

**PALMDALE RECYCLED WATER AUTHORITY (PRWA)**

**MINUTES OF MAY 15, 2017  
REGULAR MEETING AGENDA NO. 33  
PALMDALE RECYCLED WATER AUTHORITY (PRWA)  
HELD AT CITY OF PALMDALE  
CITY HALL COUNCIL CHAMBERS  
38300 SIERRA HIGHWAY, SUITE B  
PALMDALE, CALIFORNIA**

**[www.cityofpalmdale.org](http://www.cityofpalmdale.org)**  
**[www.palmdalewater.org](http://www.palmdalewater.org)**

**1. CALL TO ORDER.**

Chair Mac Laren called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE.**

**3. ROLL CALL: DIRECTORS KATHY MAC LAREN, ROBERT ALVARADO, JUAN CARRILLO, AUSTIN BISHOP, AND HELEN VELADOR**

**PRESENT:** Directors Mac Laren, Alvarado, Carrillo, Bishop, and Velador.

**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.

Moved by Director Velador, seconded by Director Carrillo

**Vote:** Motion Carried (5-0)

**Yes:** Chair Mac Laren, Directors Alvarado, Carrillo, Bishop, and Velador.

**5. CONSENT CALENDAR – PUBLIC COMMENTS ONLY:**

There were no public comments.

5.1 ADOPT RESOLUTION NO. PRWA 2017-002, A RESOLUTION OF THE PALMDALE RECYCLED WATER AUTHORITY REPEALING RESOLUTION NO. PRWA 2016-004 AND SETTING FORTH THE PRWA'S REGULAR MEETING DATE, TIME AND LOCATION. (Staff Reference: Authority Counsel Ditzhazy)

- 5.2 Approve receipt and filing of the Treasurer's Report for the three months ending March 31, 2017. (Staff Reference: Executive Director LaMoreaux)
- 5.3 Approve the Minutes from the previous meeting held on March 15, 2017. (Staff Reference: Secretary Smith)

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

Moved by Director Bishop, seconded by Director Carrillo

**Vote:** Motion Carried (5-0)

**Yes:** Chair Mac Laren, Directors Alvarado, Carrillo, Bishop, and Velador.

## 6. ACTION CALENDAR:

- 6.1 Discussion and possible action regarding approving a Community Workforce Agreement. (Staff Reference: Authority Counsel Ditzhazy)

Assistant General Counsel Doran presented the staff report. Director Carrillo stated it is a good idea providing local workers benefits from the Community Workforce Agreement (CWA). Director Alvarado asked if we are leaning more towards a Project Labor Agreement (PLA) and Assistant General Counsel Doran described the difference between a CWA and a PLA. Director Alvarado stated he would like the CWA to include demographics. Director Carrillo asked if it would allow small contractors to bid on small projects and can we add that provision. Assistant General Counsel Doran responded yes that can be negotiated. Director Mac Laren stated Palmdale Water District already has PLA and she wants to give direction to move forward with adding low income and veterans provisions. Director Alvarado stated at Palmdale Water District they give preference to local contractors. Executive Director LaMoreaux spoke about the Palmdale Water District giving a 5% discount for local companies. Assistant Executive Director Mischel stated the City has a local preference ordinance. Executive Director LaMoreaux stated the only project that is currently being worked on is a \$7 to \$8 million project and stated for the Phase II pipeline from McAdam Park to Massari Park including Yellen Park there will be enough subcontracting to include local workers. Director Carrillo asked will it include the vending machine costs and small projects of \$25,000. Director MacLaren stated the lower amount for local workers is fine with her and the Board concurred. Assistant General Counsel Doran stated the lower amount applies to the entire contract and not just the local hire positions. Executive Director LaMoreaux stated Mr. Hannan from Building and Trades can attend the June 19<sup>th</sup> meeting. He would be the party to negotiate with.

Public Comments: Steve Hofbauer regarding pipeline inclusion by breaking into phases. He stated Board of Directors should be kept apprised of bids.

Director Alvarado asked if we can break up the project into phases. Executive Director LaMoreaux stated it is a policy question and typically you want to put more of the work together to get a better price. Director Bishop asked for outreach to the community and stated we should make sure subcontractors are local. Director Velador asked if area people are not specialized are we limiting ourselves and Director Mac Laren stated it starts with local people and then it goes out from there. Assistant General Counsel Doran stated we are looking at a CWA with a scope of agreement limit starting at \$100,000, but there might be some desire to make it lower and to focus on local workforce provisions in the Community Workforce Agreement (CWA). Director Carrillo asked if it should be \$75,000 instead. Director Alvarado would like to add an extra provision that all directors get a complete list of bidders. Assistant General Counsel Doran stated it would not be put in the agreement, but it would be a policy change. Executive Director LaMoreaux stated a policy manual should be put together for Palmdale Recycled Water Authority, but maybe we will need to create specs for bidding. Director Velador asked about veterans and low income. Assistant General Counsel Attorney stated you could add a provision. Director Velador asked if we could show a percentage for vets and low income. Assistant General Counsel Doran reiterated the board requested for the Community Workforce Agreement (CWA) that it will have a scope of \$75,000, focus on local workforce provisions, and maybe add in language regarding low income hiring and veteran hiring. The Board concurred.

