:
 - 11.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases*.
 - 11.2) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with District General Counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *Palmdale Water District v. Lagerlof, et al, Los Angeles County Superior Court Case No. BC 605450*.
- 12) Public report of any action taken in closed session.
- 13) Board members' requests for future agenda items.
- 14) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd



Water Conservation



- ◆ 174 Appeal letters submitted (Total)
- ◆ 16 Citations issued as of 2/19/16
- ◆ Citation breakdown:

CHG	Water Waste 1 st Notice	\$50.00	\$650.00
CHG	Water Waste 2 nd Notice	\$250.00	\$0.00
CHG	Water Waste 3 rd Notice	\$500.00	\$0.00
CHG	Water Waste 4 th Notice	\$1,000.00	\$0.00
	Grand Total		\$650.00

- ◆ Cumulative water savings through December = 17.3%
- ◆ Gallons per capita per day through December = 67.1



2016 PAID WATER SAVING REBATE
TOILET REBATE

JANUARY 2016	LAST NAME	FIRST NAME	ACCOUNT NUMBER	ADDRESS	ITEMS	TOTAL REBATE	PAID YTD
1	Benefiel	Gloria	42405073-1003690	2711 Nandina	1	\$ 60.00	
2	Ortega	Irma	18458049-1057994	37837 11th St. E	1	\$ 60.00	
3	DeWindt	Lamonte W.	43536041-1011544	37530 Arbor Lane	1	\$ 60.00	
4	Talbot	David	20592013-1002379	2037 Avenue Q6	1	\$ 60.00	
5	Hess	Scott	46934139-1042668	36648 Little Sycamore	1	\$ 60.00	
6	Bohn	Sarah	4288081-1033127	37516 19th St. E.	1	\$ 60.00	
7	Ayon	Patricia	45263038-1022060	38042 Rudall	1	\$ 60.00	
8	Estrada	Maria	30745002-1023117	37840 27th St. E.	1	\$ 60.00	
9	Martinez	Victor	35561017-1060194	2826 Avenue R14	2	\$ 120.00	
10	Martinez	Alicia	42883055-1013413	37744 Chaparral Ct.	1	\$ 60.00	
11	Martinez	Celina	43564083-1051687	37260 Dawson Dr.	1	\$ 60.00	
					12	\$ 720.00	\$ 720.00

WASHER REBATE

JANUARY 2016	LAST NAME	FIRST NAME	ACCOUNT NUMBER	ADDRESS	ITEMS	TOTAL REBATE
1	Vargas	Cynthia	45218005-1052437	2936 Tumbleweed	1	\$ 100.00
2	Tyson	David	45218081-1040880	36746 Acorn St.	1	\$ 100.00
3	Ellinghurst	John	18000124-1060640	37341 52nd St. East	1	\$ 100.00
4	Ulices	Caceres	7629014-1060786	37242 Harlequin Way	1	\$ 100.00
5	Alegria	Jubenia	46194046-1028397	3533 Desert Oak	1	\$ 100.00
					5	\$ 500.00
						\$ 1,220.00

FEBRUARY 2016

LAST NAME	FIRST NAME	ACCOUNT NUMBER	ADDRESS	ITEMS	TOTAL REBATE
-----------	------------	----------------	---------	-------	--------------

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: February 18, 2016 **February 24, 2016**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Matthew R. Knudson, Assistant General Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION
ON AMENDMENT TO EXISTING CONTRACT WITH ASPEN
ENVIRONMENTAL GROUP FOR THE LITTLEROCK RESERVOIR
SEDIMENT REMOVAL PROJECT EIR/EIS.*

Recommendation:

Staff recommends that the Board:

1. Approve an amendment, which includes Tasks 1, 2, and 5 as listed on the attached Exhibit "A-2" with Aspen Environmental Group (Aspen), in the not-to-exceed amount of \$129,518; and
2. Authorize the General Manager to execute an amendment with Aspen Environmental Group utilizing the District's standard professional services amendment form for same.

Background:

Aspen has begun or completed significant amounts of work related to the preparation of the environmental documents, permitting, and preliminary design for the Littlerock Sediment Removal Project. The Project has undergone changes over the years due to input and comments from the United States Forest Service (Forest). The Project has also experienced significant delays in getting feedback and recommendations from the Forest.

The Draft EIR/EIS is now to the point where the District and Forest are ready to publish the Draft EIR/EIS for public review and comment. The District is waiting for logistical feedback from the Forest in order to coordinate the publication of said document. The approval of this amendment will authorize Aspen to assist the District with the publication of the Draft EIR/EIS for public review, provide public involvement during the 45-day public review period, and prepare responses to public comments for the preparation of the Final EIR/EIS.

