

PALMDALE RECYCLED WATER AUTHORITY (PRWA)

MINUTES OF FEBRUARY 19, 2014 REGULAR MEETING AGENDA NO. 10 OF THE PALMDALE RECYCLED WATER AUTHORITY (PRWA) HELD AT CITY OF PALMDALE, 38300 SIERRA HIGHWAY, PALMDALE, CALIFORNIA

1. CALL TO ORDER.

Called to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE.

Chair Ledford led the Pledge of Allegiance followed by a moment of silence in honor of our military.

3. ADMINISTERING OF OATH OF OFFICE TO APPOINTED DIRECTORS.

Attorney Ciampa administered the Oath of Office to appointed Directors James C. Ledford, Jr., Laura Bettencourt, Kathy Mac Laren, Robert Alvarado, Helen Velador, and Alternate Director Vincent Dino.

4. ROLL CALL: DIRECTORS JAMES C. LEDFORD, JR., LAURA BETTENCOURT, KATHY MAC LAREN, ROBERT ALVARADO, AND HELEN VELADOR

PRESENT: Chair Ledford, Vice Chair Mac Laren, Directors Bettencourt, Alvarado, and Velador

5. 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.

Moved by Vice Chair Mac Laren, seconded by Director Bettencourt

Vote: Motion Carried (5-0)

Yes: Chair Ledford, Vice Chair Mac Laren, Directors Alvarado, Bettencourt, and Velador

6. CONSENT CALENDAR – PUBLIC COMMENTS ONLY:

None.

7. CONSENT CALENDAR:

- 7.1 Approve Resolution PRWA 2014-001 Amending and Restating the PRWA Conflict of Interest Code. (Staff Reference: Authority Counsel Ciampa)
- 7.2 Approve the Minutes from the previous meeting held on November 20, 2013. (Staff Reference: Secretary Deans/Acting Secretary Henry)
- 7.3 Approve receipt and filing of the Treasurer's Report for the year ended December 31, 2013 and for the month ended January 31, 2014. (Staff Reference: Treasurer/Auditor Johnston)

Motion: Move to approve the recommendations and findings of the items listed under this Consent Calendar.

Moved by Director Bettencourt, seconded by Director Alvarado

Vote: Motion Carried (5-0)

Yes: Chair Ledford, Vice Chair Mac Laren, Directors Alvarado, Bettencourt, and Velador.

8. ACTION CALENDAR – PUBLIC COMMENTS ONLY:

None.

9. ACTION CALENDAR:

- 9.1 Consideration and possible action on the Authority's 2014 budget. (Staff Reference: Assistant Executive Director Mischel)

Motion: After a detailed review of the Authority's 2014 budget, staff's recommendation to revise outreach funds, and potential training opportunities for the Board, it was moved to approve the 2014 budget, as amended, to increase outreach funds from \$6,000 to \$7,500, with the understanding that the revised budget and accompanying resolution will be presented at the next Authority Board meeting.

Moved by Director Bettencourt, seconded by Director Mac Laren

Vote: Motion Carried (5-0)

Yes: Chair Ledford, Vice Chair Mac Laren, Directors Alvarado, Bettencourt, and Velador.

- 9.2 Consideration and possible action on proposal received for preparation of 2013, 2014, and 2015 annual audits. (Staff Reference: Treasurer/Auditor Johnston)

Motion: After discussion of the audit proposal and annual costs, it was moved to approve the auditing services proposal received from Vavrinek, Trine, Day & Co., LLP for preparation of 2013, 2014, and 2015 audits in the total not-to-exceed amount of \$26,273.

Moved by Director Alvarado, seconded by Director Velador

Vote: Motion Carried (5-0)

Yes: Chair Ledford, Vice Chair Mac Laren, Directors Alvarado, Bettencourt, and Velador.

10. PUBLIC COMMENTS:

None.

11. SPECIAL REPORT:

- 11.1 Presentation by Carollo Engineers regarding draft Palmdale Recycled Water Authority Recycled Water Master Plan. (Staff Reference: Executive Director LaMoreaux)

Acting Executive Director Knudson provided an overview of combining the City's and District's Recycled Water Master Plans into one Recycled Water System Master Plan, after which Mr. Tom West, of Carollo Engineers, provided a detailed review on the update of this planning effort including the alternatives, reason for the alternatives, and potential customers followed by discussion of these alternatives, future neighborhood landscape retrofits, possible impacts of the adjudication on the use of recycled water, and potential grants to help with the cost of projects. Mr. West then stated that his firm and Authority staff intend to review the Recycled Water Master Plan in detail, including costs, at a workshop at the Authority's April meeting.

12. INFORMATIONAL REPORT OF THE BOARD OF DIRECTORS, EXECUTIVE DIRECTOR, AND ASSISTANT EXECUTIVE DIRECTOR.

Acting Executive Director Knudson reported that work continues with the Sanitation Districts and Los Angeles County Waterworks regarding reallocation of the recycled water supply, and staff hopes to bring these contracts to the Board for consideration in the near future. He then reported that he and Gordon Phair will be attending the WaterReuse Conference in March.

There were no further reports.

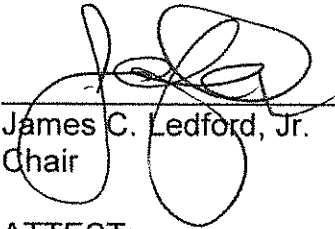
13. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE.

Acting Executive Director Knudson announced that the next regular meeting date for the Palmdale Recycled Water Authority is March 19, 2014, and this meeting will be held at the Palmdale Water District.

14. ADJOURNMENT:

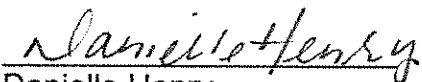
Chair Ledford adjourned the meeting at 7:53 p.m.

PASSED, APPROVED, AND ADOPTED this 21st day of May, 2014.



James C. Ledford, Jr.
Chair

ATTEST:



Danielle Henry
Acting Secretary