



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

W. SCOTT KELLERMAN
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN-GOMEZ
Division 4

VINCENT DINO
Division 5

January 18, 2023

AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT TO BE HELD AT 2029 EAST AVENUE Q, PALMDALE OR VIA TELECONFERENCE

FOR THE PUBLIC: VIA TELECONFERENCE ONLY

DIAL-IN NUMBER: 571-748-4021 ATTENDEE PIN: 012-598-952#

Submit Public Comments at: <https://www.gomeet.com/012-598-952>

MONDAY, JANUARY 23, 2023

6:00 p.m.

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

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) Recognition of retiring Executive Assistant Dawn Deans.
- 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 Board Meeting held January 9, 2023.
 - 6.2) Payment of bills for January 23, 2023.
 - 6.3) Approval of Resolution No. 23-1 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning February 1, 2023 and Ending February 28, 2023 Pursuant to Brown Act Provisions. (No Budget Impact– Assistant General Manager Ly)
 - 6.4) Receive and file Semi-Annual Employee Reimbursement Report for the period covering July 1, 2022 to December 31, 2022. (No Budget Impact – Finance Manager Hoffmeyer)
 - 6.5) Reject claim received from Aleksey Verkhoturov and refer to Joint Powers Insurance Authority. (No Budget Impact – Finance Manager Hoffmeyer)
- 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) Discussion and presentation of Big Rock Creek Joint Groundwater Recharge Project Draft Feasibility Study. (No Budget Impact – Resource and Analytics Director/AVSWCA General Manager Thompson II)
 - 7.2) Consideration and possible action on adopting the categorical exemption pursuant to CEQA Guidelines Sections 15303 and 15306 for construction of the Pure Water AV Demonstration Facility. (No Budget Impact – Engineering Manager Rogers).
 - 7.3) Consideration and possible action on authorizing staff to enter into a Professional Services Agreement with Tripepi Smith & Associates for updating the District’s Intranet. (\$25,000.00 plus monthly recurring support of \$380.00 – Budgeted – 2022 Capital Lease Funding – Information Technology Manager Stanton)
 - 7.4) 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 2022 Budget:
 - a) None at this time.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Standing Committees; Organization Appointments; Agency Liaisons:

- 1) Antelope Valley East Kern Water Agency (AVEK) – January 10. (Director Dino, Board Liaison/Director Mac Laren-Gomez, Alt.)
 - 2) Finance Committee Meeting – January 17. (President Wilson, Chair/Director Dizmang)
 - 3) Outreach Committee Meeting – January 18. (Director Mac Laren, Chair/Director Wilson)
- b) General Meetings Reports of Directors.
- 8.2) Report of General Manager.
- a) January 2023 written report of activities through December 2022.
- 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 17, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Adam Ly, Assistant General Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.3 – APPROVAL OF RESOLUTION NO. 23-1 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE PALMDALE WATER DISTRICT FOR THE PERIOD BEGINNING FEBRUARY 1, 2023 AND ENDING FEBRUARY 28, 2023 PURSUANT TO BROWN ACT PROVISIONS. (NO BUDGET IMPACT – ASSISTANT GENERAL MANAGER LY)***

Recommendation:

Staff recommends the Board approve Resolution No. 23-1 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning February 1, 2023 and Ending February 28, 2023 Pursuant to Brown Act Provisions.

Alternative Options:

The Board can choose not to approve Resolution No. 23-1.

Impact of Taking No Action:

Teleconference options for the District’s publicly noticed meetings will end.

Background:

With the issuance of the Governor’s State of Emergency Executive Order due to the COVID-19 pandemic, the Brown Act was modified regarding agenda postings, Board member attendance from remote locations via teleconference, public attendance and participation at publicly noticed meetings via teleconference. These modifications were rescinded by the Governor effective September 30, 2021; however, agencies and special districts have the option to continue remote teleconferencing options under the provisions of newly enacted AB 361. AB 361 provides agencies the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements beyond September 30, 2021.

January 17, 2023

The criteria to rely on the provisions of AB 361 are as follows:

- 1) The local agency is holding a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
- 2) The local agency is holding a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- 3) The local agency is holding a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Resolution No. 23-1 addresses these criteria and will remain in effect for a period of 28 days. If the District wishes to continue meeting under modified Brown Act requirements under AB 361 after 30 days, the resolution must be renewed.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership.

This item directly relates to the District’s Mission Statement.

Budget:

There is no budget impact.

Supporting Documents:

- Resolution No. 23-1 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming A Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning February 1, 2023 and Ending February 28, 2023 Pursuant to Brown Act Provisions

RESOLUTION NO. 23-1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE PALMDALE WATER DISTRICT FOR THE PERIOD BEGINNING FEBRUARY 1, 2023 AND ENDING FEBRUARY 28, 2023 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Palmdale Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Palmdale Water District's ("District") legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a State of Emergency has been proclaimed by the Governor of the State of California on March 4, 2020 in response to the global outbreak of the novel Coronavirus disease ("COVID-19"); and

WHEREAS, meeting in person would present an imminent risk to the health and safety of attendees due to the continued impact of the COVID-19 pandemic; and

WHEREAS, the Board of Directors does hereby find that a State of Emergency has been proclaimed as a result of the threat of COVID-19 and the contagious nature of COVID-19 have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Palmdale Water District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Palmdale Water District offers the option of teleconferencing to ensure access for the public to attend meetings.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person would present imminent risks to the health and safety of attendees due to the serious and contagious nature of COVID-19.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff, General Manager, and legislative bodies of the Palmdale Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on February 1, 2023 and shall be effective until the earlier of (i) February 28, 2023, which is 28 days from the adoption of this Resolution, or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Palmdale Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Palmdale Water District this 23rd day of January, 2023, by the following vote:

AYES: President Wilson, Directors Kellerman, Mac Laren-Gomez, Dino, Dizmang
NOES: None
ABSENT: None
ABSTAIN: None

President, Board of Directors

ATTEST:

Secretary, Board of Directors

APPROVED AS TO FORM:

Aleshire & Wynder, LLP, General Counsel

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 17, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis Hoffmeyer, Finance Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 6.4 – RECEIVE AND FILE SEMI-ANNUAL EMPLOYEE REIMBURSEMENT REPORT FOR THE PERIOD COVERING JULY 1, 2022 THROUGH DECEMBER 31, 2022. (NO BUDGET IMPACT – FINANCE MANAGER HOFFMEYER)*

Recommendation:

Staff recommends the Board receive and file the Semi-Annual Employee Reimbursement Report for the period covering July 1, 2022 through December 31, 2022.

Background:

Staff reimbursements are based on the approved budget. It is required that the District report to the governing body Employee Reimbursements in excess of \$100.00 on a semi-annual basis.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 4 – Financial Health and Stability. This item directly relates to the District’s Mission Statement.

Budget:

Receiving and filing the Employee Reimbursement Report will not affect the budget.

Supporting Documents:

- Semi-Annual Employee Reimbursement Report for the period covering July 1, 2022 through December 31, 2022.

PALMDALE WATER DISTRICT
Semi-Annual Employee Reimbursement Report
Period Covering July 1, 2022 to December 31, 2022

Employee ID	Employee Name	Pay Date	Item Description	Amount
4050	Shaneece Lopez	07/01/22	Education Regular	826.47
4067	Brian Toner	07/06/22	Education Regular	249.99
4080	Angelica Barragan-Garcia	07/20/22	Education Regular	1,020.00
4077	Dylan Doll	07/20/22	Education Regular	399.98
4041	Corey Shere	07/20/22	Education Regular	260.00
2955	Peter Thompson Jr	07/20/22	Travel	423.54
4066	Tristan DeYoung	08/03/22	Education Regular	299.99
4054	Mike Childs	08/17/22	Education Regular	249.99
7078	Dustin Adams	08/17/22	Education Regular	169.53
1210	Curtis Cobb	08/31/22	Education Regular	349.00
4050	Shaneece Lopez	08/31/22	Education Advanced	839.92
1780	Dennis Hoffmeyer	09/14/22	Education Advanced	2,080.00
4046	Judy Allevato	09/14/22	Travel	175.50
4077	Dylan Doll	09/14/22	Education Regular	145.00
4068	Pedro Moreno Jr	09/28/22	Education Regular	300.00
4060	Scott Rogers	10/12/22	Travel	146.25
4060	Scott Rogers	10/12/22	Travel	133.38
4085	Michelle Trejo	10/12/22	Travel	210.00
4082	Sonny Guzman Najera	10/26/22	Education Regular	270.00
4036	Eric Morris	10/26/23	Education Regular	165.00
2955	Peter Thompson Jr	10/26/22	Travel	452.50
4036	Eric Morris	10/26/22	Travel	456.25
4078	Dustin Adams	11/09/22	Boot Expense	175.00
4060	Scott Rogers	11/09/22	Travel	134.74
4059	Sabrina Lee	11/09/22	Travel	114.90
4054	Mike Childs	11/09/22	Education Regular	399.99
4046	Judy Allevato	12/07/22	Travel	205.00
1780	Dennis Hoffmeyer	12/07/22	Education Advanced	3,170.00
1380	Richard Doubenmier	12/07/22	Boot Expense	158.22
2955	Peter Thompson Jr	11/09/22	Travel	312.50
1150	Chris Bligh	12/21/22	Travel	543.30
4060	Scott Rogers	12/21/22	Travel	244.43
4067	Brian Toner	12/21/22	Boot Expense	175.00
				<u>15,255.37</u>

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 17, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Peter Thompson II, Resource and Analytics Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – DISCUSSION AND PRESENTATION OF BIG ROCK CREEK JOINT GROUNDWATER RECHARGE PROJECT DRAFT FEASIBILITY STUDY. (NO BUDGET IMPACT – RESOURCE AND ANALYTICS DIRECTOR/AVSWCA GENERAL MANAGER THOMPSON II)***

Recommendation:

No action is requested on this item.

Background:

Over the past several months, Kennedy Jenks has presented potential options for groundwater recharge at Big Rock Creek to the AVSWCA as part of their Big Rock Creek Joint Groundwater Recharge Project Draft Feasibility Study.

Of the potential options presented to the AVSWCA, there are three unsettled issues that impact the feasibility of the two most favorable recharge Alternatives, which are Alternatives 2 and 3. Alternative 2 (culverts at East Avenue T and East Avenue S) requires feedback and coordination with the Los Angeles County Flood Control District, and Alternative 3 (offsite recharge basins and pipelines) requires coordinated analysis between the Palmdale Water District and the Antelope Valley East Kern Water Agency to determine how soon this Alternative would be utilized by either agency and projections of when other East Branch State Water Project Contractors may have additional supplies that could be delivered. Both Alternatives require confirmation from the Department of Water Resources that the siphon at the Big Rock Creek test site can be utilized as a turnout for the project. Staff recommends the Study be completed and staff continue to pursue resolutions to these issues.

The attached presentation has also been presented to the Antelope Valley East Kern Water Agency and Littlerock Creek Irrigation District, the other member agencies of the AVSWCA.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1 – Water Resource Reliability.

This item directly relates to the District’s Mission Statement.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT
VIA: Mr. Dennis D. LaMoreaux, General Manager

-2-

January 17, 2023

Budget:

There is no budget impact at this time.

Supporting Documents:

- Kennedy Jenks Big Rock Creek Groundwater Recharge Feasibility Study Draft Report Summary

Big Rock Creek Groundwater Recharge Feasibility Study

Draft Report Summary

January 23rd, 2023

Agenda

- Process Overview
- Recharge Demonstration Test
- Preliminary Alternatives Analysis
- Preferred Alternatives Refinement
- Conclusions & Next Steps

Big Rock Creek Map



Project Process

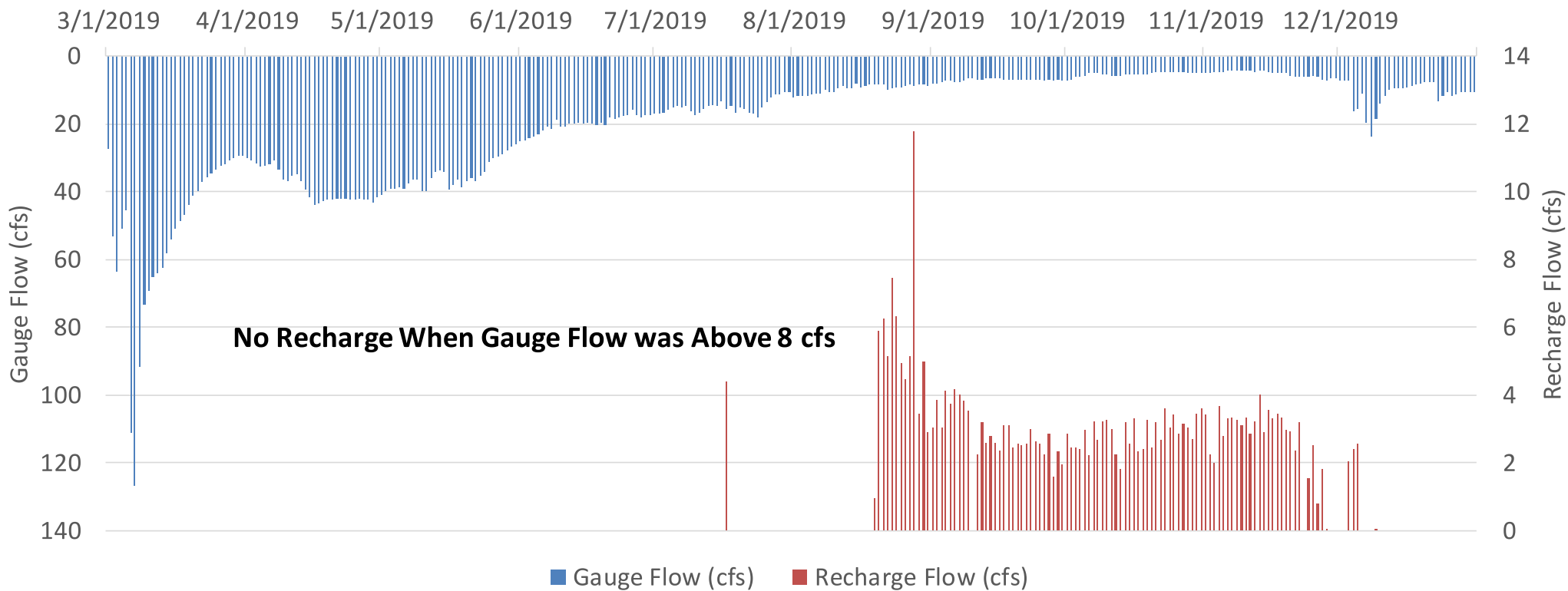


**Poor Test
Results**

Recharge Demonstration Test

- Purpose of the Test is to evaluate recharge feasibility of Big Rock Creek
- Use of Big Rock Creek would be most cost efficient alternative
- Conducted Recharge Demonstration Test
 - Concluded that using the Creek for artificial recharge produced limited capacity (800 AFY)
 - Suggested potential alternatives to improve recharge in the Creek vicinity

Cannot Recharge when Natural Runoff is Present



Cannot Flood Avenue T



Recharge Alternatives Overview

- Alternative 1: In-Stream Pushup Berms
- Alternative 2: East Avenue T and East Avenue S Culverts
- Alternative 3: Offsite Recharge Basins and Pipeline
- Alternative 4: Water Booster Station and Pipeline from Carl B. Hunter WTP

Preliminary Alternative Rankings

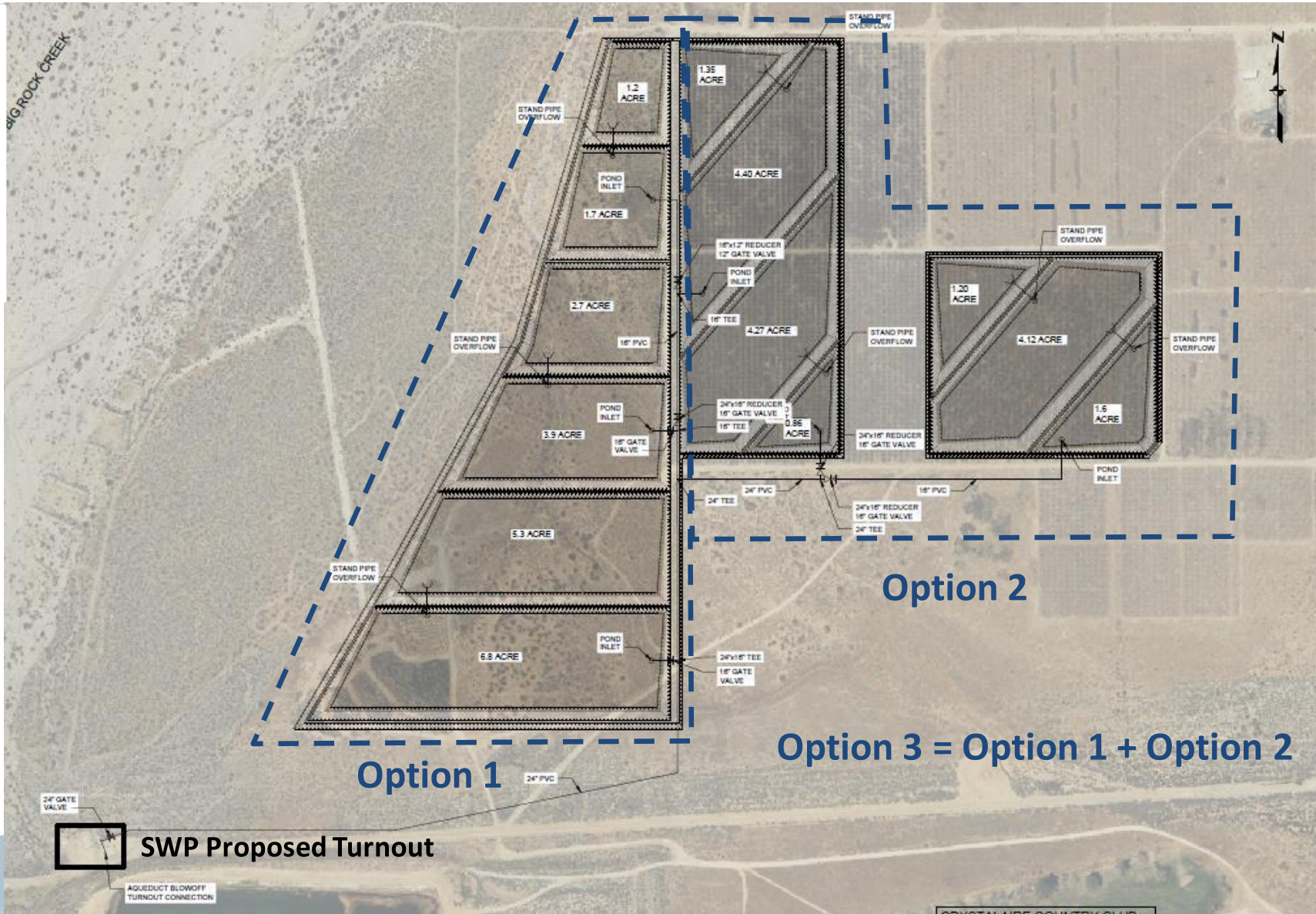
Alternative	Score	Rank
1 - In-Channel Berms	3.19	3
2 - East Avenue T and S Culverts	3.30	2
3 - Offsite Recharge Basins	3.41	1
4 - Water Booster Station/ Pipeline	1.95	4