February 18, 2016

The following is a list of upcoming milestones and task for this project in order to start construction activity:

- Publication of the Draft EIS/EIR
- Draft EIS/EIR Public Meeting, which would occur during the 45-day public review period
- Review of incoming public comments on the Draft EIS/EIR and preparation of responses to comments
- Preparation of the Final EIS/EIR, including any text revisions and responses to public comments
- Preparation of Project permit packets, including any associated plans
- Coordination with permitting agencies
- Publication of Final EIS/EIR
- Preparation of CEQA Findings of Fact and MMRP (Record of Decisions would be prepared by USFS)
- Obtain all permits
- Project funding
- Finalization of Project design
- Conduct any pre-construction surveys
- Construction monitoring

The attached Exhibit A-2 explains in detail the scope of work, tasks, hourly rate, and estimated hours associated with this proposed Task Order No. 1.

Strategic Plan Element:

Strategic Initiative No. 1 – Water Resource Reliability

Budget:

This project is identified as one of the projects that will be funded from the Water Revenue Bonds, Series 2013A proceeds. Any over committed funds from the 2013A proceeds will be funded from the District's 2016 capital expenditure budget.

Supporting Documents:

- Exhibit A-2 - Proposed Cost and Summary Sheet
- Exhibit A-3 – Estimated Timeline



Aspen Environmental Group

Littlerock Reservoir Sediment Removal Project
 Palmdale Water District

EXHIBIT A-2: PROPOSED COST - SUMMARY SHEET
 Environmental Analysis (Draft EIS/EIR Prep/Publication & Receipt of Public Comments)

	Task 1	Task 2	Task 5	TOTAL
ASPEN LABOR COST				
Total Aspen Labor Cost	\$54,012	\$24,676	\$8,012	\$86,700
Aspen Other Direct Costs				
Aspen Other Direct Costs	\$20,433	\$7,480	\$14,905	\$42,818
SUBCONTRACTORS COST				
Applied Earthworks				
Garland & Associates				
Total Subcontractor Cost				
Total Cost	\$74,445	\$32,156	\$22,917	\$129,518

Date prepared: 12/17/15

Note: The rates on this cost estimate are good through July 2018, after which they would increase by 3%.

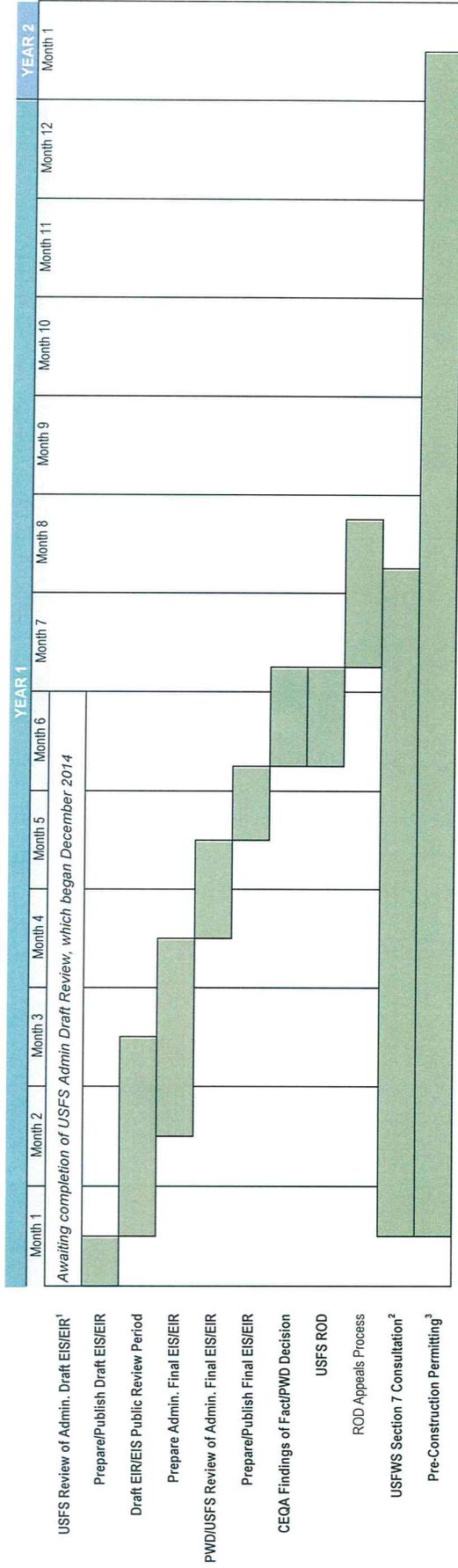
Aspen Environmental Group

Littlerock Reservoir Sediment Removal Project Palmdale Water District

EXHIBIT A-2: PROPOSED COST Environmental Analysis (Draft EIS/EIR Prep/Publication & Receipt of Public Comments)

