

**MEMORANDUM  
CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members

FROM: Vice Mayor Crist

DATE: June 14, 2016

SUBJECT: **Report on the Activities of the Board of Directors for District No. 14 of the County Sanitation Districts of Los Angeles County**

---

**Recommendation:**

Receive a report of the proceedings and issues discussed at the May 19, 2016 District No. 14 Board of Directors meeting of the County Sanitation Districts of Los Angeles County (District).

**Background:**

District No. 14 of the County Sanitation Districts of Los Angeles County is organized to receive through their trunk sewers the wastewater from all of the City of Lancaster, a small region of the westerly portion of the City of Palmdale, and a smaller region of the unincorporated County of Los Angeles. A Board of Directors comprised of a representative from each city and the County generally meets monthly to review and decide upon the business of the District.

The Board of Directors considered the following agenda items at the May 19, 2016 meeting:

- Approved minutes of meetings held April 21, 2016.
- Approved warrants in the amount of \$2,125,436.24 for the month of April, 2016. The warrants issued by the District are for costs incurred for operation and maintenance, such as electricity, water, telephone, and chemicals, and for relatively small capital projects. Expenditures are made in accordance with the guidelines established by the budget procedure and the purchasing policy that has been adopted by the Board.
- Authorized Issuance of Purchase Order to Amec Foster Wheeler Environment & Infrastructure (AMEC) in the amount of approximately \$1,537,000 for hydrogeological services at Palmdale and Lancaster Water Reclamation Plants (WRPs).

Summary: The California Regional Water Quality Control Board, Lahontan Region (Regional Board) requires monitoring of the groundwater in the vicinity of the Lancaster and Palmdale WRPs. At the Lancaster WRP, permit thresholds for groundwater constituent concentrations have been exceeded at two wells. At the Palmdale WRP, groundwater monitoring wells recently installed to better delineate subsurface nitrate contamination indicated levels above anticipated concentrations. In both cases, other

required services and provided a cost-effective proposal. The total cost of approximately \$1,537,000 is required to provide these services. The cost will be apportioned as sources are believed to be the cause or results are within allowable statistical ranges. Nevertheless, in accordance with permits, investigations need to be conducted for verification. Proposals to conduct the required investigations were solicited from eight firms and three proposals were received. AMEC was ranked as the most qualified to provide the follows: (1) District No. 14 approximately \$284,000 and (2) District No. 20 approximately \$1,253,000. The subtotals reflect the time and materials necessary to maintain compliance with the Regional Board requirements for the Lancaster and Palmdale WRPs, respectively.

- Re: Service Charge Report for Fiscal Year 2016-17
  - (a) Held Public Hearing on Service Charge Report
  - (b) Adopted Service Charge Report

Summary: A letter describing the required Board actions together with a copy of the Service Charge Report, the preliminary budget, and a letter explaining the basis for the service charge rate accompany the agenda. By adopting the Service Charge Report, the Board will provide for the placement of the service charge on the property tax roll as the most cost-effective means of collecting it. In this District, the current service charge rate per single-family home (SFH) is \$39.67 per month (\$476 per year). The rate for fiscal year 2016-17, as previously adopted by the Board of Directors, will remain at \$39.67 per month. Owners of multiple dwelling units and commercial properties are charged in proportion to their use compared to a SFH. The industrial wastewater surcharge rates for fiscal year 2016-17, as previously adopted by the Board, will also remain unchanged.