- Alternative 2 – Culverts
 - Cost effective
 - Limited capacity
- Alternative 3 – Offsite Recharge Basins
 - Largest recharge capacity (tied with Alternative 1)
 - Simplest permitting/regulatory requirements

Culverts Summary

- Construction Cost Estimate = \$190-260K
- Limited capacity = 2,200 AFY
- Potential other public benefits = reduce flooding across Avenues T and S

Offsite Recharge Basins Options



1/17/2023

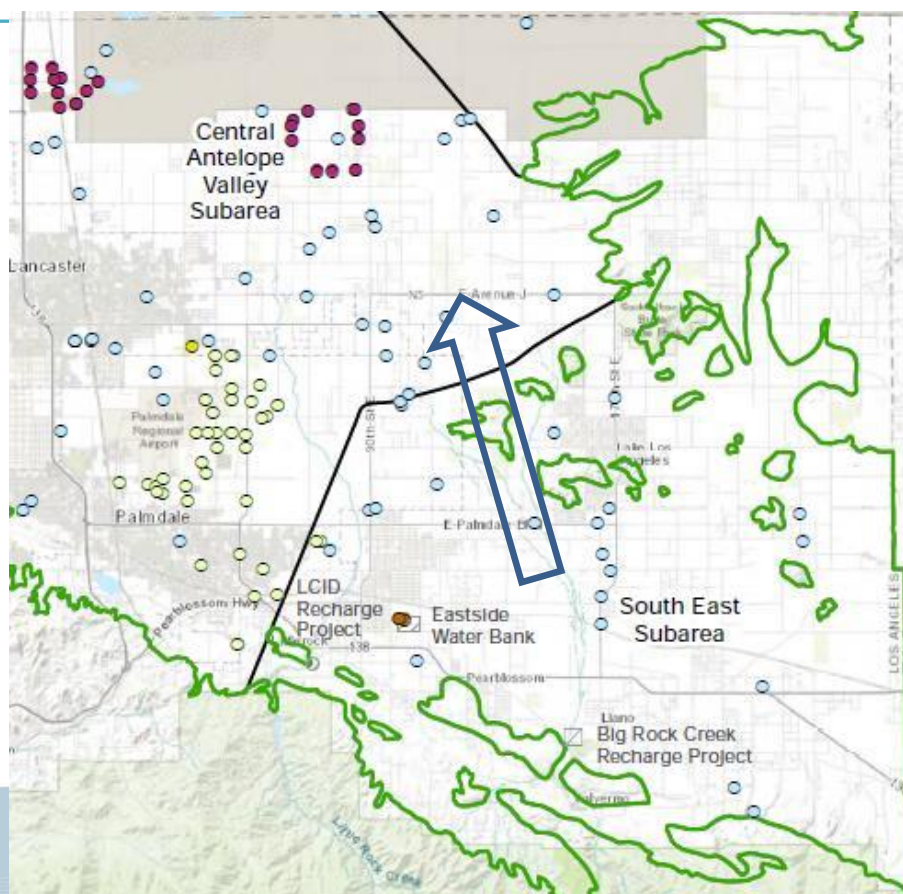
Offsite Recharge Basin Options Summary

	Option 1	Option 2	Option 3
Percolation Rate (ft/day)	2.9	1.3	1.3-2.9
Basin Area (acres)	20.5	17.8	38.3
Recharge Capacity (AFY)	21,700	8,400	30,100
Construction Cost Estimate	\$2.1M	\$2.3M	\$3.3M

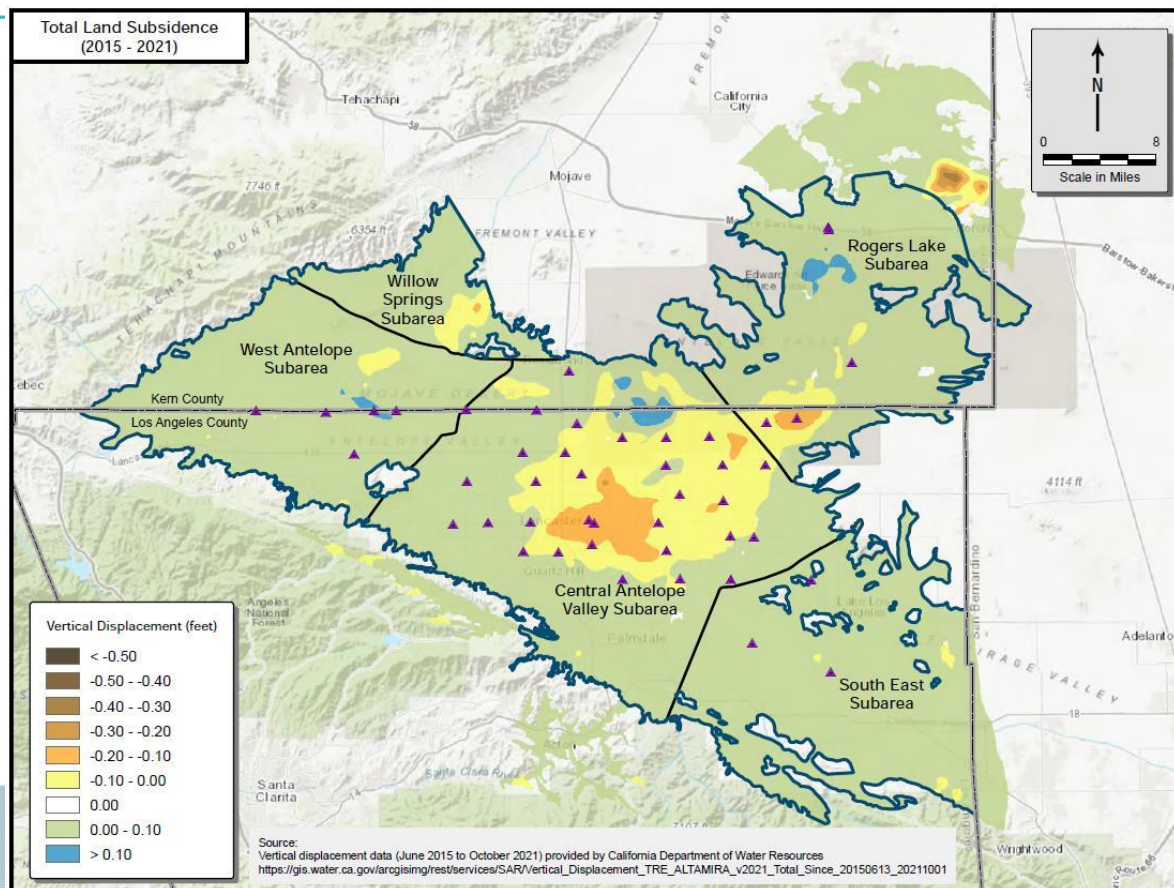
Watermaster Engineer Input

- Watermaster Engineer (Todd Groundwater) reviewed recommended project concepts
- Adding recharge to the Southeast Subarea is beneficial
 - Eastern basin currently has limited recharge activity
 - Recharge flows towards depressed Central Subarea
 - Provides a good location for banking replacement water
- Both alternatives were considered beneficial.
 - Alternative 2 had the added benefit of recharging closer to the Central Subarea

Flow Towards Central Subarea



Subsidence in Central Subarea



Conclusions

- Culverts can provide limited capacity with small investment (2,200 AFY, \$300K)
- Offsite recharge basins provide more capacity at greater investment (30,000 AFY, \$3.3M)
- Good option for replacement water obligation supply
- Can also be used by member agencies for SWP recharge
- Limited SWP conveyance capacity will require coordination with other SWP Contractors for water deliveries

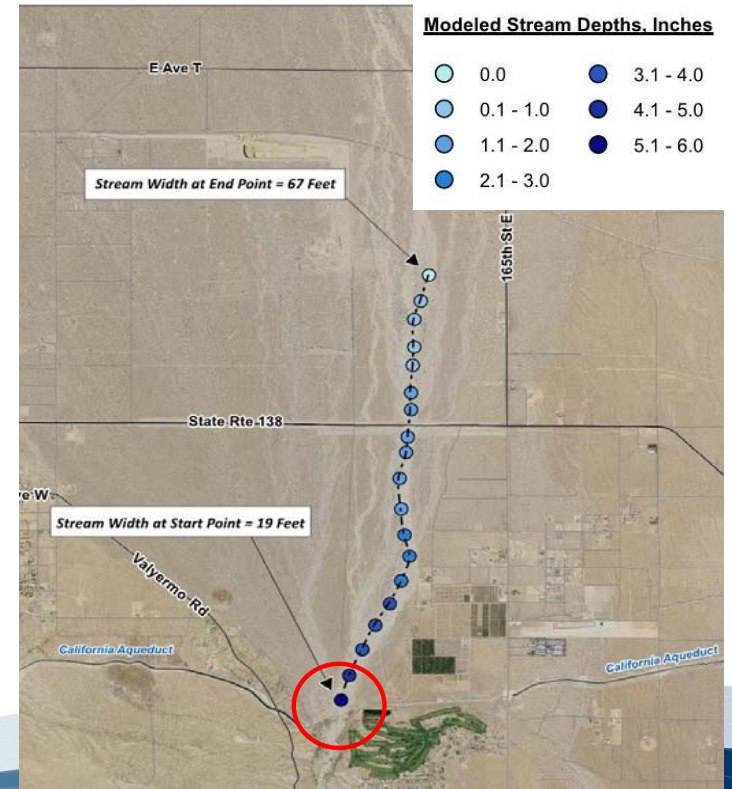
Next Steps

- Coordinate with LA County and DWR
- Review draft report
- Pending outcomes of coordination, move forward with culverts concept
- If more capacity is desired, move forward with recharge basin concept

OPEN DISCUSSION / QUESTIONS

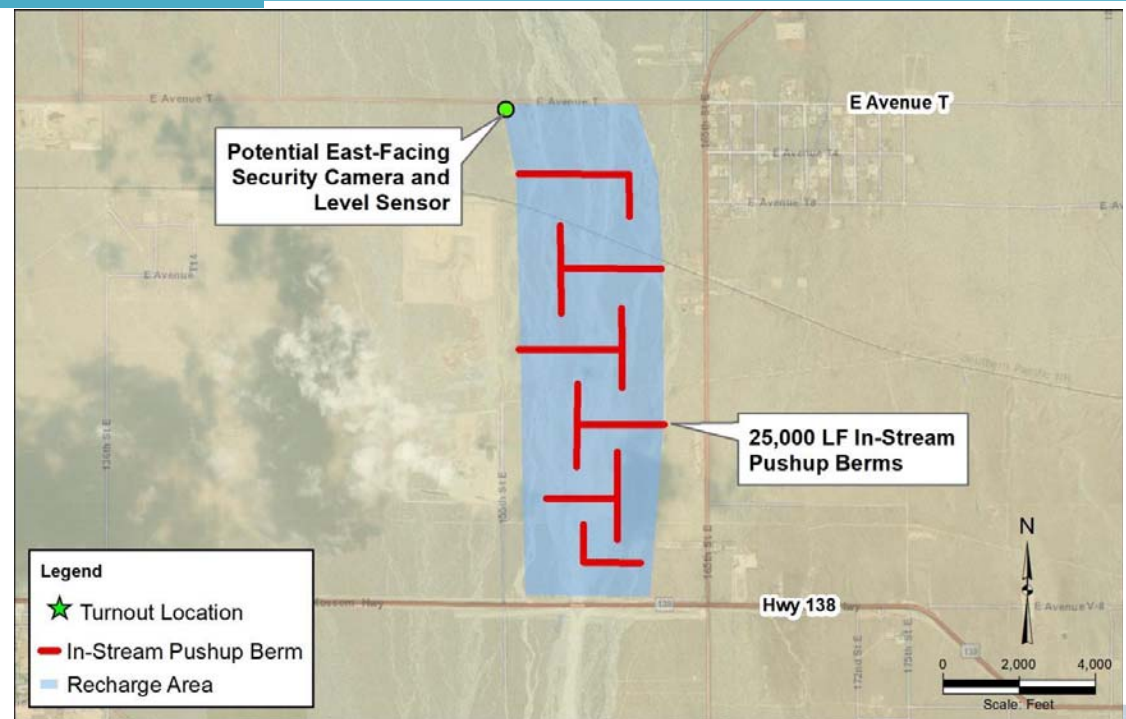


Big Rock Creek SWP Turnout



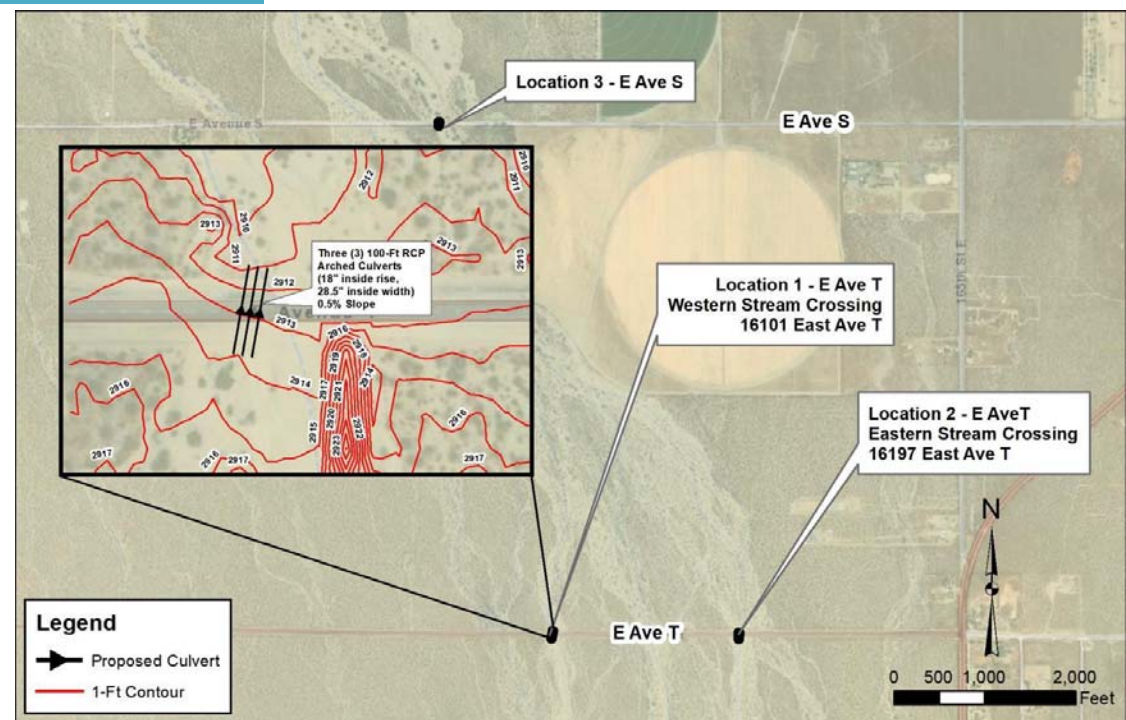
Alternative 1: In-Stream Pushup Berms

- Recharge Capacity: **20,000 AFY**
- Capital Cost: **\$0.52 M (\$1/AF)**
- 20-Year O&M Cost: **\$1.65 M**
- **Very Intensive Environmental and Permitting Requirements**
 - Up to 2 years to complete permitting
 - Continuous environmental surveying required due to berm reconstruction
- Share Creek with Mother Nature



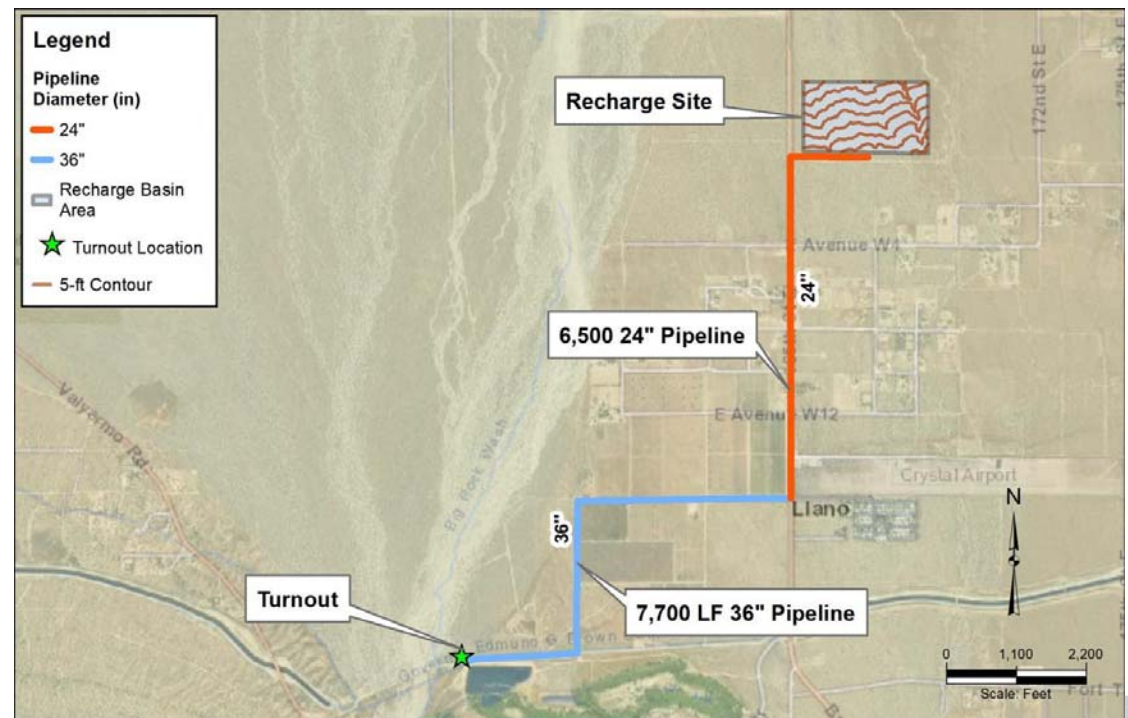
Alternative 2: East Avenue T and East Avenue S Culverts