Key Personnel/Category	Task 1		Task 2		Task 5		TOTAL	
	Draft EIS/EIR thru Public Comments		Public Involvement		Project Management		Quantity	Cost
	Hours	Rate	Hours	Cost	Hours	Cost		
Negar Vahidi, Project Manager	48	\$175.00	20	\$3,500	40	\$7,000	108	\$18,900
Chris Huntley, Senior Biologist	60	\$10,500	12	\$2,100			72	\$12,600
Will Walters, Senior Air Quality		\$188.00						
Sandra Alarcon-Lopez, Public Involvement		\$187.00	42	\$7,854			42	\$7,854
Phil Lowe, Sr. Hydrologist	24	\$175.00					24	\$4,200
Jared Varonin, Biology/Permitting		\$125.00						
Scott Debauche, Environmental Planner	80	\$115.00	18	\$2,070			98	\$11,270
Justin Wood, Botanist		\$104.00						
Tatiana Inouye, Sr. Environmental Sci.	100	\$112.00	40	\$4,480			140	\$15,680
Margaret Schaaap, Biologist		\$75.00						
Patrick Meddaugh, Environmental Life Sci	16	\$75.00	24	\$1,800			24	\$1,800
Tracy Popiel, GIS/Graphics		\$65.00					16	\$1,200
David Bailey, GIS/Graphics	40	\$65.00	8	\$520			48	\$3,120
Emily Chitrea, Admin/Clerical	48	\$110.00	16	\$1,760			64	\$7,040
Kati Simpson, Graphics/Production	12	\$105.00	4	\$420	8	\$840	24	\$2,520
Elise Camacho, Project Accounting/Controls	2	\$86.00	2	\$172	2	\$172	6	\$516
Darlene Freeman, Admin/Clerical	430	\$54,012	186	\$24,676	50	\$8,012	666	\$86,700
Total Labor								
Direct Project Cost Item	Unit Cost	Cost	Cost	Cost	Cost	Cost	Total	Total
Copies/Printing		\$15,000	\$3,000	\$7,000	\$25,000	\$25,000	\$25,000	\$25,000
Travel & Per Diem			\$1,100	\$5,000	\$6,100	\$6,100	\$6,100	\$6,100
Postage/Delivery		\$3,500	\$50	\$1,000	\$4,550	\$4,550	\$4,550	\$4,550
Telephone (Cell+Conf Calls)		\$75	\$160	\$550	\$775	\$775	\$775	\$775
Computer (per billable hour)								
Equipment Rental								
Document/Data Acquisition/Ads			\$2,500		\$2,500	\$2,500	\$2,500	\$2,500
Subtotal		\$18,575	\$6,800	\$13,550	\$38,925	\$38,925	\$38,925	\$38,925
Aspen Fee on all Non-Labor Costs & Subs (10%)		\$1,858	\$680	\$1,355	\$3,893	\$3,893	\$3,893	\$3,893
Total Non-Labor		\$20,433	\$7,480	\$14,905	\$42,818	\$42,818	\$42,818	\$42,818
Total Cost		\$74,445	\$32,156	\$22,917	\$129,518	\$129,518	\$129,518	\$129,518

Exhibit A-3: Littlerock Reservoir Sediment Removal Project - Environmental Analysis, Permitting Support, and Engineering: Estimated Timeline/Schedule



¹ The timeline for subsequent tasks are dependant on a completion of USFS review of the Admin Draft EIR/EIR.

² Includes standard 135-day Biological Opinion period, plus up to two 30-day extensions. Any further delay in the agency's permit review would lead to a commensurate delay in the project schedule.

³ Pre-construction permitting estimated to require 8-12 months. Construction would begin when permitting is complete. This timeline assumes worst-case scenario of 12 months.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: February 17, 2016 **February 24, 2016**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION
ON DEVELOPMENT OF AN APPRECIATION PROGRAM
RECOGNIZING RATEPAYERS FROM EACH OF THE DIRECTOR’S
DIVISIONS FOR GREAT REDUCTIONS IN WATER CONSUMPTION.*

There are no staff reports or back-up materials for this item.

The PWS Group recently met and considered the list of nominees recommending Leo Thibault, LCID Director, to the Watermaster seat and Kathy Mac Laren, PWD Director, to the alternate seat. These candidates are being presented to all boards and councils of the PWS Group for ratification with results reported to the PWS Group and the AV Watermaster staff.

