

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT, JULY 10, 2013:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, July 10, 2013, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Kathy Mac Laren, called the meeting to order.*

**1) Pledge of Allegiance.**

**2) Moment of Silence for Murray Pond, Palmdale Irrigation District (PWD) Manager 1953 to 1958, and for the Prescott, Arizona Firefighters.**

At the request of President Mac Laren, Director Dizmang led the pledge of allegiance followed by a moment of silence for Murray Pond, Palmdale Irrigation District (PWD) Manager 1953 to 1958, and for the Prescott, Arizona Firefighters.

**3) Roll Call.**

**Attendance:**

Kathy Mac Laren, President  
Gordon Dexter, Vice President  
Gloria Dizmang, Treasurer  
Robert Alvarado, Secretary  
Steve Cordova, Director

**Others Present:**

Dennis LaMoreaux, General Manager  
Jim Ciampa, Attorney  
Mike Williams, Finance Manager  
Matt Knudson, Engineering Manager  
Tim Moore, Facilities Manager  
Dawn Deans, Executive Assistant  
4 members of the public

**4) Adoption of Agenda.**

It was moved by Director Dizmang, seconded by Director Alvarado, and unanimously carried to adopt the agenda, as written.

**5) Public Comments for Non-Agenda Items.**

There were no public comments.

**6) Presentations:**

**6.1) No Presentations Scheduled at This Time.**

There were no presentations.

**7) Action Items – Consent 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) Approval of Minutes of Regular Meeting Held June 26, 2013.**

**7.2) Approval of Minutes of Special Meeting Held June 26, 2013.**

**7.3) Payment of Bills for July 10, 2013.**

It was moved by Director Dizmang, seconded by Director Dexter, and unanimously carried to approve those items included in the Consent Calendar.

**8) 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.)**

**8.1) Consideration and Possible Action on Request Received From Lydell and Dell Gordon to Waive Deposit Policies to Establish a Water Service Account. (Finance Manager Williams)**

After a brief discussion of Lydell and Dell Gordon's account history, request, and absence from the meeting, it was moved by Director Dizmang, seconded by Director Dexter, and unanimously carried to deny the request received from Lydell and Dell Gordon to waive District deposit policies to establish a water service account.

**8.2) Status Report on Cash Flow Statement and Current Cash Balances as of May 31, 2013. (Financial Advisor Egan/Finance Committee)**

Finance Manager Williams reviewed the investment funds report as of May 31, 2013 and stated that total cash is reduced by approximately \$50,000; that overall investments increased \$567,000 due to the receipt of property tax assessments; that the 2013 bond proceeds are now included in the investment funds report; that the cash flow report indicates assessments received; and that year-end cash flow projections are \$2.2 million over budget followed by discussion of formatting the cash flow report.

**8.3) Status Report on Financial Statements, Revenue and Expense and Departmental Budget Reports for May 31, 2013. (Finance Manager Williams)**

Finance Manager Williams reviewed the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending May 31, 2013 and stated that the 2013 bond proceeds have been included on the balance sheet; that non-operating revenue has been detailed in the report; and that all departments are operating at or below the targeted expenditure percentage of 41.6% or less and continue to keep expenses down.

**8.4) Status Report on Committed Contracts Issued. (Engineering Manager Knudson/Finance Committee)**

Engineering Manager Knudson reviewed payments included in the Committed Contracts and Payout Schedules for capital projects, projects funded by the Water Quality Fee, and projects funded from the Water Revenue Series 2013A Bonds.

**8.5) Consideration and Possible Action on Amendment to Contract With Aspen Environmental Group for the Littlerock Reservoir Sediment Removal Project EIR/EIS/Permit Assistance. (\$530,560.00 – 2013A Series Water Revenue Bond – Engineering Manager Knudson/Water Supply & Reliability Committee)**

Engineering Manager Knudson and Ms. Negar Fahidi, of Aspen Environmental, provided an overview of the amendment to the Aspen Environmental contract including the cost of Task Order No. 1, the location for depositing sediment, Aspen's work completed to date, and coordination with the Forest Service, and after a brief discussion of the amount of sediment to be removed and protection of the arroyo toad habitat, it was moved by Director Dexter, seconded by Director Cordova, and unanimously carried to approve Task Order No. 1, which includes Tasks 1 – 7 and 12, in the not-to-exceed amount of \$515,925.00 as listed in the amendment to the contract with Aspen Environmental Group for the Littlerock Reservoir Sediment Removal Project EIR/EIS/Permit assistance and to authorize General Manager LaMoreaux to execute an amendment with Aspen Environmental Group utilizing the District's standard professional services amendment form for same.

**8.6) Consideration and Possible Action on Board and Staff Attendance at Conferences, Seminars, and Training Sessions as Follows:**

a) 2013 NEOGOV Annual User Conference to be Held October 3 – 4, 2013 in Las Vegas, Nevada.