- Recharge Capacity: **2,200 AFY**
- Capital Cost: **\$0.51 M (\$12/AF)**
- 20-Year O&M Cost: **\$0.04 M**
- **Limited Capacity**
- Moderate Permitting Requirements
- Small Footprint
- Provides some flood control across East Ave T



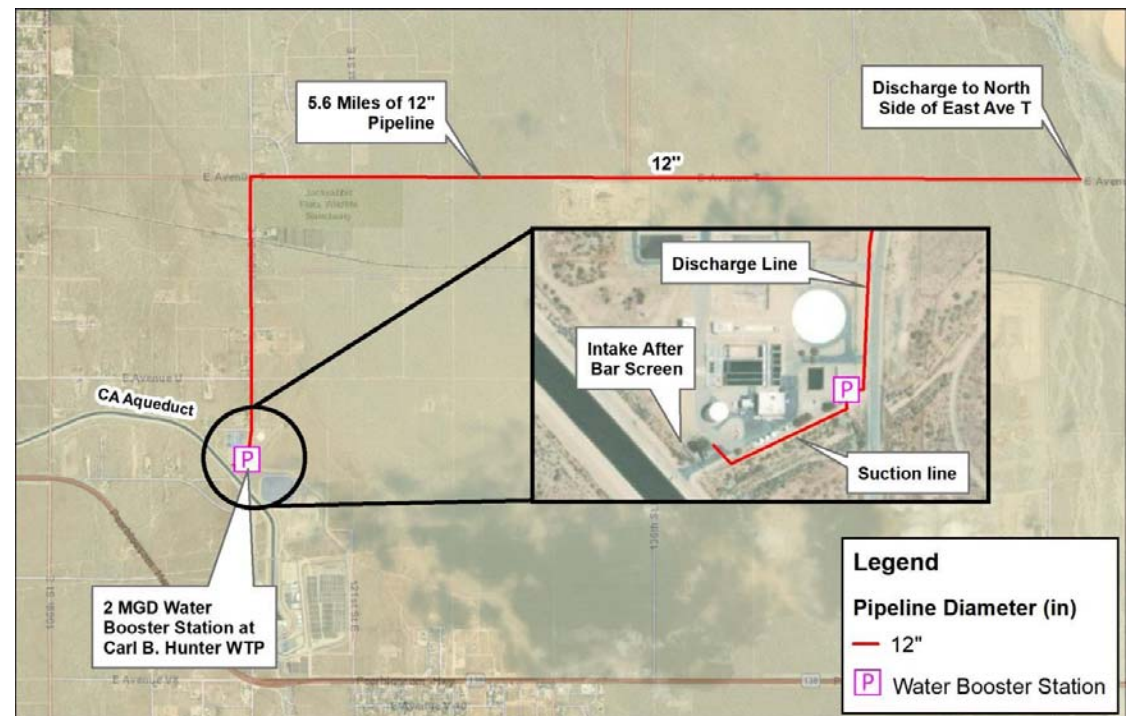
Alternative 3: Offsite Recharge Basins and Pipeline

- Recharge Capacity: **20,000 AFY**
- Capital Cost: **\$9.7 M (\$24/AF)**
- 20-Year O&M Cost: **\$1.01 M**
- **High Yield, High Cost**
- **Limited Permitting Requirements**
 - Contained footprint
 - Pipeline stays within right-of-way
- Standard pipeline and berm construction



Alternative 4: Water Booster Station and Pipeline from Carl B. Hunter WTP

- Recharge Capacity: **2,200 AFY**
- Capital Cost: **\$10.1 M (\$192/AF)**
- 20-Year O&M Cost: **\$1.38 M**
- **Low Yield, High Costs**
Moderate permitting requirements
- Large project footprint/
required easement acquisition
- **\$88,000/yr savings by avoiding Pearblossom PS Lift, compared to other alternatives**



Preliminary Alternative Rankings

			Alternative 1		Alternative 2		Alternative 3		Alternative 4	
			In-Channel Berms		East Avenue T/S Culverts		Offsite Recharge Basins		Water Booster Station/Pipeline	
			\$1		\$12		\$25		\$480	
Criteria	Weight	Range	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
Recharge Capacity	30%	0 - 5	5.0	1.50	0.54	0.16	5.0	1.50	0.26	0.08
Capital Cost	15%	0 - 5	5.0	0.75	4.90	0.74	0.3	0.04	0.25	0.04
20-Year O&M Cost	10%	0 - 5	0.1	0.01	5.00	0.50	0.2	0.02	0.14	0.01
Regulatory and Permitting Requirements	25%	0 - 5	0.5	0.13	4.00	1.00	5.0	1.25	3.00	0.75
Ease of Construction	10%	0 - 5	5.0	0.50	4.00	0.40	3.0	0.30	2.00	0.20
Community Impacts	10%	0 - 5	3.0	0.30	5.00	0.50	3.0	0.30	3.00	0.30
Total	100%			3.19		3.30		3.41		1.38

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: January 17, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Scott Rogers, Engineering Manager
VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON ADOPTING THE CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTIONS 15303 AND 15306 FOR THE CONSTRUCTION OF THE PURE WATER AV DEMONSTRATION FACILITY. (NO BUDGET IMPACT – ENGINEERING MANAGER ROGERS)***

Recommendation:

Staff recommends that the Board adopt the categorial exemption pursuant to California Environmental Quality Act (CEQA) guidelines Sections 15303 and 15306 for the construction of the Pure Water Antelope Valley (AV) Demonstration Facility.

Alternative Options:

The alternative is to not adopt the categorial exemption.

Impact of Taking No Action:

The potential impact of taking no action would delay the project.

Background:

Staff and the District's program manager, Stantec, have been pursuing the implementation of Pure Water Antelope Valley (Pure Water AV), which will be a regional recycled water program to address and improve water supply resiliency and groundwater aquifer management. Pure Water AV is planned to be an indirect potable reuse (IPR) project to be permitted under Title 22 Code of California Regulations for groundwater augmentation via direct injection. The District plans to construct an Advanced Water Treatment Demonstration Facility (Demonstration Facility) to provide public education, training and tours, demonstration testing for permitting approval, and full-scale design criteria development.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. LaMoreaux, General Manager

January 17, 2023

The demonstration facility is located at the District's property at 2029 E Avenue Q. A cultural and biological survey was performed by Stantec and provided the survey results. The two technical memorandums are attached. Based on the results of the survey, a notice of exemption was determined as the most appropriate CEQA determination. A notice of exemption was filed with the County of Los Angeles (attached) on November 16, 2022 and uploaded to the State Clearinghouse (Schedule No. 2022110190) with the California Office of Planning and Search (OPR).

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1. Water Resource Reliability.

Budget:

This item is no budgeted impact.

Supporting Documents:

- Technical Memorandum – Cultural Survey dated September 29, 2022
- Technical Memorandum – Biological Survey dated October 6, 2022
- County of Los Angeles Notice of Exemption dated November 9, 2022

To: Sarah Garber From: Colleen Hulbert
Thousand Oaks
Project/File: Pure Water Antelope Valley - Advanced Date: September 29, 2022
Water Treatment Demonstration Facility
Project

Reference: Cultural Pedestrian Survey

On September 29, 2022, Stantec Archaeologist, Colleen Hulbert, completed a pedestrian survey of the approximately 0.7-acre Demo Facility Location. The Demo Facility Location is currently a clear and graded location along E Avenue Q in Palmdale, California. The Demo Facility Location is bordered to the west by an access driveway that separates it from available land; to the south by E Avenue Q, an overhead utility line, and buried fiber optic cable; to the east by vacant commercial buildings and associated parking area; and to the north by a facility yard associated with the Palmdale Water District.

The survey was conducted by walking parallel transects spaced approximately 10-15 meters apart. The survey was conducted on a clear day with temperatures ranging from 75 to 85°F. Average ground visibility was approximately 90% with no vegetation beyond a few landscaped trees along the northern boundary. A very light scatter of modern refuse was observed. No cultural resources indicating human activity greater than 45 years in age were observed during the survey and no further cultural studies of the Demo Facility Location are recommended at this time.



View west from the southeastern corner of the Demo Facility Location. Overlooking available land to the west and Palmdale Water District buildings.

September 29, 2022
Sarah Garber
Page 2 of 2

Reference: Cultural Pedestrian Survey

Regards,

STANTEC CONSULTING SERVICES INC.



Colleen Hulbert
Archaeological Field Director
Phone: (805) 338-9385
colleen.hulbert@stantec.com

Attachment: [Attachment]

To: Jared Varonin From: Ashleigh Townsend
Thousand Oaks
Project/File: Pure Water Antelope Valley - Advanced Date: October 6, 2022
Water Treatment Demonstration Facility
Project

Introduction:

On October 5, 2022, Stantec Biologist, Ashleigh Townsend, conducted a pedestrian survey of the Demo Facility Location. The site is located in the city of Palmdale, Los Angeles County. Habitat surrounding the facility consists of developed residential areas to the south and disturbed desert habitat to the north.

Methods:

The survey was conducted by walking meandering transects throughout the site focusing on areas of dense vegetation and potential suitable habitat. Surveys began at 8 am, temperatures ranged from 65 to 85 degrees Fahrenheit on a clear and sunny day.

Results:

The Demo Facility Location is a graded lot with low laying native and non-native ruderal herbaceous plant species. Ornamental trees comprise the northern border of the site, providing habitat to a few common species of birds. One medium sized burrow was identified under a tree but did not show any sign of recent activity. No special-status species were observed during the survey nor did the habitat appear suitable to support special-status species.

Reference: Biological Pedestrian Survey

The photo below shows an overview of the site from the northeast corner, facing southwest.



Regards,

STANTEC CONSULTING SERVICES INC.

Ashleigh Townsend

Ashleigh Townsend

Project Biologist

Mobile: 805.638.would 5656

ashleigh.townsend@stantec.com

ON November 16 2022

Print Form

UNTIL December 16 2022

Notice of Exemption

Appendix E

REGISTRAR - RECORDER/COUNTY CLERK

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Los Angeles
12400 Imperial Highway
Norwalk, CA 90850

From: (Public Agency): Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

(Address)

Project Title: Pure Water Antelope Valley - Advanced Water Treatment Demonstration Facility Project

Project Applicant: Palmdale Water District

Project Location - Specific:

2029 East Avenue Q, Palmdale, CA, Lat 34°35'16.40"N, Long -118° 5'31.17"W

Project Location - City: Palmdale Project Location - County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

To establish the design and operational criteria for a full-scale advanced water treatment plant (AWTP), and to support regulatory approvals for the AWTP, a 30-60 gpm demonstration facility will be constructed on a vacant lot immediately adjacent to the existing PWD offices. Data collected at the Demonstration Facility will allow the evaluation and selection of equipment (reverse osmosis (RO), membrane filtration (MF) and ultraviolet-advanced oxidation process (UV-AOP)) for an AWTP. The Demonstration Facility will assist in the determination of effective treatment, brine disposal, and required log removal to meet the Title 22 requirements for indirect potable reuse and direct potable reuse.

Name of Public Agency Approving Project: Palmdale Water District

Name of Person or Agency Carrying Out Project: Palmdale Water District

2022 250296

FILED
Nov 16 2022

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15306 Info Collection; 15303 New Construction of Sm Structures
- Statutory Exemptions. State code number: _____

Dean C. Logan, Registrar - Recorder/County Clerk
Electronically signed by TERESA GUEVEDO

Reasons why project is exempt:

The project is construction of new facilities for necessary data collection and research to inform the design of a full-scale AWTP. Initial review of the site for cultural and biological resources has not identified sensitive environmental conditions. The site is not listed pursuant to Section 65962.5 of the Government Code.

Lead Agency

Contact Person: Scott Rogers Area Code/Telephone/Extension: (661) 947-4111

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: *Chris D. Ramirez* Date: 11/9/22 Title: GENERAL MANAGER

▪ Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: January 17, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Regular Board Meeting**
FROM: Jim Stanton, Information Technology Manager
VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. Lamoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING STAFF TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH TRIPEPI SMITH & ASSOCIATES FOR UPDATING THE DISTRICT’S INTRANET. (\$25,000.00 PLUS MONTHLY RECURRING SUPPORT OF \$380.00 – BUDGETED – 2022 CAPITAL LEASE FUNDING – INFORMATION TECHNOLOGY MANAGER STANTON)***

Recommendation:

Staff recommends entering into a Professional Services Agreement with Tripepi Smith & Associates (TSA) for updating the District’s Intranet for an amount not-to-exceed Twenty-Five Thousand Dollars (\$25,000.00) plus monthly recurring support of Three Hundred Eighty Dollars (\$380.00).

Alternative Options:

The District can leave the system as-is.

Impact of Taking No Action:

District personnel will continue to struggle with the existing Intranet.

Background:

The District currently has an Intranet built using SharePoint online; <https://pwd.sharepoint.com>.

The essential purposes of an intranet are:

- Deliver content
- Be a key communication tool
- Enable collaboration
- Support the culture
- Create efficiencies through supporting District activities

Improve communication

Having a wealth of communication tools at their fingertips enables employees to communicate how they want. Email, voice, video, instant messaging, and social means users can get the information they need from colleagues faster than ever before.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. LaMoreaux, General Manager

January 17, 2023

Greater collaboration

Being able to communicate effectively with co-workers improves collaboration, but a quality intranet can take that further by enabling teams to work on the same document simultaneously or see exactly who has previously made what changes.

Support the culture

Employees that have a workspace specific to them can communicate effectively with colleagues, feel they can input ideas and concerns to management, and are more likely to feel valued within an organization.

Sharing best practice

Better communications, collaboration and storage of documents combine to enable staff to better share with colleagues those practices that work best, helping to improve productivity.

Up-level customer service

A quality intranet can provide staff with access to all the information they need to rapidly and effectively help customers.

Increase productivity

Ultimately, an Intranet can improve the productivity of all of those that use it by providing them with everything they need in one place and helping to improve their disposition.

A quality Intranet creates a more efficient business where workers are more productive, loyal, collaborative, and communicative leading to greater efficiencies.

Staff anticipates a three-month implementation period.

TSA was selected based on their cost and having previously worked with PWD on the old web site. Other companies quoted \$38,000 - \$75,000 for the same/similar proposal.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 2 – Organization Excellence.

This item directly relates to the District’s Mission Statement.

Budget:

One time cost not to exceed Twenty-Five Thousand Dollars (\$25,000.00).

Monthly recurring cost Three Hundred Eighty Dollars (\$380.00).

Supporting Documents:

- TSA Proposal



TRIPEPI SMITH
marketing • technology • public affairs



PALMDALE WATER DISTRICT

Intranet Redesign and Support

January 5, 2022

By: Ryder Todd Smith, President &
Melanie James, Senior Business Analyst

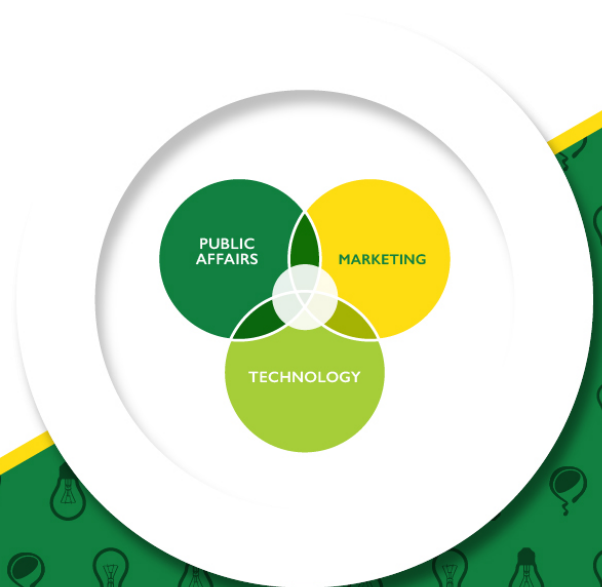
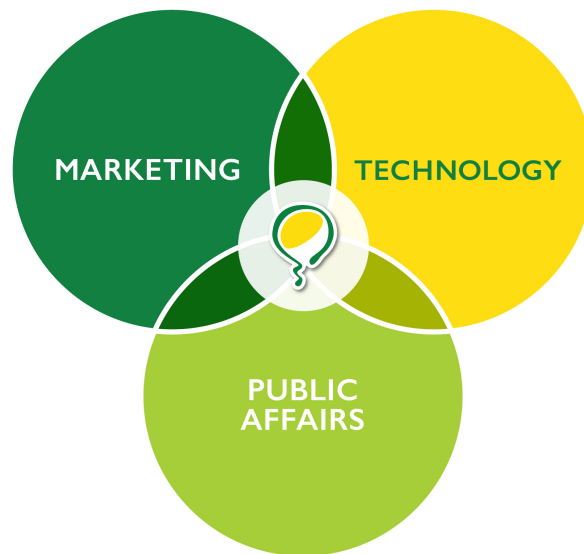




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INTRANET WEBSITE SCHEDULE AND COSTS	9
ADD-ON SUPPORT OPTIONS	12
AD HOC RATE SCHEDULE	14
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INTRODUCTION

Thank you for this opportunity to continue our relationship with Palmdale Water District (PWD) as a partner in the intranet redesign and support. This proposal will outline how our team of website design and development experts will design, develop and support the new modern, user-friendly, and mobile-optimized intranet for PWD. This document will also outline additional marketing services Tripepi Smith offers to supplement PWD's existing communication efforts.

Tripepi Smith has implemented dozens of websites for private companies, non-profits and public agencies, including Palmdale Water District. Our firm not only has a history of successful website implementations, but we also have a strong history of working with water districts to understand the totality of their communication needs and the role an intranet website plays in fulfilling those needs. Tripepi Smith has had the honor of working with the Palmdale Water District team in the past and was the previous website consultant for the Palmdale Water District website from 2014 to 2021.

Tripepi Smith builds websites on the WordPress platform. This open-source platform is the most used content management system (CMS) in the world and powers some of the most highly trafficked websites. Further, WordPress is well-understood by many website developers and management firms. As a result, PWD will continue to avoid proprietary lock-in on the redesigned intranet website, enabling you to avail yourself of thousands of WordPress experts should Tripepi Smith no longer meet your needs (though we hope it never comes to that). Our clients love WordPress and the support we offer.