The PWS representative must follow the direction of the PWS Group when making decisions on the Antelope Valley Watermaster Board. It is anticipated that the first representative's term will be a minimum of two-years, and the representative can only be removed by a supermajority of the representatives of the selecting PWS Group.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 5 – Regional Leadership.

Budget:

There is no impact to the budget from this item.

Supporting Documents:

None

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: February 17, 2016 **February 24, 2016**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.4 – DISCUSSION OF POTENTIAL JOINT
WATER STORAGE PROJECTS WITH ANTELOPE VALLEY STATE
WATER CONTRACTORS ASSOCIATION MEMBER AGENCIES.*

There are no staff reports or back-up materials for this item.

AguaPalooza

Presented By: Palmdale Water District

Who: Calling all musicians in all genres of music.

When: May - July Winner TBD in August

Where: Palmdale Water District

*Prizes: 1st Place iPad MINI
2nd Place TBD, 3rd Place TBD*

Rules: All music and content must be cleared, no exceptions. Content must be about water conservation and or drought. No violent or suggestive language will be accepted. Content must not exceed five minutes. All submissions must be received prior to the deadline. Originals should only be submitted once, multiple submissions should be different.



A large, intricate decorative scrollwork in a dark teal color, featuring swirling lines and leaf-like shapes, framing the text on the left and top of the page.

“ A New Road
Un Camino Nuevo”

Friday March 4, 2016

For the 19th Annual Installation of
our 2016 Board of Directors

Larry Chimbole Cultural Center

If you are interested in sponsoring, advertising in our
Magazine reserving a table or buying tickets

For prices please contact (\$70/person)

661-538-0607

office@avhcc.org

Attire: Semi Formal

PWD 2016 STANDING COMMITTEES AND APPOINTMENTS

February 18, 2016

FACILITIES:

**DINO (Chair), HENRIQUEZ
(MEETS QUARTERLY OR AS NEEDED BY STAFF)**

- 1) District Owned Land and Buildings
- 2) Water Treatment Plant
- 3) Land Sales and Leases
- 4) Rolling Stock, Radios, Control Systems, and Misc. Equipment
- 5) Palmdale Ditch and Littlerock Dam

FINANCE:

**HENRIQUEZ (Chair), ALVARADO
(MEETS MONTHLY)**

- 1) Water Rates
- 2) Budget, Auditing, and Accounting Procedures
- 3) Investments
- 4) Capital Improvement Fee, Assessment Parity Charge, etc.

PERSONNEL:

**ESTES (Chair), DINO
(MEETS QUARTERLY OR AS NEEDED BY STAFF)**

- 1) Organizational Structure
- 2) Salary, Benefits and Retirement
- 3) Personnel Policies
- 4) ACWA JPIA

OUTREACH:

ALL DIRECTORS – MONTHLY BOARD REPORT BY PIO McNUTT

**WATER SUPPLY
& RELIABILITY:**

ALL DIRECTORS – MONTHLY BOARD REPORT BY GM LaMOREAUX

PALMDALE WATER DISTRICT DIRECTOR APPOINTMENTS

- | | |
|---|---|
| ▪ Antelope Valley State Water Contractors Association | Alvarado, Mac Laren, Estes (Alt.) |
| ▪ Palmdale Recycled Water Authority | Mac Laren, Alvarado, Dino (Alt.) |
| ▪ Plant 42 Environmental Restoration Advisory Board
Staff Appointments | Estes, Mac Laren (Alt.)
AGM Knudson, GM LaMoreaux (Alt.) |
| ▪ Association of California Water Agencies & JPIA | Estes, Henriquez (Alt.) |

BOARD LIAISONS

The Board President shall act as and/or appoint Liaisons to various functions and organizations to represent PWD.

- | | |
|----------------------------------|-------------------------------|
| ▪ AVEK | Dino |
| ▪ Fin & Feather Club | Henriquez |
| ▪ Watermaster Advisory Committee | AGM Knudson, Mac Laren (Alt.) |

PALMDALE WATER DISTRICT AD HOC COMMITTEES

The Board President shall appoint Ad Hoc Committees from time to time and reconstitute such committees as the need arises.

BOARD OFFICERS

Robert Alvarado, President; Vincent Dino, Vice President; Joe Estes, Treasurer; Marco Henriquez, Secretary; Kathy Mac Laren, Director

(GENERAL MANAGER TO SERVE ON ALL COMMITTEES AT THE REQUEST OF THE CHAIR)

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: February 18, 2016 **February 24, 2016**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 8.2 – REPORT OF GENERAL MANAGER*

The February, 2016 written report of activities through January, 2016 will be hand delivered prior to the Board meeting.