

PALMDALE RECYCLED WATER AUTHORITY (PRWA)

REGULAR MEETING AGENDA NO. 14 OF THE PALMDALE RECYCLED WATER AUTHORITY (PRWA)

to be held at

**CITY OF PALMDALE
38300 SIERRA HIGHWAY
PALMDALE, CALIFORNIA**

DECEMBER 17, 2014

7:00 P.M.

www.cityofpalmdale.org

www.palmdalewater.org

WELCOME

NOTE: Materials related to an item on this agenda submitted to the Palmdale Recycled Water Authority Board of Directors, or after distribution of the agenda packet, are available for public inspection at the City of Palmdale City Hall, located at 38300 Sierra Highway, Suite A, Palmdale, California, and at the Palmdale Water District, located at 2029 East Avenue Q, Palmdale, California, during normal business hours and will also be available at the meeting. Those items provided by others at the meeting will be available at City Hall during normal business hours.

A **three-minute time limit** will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Palmdale Water District at least 48 hours prior to the meeting.

Your courtesy is requested to help our meeting run smoothly. If you'll be kind enough to follow these simple rules, we can make the best possible use of your time and ours:

- Please refrain from public displays or outbursts such as unsolicited applause, comments, cheering, foul language, or obscenities.
- Any disruptive activities that substantially interfere with the ability of the Board of Directors to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Please turn off cell phones and pagers.

1. **CALL TO ORDER.**
2. **ROLL CALL:** Directors James C. Ledford, Jr., Fred Thompson, Kathy Mac Laren, Robert Alvarado, and Helen Velador
3. **PLEDGE OF ALLEGIANCE.**
4. **WAIVER OF FULL READING OF RESOLUTION(S).**

Motion: Move to waive full reading of the Resolution(s) to be considered and voted on at this meeting. (**Vote by Roll Call** – requires a majority to waive)

5. **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. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.)

NOTICE: All matters listed under the Consent Calendar will be enacted by one motion unless an item(s) is pulled by the Board, in which case the item(s) will be removed from the Consent Calendar and will be considered separately following this portion of the agenda.

5.1) Approve the minutes from the previous meeting held on August 20, 2014. (Staff Reference: Secretary Deans/Acting Secretary Henry)

5.2) Approve receipt and filing of the Treasurer's Report through the month ended November 30, 2014. (Staff Reference: Treasurer/Auditor Johnston)

Staff Recommendation: Move to approve the recommendations and findings on all items listed under this Consent Calendar.
(**Vote by Roll Call** – requires a majority to approve)

6. **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. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.)

6.1) Consideration and possible action on adoption of Recycled Water Master Plan. (Carollo Engineers/Executive Director LaMoreaux)

7. **PUBLIC COMMENTS:** This portion of the agenda allows an individual the opportunity to address the Board of Directors on any subject regarding Palmdale Recycled Water Authority business. Under state legislation, no action can be taken on items not specifically referenced on the Agenda. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.

8. **CLOSED SESSION – PUBLIC COMMENTS ONLY:** If you wish to comment on any Closed Session item on this agenda, please come forward to the podium and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.
9. **CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:** A closed session will be held, pursuant to Government Code §54956.9 (d)(4) because the Authority is considering whether to initiate litigation in one case.
10. **PUBLIC REPORT OF ANY ACTION TAKEN IN CLOSED SESSION.**
11. **INFORMATIONAL REPORTS OF THE BOARD OF DIRECTORS, EXECUTIVE DIRECTOR, AND ASSISTANT EXECUTIVE DIRECTOR.**
12. **ANNOUNCEMENT OF NEXT REGULAR MEETING DATE.**
13. **ADJOURNMENT.**

**PALMDALE RECYCLED
WATER AUTHORITY
BOARD MEMORANDUM**

DATE: December 10, 2014 **December 17, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Karen Johnston, Treasurer-Auditor, PRWA
VIA: Mr. Dennis LaMoreaux, Executive Director, PRWA
RE: **AGENDA ITEM NO. 5.2 – TREASURER’S REPORT FOR NOVEMBER 30, 2014**

Recommendation:

Palmdale Recycled Water Authority (PRWA) staff recommends the Board of Directors to receive and file the Treasurer’s Report for the eleven months ending November 30, 2014.