Tripepi Smith looks forward to continuing our partnership with Palmdale Water District.

Regards,

Ryder Todd Smith, President

ryder@tripepismith.com • (626) 536-2173

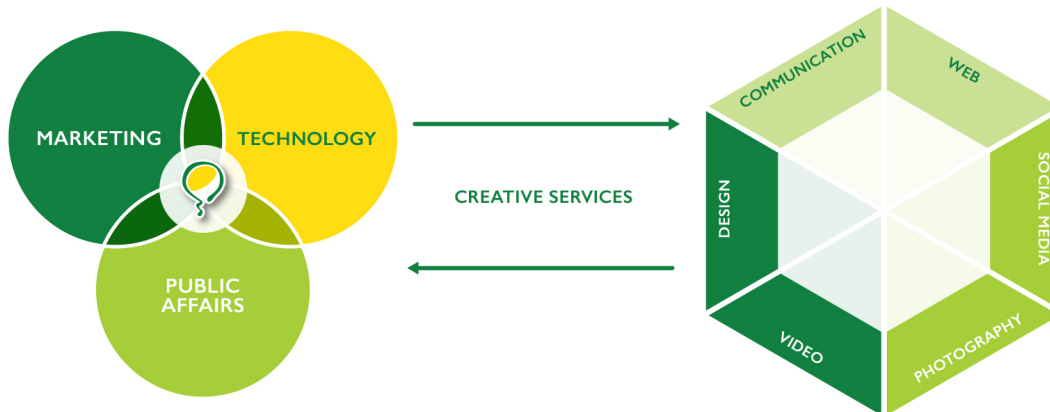
PO Box 52152, Irvine, CA 92619

Ryder is the contact person throughout the proposal evaluation period.



A Public Affairs Firm that Understands Local Government

Tripepi Smith excels at all aspects of public affairs, including video production. Founded in 2000 and incorporated in 2002 as a California Corporation, Tripepi Smith is based in Orange County. We work in a complex environment where successful communications go hand-in-hand with marketing and technical expertise. As a full-service marketing and creative services firm, Tripepi Smith delivers public meeting video production services tailored for local government including related services such as graphic design, non-linear editing, event production, and technical support on complex audio-visual installations.



Tripepi Smith’s team of over 45 communications experts offers the right professionals for the job while being small enough to be nimble and responsive. Tripepi Smith has a spectrum of experience and skills that allows us to apply the appropriate resource to the appropriate tasks to both execute faster and reduce engagement costs. These skills vary by both years of experience and core hard skills (website and graphic design, videography, writing, and social media, for examples). At Tripepi Smith, experienced directors and analysts drive strategy and implement messaging with support from two in-house accredited public relations (APR) professionals. Government affairs experts and policy wonks innovate for our dozens of municipal clients. Creative professionals generate compelling websites, design, branding, social media, photography and video. Two full-time FAA certified drone pilot captures captivating footage for videos and photos. Tripepi Smith also has a full-scale video production team with extensive cablecasting, event production, and A/V expertise. The result: we have an ability to tell a complete story across mediums all within our one team.

Our firm operates in a virtual office environment. Being virtual enhances operational resilience and grants us access to a flexible and diverse workforce. The team—composed of policy wonks, creative message developers, broadcast specialists, videography experts, technology gurus and graphic artists—is located throughout California, Arizona, New Mexico, Texas, and Tennessee.



Grounded in Civic Affairs

Co-Founder and CFO Nicole Tripepi Smith is a second-generation civic affairs professional (her father was a city manager for 28 years), and Co-Founder and President Ryder Todd Smith brings more than a decade of public agency marketing and communications experience to the table.

Implementing Strategy and Engaging Audiences

Tripepi Smith recognizes the important interplay of technology, marketing and public affairs. It’s about presenting ideas that advance communities and public institutions. An important corollary to this is providing the technology and creative services that can build materials to engage audiences and make ideas resonate. Tripepi Smith’s multi-faceted team enables us to reach these goals and lead effective creative strategy.

Strategic

Tripepi Smith is a provider of technology, communications and public affairs services. We leverage our skills and experiences in each of these areas to deliver efficient, technologically driven communication solutions that reflect our deep understanding of local government. Our team has a strong record of working with public agencies, joint powers authorities and not-for-profit organizations throughout California to better engage and connect with their stakeholders and community.

Creative

Tripepi Smith’s creative and technological professionals have worked with public and private clients on imagery, videography, graphic design and user experience in an array of projects. Our firm offers creative services that address not only traditional media such as websites, print, logo design and advertising but also non-traditional marketing services around email campaigns, social media, blogging, SEO, video production, cablecasting and more. This integrated approach to content development makes the process more efficient and more effective for clients.

Tripepi Smith Testimonial

“ The City of Fullerton has made great strides towards providing first-rate virtual meetings and events that keep our community connected throughout this time of uncertainty. With the new graphics on the cable channel, the City is able to clearly identify our official content for our community.

The Tripepi Smith team continues to prove itself as a dependable source for professional graphic design work and broadcasting support for our council meetings. ”

Ken Domer
City Manager, Fullerton





Content x Distribution = IMPACT

Tripepi Smith was born in the digital era and brings significant technical skills to the table. Members of our team carry technical certifications in Hootsuite Social Media Marketing, Facebook Blueprint, Google Advertising, Google Analytics and Twitter Flight School, among others. We take digital seriously and recognize how critical it is to not only develop great visuals and messaging, but to ensure the audiences we want to reach actually see that content. Without content distribution there is no IMPACT.

Tripepi Smith Testimonial

“ Tripepi Smith guided our team through the storytelling process, capturing the high quality of life we have here in Murrieta, and the resulting video is a product that our whole community can be proud of. The Tripepi Smith team was an excellent partner with the City in executing this project. ”

Kim Summers
City Manager, Murrieta



Services Offered

Strategy, Marketing, Communications

- ⚙ Strategic development, research, surveys, messaging
- ⚙ Social media management
- ⚙ Web and social media strategy, optimization (SEO), metrics
- ⚙ Web hosting and support
- ⚙ Email campaigns
- ⚙ Relations (media, stakeholders, public, government)
- ⚙ Support and training for events, presentations and virtual gatherings
- ⚙ Google AdWords, LinkedIn and Facebook advertising

Creative Services

- ⚙ Full-scale Video production and animation, including event production
- ⚙ Full-service graphic design for digital, print and outdoor
- ⚙ Photography, illustration and information graphics
- ⚙ Web design and implementation
- ⚙ Brand and logo development
- ⚙ Content generation, writing and editorial
- ⚙ Output services (digital distribution, print management, mail management)

Conflict of Interest Disclosure and Ethics

Tripepi Smith operates in a complex marketplace that is more political than most industries. As a result, conflicts of interest (real or perceived) can arise. The first and foremost obligation of Tripepi Smith is to outline all existing client relationships to prospects so as to let the prospect determine if a conflict exists. At this time, Tripepi Smith does not see any conflicts with our client work and **PALMDALE WATER DISTRICT**. Read more about Tripepi Smith’s commitment to ethics at tripepismith.com/about-us/#ethics



INTRANET WEBSITE SCOPE OF WORK

Tripepi Smith will build a fresh, modern, user-friendly and visually appealing intranet website using an open-source content management system (CMS) – WordPress - that will ensure Palmdale Water District (PWD)'s intranet success. This website will be act as a private portal for employees to access and share important information, resources and documents.

The website will be optimized for desktop and mobile devices. It will feature a simple content management system, a modern look and feel, easy page template customization, custom login screen, form integration, download and upload capabilities for sharing documents, pdfs, etc., 3rd party embed functionality, search bar, forum (optional) and ADA compliance. The site will be optimized for internal staff use only.

We begin every engagement with a kickoff call which will go over the project timeline, website vision and client expectations. We typically follow the following five phases and processes for website design, but due to the expedited timeline for PWD, the WSD and Design phases will happen in tandem:

1. **Express Website Specifications Documentation (WSD)** – A key phase in which we work with the client to envision their new website and what they want it to accomplish. We will also identify content buckets that need to be filled with new content the client will generate. During this phase we will also outline a sitemap which will include the pages needed, user access, and content needed to transfer.
 - a. It is anticipated PWD will provide access to existing intranet or all content that needs to be transferred, but Tripepi Smith can provide content development and management support at an ad hoc rate (rates noted below).
2. **Design of Website** – We will design 1-2 iterations of the homepage and internal pages and present the concepts to the client. We continue to iterate until we design the right look and feel. All of this is based on the WSD.
3. **Coding of Website** – Tripepi Smith focuses inward for a week or so while the team codes the site. Toward the end of this phase, we will invite the client to look at the beta site and contribute to a bug list we to track all discovered issues. We seek transparency and engagement in the development process.
4. **Content Migration and Training** – In this phase, we either transition content on the existing website or insert content the client has provided to Tripepi Smith. Adding in the content now helps to identify any layout issues or unexpected concerns.
 - a. Tripepi Smith can provide up to two-hours of virtual training for PWD staff to orient themselves with the new site, if needed. Tripepi Smith will remain on call for 30 days after the “go live” date to answer any questions.
5. **Quality Assurance Testing and Launch** – A round of testing and quality assurance occurs as we near the home stretch to ensure we deliver a great experience the first day out



the gate. This phase also involves a critical cutover process where Tripepi Smith will need to coordinate with information technology staff, particularly around DNS changes.

Technologies

The following are just some of the technologies we intend to use to deliver on this project and additional technologies can be identified during the kickoff call.

- Updated, modern look and feel
- Incorporate logo and colors from style guide to ensure consistent branding
- Custom Login landing page (all content will be private and require a login)
- Custom homepage with search bar and categories for quick access to content
- Easy to navigate menus and pages
- Upload and Download integration
- User-access management including role customizations
- Forum integration for message boards or other communications (optional)
- Multi-browser compatibility (Chrome, MS Edge, Safari, Firefox)
- Responsive design and mobile (tablet and phone) optimization
- Custom forms
- 3rd party embed functionality
- Google Analytics integration and Privacy Policy statement (if applicable)

Website Project Schedule

Execution of this process will be contingent on several factors, including availability of PWD staff to coordinate efforts, timely delivery of content and timing of feedback to Tripepi Smith regarding our iterations. As such, this is an estimated timeline for the process (overlaps are intentional). Tripepi Smith is able to meet the proposed timeline given the current and planned workload.

Kickoff Meeting	January 2023
Generate the Website Specification Document	January 2023
Initial Website Concepts to client	January 2023
Final Design Presentation to client	January 2022/February 2023
Programming	February 2023
Content Transfer, Quality Assurance	February 2023
Launch Site	March 2023 or sooner
Website Maintenance and Support	Ongoing After Launch of Website



INTRANET WEBSITE SCHEDULE AND COSTS

Tripepi Smith estimates \$21,550.00 flat fee for the intranet redesign scope of work outlined.

Phase	Description	Price
Kickoff, Website Specification Document, & Training	Includes kick off meeting, Website Specification Document development, content/sitemap review and planning, training of staff and project management	\$4,315
Website Design Process	Includes design of three concepts, edits/review of concepts, final homepage and interior page approval	\$2,820
Programming	Includes programming and responsive coding of the website on a new WordPress instance, featuring CSS, HTML and mobile optimization	\$3,850
Content Migration	Includes migration of content from existing site (if any), addition of new/revised content provided by client, coordination and management of content	\$6,140
Quality Assurance Testing & Launch	Includes reviewing the site across all platforms and devices, resolving bugs and preparing for site launch	\$4,425
TOTAL		\$21,550

We also offer other website resources, and the pricing is as follows: ~\$250 for istockphoto.com licensing fees for artwork (if needed), and ~\$200 for additional software licensing if needed, this includes fees for plugins for requested functionality. If there are any features that require licensing, Tripepi Smith will get approval of the fee from PWD.

If PWD would like content development and management support as part of this work, that work would be charged on an ad hoc basis. Currently, the current content needs are unknown and Tripepi Smith can work with PWD to identify needs and provide a more detailed estimate.

PAYMENT SCHEDULE

The payment schedule for the website will be in increments of the \$21,550.00 with 25% to initiate work, 25% at design phase, 25% upon programming/content migration and 25% at the end upon launch of the website.

FOUR-YEAR AMORTIZATION OPTION

PWD can spread the costs of website development over a four-year period and integrate technical support (see description below), hosting, and SSL certification into a single annual fee that both saves money and locks in pricing for a four-year period (outlined below). If desired by PWD, the Annual Fee would be \$9,756.50/year for four years payable on the annual renewal date. For year one, the fee would be \$4,878.25 at project kickoff and \$4,878.25 at project completion, thereafter, on the anniversary of the completion date, the \$9,756.50/year fee would apply.



OTHER FEES

SITE HOSTING, SECURITY AND MAINTENANCE

Tripepi Smith requires hosting websites for its clients so we can control the WordPress environment and security. This ensures we run a pristine WordPress environment to support the core content management system. This does not prevent PWD from migrating the website to a different hosting provider at some point after launch.

Tripepi Smith hosts sites on the WPEngine platform (www.wpengine.com). WPEngine operates out of a cloud infrastructure built on the Google Cloud platform. Backups of the environment are performed daily and both the files and the MYSQL database are backed up. Restoration can usually happen with 20 minutes, and 30 days of backups are retained.

Tripepi Smith receives 7-days-prior email notification when updating is going to happen on the server. For details on the SLA with WPEngine, see this link: <http://wpengine.com/sla/>

The datacenter in which WPEngine runs their servers recently completed a SSAE 16 report—that document is available upon request.

We provide 12 months' notice should the annual hosting rate increase.

The annual fee for hosting is \$380/year.

SSL CERTIFICATION

Tripepi Smith implements an SSL Certificate on the website to ensure encryption of data moving to and from the website. This added layer of security is important when implementing e-commerce and third-party payment features. It is also critical to search engine optimization as Google Chrome now flags websites that do not have this encryption and discriminates against them.

The annual fee for SSL certification is \$200/year.

SUPPORT OPTIONS

Tripepi Smith offers support options to make it easier for our clients to manage their websites. This can include items such as performing maintenance on the site, upgrading to the latest software for better security, adding content and much more.

TECHNICAL AND MAINTENANCE SUPPORT (OPTIONAL)

Once the site is built, PWD can engage Tripepi Smith to provide support, answer questions and keep the website infrastructure updated. The WordPress content management system goes through routine updates to add features, fix bugs and plug security holes. Tripepi Smith will work to ensure those updates happen and resolve issues with the updates when they arise. We will also fix bugs that surface after implementation.



The content management system will enable PWD Staff to update the site without assistance from Tripepi Smith. However, if PWD Staff hit a snag, have trouble with an update or need general help with how to make a change on the site, Tripepi Smith will provide assistance.

The scope of support does not include: adding new functionality, changing the design of the site, adding graphics or other material changes to the site. Such services will be provided on a time and materials basis or on a project quote basis.

Please note that we provide 30 days of unlimited support following launch of the website to address any issues that arise from the website development project that were not discovered or foreseen.

The monthly fee for technical and maintenance support is \$380 a month.

UNLIMITED WEBSITE CONTENT MANAGEMENT SUPPORT (OPTIONAL)

Sometimes our clients prefer to have the ease of working with one of Tripepi Smith's WordPress experts to make changes to the content on their website. Tripepi Smith provides an affordable option which allows the client to simply call or email content changes on the site to Tripepi Smith, and we will execute those changes on their behalf. Our experience with public and private agencies has allowed us to assess the common needs and frequency of changes requested by agencies, and we have been able to price our services to offer an unlimited support option. PWD staff is still responsible for content development. This option simply makes content changes extremely simple.

The monthly fee for an unlimited number of website content changes is \$650 per month.



ADD-ON SUPPORT OPTIONS

Tripepi Smith has many services to offer. We have found clients benefit greatly from the following one-time cost items which can be added to expand the scope of work with PWD to help supplement existing communication and outreach efforts. The costs listed below are estimates and can be further refined upon discussion with PWD.

DRONE VIDEOGRAPHY AND PHOTOGRAPHY

Tripepi Smith has two FAA-certified drone pilots with the ability to capture beautiful vistas and the breadth of facilities with drone-enabled photography and videography. The sky is no longer the limit. Our pilots are well-versed in developing shot lists according to FAA regulations and delivering high-quality video and/or photos of landmarks, parks, vistas, downtowns, facilities, buildings, events, and more.

<p>Full-day Drone Shoot (up to 8 hours) includes shot list development, up to 8 locations, FAA compliance, editing and delivery final files. <i>If drone operator needs to be onsite multiple days, travel fees for a hotel stay and such will be added to this cost (approximately \$500 per day).</i></p>	<p>\$4,175.00 <i>Includes \$500 drone equipment fee</i></p>
<p>Half-day Drone Shoot (up to 4 hours) includes shot list development, up to 4 locations, FAA compliance, editing and delivery final files.</p>	<p>\$2,750.00 <i>Includes \$500 drone equipment fee</i></p>

STOCK PHOTOGRAPHY

Tripepi Smith can provide curated high-quality stock photography that allows clients to elevate marketing campaigns and day-to-day communications. Tripepi Smith delivers curated collections of high-quality stock photography for many clients. We employs a wide range of photography equipment to deliver for our clients and invested heavily in top-tier equipment to match the skills of our photographers.

<p>Full-day Stock Photo Shoot (up to 8 hours/day) includes shot list development, up to 10 locations per day, editing, project management and delivery of final files. <i>If photographer needs to be onsite multiple days, travel fees for a hotel stay and such will be added to this cost (approximately \$500 per day).</i></p>	<p>\$2,775.00/day</p>
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FORM MODERNIZATION

Tripepi Smith’s expert graphic designers and technical mavens can develop modern fillable forms to revamp and modernize existing forms the PWD uses. Form modernization allows users to easily fill out forms and improves accessibility for PWD stakeholders.

<p>1-2 Page Form Modernization</p>	<p>\$1,350.00</p>
<p>3-5 Page Form Modernization</p>	<p>\$2,375.00</p>



MEDIA INTELLIGENCE SERVICES

Stay ahead of the news and social media cycles with Tripepi Smith’s unique offering of Meltwater, an AI-powered media monitoring tool. Our resident Meltwater mavens combine the power of the platform with communication skills and industry knowledge for a set of media intelligence services. Whether you want to track news article mentions or develop the perfect media list, our media intelligence services can meet your needs. Learn more at www.tripepismith.com/media-intelligence.

Media Intelligence Services	\$495 to \$1465 per month
Customized Media List	\$250

COMMUNICATIONS ASSESSMENT

It’s important to know how your communications are performing to ensure your outreach efforts are reaching your target audiences. Tripepi Smith provides communication assessments which analyze current communication efforts and identifies opportunities for enhancement to connect with audiences.

