

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, MARCH 8, 2017:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, March 8, 2017, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Robert Alvarado, called the meeting to order at 7:00 p.m.*

**1) Pledge of Allegiance/Moment of Silence.**

At the request of President Alvarado, Dante led the pledge of allegiance followed by a moment of silence in honor of our troops and law enforcement.

**2) Roll Call.**

**Attendance:**

Robert Alvarado, President  
Vincent Dino, Vice President  
Joe Estes, Secretary  
Kathy Mac Laren, Director

Marco Henriquez, Treasurer --  
EXCUSED ABSENCE

**Others Present:**

Dennis LaMoreaux, General Manager  
Matt Knudson, Assistant General Manager  
Eric Dunn, General Counsel  
Mike Williams, Finance Manager  
Jim Riley, Engineering/Grant Manager  
Jim Stanton, Information Technology Manager  
Laura Gallegos, Public Affairs Specialist  
Dawn Deans, Executive Assistant  
4 members of the public

**3) Adoption of Agenda.**

It was moved by Director Estes to adopt the agenda, as amended, tabling Agenda Item No. 7.3 to the next Regular Board Meeting as it is a Resolution and all Directors should be present for this item. The motion died for lack of a second.

It was then moved by Director Mac Laren, seconded by President Alvarado, and carried on a 3 – 1 vote, with Director Estes opposed, to adopt the agenda, as amended, removing Agenda Item No.'s 9 – 12 as there is no need for a closed session.

**4) Public Comments for Non-Agenda Items.**

There were no public comments.

**5) Presentations:**

**5.1) Overview and Status of Littlerock Dam Sediment Removal Project.  
(Assistant General Manager Knudson)**

Assistant General Manager Knudson provided an update on the Littlerock Dam Sediment Removal Project including the Project's purpose and needs being the construction of a grade control structure to help preserve the arroyo toad habitat, the removal of approximately 1,165,000 cubic yards of sediment over a period of 7 to 12 years, and annual maintenance removal of 38,000 cubic yards; the process and decisions for consideration of the EIR certification for the Project; restoring the storage capacity of the Reservoir to 3,500 acre feet of water; sediment disposal areas and traffic during disposal; and the proposed construction date of Fall, 2017 followed by discussion of the permits for this work and the areas for disposal of the removed sediment.

**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 February 22, 2017.**

**6.2) Payment of Bills for March 8, 2017.**

**6.3) Approval of Contribution to City of Ventura Water Take: 1 Event. (\$5,000.00 – Budgeted – General Manager LaMoreaux)**

President Alvarado announced the items included in the Consent Calendar after which it was moved by Director Mac Laren, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve those items included in the Consent Calendar.

**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) Consideration and Possible Action on Resolution No.'s 17-8, 17-9, and 17-10 Concurring in the Nominations of Paul Dorey, Kathleen Tiegs, and Melody McDonald to the Executive Committee of the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA). (No Budget Impact – General Manager LaMoreaux)**

After a brief discussion of the proposed Resolutions and clarification of the ACWA/JPIA ballot process, it was moved by Director Dino, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting

to approve Resolution No.'s 17-8, 17-9, and 17-10 Concurring in the Nominations of Paul Dorey, Kathleen Tiegs, and Melody McDonald to the Executive Committee of the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA).

Copies of Resolution No.'s 17-8, 17-9, and 17-10 are hereby made a portion of the minutes of this meeting.

**7.2) Consideration and Possible Action on Revision to Section 4.03.1 of the District's Rules and Regulations to Offer Spanish Interpreting Services at Regular Board Meetings for Comments. (No Budget Impact – General Manager LaMoreaux)**

It was moved by Director Estes and seconded by Director Mac Laren to approve the revision to Section 4.03.1 of the District's Rules and Regulations to offer Spanish interpreting services at Regular Board Meetings for comments.

Ms. Alisha Semchuck, Antelope Valley Press, questioned the budget impact for providing Spanish interpreting services and recommended interpreting services be offered in all languages.

After clarification of the cost of these services, the motion unanimously carried by all members of the Board of Directors present at the meeting.

**7.3) Consideration and Possible Action on Resolution No. 17-11 Being a Resolution of the Board of Directors of the Palmdale Water District Establishing Guidelines for the Preparation of Meeting Minutes and Adding Resolution No. 17-11 as Section 4.03.1 (b) (v) of the District's Rules and Regulations. (No Budget Impact – General Manager LaMoreaux)**

After a brief overview of Resolution No. 17-11 and of guidelines for the preparation of meeting minutes, it was moved by Director Mac Laren, seconded by Director Dino, and carried on a 3 – 1 vote, with Director Estes opposed, to approve Resolution No. 17-11 being a Resolution of the Board of Directors of the Palmdale Water District Establishing Guidelines for the Preparation of Meeting Minutes and Adding Resolution No. 17-11 as Section 4.03.1 (b) (v) of the District's Rules and Regulations.