Background:

To comply with provisions required by Section 4.13 of the Joint Powers of Authority Agreement and responsibilities of Treasurer, a Financial Report is prepared and submitted to the Board of Directors who certifies the availability of funds for the reports presented. These reports are hereby submitted to the Board of Directors for ratification.

Financial Impact:

The PRWA has \$65,191.94 in the bank as of November 30, 2014. The PRWA earned \$122.14 in interest and paid invoices totaling \$65,771.29 in expenditures through November 30, 2014. PRWA has no unpaid invoices due as of November 30, 2014.

Supporting Documents:

- November 30, 2014 Treasurer’s Report

**Palmdale Recycled Water Authority
Treasurer's Report
Month Ended November 30, 2014**

Cash/Funds Available and held at Bank of America:

Audited Balance, beginning	\$181,184.12
Less: 2013 Accounts Payable	<u>(\$50,343.03)</u>
Available Balance, beginning	130,841.09
Deposits:	
Interest Earnings	122.14
Expenditures	65,771.29
Balance, ending	<u><u>\$65,191.94</u></u>

Expenditures:

Wateruse Association, 2014 Membership Dues	2,552.37
Rackspace, Hosting Service (Monitoring & Firewall to Oct 2014)	6,683.87
Carollo Engineers to Sept 2014	45,510.74
County Sanitation District (Jan-Mar)	3,524.31
Vavrinek, Trine, Day & Co., LLP (2013 Audit)	<u>7,500.00</u>
Total Expenditures	<u><u>65,771.29</u></u>

Accounts Payable:

	<u>0.00</u>
Total Accounts Payable	<u><u>0.00</u></u>

**PALMDALE RECYCLED
WATER AUTHORITY**

DATE: December 11, 2014 **December 17, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Matthew Knudson, PWD Assistant General Manager
Mr. Gordon Phair, COP Utilities Services Manager
VIA: Mr. Dennis D. LaMoreaux, Executive Director
Mr. Mike Mischel, Assistant Executive Director
RE: ***AGENDA ITEM NO. 6.1 – STATUS UPDATE ON RECYCLED WATER
MASTER PLAN AND RELATED IS/MND***

The purpose of this report is to summarize recent work and progress, provide an overview of comments received on the Draft Initial Study/Mitigated Negative Declaration (IS/MND) for the Master Plan Update, and to outline remaining steps to completing both the Master Plan Update and the IS/MND.

Recent Progress:

From August through October 2014, the consultant team prepared the draft IS/MND for the project. During this time period, it was determined that more work was needed than originally planned and scheduled due to a change in the pipeline alignment from the previous master plan documents. This required the need to prepare a new stand-alone Biological Technical Report as well as perform additional cultural resource investigation in order to provide the necessary legally defensible document. Also, during this time, we received, addressed and incorporated comments from Palmdale Water District and City of Palmdale staff.

The Public Draft IS/MND was released for public comment on October 30, 2014 and recently closed on December 2, 2014.

Comments Received on the IS/MND:

Formal comments were received during the comment period from the following five entities:

- Antelope Valley AQMD
- California Dept. of Transportation (Caltrans District 7)
- California Department of Public Health (CDPH)
- California Department of Fish and Wildlife (CDFW)
- Lahontan Regional Water Quality Control Board

The Sanitation Districts of Los Angeles County provided written comments after the close of the comment period and thus described them as “informal” comments for the PWRA’s consideration.

Based on our initial review of the comments, the level of effort to respond to them will be relatively low. The majority of substantial comments are related to Phase 5 of the pipeline that may be built in conjunction with a future groundwater recharge project in Littlerock Creek and concerns over future evaluations of impacts related to the recharge of groundwater. CDFW’s comments are related to evaluation of potential impacts to biological resources resulting from construction of the Phase 5 pipeline through an open space where special–status species have potential to occur.

Remaining Activities:

The consultant team’s remaining activities for completing the Master Plan Update and IS/MND include the following:

- Prepare final draft documents of the Master Plan Update and IS/MND for PRWA staff review.
- Prepare final documents for presentation to and approval/certification by the PRWA Board.
- Project management and closeout tasks.

Presentation of the final Master Plan Update and IS/MND is currently planned for January, 2015 PWRA Board Meeting.