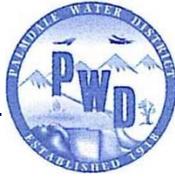


Since 1918



PALMDALE WATER DISTRICT

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Division 5
ALESHIRE & WYNDER
LLP
Attorneys

January 5, 2017

***Agenda for Regular Meeting
of the Board of Directors of the Palmdale Water District
to be held at the District's office at 2029 East Avenue Q, Palmdale***

Wednesday, January 11, 2017

7:00 p.m.

NOTES: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, a Spanish interpreter will be made available to assist the public in making comments during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. This was authorized by Board action on May 11, 2016 as a temporary measure while a long-term policy is developed.

Adicionalmente, un intérprete en español estará disponible para ayudar al público a hacer comentarios durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. Esto fue autorizado por la mesa directiva en la junta del 11 de mayo del 2016 como una medida temporal mientras se desarrolla una poliza a largo plazo.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.



- 5) Presentations:
 - 5.1) None at this time.
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of regular meeting held December 14, 2016.
 - 6.2) Ratification of payment of bills for December 21, 2016.
 - 6.3) Payment of bills for January 11, 2017.
 - 6.4) Approval to update Section IV.K Unpaid Time Off Policy of the District's Employee Handbook. (Human Resources Director Emery/Personnel Committee)
 - 6.5) Approval of reappointment of Helen Velador to Palmdale Recycled Water Authority Board. (General Manager LaMoreaux)
 - 6.6) Approval to purchase GCMS lab equipment. (\$122,000.00 – Budgeted – Water Quality/Regulatory Affairs Supervisor Thompson)
 - 6.7) Approval to reject claim received from Julieta Cardenas and refer to Joint Powers Insurance Authority. (General Manager LaMoreaux)
 - 6.8) Approval of Resolution No. 17-1 being a Resolution of the Board of Directors of the Palmdale Water District Authorizing Directors to Revise Health Insurance Options Within 2017 Budget Amounts. (\$110,000.00 – Budgeted – Human Resources Manager Emery)
- 7) 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.)
 - 7.1) Status report on Cash Flow Statement and Current Cash Balances as of November, 2016. (Financial Advisor Egan/Finance Committee)
 - 7.2) Status report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for November, 2016. (Finance Manager Williams/Finance Committee)
 - 7.3) Status report on committed contracts issued and water revenue bond projects. (Assistant General Manager Knudson/Finance Committee)
 - 7.4) Consideration and possible action on Lease Agreement with Holman Capital. (\$830,000.00 – Budgeted – Finance Manager Williams/Finance Committee)
 - 7.5) Consideration and possible action on revisions to application process for Rate Assistance Program. (Finance Manager Williams/Finance Committee)
 - 7.6) Consideration and possible action on Resolution No. 17-2 being a Resolution of the Board of Directors of the Palmdale Water District Approving the District's Grant Application for a Feasibility Study for the Palmdale Regional Groundwater Recharge and Recovery Project under the U.S. Bureau of Reclamation's WaterSmart Program Entitled "Development of Feasibility Studies Under the Title XVI Water Reclamation and Reuse Projects for Fiscal Year 2017." (Budgeted – In-kind Services \$50,034.00 – Engineering/Grant Manager Riley)

- 7.7) Consideration and possible action on Resolution No. 17-3 being a Resolution of the Board of Directors of the Palmdale Water District Approving the District's Grant Application for a Landscape Water Use Efficiency Project Under the U.S. Bureau of Reclamation's WaterSmart Program "Small-Scale Efficiency Projects For Fiscal Year 2017." (Budgeted - \$75,000.00 – Engineering/Grant Manager Riley)
- 7.8) Consideration and possible action on proposal to perform an assessment of the existing equipment and evaluate water treatment processes. (\$35,000.00 – Budgeted – Assistant General Manager Knudson)
- 7.9) Consideration and possible action on changing the meeting time of Board meetings. (Director Dino)
- 7.10) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2017 Budget:
 - a) See attached list of conferences, seminars, and training sessions.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.
 - b) Standing Committee/Assignment Reports (Chair):
 - 1) Personnel Committee.
 - 2) Finance Committee.
 - 8.2) Report of General Manager.
 - 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

AGENDA ITEM NO. 7.7) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2017 Budget:

