

MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, MARCH 27, 2017:

A meeting of the Facilities Committee of the Palmdale Water District was held Monday, March 27, 2017, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dino called the meeting to order at 2:04 p.m.

1) Roll Call.

Attendance:

Facilities Committee:
Vincent Dino, Chair
Joe Estes, Committee
Member

Others Present:

Matt Knudson, Assistant General Manager
Mike Williams, Finance Manager
Tim Moore, Facilities Manager
Tara Peuse, Customer Care Supervisor
Curtis Cobb, Plant Operator III
Kathy Mac Laren, PWD Director
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Regular Meeting Held June 13, 2016.

It was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Facilities Committee meeting held June 13, 2016, as written.

4.2) Consideration and Possible Action on Purchase of Forklift. (\$19,000.00 – Non-Budgeted – Facilities Manager Moore)

Finance Manager Moore provided an overview of the forklift proposed for purchase, and after a brief discussion of rental and repair costs, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to approve the purchase of a used forklift in the not-to-exceed amount of \$19,000.00.

**4.3) Consideration and Possible Action on Remodel of Front Lobby.
(\$10,000.00 – Budgeted – Customer Care Supervisor Peuse)**

Customer Care Supervisor Peuse provided an overview of the front lobby remodel, and after a brief discussion of the proposed upgrades, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to approve the remodel of the front lobby in the not-to-exceed amount of \$10,000.00.

4.4) Consideration and Possible Action on Award of Contract for the Remodeling and Necessary Upgrades to the Relocated Leslie O. Carter Water Treatment Plant Control Room Under Work Order No. 17-603. (\$19,708.00 – Budgeted – Project Manager Thompson)

Assistant General Manager Knudson provided an overview of the remodeling of the Leslie O. Carter Water Treatment Plant Control Room, and after a brief discussion of the relocation of the control room, proposed upgrades, proposed use of the lobby area, and the bids received, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to award a contract for the remodeling and necessary upgrades to the relocated Leslie O. Carter Water Treatment Plant Control Room under Work Order No. 17-603 to Kuhnhofer Builders, Inc. in the not-to-exceed amount of \$19,708.00.

5) Information Items.

5.1) Other.

There were no additional information items.

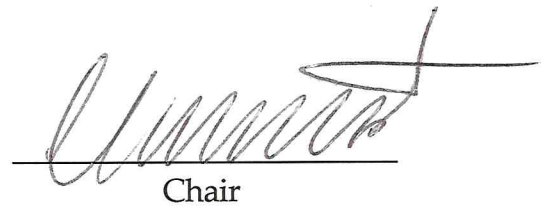
6) Board Members' Requests for Future Agenda Items.

Committee Member Estes inquired about charging stations after which Assistant General Manager Knudson stated that staff continues to monitor grant opportunities for charging stations.

There were no requests for future agenda items.

7) **Adjournment.**

There being no further business to come before the Facilities Committee, the meeting was adjourned at 2:22 p.m.



Chair