MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 15, 2014:

A meeting of the Facilities Committee of the Palmdale Water District was held Tuesday, July 15, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Estes called the meeting to order.

1) **Roll Call.**

Attendance:	**Others Present:**
Facilities Committee:	Dennis LaMoreaux, General Manager
Joe Estes, Chair	Robert Alvarado, PWD Director
Vincent Dino, Committee Member	Matt Knudson, Assistant General Manager
	Tim Moore, Facilities Manager
	Jennifer Emery, Human Resources Director
	Dawn Deans, Executive Assistant
	1 member of the public

2) **Adoption of Agenda.**

It was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried 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 17, 2014.

It was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried to approve the minutes of the Facilities Committee meeting held June 17, 2014, as written.

4.2) Discussion and Possible Action on Board Room Layout Redesign. (Non-Budgeted – Human Resources Manager Emery)

Ms. Sarah Burch, Antelope Valley College student, presented options for redesigning the layout of the Board Room, and after a brief discussion, the Committee concurred with the redesign, and General Manager LaMoreaux stated that items can be rearranged prior to the time of the next Board meeting.

4.3) Consideration and Possible Action on Terms of Proposed Telecommunications Lease on District-Owned Property at 6MG Clearwell Site. (Assistant General Manager Knudson)

Assistant General Manager Knudson reviewed the location and terms of the proposed cell tower lease agreement with Verizon Wireless, and after a brief discussion of the revenue generated from cell tower leases, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried that the Committee concurs with staff's recommendation to approve the terms of the proposed cell tower lease agreement with Verizon Wireless and that a lease agreement be presented to the full Board for consideration.

5) Information Items.

5.1) Status Report on 2014 Engineering, Facilities, and Operations Department Goals, Projects, and Functions. (Assistant General Manager Knudson)

Facilities Manager Moore provided a status report on the in-house water main replacement in 15th Street East followed by discussion of the training benefit and savings by completing this work in-house.

He then provided an update on the purchase of four vehicles included in the budget and negotiations to ensure this purchase is under budget followed by discussion of vehicle recalls, and Facilities Manager Moore stated he will provide an update on this purchase at the next Committee meeting.

Assistant General Manager Knudson then provided a status report on the water main replacement project in 20th Street East, the upcoming water main replacement project in 10th Street East, the security project for the District office, the 60" gate at Palmdale Lake, the water being taken from Littlerock Reservoir, and water losses and the condition of Palmdale Ditch.

5.2) Status Report on Wind Turbine Performance. (Assistant General Manager Knudson)

Assistant General Manager Knudson stated that a quarterly status report has not yet been received from Black & Veatch; that Black & Veatch is preparing a ten-year summary of the operation of the wind turbine performance; and that staff recommends renewing the annual agreement with Black & Veatch for monitoring the performance of the wind turbine in the not-to-exceed amount of $10,500.00, and after a brief discussion of the agreement, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried that the Committee concurs with staff's recommendation to approve an agreement with Black & Veatch for monitoring the performance of the wind turbine in the not-to-exceed amount of $10,500.00 and that this agreement be presented to the full Board for consideration.

Assistant General Manager Knudson then stated that the wind turbine maintenance agreement with World Wind Services will be presented to the Committee for consideration at a later date.

5.3) Status Report on Voting System Options for Main Boardroom. (Non-Budgeted – Information Technology Manager Stanton)

Assistant General Manager Knudson stated that Information Technology Manager Stanton is waiting for pricing from vendors on this item and it is hoped that options and pricing can be presented at the next Committee meeting.

5.4) Other.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

There were no further requests for future agenda items.

It was stated that the next Facilities Committee meeting will be held August 11, 2014 at 8:15 a.m.

7) Adjournment.

There being no further business to come before the Facilities Committee, the meeting was adjourned.

Chair