

PALMDALE RECYCLED WATER AUTHORITY (PRWA)

REGULAR MEETING AGENDA NO. 12 OF THE PALMDALE RECYCLED WATER AUTHORITY (PRWA)

to be held at

**CITY OF PALMDALE
38300 SIERRA HIGHWAY
PALMDALE, CALIFORNIA**

JUNE 18, 2014

6:00 P.M.

www.cityofpalmdale.org
www.palmdalewater.org

WELCOME

NOTE: Materials related to an item on this agenda submitted to the Palmdale Recycled Water Authority Board of Directors, or after distribution of the agenda packet, are available for public inspection at the City of Palmdale City Hall, located at 38300 Sierra Highway, Suite A, Palmdale, California, and at the Palmdale Water District, located at 2029 East Avenue Q, Palmdale, California, during normal business hours and will also be available at the meeting. Those items provided by others at the meeting will be available at City Hall during normal business hours.

A **three-minute time limit** will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Palmdale Water District at least 48 hours prior to the meeting.

Your courtesy is requested to help our meeting run smoothly. If you'll be kind enough to follow these simple rules, we can make the best possible use of your time and ours:

- Please refrain from public displays or outbursts such as unsolicited applause, comments, cheering, foul language, or obscenities.
- Any disruptive activities that substantially interfere with the ability of the Board of Directors to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Please turn off cell phones and pagers.

1. **CALL TO ORDER.**
2. **ROLL CALL:** Directors James C. Ledford, Jr., Fred Thompson, Kathy Mac Laren, Robert Alvarado, and Helen Velador
3. **PLEDGE OF ALLEGIANCE.**
4. **WAIVER OF FULL READING OF RESOLUTION(S).**

Motion: Move to waive full reading of the Resolution(s) to be considered and voted on at this meeting. (**Vote by Roll Call** – requires a majority to waive)

5. **CONSENT CALENDAR – PUBLIC COMMENTS ONLY:** If you wish to comment on any item(s) listed on the Consent Calendar on this agenda, please come forward to the podium and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.

6. **CONSENT CALENDAR:**

NOTICE: All matters listed under the Consent Calendar will be enacted by one motion unless an item(s) is pulled by the Board, in which case the item(s) will be removed from the Consent Calendar and will be considered separately following this portion of the agenda.

6.1) Approve the minutes from the previous meeting held on May 21, 2014.
(Staff Reference: Secretary Deans/Acting Secretary Henry)

6.2) Approve receipt and filing of the Treasurer's Report through the month ended May 31, 2014. (Staff Reference: Treasurer/Auditor Johnston)

Staff Recommendation: Move to approve the recommendations and findings on all items listed under this Consent Calendar.

(**Vote by Roll Call** – requires a majority to approve)

7. **ACTION CALENDAR – PUBLIC COMMENTS ONLY:** If you wish to comment on any item(s) listed on the Action Calendar on this agenda, please come forward to the podium and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.

8. **ACTION CALENDAR:**

No Action Calendar items.

9. **PUBLIC COMMENTS:** This portion of the agenda allows an individual the opportunity to address the Board of Directors on any subject regarding Palmdale Recycled Water Authority business. Under state legislation, no action can be taken on items not specifically referenced on the Agenda. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.
10. **SPECIAL REPORT:**
 - 10.1. Presentation by Carollo Engineers regarding draft Palmdale Recycled Water Authority Recycled Water Master Plan. (Staff Reference: Executive Director LaMoreaux)
11. **CLOSED SESSION – PUBLIC COMMENTS ONLY:** If you wish to comment on any item(s) listed under Closed Session on this agenda, please come forward to the podium and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.
12. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:** A closed session will be held, pursuant to Government Code §54956.9 (d)(4) because the Authority is considering whether to initiate litigation in one case.
13. **PUBLIC REPORT OF ANY ACTION TAKEN IN CLOSED SESSION.**
14. **INFORMATIONAL REPORTS OF THE BOARD OF DIRECTORS, EXECUTIVE DIRECTOR, AND ASSISTANT EXECUTIVE DIRECTOR.**
15. **ANNOUNCEMENT OF NEXT REGULAR MEETING DATE.**
16. **ADJOURNMENT.**

**PALMDALE RECYCLED
WATER AUTHORITY
BOARD MEMORANDUM**

DATE: June 18, 2014 **June 18, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Karen Johnston, Treasurer-Auditor, PRWA
VIA: Mr. Dennis LaMoreaux, Executive Director, PRWA
RE: **AGENDA ITEM NO. 6.2 – TREASURER’S REPORT FOR MAY 31, 2014**

Recommendation:

Palmdale Recycled Water Authority (PRWA) staff recommends the Board of Directors to receive and file the Treasurer’s Report for the five months ending May 31, 2014.

Background:

To comply with provisions required by Section 4.13 of the Joint Powers of Authority Agreement and responsibilities of Treasurer, a Financial Report is prepared and submitted to the Board of Directors who certifies the availability of funds for the reports presented. These reports are hereby submitted to the Board of Directors for ratification.

Financial Impact:

At the time that this report was prepared, the May 2014 bank statement was not available. Therefore, the PRWA bank balance still remains to be the April 2014 balance of \$92,499.30. The PRWA earned \$50.48 in interest and paid invoices totaling \$88,735.30 in expenditures through April 2014. The invoices paid to date in 2014 consisted of \$50,343.03 in 2013 accounts payable balances and \$38,392.27 in 2014 expenditures. PRWA has unpaid invoices due of \$9,662.41 and total available funds after payment of the invoices of \$82,836.89 as of May 31, 2014.

Supporting Documents:

May 2014 Treasurer’s Report.

**Palmdale Recycled Water Authority
Treasurer's Report
Month Ended May 31, 2014**

Cash/Funds Available and held at Bank of America:

Audited Balance, beginning	\$181,184.12
Deposits:	Interest Earnings 50.48
Expenditures	88,735.30
Balance, ending	<u>92,499.30</u>
Less Account Payable	<u>9,662.41</u>
Funds Available	<u><u>\$82,836.89</u></u>

Expenditures:

Wateruse Association, 2014 Membership Dues	2,552.37
Rackspace, Hosting Service (Monitoring & Firewall to Apr 2014)	2,412.40
Carollo Engineers 2014 (Oct-Feb)	64,869.50
County Sanitation District (Recycled Water 2013)	12,901.03
Vavrinek, Trine, Day & Co., LLP (2013 Audit)	6,000.00
Total Expenditures	<u><u>88,735.30</u></u>

Accounts Payable:

Carolio Engineers Services through March 2014	5,524.50
Sanitation Districts of LA County-Water through March 2014	3,524.31
Rackspace Hosting Services for May 2014	613.60
Total Accounts Payable	<u><u>9,662.41</u></u>