<p>Full Communication Assessment Includes interviews with up to 30 individuals, city council members, or stakeholders who are involved in communications; a full qualitative and quantitative analysis written report of all social media platforms, newsletters, website, email marketing, policies, branding and more; virtual presentation of findings to executive team or city council.</p>	\$35,000 to \$40,000
<p>Express Communication Assessment Includes interviews with up to 10 individuals, city council members, or stakeholders who are involved in communications; a limited qualitative and quantitative analysis written report of all social media platforms, newsletters, top 5 webpages, email marketing, policies, branding and more; virtual presentation of findings to executive team or city council.</p>	\$16,000 to \$19,000
<p>Communication Platform Review Includes no interviews; a limited qualitative and quantitative analysis written report of all social media platforms, newsletters, homepage of website, email marketing, policies, and branding.</p>	\$7,500



AD HOC RATE SCHEDULE

The following rate schedule is for any work with PWD related to the intranet redesign and any additional items added to the scope of work.

Resource	2023 Ad Hoc Rates
Principal	\$330/hour
Director / Art Director	\$220/hour
Senior Business Analyst	\$175/hour
Business Analyst	\$120/hour
Junior Business Analyst	\$95/hour
Senior Videographer/Animator	\$175/hour
Senior Photographer	\$160/hour
Photographer/Videographer	\$120/hour
Senior Graphic Artist	\$160/hour
Graphic Artist	\$120/hour
Junior Graphic Artist	\$95/hour
Web Developer	\$175/hour
Drone Operator	\$175/hour

Payment Terms

Time at Tripepi Smith is billed in 15-minute increments – i.e. we invoice our time in the following examples: 1.25, .75, 4 or 6.5 hours.

Annual Increases

Hourly rates will increase following the same schedule and rate increase as the existing agreement. Should that agreement end, Tripepi Smith will increase the hourly rates for all resources by five percent (5%) or the regional Consumer Price Index (CPI)—whichever is higher—each year on the anniversary of the contract.

Travel Time

Travel time will be billed at half rate of the resource assigned, when applicable.

Agency Fees

Tripepi Smith is happy to pay for services, such as printing or digital advertising, on behalf of PWD. Tripepi Smith typically has the vendor or company bill PWD directly for this expense. Tripepi Smith makes no money on these types of requests and has no economic interest in the vendor used. If Tripepi Smith is asked to pay a bill for PWD to then be reimbursed, we will apply a 10% agency fee to the reimbursement expense.



REFERENCES

Contact	Description
<p>Placer Mosquito Vector Control District Meagan Luevano Public Information Officer 916.380.5444 meaganl@placermosquito.org placermosquito.org</p>	<p>Website design, programming, hosting, technical support and graphic design.</p> <p>Client Since:</p> <ul style="list-style-type: none"> • 2020: Began engagement and launched new website Jan 2021 • 2021-22: Launched additional website for education branch • Ongoing maintenance and support since 2020
<p>City of La Cañada Flintridge Arabo Parseghian Division Manager 818) 790-8880 x 111 aparseghian@lcf.ca.gov cityoflcf.org</p>	<p>Website design, programming, hosting, social media management, newsletter production, videography, photography, writing and local media support.</p> <p>Client Since:</p> <ul style="list-style-type: none"> • 2013: Began general communications engagement • 2019: Website engagement started and completed
<p>Rowland Water District Brittnie VanDeCar Public Affairs 562.697.1726 bvandecar@rowlandwater.org www.rowlandwater.org</p>	<p>Website design, programming, hosting, maintenance and support, and Google Analytics support.</p> <p>Client Since:</p> <ul style="list-style-type: none"> • 2013: Website engagement started and completed • 2019: Website redesign engagement started and completed • Ongoing maintenance and support since 2013
<p>Inland Empire Utilities Agency Andrea Carruthers Senior External Affairs Specialist 909.993.1935 acarruthers@ieua.org www.ieua.org</p>	<p>Website creation and redesign, website hosting, social media management, graphic design, and water messaging campaign support.</p> <p>Client Since:</p> <ul style="list-style-type: none"> • 2014: Website engagement started and completed • 2019: Website redesign engagement started and completed • Ongoing maintenance and support since 2014
<p>Clean Energy Alliance Barbara Boswell Interim Chief Executive Officer 661.510.0425 CEO@thecleanenergyalliance.org thecleanenergyalliance.org</p>	<p>Website design, programming, hosting, technical support, branding, photography, videography, newsletter production and graphic design.</p> <p>Client Since:</p> <ul style="list-style-type: none"> • 2020: Began engagement and launched new website December 2020 • Ongoing maintenance and support since 2020

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, DECEMBER 20, 2022:

A meeting of the Finance Committee of the Palmdale Water District was held Tuesday, December 20, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Wilson called the meeting to order at 1:30 p.m.

1) Roll Call.

Attendance:

Committee:

Don Wilson, Chair

Gloria Dizmang, Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Dennis Hoffmeyer, Finance Manager

Judy Shay, Public Affairs Director

Bob Egan, Financial Advisor

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dizmang, seconded by Chair Wilson, 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 November 15, 2022.

It was moved by Committee Member Dizmang, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Finance Committee meeting held November 15, 2022, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of November 2022. (Financial Advisor Egan)

Financial Advisor Egan provided an overview of the monthly Major Account Activity Report, Investment Funds Report, and Cash Flow Statement through November 2022, including assessments received, interest rates and market values, the Rate Stabilization fund, and the projected year-end balance. He then commended Finance Manager Hoffmeyer for restructuring investment accounts to increase the District's earnings.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for November 2022. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer reviewed in detail the balance sheet, profit and loss statement, quarterly comparison report, departmental budgets versus actual, and individual departmental budgets for the period ending November 2022 and stated that most departments are operating at or near the historical trend average of 93.0% for revenues, the historical trend average of 92.7% for expenses, and the traditional budgetary percentage of 91.7% followed by discussion of departments over these averages.

4.4) Discussion and Overview of Committed Contracts Issued. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer provided an overview of the Contractual Commitments and Needs Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and projects paid out through the 2021A Series Water Revenue Bonds through November 2022.

5) Reports.

5.1) Finance Manager Hoffmeyer:

a) Accounts Receivable Overview.

Finance Manager Hoffmeyer stated that as of November 2022, there are six commercial/industrial accounts with a balance of \$50 or more and over sixty days past due with a total past due amount of \$4,704 and \$202 over ninety days past due; that there are four multi-family residential accounts with a balance of \$50 or more and over sixty days past due with a total past due amount of \$1,909 and \$12 over ninety days past due; that there are 1,095 residential accounts with a balance of \$50 or more and over sixty days past due with a total past due amount of \$371,497 and \$41,011 over ninety days past due; and that staff continues to offer payment arrangements encouraging the payment of outstanding balances.

b) Revenue Projections.

He then stated that based on selling 17,000 AF of water, 2022 revenue is behind projections by approximately \$837,000 as of November 2022 due to the drought.

5.2) Financial Advisor Egan:

a) Debt Service Coverage Status.

Financial Advisor Egan stated that the Debt Service Coverage for December 2021 to November 2022 is 1.63 and remains strong.

5.3) Other.

Finance Manager Hoffmeyer provided an overview of the 2022 Annual Investment Analysis for the Rate Stabilization Fund, projected earnings for 2023, and the restructuring of investment accounts to maximize yield.

There were no other items to report.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

It was determined that the next Finance Committee meetings will be held January 17, 2023 at 1:30 p.m. and February 21, 2023 at 1:30 p.m.

8) **Adjournment.**

There being no further business to come before the Finance Committee, the meeting was adjourned at 2:12 p.m.



Chair

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 18, 2023 **January 23, 2023**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 8.2.a – JANUARY 2023 GENERAL MANAGER REPORT***

The following is the January 2023 report to the Board of activities through December 2022. It is organized to follow the District’s 2022 Strategic Plan approved in October 2022 and composed of six strategic initiatives. The initiatives follow for reference. It is intended to provide a general framework to update the month’s activities.

PWD 2022 STRATEGIC PLAN SUMMARY



Water Resource Reliability: *Resilience, Development, Partnership*

Support and participate with local agencies in the development of projects and policies that improve water reliability

Maximize state and federal funding opportunities for Pure Water AV

Support projects and initiatives that increase the resilience of the State Water Project

Develop water storage options for State Water Project supplies and improve groundwater capture capabilities

Strengthen stakeholder relationships and implement Littlerock Dam and Reservoir Sediment Removal Project



Organizational Excellence: *Train, Perform, Reward*

Offer competitive compensation and benefits package for employee recruitment and retention

Focus Succession Planning Program on ensuring an overlap of training for key positions

Continue providing transparency to our ratepayers through training for the ongoing achievement of the Districts of Distinction certification

Encourage cohesiveness, transparency, and integrity within the staff through Codes of Conduct and increased accountability

Ensure employees are trained on the Strategic Plan and the District’s Values of Diversity, Integrity, Teamwork, and Passion

Improve safety for Directors, employees, and customers

Develop career paths at the District for interns and pursue state and federal funding for intern programs

Cultivate a positive culture and increase employee engagement



Systems Efficiency: *Independence, Technology, Research*

Explore energy independence and evaluate the feasibility of energy options, including wind and solar

Incorporate more energy efficient technologies into the District’s infrastructure

Research state-of-the-art treatment techniques to enhance systems efficiency

Re-evaluate Lake Palmdale by-pass pipeline and pursue funding options

Improve Palmdale Ditch to reduce water loss



Financial Health and Stability: *Strength, Consistency, Balance*

Pursue grant funding for District projects and operations

Maintain the five-year financial plan adopted as part of the 2019 Water Rate Study, including the five-year Capital Improvement Plan

Conduct and adopt a 2024 five-year Water Rate Plan

Build adequate reserve levels and achieve high-level bond rating

Seek potential revenue sources from vacant District properties

Monitor finances, operations, and projects affected by emergencies

Digitize and document departmental workflows



Regional Leadership: *Engage, Lead, Progress*

Continue to provide opportunities and information for local businesses and agencies to contract with the District

Continue to collaborate with neighboring water agencies and move to include more agencies throughout and outside of the Antelope Valley through Greater Antelope Valley Mutual Response Agreements and emergency response exercises

Develop working relationships and mutually beneficial projects with other water agencies in the District's region

Develop strategies, alliances, and funding to make Littlerock Dam and Reservoir recreational again

Continue Memorandum of Understanding with United Water Conservation District to combine political forces to obtain grant funding and research other joint cooperative regional efforts

Continue representation on larger regional organizations such as the California Special Districts Association (CSDA) and the Association of California Water Agencies (ACWA) and assist with the growth and influence of the Special Districts Association of North Los Angeles County, a CSDA local chapter



Customer Care, Advocacy and Outreach: *Promote, Educate, Support*

Enhance customers' experience through communication and feedback

Expand and market additional payment options

Continue to increase public awareness of current programs and services through traditional and new media platforms

Engage elected officials and the public on the importance of local and state water reliability issues

Complete conversion to an Advanced Metering Infrastructure (AMI) to increase customers' knowledge of water use and promote customer self-help portal

Continue to increase public awareness of the on-going drought and the importance of conservation efforts

Publicize, engage, and educate the community about Pure Water AV

Overview

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) former long-term conservation orders (20 x 2020), the District's total per capita water use trends, 2022 actual water production and customer use graph, mainline leaks, and the water loss trends for both 12- and 24-month running averages.



Water Resource Reliability *Resilience, Development, Partnership*

This initiative includes conservation efforts, water supply projects, and water planning.

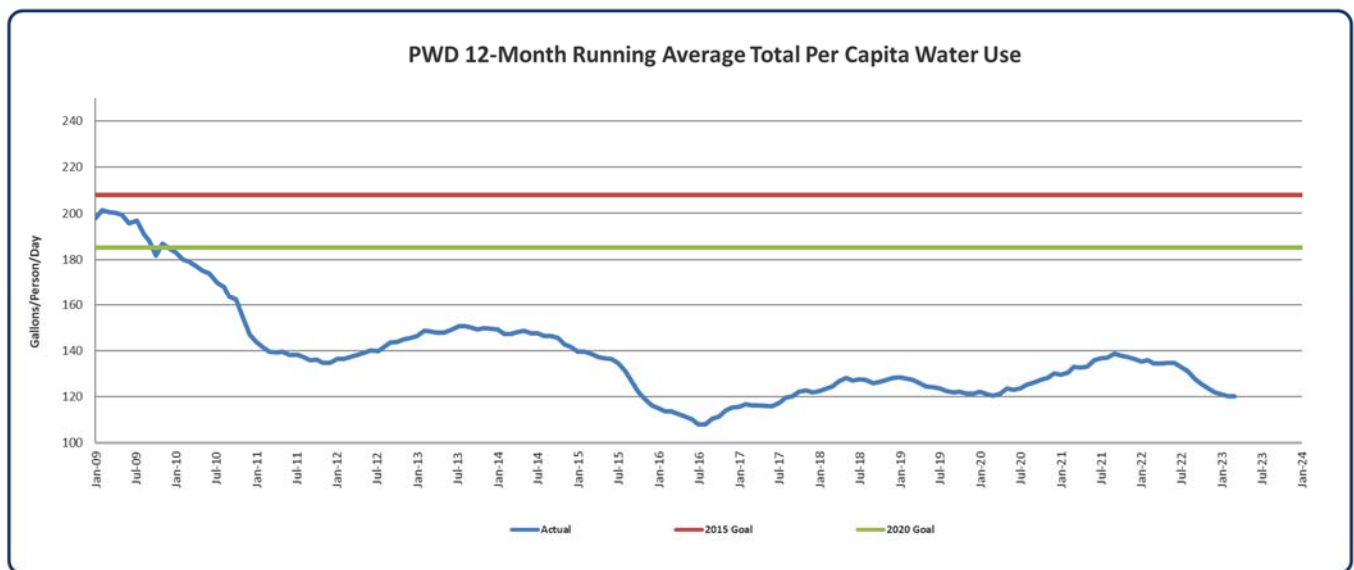
Recent highlights are as follows:

Overall Water Use Goals and Compliance

The 20 x 2020 per capita reduction goals passed by the legislature in 2009 with new long-term water budgeting requirements were 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’s water budget rate structure.

The 2020 Urban Water Management Plan was adopted by the District in June 2021. It does not relate the District’s water use to the upcoming agency water budget. 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:”



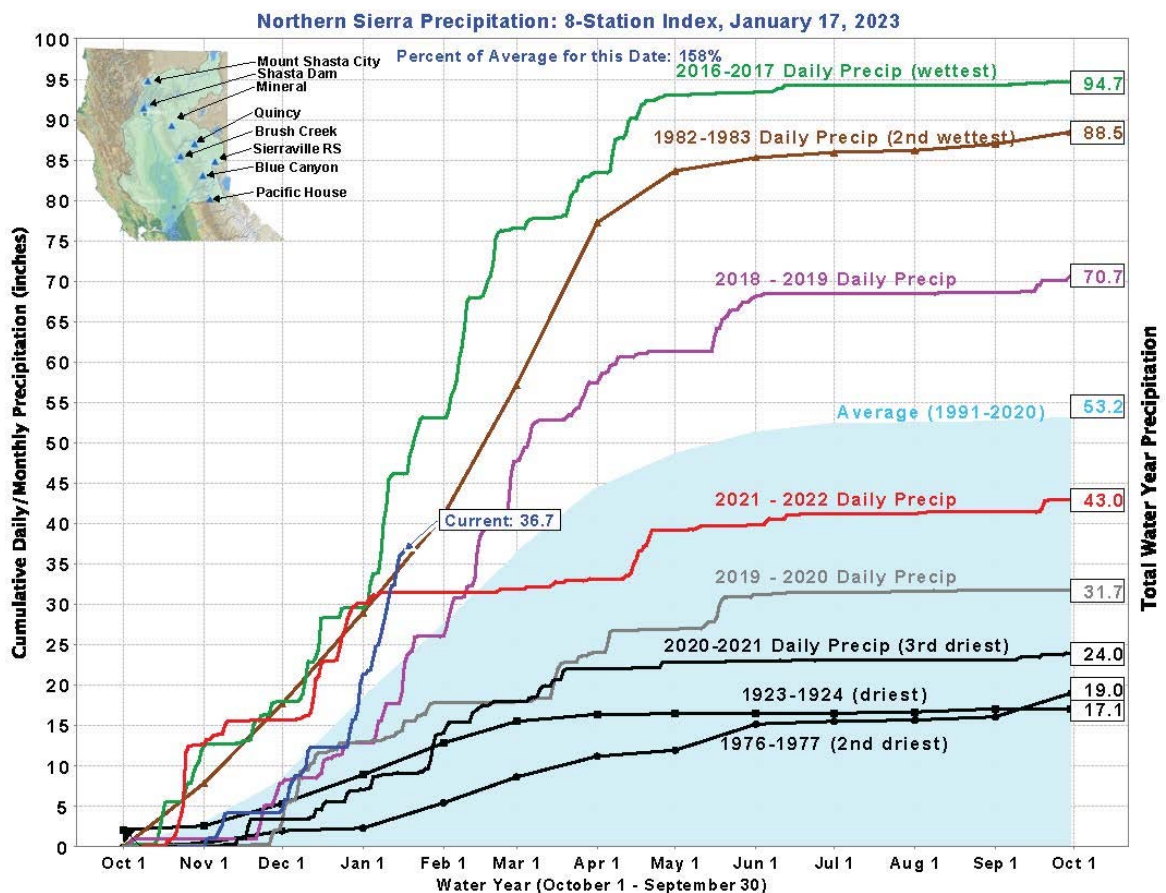
The District’s customers have cut their water use by **48%** from the baseline number of 231 re-established in the 2020 Urban Water Management Plan and met the 2020 Goal in early 2010. The current Metered-GPCD is 120 showing our customers’ reduced usage.