A copy of Resolution No. 17-11 is hereby made a portion of the minutes of this meeting.

**7.4) Consideration and Possible Action on Outreach Activities for 2017.  
(General Manager LaMoreaux/Public Affairs Specialist Gallegos)**

- a) **Outreach Plans for 2017**
- b) **Upcoming Events**

Public Affairs Specialist Gallegos provided a detailed overview of outreach plans for 2017 and upcoming events including the Water Walk Series, Water Wise Recognition, continued radio participation, the Emergency Preparedness Fair, Water Take 1 Award, Customer Appreciation Day, Get to Know Your Water District, and Coffee with a Board Member.

**c) Board Outreach Recommendations.**

President Alvarado requested staff remain active in all Chambers of Commerce and then complimented Public Affairs Specialist Gallegos on the preparation of the most recent edition of The Pipeline, which is published in both English and Spanish.

There was no action taken on this item.

**7.5) 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) Professionals in Human Resources Association (PIHRA) California HR Conference to be Held August 28 – 30, 2017 in Long Beach.**

After a brief discussion of this conference, it was moved by Director Mac Laren, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve Board and staff attendance at the following conferences, seminars, and training sessions within budget amounts previously approved in the 2017 budget: Professionals in Human Resources Association (PIHRA) California HR Conference to be Held August 28 – 30, 2017 in Long Beach.

**8) Information Items:**

**8.1) Reports of Directors:**

**a) Meetings/General Report.**

Director Estes reported that on March 7, he attended a Board briefing with General Manager LaMoreaux.

Director Dino reported that on February 24, he attended the Antelope Valley Board of Trade Conference; that on March 7, he attended a Board briefing with General Manager LaMoreaux; and that on March 8, he is attending the Palmdale Water District Board meeting.

Director Mac Laren reported that on March 7, she attended the Antelope Valley Watermaster meeting and that also on March 7, she attended a Board briefing with General Manager LaMoreaux.

President Alvarado reported that on February 24, he attended the SALVA dinner with Director Henriquez and presented a Certificate of Appreciation on behalf of the District; that on February 25, he attended the Palmdale Water Reclamation Plant Tour; that also on February 25, he attended the Palmdale Women's Club Excellence Through Education dinner and presented a Certificate of Appreciation on behalf of the District; that on February 28, he attended a planning meeting regarding Founder's Day at the Fin & Feather Club; that on March 4, he attended a meeting with General Manager LaMoreaux and Fin & Feather Club members regarding an event; that on March 6, he attended a Board briefing with General Manager LaMoreaux; and that on March 8, he attended Board room voting training.

Director Estes then added to his report that on February 24, he attended the Antelope Valley Board of Trade Conference.

**b) Standing Committee/Assignment Reports (Chair):**

**1) None for This Period.**

President Alvarado stated that there are no additional Standing Committee/Assignment Reports for this period.

**8.2) Report of General Manager.**

General Manager LaMoreaux reported that Founder's Day is being planned and may be held at McAdam Park and that a public scoping meeting for the Environmental

Impact Report process for the Master Plan Update will be held in the District's Board room on March 13 at 6:00 p.m.

He then reported that the last three Antelope Valley Watermaster meetings involved interviews for the Watermaster Engineer; that the top candidate is Todd Groundwater; that the Antelope Valley Water Master and the Antelope Valley Watermaster Advisory Committee have unanimously agreed upon Todd Groundwater; that an additional interview will be held with Todd Groundwater; and that a final decision is expected at the March 30 Antelope Valley Watermaster meeting.

**8.3) Report of General Counsel.**

General Counsel Dunn stated that he has no report.

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


Director Estes thanked General Manager LaMoreaux and Assistant General Manager Knudson for the clarification on EIR/EIS rules.

President Alvarado stated that he has asked General Manager LaMoreaux to inquire of the Board members possible dates for a President's Leadership Meeting.

There were no requests for future agenda items.

**14) Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 8:02 p.m.

  
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Vice President

RESOLUTION NO. 17-8

RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT  
CONCURRING IN THE NOMINATION OF PAUL DOREY TO THE  
EXECUTIVE COMMITTEE  
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES/  
JOINT POWERS INSURANCE AUTHORITY (ACWA/JPIA)

WHEREAS, this District is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the VISTA IRRIGATION DISTRICT has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the PALMDALE WATER DISTRICT that this District concurs with the nomination of PAUL DOREY of the VISTA IRRIGATION DISTRICT to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this Resolution to the ACWA/JPIA at P. O. Box 619082, Roseville, CA 95661-9082, forthwith. ADOPTED this 8<sup>th</sup> day of March, 2017.

