MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 16, 2013:

A meeting of the Facilities Committee of the Palmdale Water District was held Monday, September 16, 2013, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Alvarado called the meeting to order.

1) Roll Call.

Attendance:
Facilities Committee:
Robert Alvarado, Chair
Gordon Dexter, Committee Member

Others Present:
Dennis LaMoreaux, General Manager
Matt Knudson, Engineering Manager
Tim Moore, Facilities Manager
Jim Stanton, Information Technology Manager
Peter Thompson II, Operations Manager
Randy Hardenbrook, Equipment Mechanic Spvsr.
Kelly Jeters, Systems Supervisor
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dexter, seconded by Chair Alvarado, 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 August 19, 2013.

It was moved by Committee Member Dexter, seconded by Chair Alvarado, and unanimously carried to approve the minutes of the Facilities Committee meeting held August 19, 2013, as written.

4.2) Consideration and Possible Action on District Participation in the Municipal Water Quality Investigations Technical Advisory Committee. ($23,250.00 – Budgeted – Operations Manager Thompson II)

Operations Manager Thompson II provided an overview of the District's participation on the Municipal Water Quality Investigations Technical Advisory Committee, and after a brief discussion of the benefit of the District's participation and of evaluating this benefit, it was moved by Committee Member Dexter, seconded by Chair Alvarado, and unanimously carried that the Committee concurs with staff's recommendation to continue District participation on the Municipal Water Quality Investigations Technical Advisory Committee in the not-to-exceed amount of $23,250.00 and that this item be taken to the full Board for consideration.

4.3) Discussion and Review of Deferred Maintenance. (Facilities Manager Moore)

Equipment Mechanic Supervisor Hardenbrook reviewed the high cost to the District from deferred maintenance on the District's vehicles and equipment and from deferring the purchase of new vehicles and equipment after which Chair Alvarado requested staff prepare a list of all vehicles with the mileage, model, make, year, and the target replacement date, and it was determined that this list will be included in the upcoming budget discussions as well as through recommendations from The Mathis Group.

Facilities Manager Moore then reviewed the consequences of deferring pipeline replacement projects, which can result in overtime, property and injury liabilities, lost water, maintenance issues that affect all departments, and additional costs to the District and then reviewed the effect of a recent leak on Edison poles and power lines after which General Manager LaMoreaux stated that staff is moving ahead with pipeline replacements, which are now possible due to the 2013A Water Revenue Bonds.

Operations Manager Thompson II then reviewed the equipment that failed at the Leslie O. Carter Water Treatment Plant due to lack of a budget and the resulting budget line items that will be over-budget as this equipment was critical and necessary to the District's operations and had to be replaced.

The impact to the Operations and Facilities Departments caused by deferred maintenance was then discussed including having to prioritize multiple projects critical to

the District's operations, sacrifices that staff does not want to have to make, the negative impact on efficiency and morale from not having the resources to handle these critical items, and deferring even more maintenance to avoid going over budget as certain items have to be replaced.

Chair Alvarado then stated that he understands and sympathizes with the respective departments and requested staff work together with the Committee to develop an accurate list of staff's needs and wants with the most critical items at the top of the list and that his goal is to see what the Committee can do to make sure staff's jobs are a little bit easier this year.

5) Information Items.

5.1) Update on Facilities Committee Goals and District Projects. (Chair Alvarado)

Chair Alvarado stated that in order to accomplish the Committee's goals and objectives, staff needs the tools; that to have the tools, the funds need to be committed in the budget; and that the Committee will work on that this year to make sure staff gets what they need.

5.2) Update on Pending Water Quality Regulations. (Operations Manager Thompson II)

Operations Manager Thompson II stated that he will be meeting with the District's consultant regarding the Chromium 6 study at Well No. 4; that this well will be over the proposed MCL; and that staff will be reviewing the cost effectiveness of treating Well No. 4 followed by discussion of the location and production of Well No. 4, the need for this well to prevent stress on other wells, enforcement of the Chromium 6 MCL, and testing for the MCL.

Chair Alvarado then stated that he looks forward to seeing a list of District equipment that is aging and needs replacement now or in the near future including wells, pipes, and vehicles, in order to plan ahead and prevent having to spend funds on repairs; that it needs to be mentioned more often that critical and urgency items need replacement so the Committee can be more effective in obtaining dollars to fund these projects so staff can do their jobs and work together, and the quality of the water is unaffected after which General Manager LaMoreaux stated that a list of deferred items needing repair or

replacement to get caught up along with a list of items needing repair or replacement in order to stay current and moving forward will be prepared.

Chair Alvarado then stated that he ensures the Board is aware of staff's efforts and reports made at the Committee meeting; that it is important for all Directors to keep abreast of Committee activities and discussions; that he will relay to the Board the importance and critical need to keep up with deferred maintenance; and that staff is appreciated.

5.3) Update on Security Improvements to Facilities Located at 20th Street East and Avenue Q. (Information Technology Manager Stanton/Facilities Manager Moore)

Information Technology Manager Stanton stated that the RFP for security improvements closed today; that two proposals were received; that he, Facilities Manager Moore, Engineering Manager Knudson, and General Manager LaMoreaux will review the proposals; and that a recommendation will be made to the Committee at the next meeting.

5.4) Other.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

The next Facilities Committee meeting was then scheduled for October 14, 2013 at 5:15 p.m.

7) Adjournment.

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

Robert E Alvarado

Chair