Water Supply Information

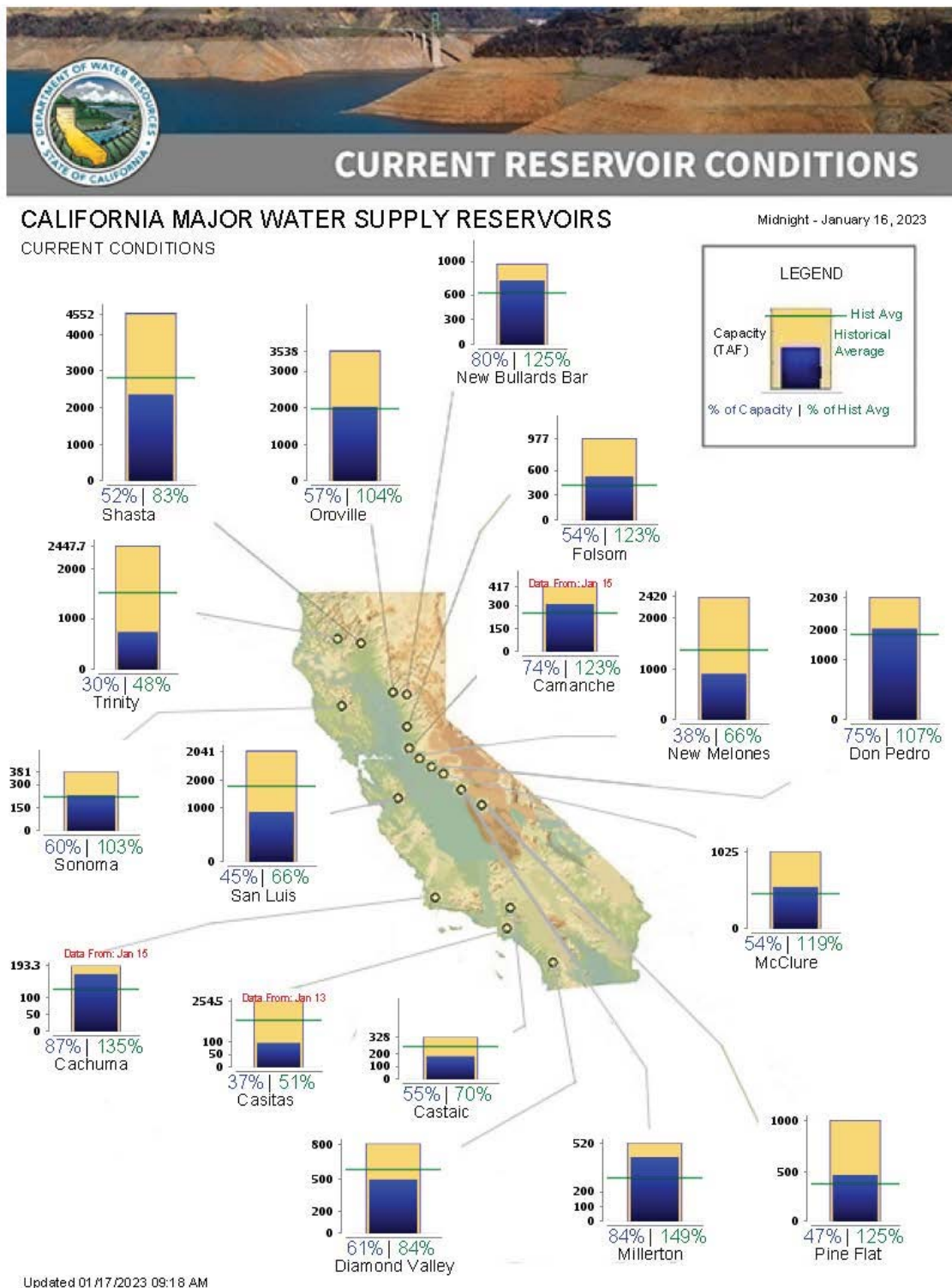
- The AV Adjudication is now entering its eighth year, and the rampdown to the native safe yield is complete. The District’s native groundwater right is 2,769.63 AF. The District’s 2023 groundwater rights will also include Carryover production rights from prior years, unused Federal Rights, and return flows from imported water. The final amounts will be determined within the next couple of months.
- The 2023 Water Resources Plan is unknown at this time. Storms in December and early January increased the likelihood surface water supplies will be greater than recent years.

Precipitation in the area that contributes to the State Water Project is already at 69% of average for the entire 2022-2023 Water Year (October through September) and 158% for this date. The 2021-2022 Water Year ended in September at 81% of average. The initial State Water Project allocation was set at 5% before the series of storms. It will be updated at the end of January 2023 and may increase. Additionally, Littlerock Reservoir finished filling and began to spill on January 10, 2023. Littlerock Reservoir provided over 3,000 AF of water supply last year though it didn’t completely fill.

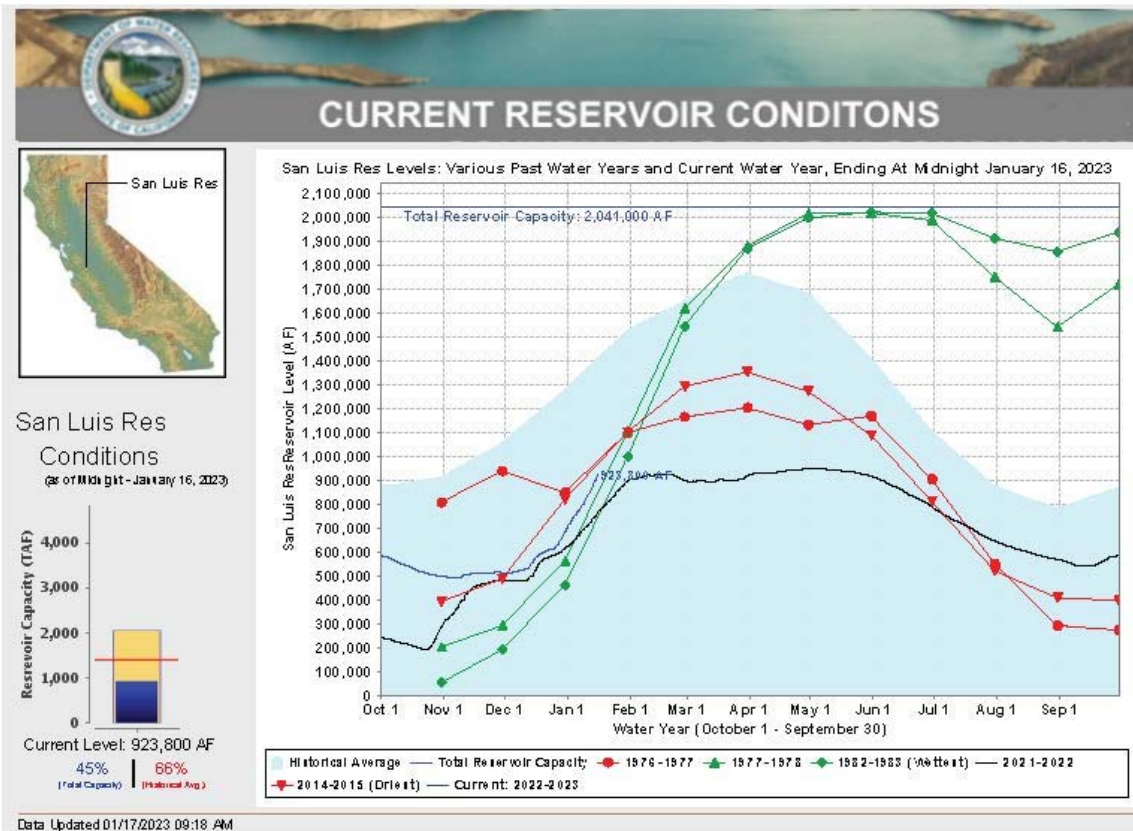
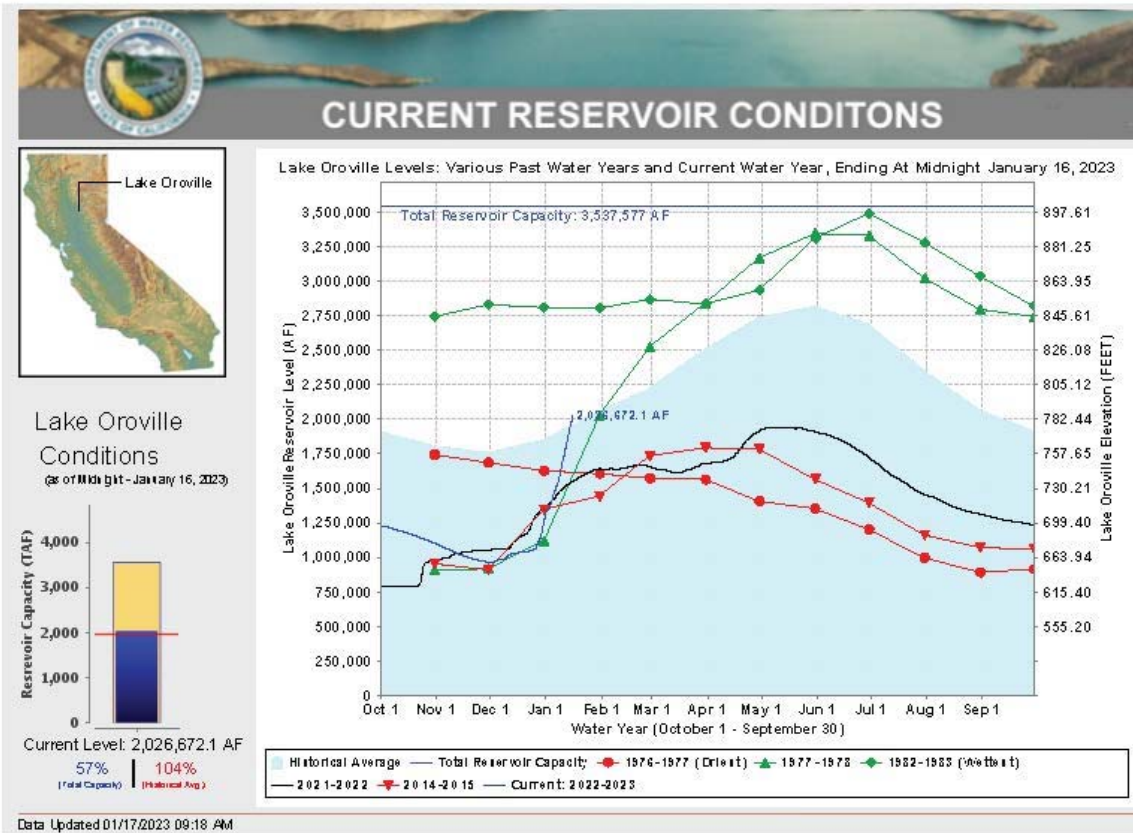
The January 17, 2023 Northern Sierra precipitation is as follows:



The January 17, 2023 major reservoir summary is as follows:



Detailed January 17, 2023 information for the reservoirs most important to the District, Oroville and San Luis Reservoirs, is as follows:

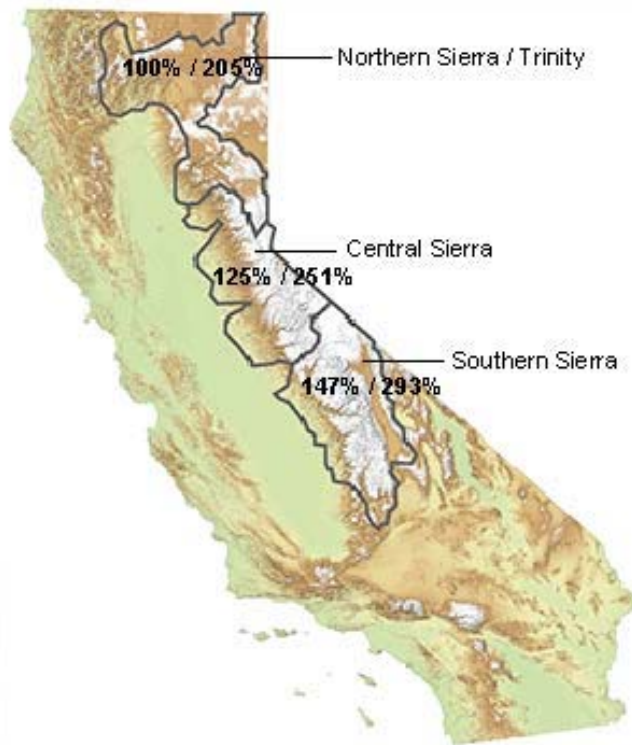


Another positive effect of the recent storms is a Northern Sierra snowpack that is already at 100% of the April 1 average. The following is a summary of the snowpack information.



CURRENT REGIONAL SNOWPACK FROM AUTOMATED SNOW SENSORS

% of April 1 Average / % of Normal for This Date



NORTH	
Data as of January 17, 2023	
Number of Stations Reporting	33
Average snow water equivalent (inches)	28.5
Percent of April 1 Average (%)	100
Percent of normal for this date (%)	205

CENTRAL	
Data as of January 17, 2023	
Number of Stations Reporting	52
Average snow water equivalent (inches)	34.6
Percent of April 1 Average (%)	125
Percent of normal for this date (%)	251

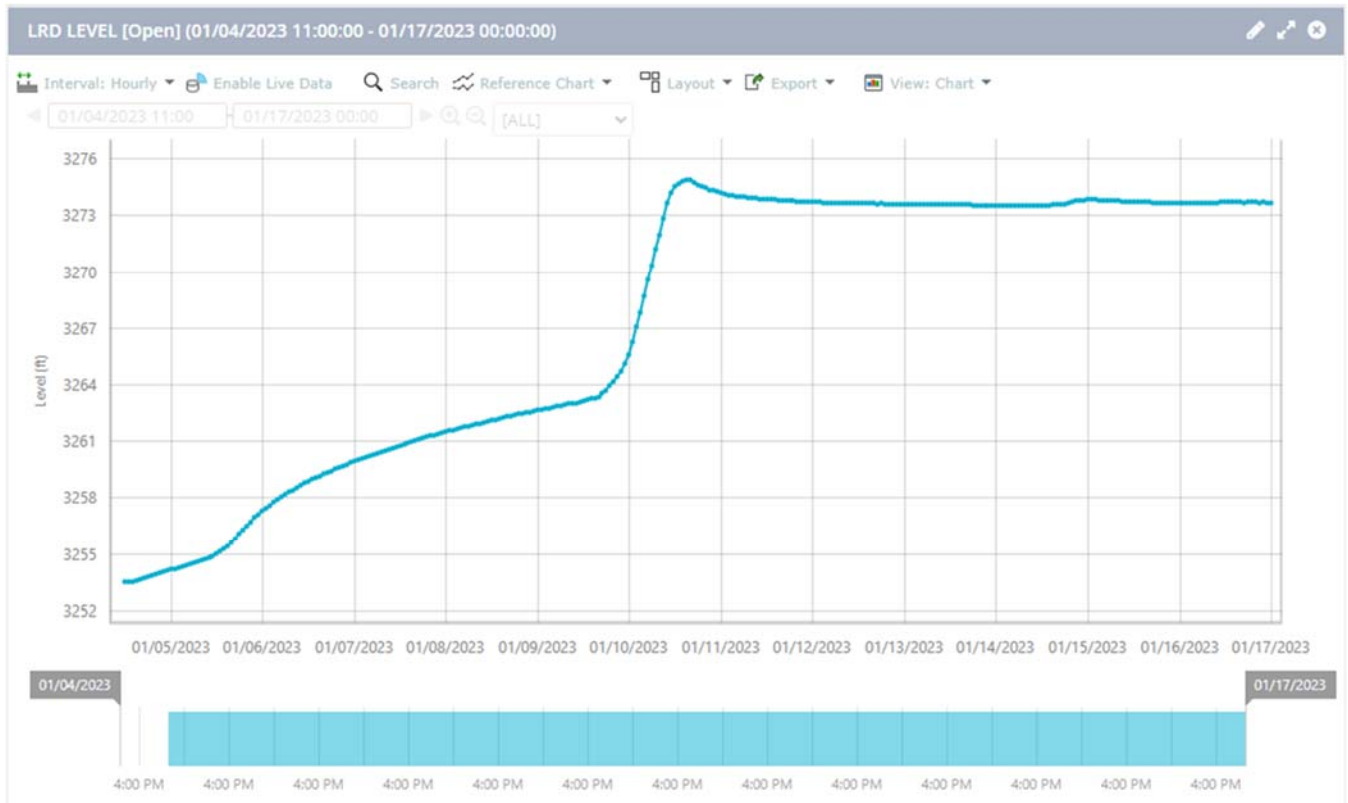
SOUTH	
Data as of January 17, 2023	
Number of Stations Reporting	32
Average snow water equivalent (inches)	33.0
Percent of April 1 Average (%)	147
Percent of normal for this date (%)	293

STATE	
Data as of January 17, 2023	
Number of Stations Reporting	117
Average snow water equivalent (inches)	32.4
Percent of April 1 Average (%)	123
Percent of normal for this date (%)	249

Statewide Average: 123% / 249%

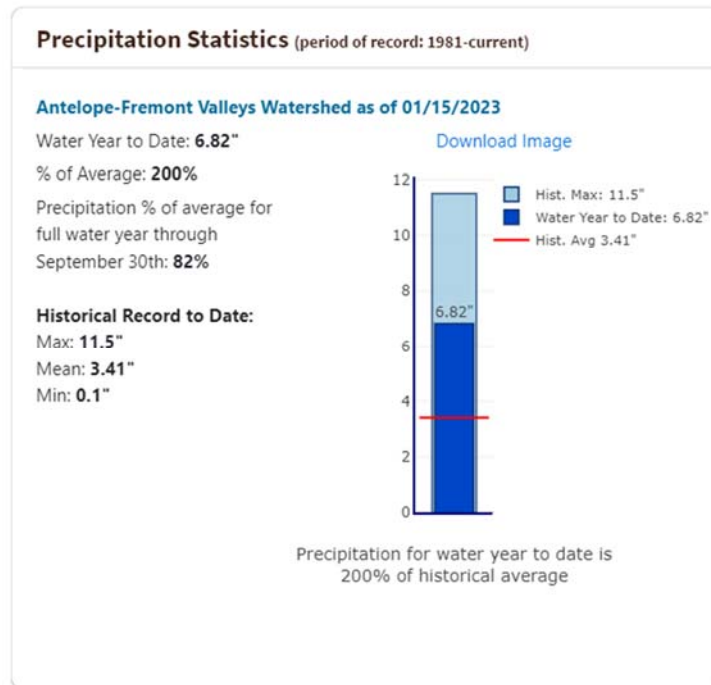
Data as of January 17, 2023

Locally, the storms have also greatly improved the water supply situation in the Antelope Valley. The most obvious sign is Littlerock Reservoir filling and beginning to spill. I reported the Reservoir level was over nine feet below the spill at the Monday, January 9, 2023, Board meeting. It finished filling and began to spill just after 8:00 a.m. the next morning. The spill reached 1.89 feet, 2,716 cubic feet per second (cfs), later in the day and has since stabilized at just over six inches, 462 cfs. The following graph shows the Reservoir level over that time period. The spillway elevation is 3273.