- 1) Palmdale Chamber of Commerce 76th Annual Installation Gala to be held January 13, 2017 at Rancho Vista Golf Club.
- 2) California Special Districts Association (CSDA) Webinar: Brown Act-Principles, Traps, and Violations to be held January 18, 2017.
- 3) CSDA Board Member Best Practices Workshop to be held January 19, 2017 in Claremont for the Southern Network.
- 4) CSDA Webinar: Required Harassment Prevention for Staff/Board to be held January 24, 2017 and June 6, 2017.
- 5) CSDA Webinar: Rules of Order Made Easy! to be held January 26, 2017.
- 6) CSDA Webinar: Maximize Your Membership-Benefits to be held January 27, 2017.
- 7) CSDA Proposition 26, Proposition 218 & Rate Setting Workshop to be held January 31, 2017 in Vista and March 15, 2017 in Oakland.
- 8) CSDA Webinar: Recent Developments in the Public Records Act to be held January 31, 2017.
- 9) CSDA Webinar: 2017 Annual Employment Law Update to be held February 2, 2017.
- 10) Water Education Foundation (WEF) Water 101 to be held February 2 – 3, 2017 in West Sacramento.
- 11) CSDA Webinar: Understanding Board Member & District Liability to be held February 8, 2017.
- 12) CSDA Webinar: Maximize Your Membership-Legislative/Outreach to be held February 10, 2017.
- 13) CSDA Webinar: Sustainability Best Practices to be held February 15, 2017.
- 14) CSDA HR Boot Camp for Special Districts to be held February 21, 2017 in Rancho Cucamonga and August 9, 2017 in Vallejo.
- 15) CSDA Webinar: Who Does What? Best Practices in Board/Staff to be held February 22, 2017.
- 16) CSDA Special District Leadership Academy to be held February 26 – March 1, 2017 in La Jolla; April 23 – 26, 2017 in San Luis Obispo; and July 9 – 12, 2017 in Napa.
- 17) CSDA Webinar: Financing Mission Critical Infrastructure to be held March 1, 2017.
- 18) CSDA Webinar: Best Practices in Agenda Prep & Taking Minutes to be held March 7, 2017.
- 19) CSDA Financial Management for Special Districts to be held March 8, 2017 in Rancho Cucamonga and August 10, 2017 in Vallejo.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

- 20) Association of California Water Agencies (ACWA) 2017 Legislative Symposium to be held March 8, 2017 in Sacramento.
- 21) WEF Central Valley Tour 2017 Field Trip to be held March 8 – 10, 2017.
- 22) CSDA Webinar: Required Ethics AB1234 Compliance Training to be held March 16, 2017 and November 8, 2017.
- 23) CSDA Supervisory Skills for the Public Sector to be held March 20, 2017 in Marina and April 11, 2017 in Vista.
- 24) CSDA Hammering Out a Framework: Construction and Business Matters to be held March 23, 2017 in Fountain Valley.
- 25) WEF 2017 Executive Briefing to be held March 23, 2017 in Sacramento.
- 26) CSDA So You Want to be a General Manager to be held March 27, 2017 in Sacramento.
- 27) SDRMA Safety/Claims Education Day to be held March 28, 2017 in Sacramento.
- 28) CSDA Legislative Round-Up to be held March 30, 2017 and August 31, 2017.
- 29) CSDA Webinar: How-To-Do-It for Special Districts w/Revenue Needs to be held April 4, 2017.
- 30) WEF Lower Colorado River Tour 2017 Field Trip to be held April 5 – 7, 2017.
- 31) CSDA Webinar: Leveraging Your State and Federal Relationships to be held April 6, 2017.
- 32) CSDA Webinar: Public Engagement and Budgeting to be held April 19, 2017.
- 33) WEF Headwaters Tour 2017 Field Trip to be held April 27 – 28, 2017.
- 34) CSDA Webinar: How to Find, Apply, and Secure Grant Funding to be held May 11, 2017.
- 35) ACWA 2017 Spring Conference & Exhibition to be held May 9 – 12, 2017 in Monterey.
- 36) CSDA 2017 Special Districts Legislative Days to be held May 16 – 17, 2017 in Sacramento.
- 37) CSDA Webinar: Governments Engaging Youth to be held May 23, 2017.
- 38) WEF Santa Ana River Watershed Conference to be held May 25, 2017 in Ontario.
- 39) CSDA Webinar: Beyond the Basics: Implementing Funding to be held May 24, 2017.
- 40) CSDA Webinar: Anatomy of a CalPERS Audit-What to Know Now to be held May 25, 2017.
- 41) CSDA Webinar: Ask the Experts-Energy Project Financing to be held June 9, 2017.
- 42) WEF Bay-Delta Tour 2017 Field Trip to be held June 14 – 16, 2017.
- 43) CSDA General Manager Leadership Summit to be held June 25 – 27, 2017 in Newport Beach.
- 44) ESRI 2017 User Conference to be held July 10 – 14, 2017 in San Diego.
- 45) CSDA Webinar: Records Retention & Management in Electronic Age to be held July 20, 2017.
- 46) International Water Association International Conference on Water Reclamation and Reuse to be held July 23 – 27, 2017 in Long Beach.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

- 47) CSDA Webinar: How to Communicate Effectively Using Online Tools to be held July 27, 2017.
- 48) CSDA The Art of the Message to be held August 15, 2017 in Sacramento.
- 49) CSDA Webinar: Fraud Environment-Tips for Detection and Controls to be held August 17, 2017.
- 50) CSDA Staying in Compliance: Understand Special District Laws to be held August 24, 2017 in Port Hueneme.
- 51) CSDA Webinar: Maximize Your Membership-Online Resources to be held September 1, 2017.
- 52) CSDA Building Your District Strong-Principles for Sustained Success pre-conference activity to be held September 25, 2017 in Monterey.
- 53) CSDA 2017 Annual Conference & Exhibitor Showcase to be held September 25 – 28, 2017 in Monterey.
- 54) CSDA Webinar: CalPERS-Actuarial Reports and Trends to be held October 11, 2017.
- 55) WEF Northern California Tour 2017 Field Trip to be held October 11 – 13, 2017.
- 56) CSDA Board Secretary/Clerk Conference and Certificate Program to be held October 22 – 24, 2017 in Garden Grove.
- 57) WEF San Joaquin River Restoration Tour 2017 to be held November 1 – 2, 2017.
- 58) ACWA 2017 Fall Conference & Exhibition to be held November 28 – December 1, 2017 in Anaheim.