

**MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE  
WATER DISTRICT, JUNE 29, 2011:**

*A meeting of the Facilities Committee of the Palmdale Water District was held Wednesday, June 29, 2011, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Godin called the meeting to order at 4:00 p.m.*

**1) Roll Call.**

**Attendance:**

Facilities Committee:  
Linda Godin, Chair  
Jeff Storm, Committee  
Member

**Others Present:**

Tim Moore, Facilities Manager  
Mike Williams, Finance Manager  
Jim Stanton, Information Technology Mngr.  
Kelly Jeters, Systems Supervisor  
Claudette Roberts, Water Conservation Spvsr.  
Randy Hardenbrook, Senior Equipment Mechanic  
Richard Heinonen, Engineering Technician 2  
Dawn Deans, Executive Assistant  
1 member of the public

**2) Adoption of Agenda.**

It was moved by Committee Member Storm, seconded by Chair Godin, and unanimously carried to adopt the agenda, as written.

**3) Public Comments.**

There were no public comments.

**4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)**

**4.1) Consideration and Possible Action on Approval of Minutes of Regular Meeting Held February 24, 2011.**

It was moved by Committee Member Storm, seconded by Chair Godin, and unanimously carried to approve the minutes of the Facilities Committee meeting held February 24, 2011, as written.

**4.2) Consideration and Possible Action on Offer Received From Reid Alexander to Purchase District-Owned Parcels APN #3053-010-906 and APN #3053-010-907. (General Manager LaMoreaux)**

Chair Godin stated that this item will be considered later in the meeting to allow Mr. Alexander the opportunity to arrive at the meeting.

**4.3) Consideration and Possible Action on the Purchase of SEMS Computerized Maintenance Management System (CMMS). (\$50,762.25 – Budgeted – Operations Manager Thompson II)**

Systems Supervisor Jeters thanked staff involved in researching the SEMS Computerized Maintenance Management System (CMMS), gave an overview of the capabilities of the CMMS, and then informed the Committee that the cost is \$45,000.00 under the approved budget amount, and after a further discussion of the SEMS CMMS, it was moved by Committee Member Storm, seconded by Chair Godin, and unanimously carried to approve the purchase of SEMS Computerized Maintenance Management System (CMMS) in the not-to-exceed amount of \$50,762.25.

**4.4) Consideration and Possible Action on Advertising Trade Agreement With KTPI-FM, KAVL-AM, KTPI-AM for Trade of District-Owned Buildings, Gazebos, and Pylons for Advertising Airtime. (Water Conservation Supervisor Roberts)**

Water Conservation Supervisor Roberts reviewed the proposed Advertising Trade Agreement, and after discussion of the District's advertising rate, Chair Godin stated that this item will be postponed until later in the meeting to allow Water Conservation Supervisor Roberts the opportunity to obtain these rates.

**4.5) Consideration and Possible Action on Lease for Cell Tower at Lower El Camino Tank Site. (\$28,800.00 Revenue/Year – Engineering Manager Knudson)**

Facilities Manager Moore stated that Engineering Manager Knudson will report on this item at the next Committee meeting.

**4.6) Discussion and Review of Specific Equipment Items Included in Lease Purchase Agreement With GoWest Leasing. (Finance Manager Williams)**

Finance Manager Williams and staff updated the Committee on the status of information technology equipment items to be purchased through the Lease Purchase Agreement with GoWest Leasing and then informed the Committee that funds can be released once the insurance information is submitted followed by discussion of the cost for the GoWest Lease Purchase Agreement and any additional lease-purchase equipment items.

Chair Godin then stated that Agenda Item No. 4.2 will now be considered.

**4.2) Consideration and Possible Action on Offer Received From Reid Alexander to Purchase District-Owned Parcels APN #3053-010-906 and APN #3053-010-907. (General Manager LaMoreaux)**

Mr. Alexander informed the Committee that he is prepared to pay cash for the mentioned parcels; that he does not intend to disturb any easements recorded on the properties; that there are two separate parcels; and that he may be interested in both parcels.

After a brief discussion of the District's policy regarding the sale of District properties, of Mr. Alexander's preference to purchase rather than lease the parcels, and of his intended use for the properties, Chair Godin requested this item be placed on hold for further discussion with General Manager LaMoreaux and a Facilities Committee meeting be scheduled to discuss this, as well as other items, with a decision provided to Mr. Alexander at that time.

Mr. Alexander then stated that he would consider the purchase of two parcels for \$100,000.00, and Chair Godin requested he submit an offer to purchase based on this proposal, and General Manager LaMoreaux will contact him directly regarding his additional offer.

Chair Godin then stated that Agenda Item No. 4.4 will now be considered.

**4.4) Consideration and Possible Action on Advertising Trade Agreement With KTPI-FM, KAVL-AM, KTPI-AM for Trade of District-Owned Buildings, Gazebos, and Pylons for Advertising Airtime. (Water Conservation Supervisor Roberts)**

Water Conservation Supervisor Roberts reviewed the District's advertising rate for the Advertising Trade Agreement, and after a brief discussion, it was moved by

Committee Member Storm, seconded by Chair Godin, and unanimously carried to approve the Advertising Trade Agreement with KTPI-FM, KAVL-AM, KTPI-AM for trade of District-owned buildings, gazebos, and pylons for \$4,999.00 in exchange for advertising airtime.

**4.7) Site Tour of District Facilities Including the Dam, Ditch, and Water Treatment Plant.**

Chair Godin stated that the facilities tour will be conducted after the consideration of Agenda Item No. 6.

**5) Information Items.**

Facilities Manager Moore informed the Committee that the District recently held an employee auction for items intended for disposal; that \$1,549.00 was raised; and that disposal of these items in the typical manner would have resulted in 80% less.

He then informed the Committee that the water main replacement project in Avenue Q between 10<sup>th</sup> and 20<sup>th</sup> Streets East will be complete by July 7 and that the District will repave this portion of Avenue Q by the end of July.

There were no additional information items to discuss.

**6) Board Members' Requests for Future Agenda Items.**

It was determined that "Consideration and possible action on offer received from Reid Alexander to purchase District-owned parcels APN #3053-010-906 and APN #3053-010-907" and "Consideration and Possible Action on Lease for Cell Tower at Lower El Camino Tank Site. (\$28,800.00 Revenue/Year – Engineering Manager Knudson)" and "Status report on power utilization from the wind turbine, the hydroelectric project, and the solar project" and "Discussion of security options for the District's remote facilities to deter graffiti and theft" will be placed on the next agenda for consideration.

The next Facilities Committee meeting was then scheduled for July 20, 2011 at 4:00 p.m.

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 to the site tour of District facilities including the dam, ditch, and water treatment plant at 4:35 p.m. The tour was completed at 6:00 p.m.



Chair