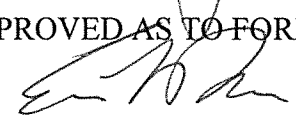


BOARD PRESIDENT

ATTEST:

  
BOARD SECRETARY

APPROVED AS TO FORM:

  
ALESQUIRE & WYNDER, LLP,  
General Counsel

**RESOLUTION NO. 17-9**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT  
CONCURRING IN THE NOMINATION OF KATHLEEN TIEGS TO THE  
EXECUTIVE COMMITTEE  
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES/  
JOINT POWERS INSURANCE AUTHORITY (ACWA/JPIA)**

**WHEREAS**, this District is a member district of the ACWA/JPIA; and

**WHEREAS**, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, three member districts must concur with the nominating district; and

**WHEREAS**, another ACWA/JPIA member district, the CUCAMONGA VALLEY WATER DISTRICT has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the PALMDALE WATER DISTRICT that this District concurs with the nomination of KATHLEEN TIEGS of the CUCAMONGA VALLEY WATER DISTRICT to the Executive Committee of the ACWA/JPIA.


**BE IT FURTHER RESOLVED** that the District Secretary is hereby directed to transmit a certified copy of this Resolution to the ACWA/JPIA at P. O. Box 619082, Roseville, CA 95661-9082, forthwith. **ADOPTED** this 8<sup>th</sup> day of March, 2017.

  
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BOARD PRESIDENT

ATTEST:

  
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BOARD SECRETARY

APPROVED AS TO FORM:

  
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ALESHIRE & WYNDER, LLP,  
General Counsel



**RESOLUTION NO. 17-10**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT  
CONCURRING IN THE NOMINATION OF MELODY McDONALD TO THE  
EXECUTIVE COMMITTEE  
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES/  
JOINT POWERS INSURANCE AUTHORITY (ACWA/JPIA)**

**WHEREAS**, this District is a member district of the ACWA/JPIA; and

**WHEREAS**, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, three member districts must concur with the nominating district; and

**WHEREAS**, another ACWA/JPIA member district, the SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT has requested that this District concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the PALMDALE WATER DISTRICT that this District concurs with the nomination of MELODY McDONALD of the SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT to the Executive Committee of the ACWA/JPIA.

**BE IT FURTHER RESOLVED** that the District Secretary is hereby directed to transmit a certified copy of this Resolution to the ACWA/JPIA at P. O. Box 619082, Roseville, CA 95661-9082, forthwith. **ADOPTED** this 8<sup>th</sup> day of March, 2017.

  
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BOARD PRESIDENT

ATTEST:

  
\_\_\_\_\_  
BOARD SECRETARY

APPROVED AS TO FORM:

  
\_\_\_\_\_  
ALESHIRE & WYNDER, LLP, General Counsel

**PALMDALE WATER DISTRICT  
RESOLUTION NO. 17-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
PALMDALE WATER DISTRICT ESTABLISHING GUIDELINES FOR  
THE PREPARATION OF MEETING MINUTES**

**WHEREAS**, the Board of Directors of the Palmdale Water District have adopted Rules and Regulations regarding the provision of water service, which includes Article 4.03 regarding Meetings of the Board; and

**WHEREAS**, the District complies with all public noticing requirements of the Ralph M. Brown Act for Regular Board Meetings, Special Board Meetings, Workshops, Emergency Meetings, Committee Meetings, and all other meetings as deemed necessary; and

**WHEREAS**, minutes are prepared for all publicly noticed meetings following the format of the meeting agenda and reflect a summary of activities conducted at the meetings by providing a simple organization of the facts and confirming the Board of Directors acted diligently giving important issues due consideration; and

**WHEREAS**, the approval of minutes acknowledges the minutes accurately reflect what transpired at a meeting; and

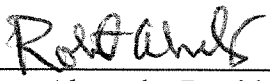
**WHEREAS**, recordings of meetings are retained for six months from the date of the recording, and approved minutes are permanently retained by the Palmdale Water District.

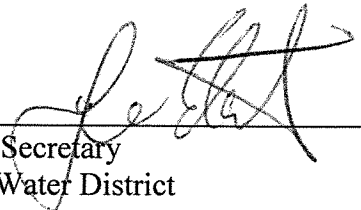
**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Palmdale Water District that all minutes prepared for publicly noticed meetings shall include, but not be limited to:

1. The start and end time of the meeting.
2. Roll call noting the attendance or absence of each Director as well as the attendance of all management staff.
3. A summary of comments made by the public, including the name of the person making the comment.
4. The Director making the motion, the Director making the second, voting results, and a brief summary of the discussion topics for each action item.
5. The Director initiating and the outcome of all points of order and appeals.


6. A listing of Director attended meetings as reported by each Director and a summary of other Director reports.

**PASSED, APPROVED, AND ADOPTED** at a regular meeting of the Board of Directors of Palmdale Water District held on March 8, \_\_\_\_\_, 2017.

  
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Robert Alvarado, President  
Palmdale Water District

  
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Joe Estes, Secretary  
Palmdale Water District

Approved As To Form:

  
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Eric Dunn  
General Counsel