MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, MARCH 28, 2018:

A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, March 28, 2018, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Vincent Dino, called the meeting to order at 7:02 p.m.

1) Pledge of Allegiance/Moment of Silence.

At the request of President Dino, Director Alvarado led the pledge of allegiance followed by a moment of silence.

2) Roll Call.

Attendance:	**Others Present:**
Vincent Dino, President	Dennis LaMoreaux, General Manager
Marco Henriquez, Treasurer	Eric Dunn, General Counsel
Joe Estes, Secretary	Mike Williams, Finance Manager
Robert Alvarado, Director	Jim Riley, Engineering/Grant Manager
	Peter Thompson, Deputy Water and Energy Res. Dir.
Kathy Mac Laren, Director – EXCUSED ABSENCE	Judy Shay, Public Affairs Director
	Jennifer Emery, Human Resources Director
	Mynor Masaya, Operations Manager
	Heather Oates, Safety and Training Technician
	Dawn Deans, Executive Assistant
	3 members of the public

3) Adoption of Agenda.

It was moved by Director Alvarado, seconded by Director Henriquez, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as written.

4) Public Comments for Non-Agenda Items.

Mr. Bill Rini, manager of Lake Una, expressed his concerns with the condition of Lake Una and threatened legal action against the County of Los Angeles, Fish and Wildlife, and the Palmdale Water District.

There were no further public comments.

5) Presentations:

5.1) Palmdale Water District Sanitary Survey Update. (Operations Manager Masaya/Water Quality/Regulatory Affairs Supervisor Thompson)

Operations Manager Masaya reviewed the need and purpose of the 2017 Sanitary Survey watershed compliance report, which outlines threats to the District's water sources and the District's efforts to protect and manage these sources, after which Water Quality/Regulatory Affairs Supervisor Thompson provided an overview of the District's efforts in the area of water quality monitoring and regulatory compliance to further protect the District's water sources followed by a brief review of recommendations included in the 2017 Sanitary Survey, staff's efforts to meet these recommendations, and the District's ability to continue to provide high quality water.

6) Action Items – Consent Calendar: (The Public Shall Have an Opportunity to Comment on Any Action Item on the Consent Calendar as the Consent Calendar is Considered Collectively by the Board of Directors Prior to Action Being Taken.)

6.1) Approval of Minutes of Special Town Hall Meeting Held March 8, 2018.

6.2) Approval of Minutes of Regular Meeting Held March 14, 2018.

6.3) Payment of Bills for March 28, 2018.

6.4) Approval of Changing the Job Title of One Customer Account Technician to Payroll Specialist and Revision to Salary Range for This Position. (No Budget Impact – Human Resources Director Emery/Personnel Committee)

President Dino announced the items included in the Consent Calendar after which it was moved by Director Estes, seconded by Director Alvarado, and unanimously carried by all members of the Board of Directors present at the meeting to approve those items included in the Consent Calendar.

7) Action Items - Action Calendar (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Board of Directors Prior to Action Being Taken.)

7.1) Consideration and Possible Action on Adoption of Palmdale Water District Safety Culture Vision Statement. (No Budget Impact – Safety and Training Technician Oates)

Safety and Training Technician Oates provided an overview of the purpose of adopting a Safety Culture Vision Statement, and after a brief discussion of this proactive approach, it was moved by Director Henriquez, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to approve a Safety Culture Vision Statement for the Palmdale Water District as follows "To continuously promote a culture of safety by committing necessary resources to educate and train staff."

7.2) Consideration and Possible Action on Revision to Organizational Chart Moving the Customer Care Department Directly Under the General Manager Position. (No Budget Impact – Human Resources Director Emery/General Manager LaMoreaux/Personnel Committee)

Human Resources Director Emery provided an overview of the proposed revision to the Organizational Chart, and after a brief discussion of this revision and the Personnel Committee's recommendation to approve this revision, it was moved by Director Estes, seconded by Director Henriquez, and unanimously carried by all members of the Board of Directors present at the meeting to revise the Organizational Chart moving the Customer Care Department directly under the General Manager position.