After a brief discussion, it was moved by Director Dizmang, seconded by Director Dexter, and unanimously carried to approve Board and staff attendance at the 2013 NEOGOV Annual User Conference to be Held October 3 – 4, 2013 in Las Vegas, Nevada.

**9) Information Items.**

**9.1) Reports of Directors: Meetings/Committee Meetings/General Report.**

Director Cordova reported that he attended the Finance Committee meeting earlier this evening and will defer the report to Director Dizmang, Chair of the Finance Committee.

Director Dizmang reported that on July 1, she attended the Outreach Committee meeting and stated that this Committee is working on expanding the Before the First Drop marketing campaign; that the second survey for the landscape makeover is now in progress; that the videos for this campaign will be presented at the next regular Board meeting; that this campaign will be presented to ACWA for competition and recognition; and that the District is maintaining a booth at Thursday-Night-on-the-Square; that on July 9, she attended a Board briefing; and that tonight at 5:00 p.m., she attended the Finance Committee meeting, and, as recommended, the Committee is working on revising and updating the District's Reserve Policy and then thanked Finance Manager Williams for his research.

President Mac Laren reported that on July 8, she attended a Board briefing.

Director Alvarado reported that on July 1, he attended the Outreach Committee meeting and Director Dizmang reported on this meeting and that on July 9, he attended a briefing.

Director Dexter stated that he has no report.

There were no further reports from Directors.

**9.2) Report of General Manager.**

General Manager LaMoreaux reported that as of yesterday, all vacancies approved have been filled and then distributed an updated District Vacancies Report.

He then reported that Assemblyman Fox requested a water briefing on Antelope Valley and statewide water issues from the District, Rosamond Community Services District, Quartz Hill Water District, and Antelope Valley East Kern Water Agency; that with Executive Assistant Deans' assistance, this water briefing has been scheduled on July 24 from 8 a.m. to 12 noon for Senator Knight and from 1 p.m. to 5 p.m. for Assemblyman Fox at the Leslie O. Carter Water Treatment Plant; and that a reminder will be sent to the Directors.

**9.3) Report of Attorney.**

Attorney Ciampa stated that he has no report.

**10) Public Comments on Closed Session Agenda Matters.**

There were no public comments on closed session agenda matters.

**11) Closed Session Under:**

**11.1) Government Code Section 54956.9(d)(1), Pending Litigation: *Antelope Valley Ground Water Cases.***

**11.2) Government Code Section 54956.9(d)(a), Pending Litigation: *United States, Et Al v. J-M Manufacturing Company, Inc. Et Al, United States District Court for the Central District of California Case No. Ed CV06-0055-GW.***

**11.3) Government Code Section 54956.9(d)(1), Pending Litigation: *Central Delta Water Agency vs. Department of Water Resources, Sacramento Superior Court Case No. 34-2010-8900000561.***

**11.4) Government Code Section 54956.9(d)(1), Pending Litigation: *Velez v. City of Palmdale, Et Al, Los Angeles Superior Court Case No. MC023216.***

**11.5) Government Code Section 54957, *Public Employee Discipline.***

At 7:49 p.m., President Mac Laren called for a closed session pursuant to Government Code Section 54956.9(d)(1), Pending Litigation – Four Cases: *Antelope Valley Ground Water Cases* and *United States, Et Al v. J-M Manufacturing Company, Inc. Et Al, United States District Court for the Central District of California Case No. Ed CV06-0055-GW* and *Central Delta Water Agency vs. Department of Water Resources, Sacramento Superior Court*

Case No. 34-2010-8900000561 and *Velez v. City of Palmdale, Et Al, Los Angeles Superior Court Case No. MC023216* and pursuant to Government Code Section 54957, *Public Employee Discipline*.

She reconvened the regular meeting at 8:04 p.m.

**12) Public Report of Any Action Taken in Closed Session.**

Attorney Ciampa reported that a closed session had been held under Government Code Section 54956.9(d)(1), Pending Litigation – Four Cases: *Antelope Valley Ground Water Cases* and *United States, Et Al v. J-M Manufacturing Company, Inc. Et Al, United States District Court for the Central District of California Case No. Ed CV06-0055-GW* and *Central Delta Water Agency vs. Department of Water Resources, Sacramento Superior Court Case No. 34-2010-8900000561* and *Velez v. City of Palmdale, Et Al, Los Angeles Superior Court Case No. MC023216*; that the Board was briefed on the current status of each of these items of pending litigation; but that no reportable action under the Brown Act was taken in closed session on any of these matters.

He reported that a closed session had also been held under Government Code Section 54957, *Public Employee Discipline*; that the Board in closed session considered a step 5 grievance filed by a Service Worker II; and that the Board denied that particular grievance.

**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 regular meeting of the Board of Directors of the Palmdale Water District was adjourned.



Secretary