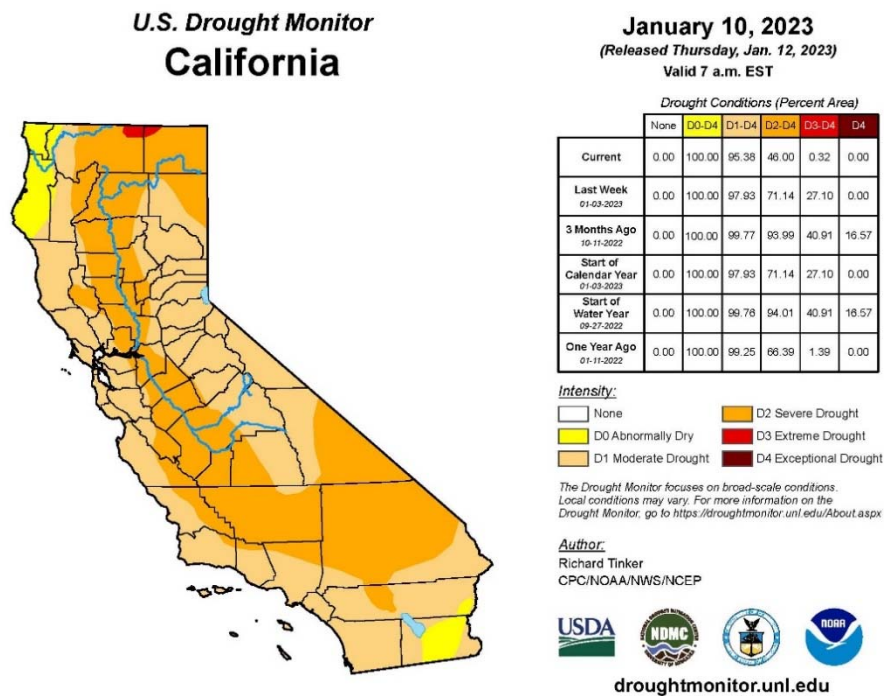
Precipitation in the Antelope and Fremont Valleys is also shown in the following graphical summaries:



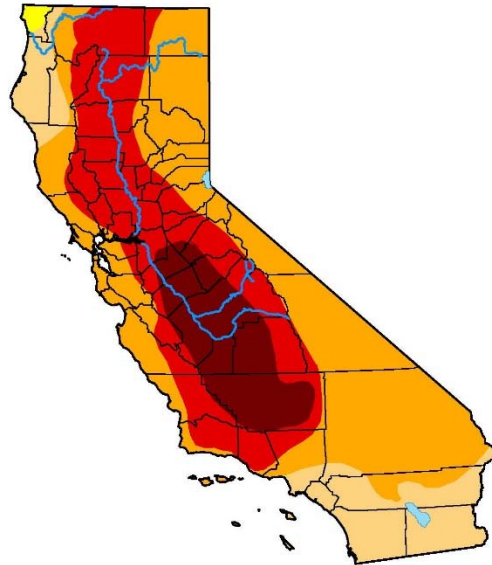


2021-2023 Drought and District Response

- It is easy to see this year’s conditions are getting worse. The following map of California shows the levels of drought in the state as of November 15, 2022 and January 10, 2023. The severity of the drought is greatly reduced. This map is updated on a weekly basis and provides information that can help the District’s planning.



**U.S. Drought Monitor
California**



November 15, 2022

(Released Thursday, Nov. 17, 2022)

Valid 7 a.m. EST

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	99.48	84.97	40.92	12.73
Last Week 11-08-2022	0.00	100.00	99.51	88.09	41.39	16.57
3 Months Ago 08-16-2022	0.00	100.00	99.78	97.53	43.16	16.57
Start of Calendar Year 01-04-2022	0.00	100.00	98.30	67.62	16.60	0.84
Start of Water Year 09-27-2022	0.00	100.00	99.76	94.01	40.91	16.57
One Year Ago 11-16-2021	0.00	100.00	100.00	92.43	80.28	37.62

Intensity:

None	D2 Severe Drought
D0 Abnormally Dry	D3 Extreme Drought
D1 Moderate Drought	D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Brad Rippey
U.S. Department of Agriculture

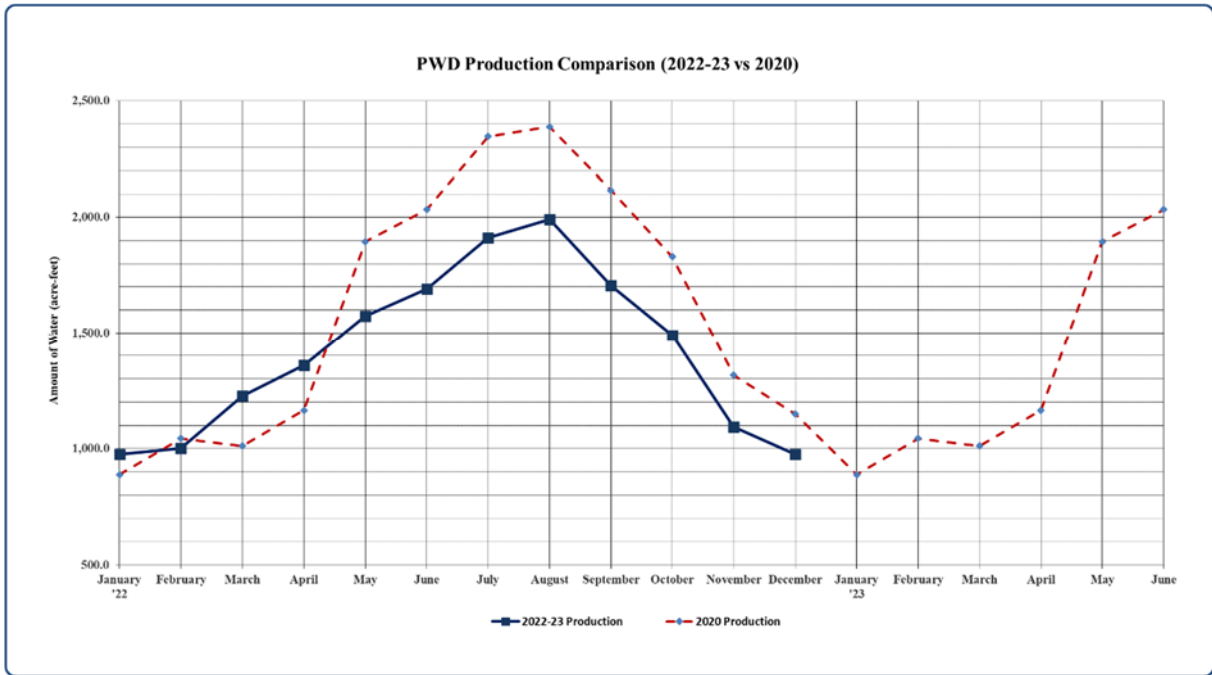


droughtmonitor.unl.edu

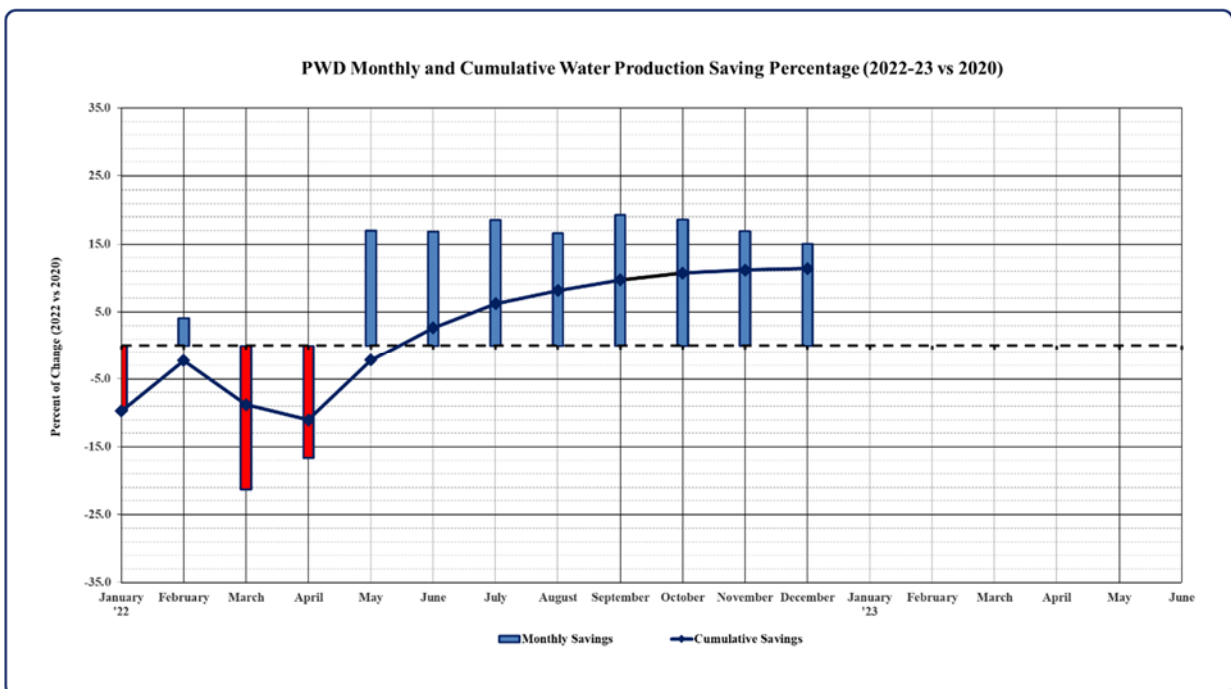
- The Board approved moving into mandatory conservation on April 11, 2022 by enacting Stage 2 at 20% reduction compared to 2020 water use. The goal of this action was to try to reduce water use by 3,000 AF from May to the end of the year. 2,640.5 AF were saved from May through the end of the year. The following table summarizes the full year of water use through December 31, 2022 as compared to the same period in 2020. 2022 water production was 11.4% below 2020.

Year to Date Comparisons								
Year to Date Through:	Total Prod. (ac.-ft.)	Total Billed (ac.-ft.)	Water Loss			Aver. Active Connections	Aver. Gallons per Conn./month	Aver. Per Cap. Use (gal/day/per.)
			(ac.-ft.)	(%)	(12 mo %)			
December 31, '20	19,180.5	17,213.0	1,967.5	10.3	9.9	26,792	17,442	130.5
December 31, '22	16,993.9	15,904.5	1,089.4	6.4	7.4	26,996	15,996	120.2
Increase	-2,186.6	-1,308.5	-878.2	-3.8	-2.5	204	-1,446	-10.3
% Increase	-11.4	-7.6	-44.6	-37.5	-25.2	0.8	-8.3	-7.9
5 yr. Average (*18-'22)	18,283.3	16,748.2	1,535.1	8.4	8.6	26,819	16,956	127

One thing the “Year to Date Comparison” table does not do is show a comparison of individual months in 2022 versus 2020. The following graphs help to show that comparison. The first graph, “PWD Production Comparison (2022 vs 2020),” shows the monthly water production in both 2022 and 2020. It should be noted that rain in early 2020 reduced water production in March and April. Water production in 2022 followed a more typical pattern.



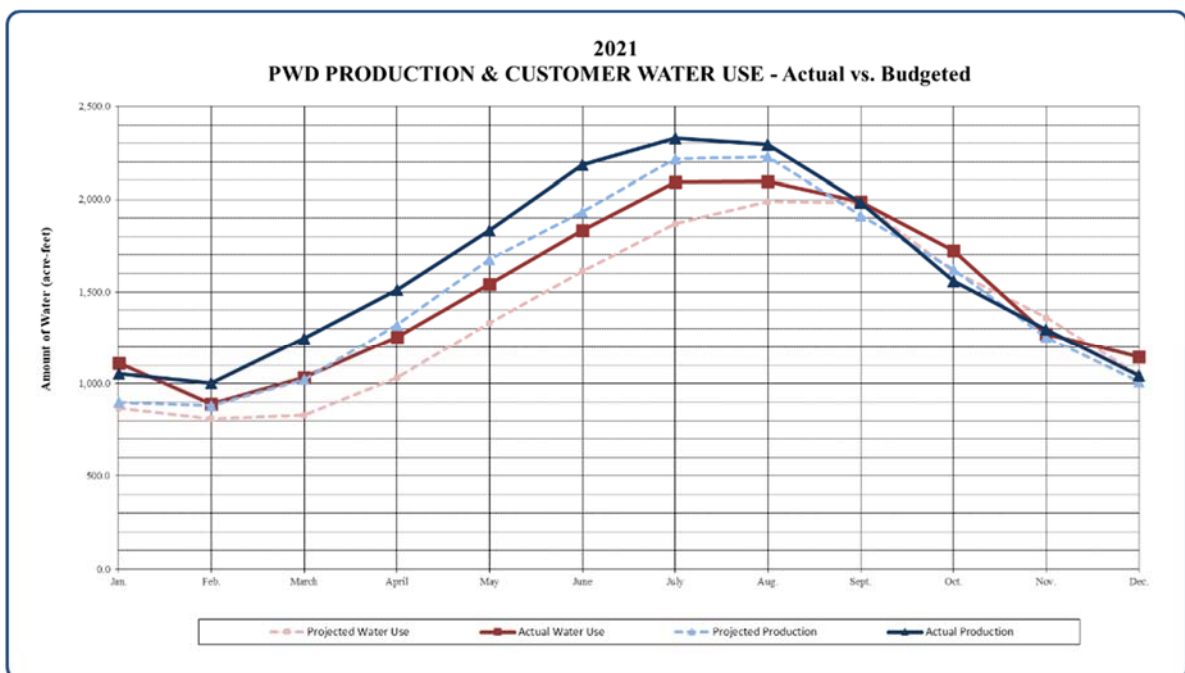
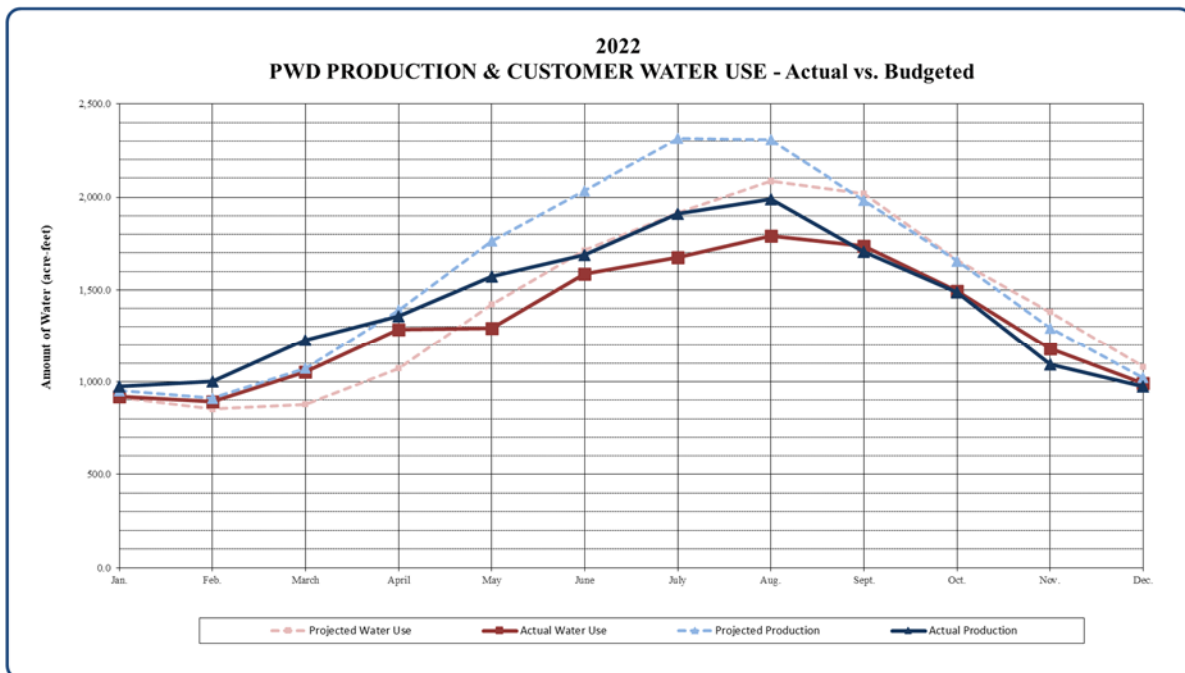
The second graph, “PWD Monthly and Cumulative Water Production Saving Percentage (2022 vs. 2020),” illustrates the difference between each month in 2022 and 2020. Less production, or **savings**, in 2022 is shown in **blue** and more production is shown in **red**. This shows that customers are responding to the drought from May to December with **15%** in savings in December. It also shows the cumulative savings from January 1 through December 31. It is at **11.4%** less water production in 2022 than in 2020 and **17.4%** from May through December when mandatory conservation measures were in place.



