MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, FEBRUARY 10, 2014:

A meeting of the Facilities Committee of the Palmdale Water District was held Monday, February 10, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Estes called the meeting to order.

1) **Roll Call.**

Attendance:	**Others Present:**
Facilities Committee:	Dennis LaMoreaux, General Manager
Joe Estes, Chair	Robert Alvarado, PWD Director
Vincent Dino, Committee Member	Matt Knudson, Assistant General Manager
	Tim Moore, Facilities Manager
	Kelly Jeters, Systems Supervisor
	Dawn Deans, Executive Assistant
	0 members of the public

2) **Adoption of Agenda.**

It was moved by Committee Member Dino, seconded by Chair Estes, 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 November 18, 2013.

It was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried to approve the minutes of the Facilities Committee meeting held November 18, 2013, as written.

4.2) Discussion and Possible Action on:

a) Committee Goals

b) Committee Actions in Support of the Strategic Plan.

General Manager LaMoreaux stated that this item has been placed on each Committee agenda for the Committees to begin reviewing and developing goals for discussion at the upcoming Strategic Plan workshops to ensure the Committee's goals coincide with the Strategic Plan followed by discussion of infrastructure management and the Littlerock Dam Sediment Removal Project.

Chair Estes then requested Department Heads provide the Committee with a list of their goals, important projects for 2014, and prioritization of these projects after which General Manager LaMoreaux recommended each Department Head also provide an overview of their department's function.

4.3) Discussion and Possible Action on Updating Board Microphones. (Chair Estes)

General Manager LaMoreaux stated that all three types of microphones are available for the Committee's review, and after review of the microphones, it was recommended that the Board try a different type of microphone at the next Board meeting and that staff obtain estimates for wireless microphones for presentation at a future meeting.

4.4) Discussion and Possible Action on Proposals Received for Preparing Master Plan Update. (Assistant General Manager Knudson)

Assistant General Manager Knudson provided an overview of the preparation of the District's current Master Plan, as well as staff's recommendation to accept the proposal received from MWH for preparing the District's Master Plan Update, and after a brief discussion of the proposal, of the budgeted cost, and of MWH's familiarity with the District, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried that the Committee concurs with staff's recommendation to accept the proposal received from MWH for preparing the District's Master Plan Update in the not-to-exceed amount of $200,000.00 and that this item be presented to the full Board for consideration at the second regular Board meeting in February.

4.5) Consideration and Possible Action on Acceptance of Proposal, and Award of Contract to, Cushman Contracting Corporation, With Respect to Construction of Palmdale Lake Outlet Dredging and Repair. ($300,000.00 – Budgeted – Assistant General Manager Knudson)

Assistant General Manager Knudson provided an overview of the proposal received from Cushman Contracting Corporation for the construction of the Palmdale Lake Outlet dredging and repair, as well as staff's recommendation to accept the proposal received from Cushman Contracting Corporation for this construction, and after a brief discussion of the process and critical nature of this work, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried that the Committee concurs with staff's recommendation to accept the proposal, and award a contract to, Cushman Contracting Corporation, with respect to the construction of the Palmdale Lake outlet dredging and repair on a time and materials basis with a not-to-exceed amount of $300,000, which has been budgeted for this work, and that this item be presented to the full Board for consideration at the first regular Board meeting in February.

5) Information Items.

5.1) Other.

Assistant General Manager Knudson provided a brief update on the status of the new underground booster station and the successful reduction of THM's in this area.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

Chair Estes requested "Status Report from Department Heads on department goals, important projects for 2014, and prioritization of these projects" be placed on the next agenda for consideration.

He then requested an item be placed on the agenda for the next regular Board meeting for "Consideration and possible action on restricted access for all Directors to all facilities."

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.

Chair