**Motion:** Staff to develop a Community Workforce Agreement with a scope limit of \$75,000 with focus on local workforce hiring provisions, low income hiring provisions, and a veteran hiring provision.

Moved by Director Bishop, seconded by Director Alvarado

**Vote:** Motion Carried (5-0)

**Yes:** Chair Mac Laren, Directors Alvarado, Carrillo, Bishop, and Velador.

6.2 Discussion and possible action regarding a policy on whether to have the Chair and Executive Director be from different agencies. (Staff Reference: Executive Director LaMoreaux)

Executive Director LaMoreaux presented the staff report. Director Alvarado stated the same Chair has existed since 2012 and now a new Chair has been elected. He stated he has no problem with having the General Manager and Chair from the same agency. Director Mac Laren stated we

will be rotating the Chair and Attorney on a yearly basis. Assistant Executive Director Mischel stated he does not advocate one way or the other. Director Carrillo stated chair should be rotated. Director Mischel stated staff from both agencies should work cooperatively together. Director Bishop stated if there is no conflict or legal issue with what is being done he is fine with it. Director Mac Laren stated that maybe it should change when new attorney. Assistant General Counsel Doran stated he will check the by-laws. Director Velador likes the change for conflict reasons.

**Motion:** Rotate at end of the year with attorney change.  
Moved by Director Bishop, seconded by Director Alvarado

**Vote:** Motion Carried (5-0)

**Yes:** Chair Mac Laren, Directors Alvarado, Carrillo, Bishop, and Velador.

## 7. NON-AGENDA ITEMS - PUBLIC COMMENTS:

Steve Hofbauer thanked the Board and asked them to look at finding ways to direct staff to accelerate the water expansion program, stated that there is a lot of opportunity to move water, charge a fee, and make it available to consumers and landscape districts, and need to have more dialogue with Los Angeles County Waterworks.

## 8. DIRECTOR'S REQUESTS FOR NEW AGENDA ITEMS:

Director Alvarado requested Directors be informed regarding solicitors for contracts.

Director Mac Laren stated all directors are covered for liability except Director Velador and we need to provide liability for travel to and from Palmdale Recycled Water Authority approved events or Palmdale Recycled Water Authority business. Director Alvarado stated Director Velador should have the same liability coverage as the other directors. Executive Director LaMoreaux stated he would research liability coverage for Director Velador through WateReuse or looking into joining AQUA or other agencies.

Director Mac Laren stated they should join JAPA or have staff give informational reports regarding being involved.

Director Carrillo asked the Board to review the agenda policy or change the terms on the Joint Powers Agreement (JPA).

Director Mac Laren and Director Velador spoke about a visible website to show more information regarding requested water projects and benefits of using

recycled water, stating that it would give the public a positive view of work being done.

Director Bishop requested a handbook of policies.

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

Director Velador – Attended Emergency Preparedness event at Latter Day Saints; Water Reuse Conference 19<sup>th</sup> and 20<sup>th</sup>; and Los Angeles County Air Show.

Director Carrillo – Attended Emergency Preparedness event.

Director Bishop – Attended City Council meeting; he did not attend any meetings related to recycled water, but he is excited about the direction of the new board.

Director Alvarado – Stated he was out of state during the Emergency Preparedness event, but it is important to prepare for emergencies; invited colleagues and public to attend the Antelope Valley State Water Association meeting at the Palmdale Water District at 7:00 p.m.; and invited public to attend the Palmdale Water District director meeting on May 24 at 7:00 p.m.

Director Mac Laren – Attended ACQUA conference.

Executive Director LaMoreaux – Projects: 1) Staff is working with the Sanitation District for permits to do public distribution of recycled water and it will take a while; 2) A complete application is in to the State for the Phase II pipeline and is ranked in a 3<sup>rd</sup> table. A comment letter was sent to the State asking for a priority move and the comment letter was sent to Assembly Lackey and Senator Wilk; and 3) Water district will make comments to the State Board on June 20<sup>th</sup>.

**10. ADJOURNMENT:**

Chair Mac Laren adjourned the meeting at 7:55 p.m. to June 19, 2017 at 7:00 p.m. at the City of Palmdale City Hall Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 17<sup>th</sup> day of July 2017

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Kathy Mac Laren  
Chair

ATTEST:

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Rebecca J. Smith,  
Secretary