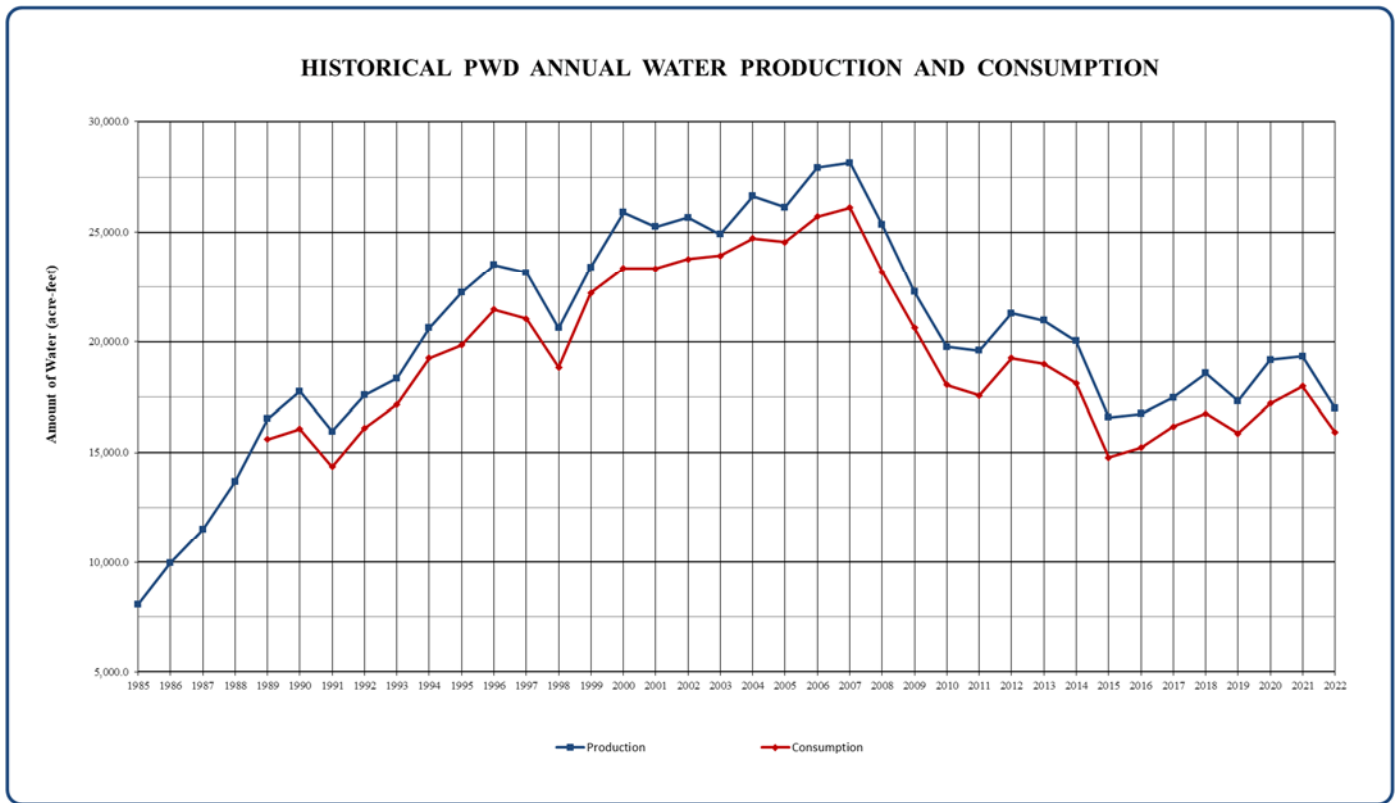
2022 and Historical Water Use Information

- The following graph is the projected monthly water consumption and production for 2022 based on the prior five years of actual monthly information. The projected total consumption is based on the 2022 Budget amount of 17,000 AF, a 5.5% reduction from 2021 actual water use. The actual consumption amount due to the drought conservation measures is 15,904.5 AF, or 1,096 AF less. This is a reduction of 11.6% from 2021.

Actual amounts are shown through December. The 2021 graph shows the projected and actual water use for that year.



The following graph shows the historical water production and consumption for the District over the last few decades. It is interesting to see that both water production and consumption now are very close to the early 1990's though the District has more customers.



Other Items

- The Littlerock Reservoir Sediment Removal Project (Project) Environmental Impact Report/Environmental Impact Statement (EIR/EIS) was fully approved in 2017. The Project consists of three phases. The Grade Control Structure is Phase 1 and was completed in January 2020.

Phase II is the removal of 1.2 million cubic yards (CY) of sediment from the reservoir. Staff worked with Aspen Environmental to secure all the necessary permits for this year from Labor Day through December. The project was advertised, and bids were opened for the full first year of sediment removal. However, the bids were rejected due to the high costs. Staff negotiated with interested contractors on a smaller project for 2022, and the Board approved a contract with ICS. Work began the week of September 12, 2022 and ended in November due to rainfall. A total of 58,418 cubic yards, or 36 AF, of sediment were removed.

- The focus of using recycled water for a stable potable water supply has shifted to advanced water treatment and groundwater augmentation. The program management firm assisting

the District with the project is Stantec. Current activities include evaluating delivery methods, branding, developing a funding strategy, and the preliminary demonstration facility design.

- The Upper Amargosa Creek Recharge Project construction is complete. The project partners, City of Palmdale, LA County Waterworks, and AVEK are now finalizing the operation and maintenance agreement.

The City of Palmdale recently notified the project partners about the mitigation requirements and costs. The two stages, 11.28 acres and 38.72 acres, of mitigation are being finalized with the regulatory agencies. The estimated construction costs are \$1,715,662 and \$3,567,595, respectively, and will be built several years apart. The City received \$1,000,000 in grant funding toward the first phase costs. The District's anticipated share for the first phase is approximately \$75,000.

- Delta Conveyance Design and Construction Authority (DCA): This joint power authority is responsible for the environmental, design, and engineering of the project and works with the Department of Water Resources (DWR) on the project. The Board is now reorganized with more representation from smaller agencies. This includes adding two seats for the East Branch, Class 8, of the California Aqueduct. The agencies are AVEK, PWD, Littlerock Creek Irrigation District (LCID), Mojave Water Agency (MWA), Crestline-Lake Arrowhead Water Agency, San Gabriel Valley Municipal Water District, San Bernardino Valley Municipal Water District (SBVMWD), San Gorgonio Pass Water Agency, Desert Water Agency, and Coachella Valley Water District (CVWD).

The Delta Conveyance Project (DCP) is moving to the next step of a Draft EIR/EIS (Draft) for the public's review. The Department of Water Resources released the Draft on July 27, 2022. The public review period is over and DWR is working to address comments received about the Draft. A Final EIR is expected late this year or early in 2024.



Organizational Excellence *Train, Perform, Reward*

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

- Nearly 80 percent of the District's 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.

- COVID-19 Pandemic Response: District staff initiated a draft Pandemic Response Plan on March 4, 2020 as the State of California and County of Los Angeles issued declarations of emergency. The other options to conduct business with the District, including using the website, calling Customer Care, using the automated phone system, and using remote payment sites, were promoted on social media, the website, and radio spots.

The District also continued to comply with social distancing regulations by updating the Pandemic Response Plan, rotating staff to work from home, staggering work hours, and providing face coverings for staff. The lobby was reopened Monday, July 12, 2021. Most of the staff is back to working normally. Some office staff are continuing to rotate between working from home and the office.

All Board meetings continue to be held with remote access. This is likely to continue through the projected lifting of the State COVID-19 emergency order on February 28, 2023.

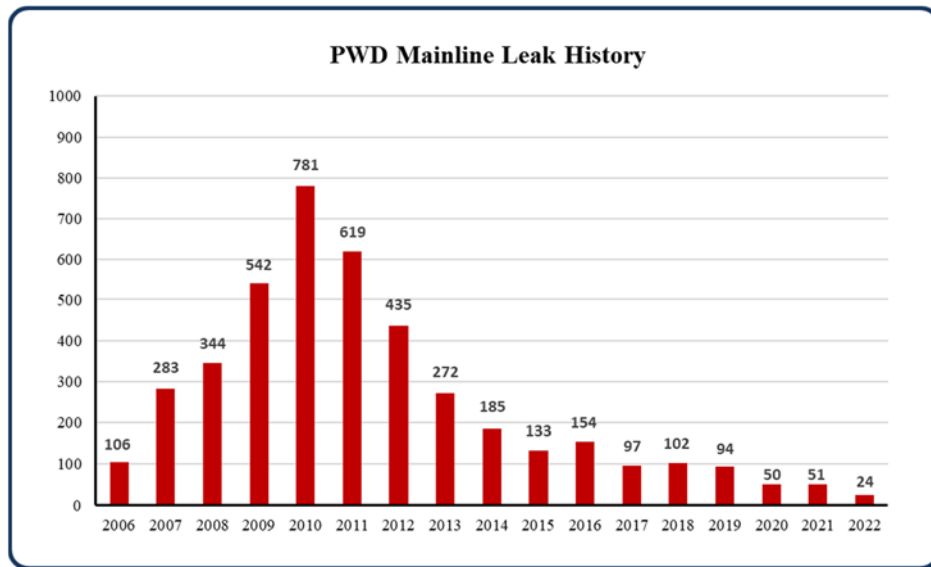
- Despite the pandemic, the District has continued to find ways for internships and training opportunities for college and high school students who are interested in the water industry. The Board authorized paid internships for the remainder of 2022. Two interns worked with District staff in the Customer Care and Resource and Analytics areas.
- A salary survey with comparable water agencies is complete, potential changes incorporated into the 2023 Budget, and results will be presented to the Personnel Committee and full Board in February.



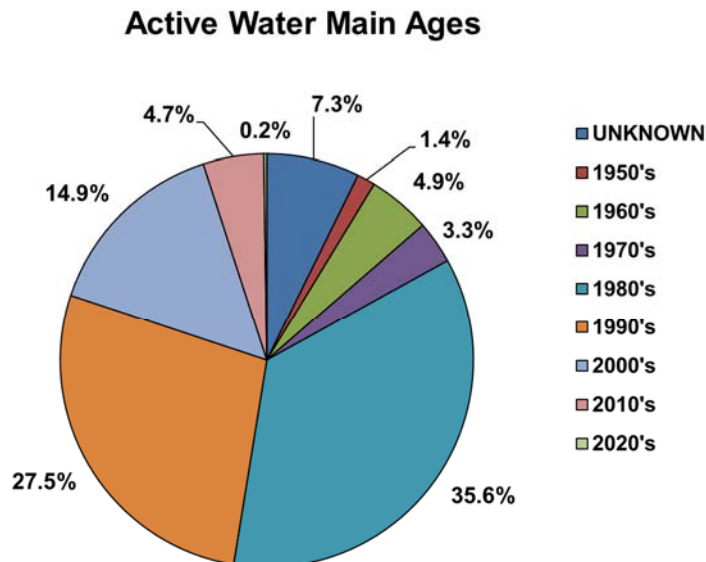
Systems Efficiency *Independence, Technology, Research*

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 can be seen in the reduced number of mainline leaks. The mainline leaks for 2022 total 24, one every 17 miles, with 88 service line leaks. This is a substantial change from the 781 mainline leaks, one every one-half mile, in 2010. This is illustrated in the chart titled "Mainline Leak History."

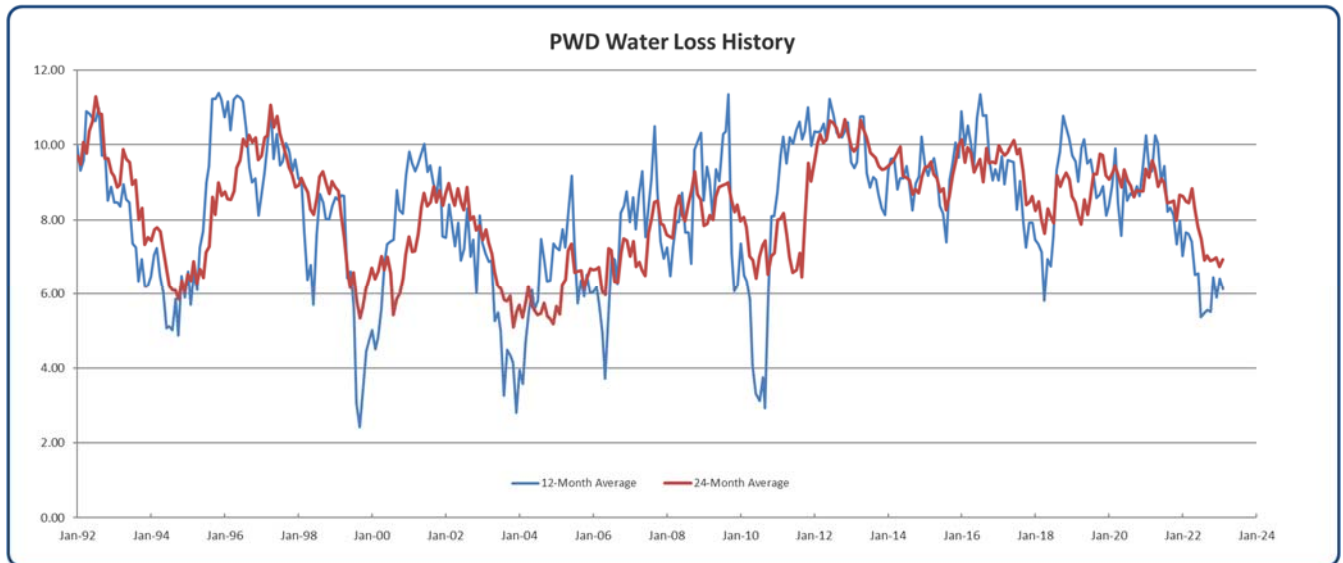


The following chart titled “Active Water Main Ages” also shows the progress made by the District in updating the water distribution system.



- Additional water main replacement projects are being designed for construction as planned in the 2019 Water Rate Plan. Completed 2022 projects include the neighborhood replacement project bounded by Desert Sands Park, Avenue Q, Division Street, and 3rd Street East and in 10th Street East north of Avenue P. Several smaller projects off of 5th Street East, Avenue Q-10, and Avenue R and 12th Street East are nearly complete.

- The positive effect of both water main and water meter replacement programs is also shown on the chart titled “PWD Water Loss History.” The running average for water losses is running less than 8%.



- The use of batteries for backup power is complete at four booster facilities. This program was funded and managed by the California Public Utilities Commission. The grant funds went directly to Tesla and its contractors. The work consisted of installing pre-designed and assembled equipment at District facilities with minimal construction work at the sites.
- The District approved two solar PV projects to provide energy for wells, the clearwell booster, and the Leslie O. Carter Water Treatment Plant in December. One will be located north of the maintenance yard and will provide power for a set of wells. The other will be located between Avenue S and Avenue R-8 on the west side of the railroad tracks. It will provide power for the clearwell booster and Leslie O. Carter Water Treatment Plant.



Financial Health and Stability *Strength, Consistency, Balance*

- The Littlerock Sediment Removal Project was awarded \$1,100,000 through the AVIRWMP Grant Program in the current round of funding due to Phase II being suspended. This grant is part of \$2.8M the District used for sediment removal last fall.
- The 2019 Water Rate Study and Proposition 218 was completed when the Board unanimously approved Resolution No. 19-15. This set the water rate structure and water rates for 2020-2024 and 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. These were reviewed while preparing the 2023 Budget.

- Fitch Ratings reviewed the District's bond rating in December 2022. The review affirmed the District's rating with them of "A+" with a stable outlook. This is a good result considering the uncertainty of operating in the COVID-19 pandemic.
- The District is seeking State assistance to provide water service to the Alpine Springs Mobile Home Park on Sierra Highway. It has poor water quality from its well, has several health violations, and now relies on hauled water. Maria Kennedy, Kennedy Communications, is experienced with these programs and is contracted with the District to accomplish it.

An agreement with the State is now in place to fund water hauling until the connection to the District is constructed and operational.



Regional Leadership *Engage, Lead, Progress*

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 has leadership positions in these organizations. District staff is active in the local chambers, AV EDGE, regional human resources, and public information organizations.
- The PWRA Board consists of two Palmdale City Councilmembers, two PWD Board members, and a public director, Zakeya Anson. Activities with PRWA are on hold as the District works on the Pure Water AV Project. The City has expressed interest in some level of participation on the Project to meet the long-term goal of drought-proofing parks and landscaped areas.
- The District staff continues to share the administration of the Antelope Valley Watermaster Board (AVWB) with AVEK and related meetings. The AVWB hired Hallmark as the new Watermaster administrator. The District is transferring the work it performs to Hallmark.

- The “PWD Water Ambassador Academy” (WAA) was completed in April 2022 and a one-day Junior WAA was held on November 9, 2022. The District is currently advertising for participants in this year’s WAA. It will be held in April.
- The District and other members of the Public Water Agencies Group (PWAG) share the services of an Emergency Preparedness Coordinator. This approach also helped the District successfully comply with the America’s Water Infrastructure Act (AWIA) of 2018 and respond to the COVID-19 event.
- Staff has taken a lead role in developing and implementing a valley-wide mutual aid agreement for agencies and mutual water companies.

United Water Conservation District Memorandum of Understanding

The District and United Water Conservation District (United) approved a memorandum of understanding (MOU) to work cooperatively on projects where our interests overlap. These include internships and cooperation with community colleges, combined recreational funding for Piru and Littlerock Reservoir recreational improvements, and assistance and funding of advanced treatment of recycled or brackish water for potable use projects.

This MOU and our joint activities were the subject of a presentation given at the 2022 CSDA Annual Conference by United General Manager and me. The presentation and associated article were well received and generated positive interest and a number of questions.

There have been several meetings between District staff and United Human Resources staff to discuss apprenticeship programs, intern programs, and work with three community college districts to support water-related curriculum. The first action item from these meetings was the funding of PWD interns for 2022. Participation in interview panels and the development of a mutual aid agreement are also being done.

Recreation staff from United met with District staff and visited the Littlerock Recreation Area in March. They provided good advice and input on a rough plan for helping the Area open in 2024. Staff worked with the Angeles National Forest (ANF) as the first step in clearing the prior recreational concessionaire’s property in the recreational area. All the property now belongs to the ANF. A hazardous material survey is being funded to begin the process of clearing the site.

Several other meetings have been held regarding the use of available State Water Project (SWP) supplies. District and United staffs are working with other East Branch SWP contractors on ways to recategorize water and avoid having water go unused. This

is expected to make additional water available for United and the District. A draft term sheet will be drafted and presented to both Boards in early 2023 for SWP exchanges.

Additional coordination will also be focused on both agency's advanced water treatment projects. The United project will treat brackish groundwater for a potable use by the military. The PWD project, Pure Water AV, will treat tertiary water for potable use by our customers. Once Pure Water AV is more established, joint meetings with state and federal representatives will be held to get funding assistance.

Lastly, I have proposed regular meetings of both Boards' liaisons and general managers. These will help us stay coordinated and make sure our efforts are productive. Staff will also visit United's desilting basin in November to observe United's sediment removal process.



Customer Care, Advocacy, and Outreach *Promote, Educate, Support*

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

- The Board approved moving forward with a new supplier, meter brand, and reading system to replace the systems approved in September 2020. This transition is well underway.
- The ability to make payments at 7-Eleven and Family Dollar Store as well as all electronic forms of payment critical for customers during the COVID-19 event. Despite the open lobby, some customers have stayed with alternate payment methods.
- The Rate Assistance Program reached capacity by February. Staff continually monitors it for openings and will begin taking applications for 2023 in November 2022. The Board approved changes to the program to increase the funds, standardize the monthly assistance, and provide assistance to 700 customer accounts in 2023.
- Staff successfully conducted virtual coffee meetings with Directors and their constituents, online "Let's Talk H2O" meetings, issued regular internal and public newsletters, coordinated drive-through giveaways for customers, an in-person customer appreciation day, monitored and maintained the District's social media, and assisted with information for the current drought. In-person workshops have also been held.
- Staff has finished updating the public website and will recommend a contract to complete the intranet for Board consideration and action.