MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 19, 2016:

A meeting of the Facilities Committee of the Palmdale Water District was held Thursday, May 19, 2016, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dino called the meeting to order at 10:00 a.m.

1) Roll Call.

Attendance:	**Others Present:**
Facilities Committee:	Dennis LaMoreaux, General Manager
Vincent Dino, Chair	Matt Knudson, Assistant General Manager
Marco Henriquez, Committee Member	Tim Moore, Facilities Manager
	Jim Stanton, Information Technology Manager
	Richard Heinonen, G.I.S. Coordinator
	Tammy Lucas, Management Analyst
	Dawn Deans, Executive Assistant
	0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Henriquez, seconded by Chair Dino, 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 October 1, 2015.

It was moved by Committee Member Henriquez, seconded by Chair Dino, and unanimously carried to approve the minutes of the Facilities Committee meeting held October 1, 2015, as written.

4.2) Consideration and Possible Action on Lease With Verizon for Cell Tower at 6MG Clearwell Site. ($3,000.00/Month Revenue – Assistant General Manager Knudson)

Assistant General Manager Knudson provided an overview of the District's existing cell tower leases and the terms of the proposed cell tower lease at the 6MG clearwell site with Verizon, and after a brief discussion of the terms of the proposed lease and of revenue to the District, it was moved by Committee Member Henriquez, seconded by Chair Dino, and unanimously carried that the Committee concurs with staff's recommendation to approve the Lease with Verizon for a cell tower at the 6MG clearwell site and that this item be presented to the full Board for consideration at the May 19, 2016 Regular Board Meeting.

4.3) Consideration and Possible Action on Approval of Scanner/Plotter Purchases. ($50,000.00 – Budgeted – Information Technology Manager Stanton)

Information Technology Manager Stanton provided an overview of the need to purchase new scanners/plotter, and after a brief discussion of the brand and warranties for the proposed equipment, it was moved by Committee Member Henriquez, seconded by Chair Dino, and unanimously carried that the Committee concurs with staff's recommendation to approve the scanner/plotter purchases in the not-to-exceed amount of $50,000.00 and that this item be presented to the full Board for consideration at the May 19, 2016 Regular Board Meeting.

4.4) Consideration and Possible Action on Declaring Various Vehicles and Equipment as Surplus Property Per Article 12.08 of the District's Rules and Regulations. (Facilities Manager Moore)

Facilities Manager Moore provided an overview of the proposed vehicles and equipment staff recommends be declared as surplus, and after a brief discussion of the method of disposal for this equipment and of potential leases for future vehicles, it was moved by Committee Member Henriquez, seconded by Chair Dino, and unanimously carried that the Committee concurs with staff's recommendation to declare various vehicles and equipment as surplus property per Article 12.08 of the District's Rules and Regulations and that this item be presented to the full Board for consideration at the May 19, 2016 Regular Board Meeting.

4.5) Consideration and Possible Action to Purchase Used Construction Equipment Utilizing Proceeds From Selling Surplus Equipment. (Facilities Manager Moore)

Facilities Manager Moore provided an overview of the equipment proposed to be purchased with surplus equipment funds, and after a brief discussion of this equipment, it was moved by Committee Member Henriquez, seconded by Chair Dino, and unanimously carried that the Committee concurs with staff's recommendation to purchase construction equipment utilizing proceeds from selling surplus equipment and that this item be presented to the full Board for consideration at the May 19, 2016 Regular Board Meeting.

5) Information Items.

5.1) Other.

General Manager LaMoreaux informed the Committee that staff and Director Henriquez have been working with Fin & Feather Club representatives regarding renewal of their lease; that the Fin & Feather Club has agreed to the terms and has signed the updated lease; and that this item will be presented to the full Board for consideration at the May 19, 2016 Regular Board Meeting.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

Committee Member Henriquez requested a complete list of all the District's equipment.

It was then stated that an item for "Consideration and possible action on lease options for the District's lighter duty vehicles" will be presented to the Committee at the next meeting.

There were no further requests for future agenda items.

7) Adjournment.

There being no further business to come before the Facilities Committee, the meeting was adjourned at 10:35 a.m.

Chair