

**MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 7, 2015:**

*A meeting of the Facilities Committee of the Palmdale Water District was held Thursday, May 7, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Estes called the meeting to order at 8:22 a.m.*

**1) Roll Call.**

**Attendance:**

Facilities Committee:

Joe Estes, Chair

Vincent Dino, Committee  
Member

**Others Present:**

Matt Knudson, Assistant General Manager

Mike Williams, Finance 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 April 6, 2015.**

It was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried to approve the minutes of the Facilities Committee meeting held April 6, 2015, as written.

**4.2) Discussion and Possible Action on Proposal Received From Itzen Architects for Next Phase of Office Remodel. (Itzen Architects/General Manager LaMoreaux)**

Assistant General Manager Knudson reviewed the proposal received from Itzen Architects to develop a detailed design and construction cost estimate for the next phase of the office remodel in the amount of \$22,000.00, and after a brief discussion of additional engineering services and of the 2015 Budget, it was moved by Committee Member Dino, seconded by Chair Estes, and unanimously carried that the Committee concurs with staff's recommendation to develop an amendment to the existing agreement with Itzen Architects for the next phase of the office remodel and that this amendment be presented to the full Board for consideration.

**4.3) Discussion of Automobile Charging Station. (Assistant General Manager Knudson)**

Assistant General Manager Knudson stated that grant funding for automobile charging stations from the Air Quality Management District will not be available until the end of 2015 and that a grant program application will be submitted for this funding followed by a brief discussion of grant funding, options, costs, electricity charges, and security for automobile charging stations and discussion of the District's wind and solar facilities and future wind and solar projects.

**5) Information Items.**

**5.1) Status Report on All 2015 Budgeted Projects Including Timelines, Milestones, Project Manager, and if the Project is on Schedule. (Chair Estes)**

Assistant General Manager Knudson stated that a detailed review of the 2015 Project Schedule for all budgeted projects and annual tasks was presented at the last Committee meeting and then provided a brief update on several projects after which Facilities Manager Moore stated that the valve truck will be under budget, new trucks have been received, and it was determined to view the new trucks after the meeting; Finance Manager Williams stated that the kiosk has been received and will be installed after testing; and Systems Supervisor Jeters stated that the new SCADA system is fully functional.

**5.2) Status on Area-wide Wi-Fi System in Conjunction With Other Local Agencies. (General Manager LaMoreaux)**

Assistant General Manager Knudson stated that a meeting regarding an area-wide Wi-Fi system was held between the District, the City of Palmdale, the Palmdale School

District, the Antelope Valley Union High School District, the Palmdale Sheriff's Department, and IBEW Local Union 11; that the Palmdale School District Superintendent provided an overview of their vision for this system; and that concerns regarding existing Wi-Fi contracts and carriers were discussed and tasks assigned for discussion at the next meeting.

**5.3) Other.**

Assistant General Manager Knudson stated that periodically the District needs electrical engineering assistance and has contacted Carollo Engineers, who have provided this assistance at no charge; that staff proposes an agreement be entered into with Carollo Engineers for this assistance in the not-to-exceed amount of \$10,000.00 for a twelve-month period; and that if the Committee concurs, this agreement will be presented to the Committee at a future date for consideration, and after a further discussion, the Committee concurred with staff's recommendation.

There were no additional information items.


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

There were no requests for future agenda items.

It was stated that the next Facilities Committee meeting will be held June 4, 2015 at 8:15 a.m.

**7) Adjournment.**

There being no further business to come before the Facilities Committee, the meeting was adjourned at 9:02 a.m.

  
Chair