7.3) Consideration and Possible Action on Revisions to Employee Handbook. (No Budget Impact at This Time – Human Resources Director Emery/Personnel Committee)

Human Resources Director Emery provided an overview of the proposed revisions to the Employee Handbook, and after a brief discussion of several revisions and of the Personnel Committee's recommendation to approve these revisions, it was moved by Director Estes, seconded by Director Alvarado, and unanimously carried by all members of the Board of Directors present at the meeting to revise the Employee Handbook as presented.

7.4) Consideration and Possible Action on Authorization of the Following Conferences, Seminars, and Training Sessions for Board and Staff Attendance Within Budget Amounts Previously Approved in the 2018 Budget:

a) **None at This Time.**

There were no conferences, seminars, and training sessions to consider at this time.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

Director Estes reported that on March 21, he attended the Personnel Committee meeting; that on March 23, he attended the Hispanic Chamber of Commerce Installation Dinner; and that March 24 – 28, he attended the WateReuse Conference.

Director Henriquez reported that on March 22, he attended the Littlerock Recreation Citizens' Committee presentation; that on March 23, he attended the Hispanic Chamber of Commerce Installation Dinner; that on March 26, he attended and chaired the Finance Committee meeting; and that also on March 26, he attended a Board briefing with Finance Manager Williams regarding tonight's meeting.

Director Alvarado reported that on March 15, he attended an Ad Hoc Committee meeting regarding the Water Ambassadors Academy; that on March 17 and 18, he attended the Home Show and Water Expo; that on March 19, he attended the Palmdale Recycled Water Authority meeting; that on March 21, he attended the Personnel Committee meeting; that on March 22, he attended the Littlerock Recreation Citizens' Committee presentation; that on March 23, he attended the Hispanic Chamber of Commerce Installation Dinner; that on March 26, he attended the Finance Committee meeting; that on March 27, he attended a Board briefing with Finance Manager Williams regarding tonight's meeting; and that also on March 27, he attended an event where Senator Wilk recognized the Small Business of the Month.

President Dino reported that on March 19, he attended the Palmdale Recycled Water Authority meeting; that on March 20, he attended an agenda review and approval meeting with General Manager LaMoreaux; that on March 21, he attended the Personnel Committee meeting; that on March 22, he attended the Littlerock Recreation Citizens' Committee presentation; that March 25 – 27, he attended the WateReuse Conference; and that on March 28, he is attending the Palmdale Water District Board meeting.

b) Standing Committee/Assignment Reports (Chair):

1) Palmdale Recycled Water Authority.

2) Personnel Committee.

3) Finance Committee.

There were no further reports on Standing Committee/Assignments.

8.2) Report of General Manager.

a) March 2018 Written Report of Activities Through February 2018.

General Manager LaMoreaux stated that a written report was included with the agenda packets if there are any questions on same and then stated that the report reflects the 2018 Strategic Plan; that there have been 11 leaks through the end of February; that water use is somewhat higher than in recent years; that rainfall to date is 79% of average and 50" less than last year at this time; that the District's State Water Project allocation remains at 20%; and that he met with State Water Resources Control Board representatives at the WateReuse Conference regarding financing for the Palmdale Regional Groundwater Recharge and Recovery Project.

Director Henriquez then requested additional outreach and education be presented regarding the adjudication and the Antelope Valley Watermaster.

8.3) Report of General Counsel.

General Counsel Dunn provided a brief report on a recent meeting regarding the Budget Trailer Bill, formerly SB 623, the water tax, and stated that there are agencies on both sides of this issue and that a status meeting is scheduled in May.

9) Public Comments on Closed Session Agenda Matters.

There were no public comments on closed session agenda matters.

that the Board was updated on these matters; but that no reportable action under the Brown Act was taken in closed session.

13) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

14) Adjournment.

There being no further business to come before the Board, the meeting was adjourned at 8:48 p.m.

Secretary