

# MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, APRIL 26, 2017:

*A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, April 26, 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, Mr. Raul Maldonado, Superintendent of Schools for the Palmdale School District, 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  
Marco Henriquez, Treasurer  
Joe Estes, Secretary  
Kathy Mac Laren, Director

### Others Present:

Dennis LaMoreaux, General Manager  
Matt Knudson, Assistant General Manager  
Eric Dunn, General Counsel  
Maya Mouawad, Assistant General Counsel  
Mike Williams, Finance Manager  
Jim Stanton, Information Technology Manager  
Mynor Masaya, Operations Manager  
Jim Riley, Engineering/Grant Manager  
Laura Gallegos, Public Affairs Specialist  
Peter Thompson, Project Manager  
Bob Egan, Financial Advisor  
Dawn Deans, Executive Assistant  
8 members of the public

## 3) Adoption of Agenda.

It was moved by Director Dino and seconded by Director Estes to adopt the agenda, as written.

General Manager LaMoreaux then stated that Agenda Item No.'s 9, 10, 11, and 12 can be removed from the agenda after which Director Dino amended his motion, Director Estes amended his second, and it was unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as amended, removing Agenda Item No.'s 9, 10, 11, and 12.

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

Mr. Eric Murdoch, 37108 Casa Verde Drive, Palmdale, informed the Board of discrepancies with his landlord and stated that the District's policies are not fair to tenants.

Mr. Lou Estrada, President of the Palmdale Elementary Teachers Association, invited the Board to their first annual Awards, Scholarship, and Installation Dinner on May 12 at the Chimbole Center from 6 p.m. to 11 p.m.

There were no further public comments.

**5) Presentations:**

**5.1) Certificate of Appreciation: Palmdale School District California Association of Bilingual Educators Teacher of the Year Nancy Alatorre.**

**5.2) Certificate of Appreciation: Palmdale School District California Association of Bilingual Educators Para-Educator of the Year Daniela Langlotc-Heinze.**

**5.3) Certificate of Appreciation: Palmdale School District California Association of Bilingual Educators School of Excellence Dos Caminos School.**

The Board presented Certificates of Appreciation to Palmdale School District California Association of Bilingual Educators Teacher of the Year Nancy Alatorre, Palmdale School District California Association of Bilingual Educators Para-Educator of the Year Daniela Langlotc-Heinze, and Palmdale School District California Association of Bilingual Educators School of Excellence Dos Caminos School.

**5.4) Palmdale Water District Water Treatment Process. (Director Dino/Operations Manager Masaya)**

Operations Manager Masaya provided an overview of the water treatment process at the 35 MGD Leslie O. Carter Water Treatment Plant including sources of water, equipment, the disinfection and filtering process, Granular Activated Carbon, the sedimentation basins, how water is transmitted into the distribution system, the SCADA system, and the District's state-of-the-art laboratory and extensive testing process.



President Alvarado then presented Executive Assistant Deans and Administrative Assistant Henry with a gift card on behalf of the Board of Directors for Administrative Professionals Day and stated that the Board appreciates their assistance.

**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 April 12, 2017.**

**6.2) Payment of Bills for April 26, 2017.**

President Alvarado announced the items included in the Consent Calendar after which it was moved by Director Dino, seconded by Director Mac Laren, 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) Status Report on Cash Flow Statement and Current Cash Balances as of February, 2017. (Financial Advisor Egan/Finance Committee)**

Financial Advisor Egan reviewed the investment funds report as of February, 2017 including the increase in cash due to assessments and capital improvement fees and maturing and replacement CDs and then provided an overview of the cash flow statement including projected 2017 year-end cash, potential grant funding, and capital improvement projects and ensuring these projects are not over-committed.

**7.2) Status Report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for February, 2017. (Finance Manager Williams)**

Finance Manager Williams reviewed in detail the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending February, 2017 and stated that most departments are operating at or below the targeted expenditure percentage of 16.6% and that the audit will be presented at the next Finance Committee meeting and at the May 24, 2017 Regular Board Meeting to receive and file.

**7.3) Status Report on Committed Contracts Issued and Water Revenue Bond Projects. (Assistant General Manager Knudson/Finance Committee)**

Assistant General Manager Knudson provided an overview of the updated Contractual Commitments and Needs for 2017 capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, a summary of committed and projected capital expenditures, and available funding sources and an update on the Water Revenue Bond Series 2013A Bond funds and payments to date followed by discussion of unbudgeted emergency repairs and the vehicle charging station.

**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
- c) Outreach Recommendations From Directors.

Public Affairs Specialist Gallegos reviewed the Water Take: 1 event and winner of the Palmdale Vision Award sponsored by the District along with an overview of events including the water walk series, radio station appearances, and water wise recognition.

**7.5) Consideration and Possible Action on Cancelling or Rescheduling May 10, 2017 Regular Board Meeting Due to Lack of a Quorum. (General Manager LaMoreaux)**

After a brief discussion of Director attendance at the upcoming ACWA Conference, it was moved by Director Henriquez, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to cancel the May 10, 2017 Regular Board Meeting due to lack of a quorum.

**7.6) Consideration and Possible Action on the Formation of an Ad Hoc Committee for the Antelope Valley State Water Contractors Association to Review Joint Water Banking Opportunities. (No Budget Impact – Assistant General Manager Knudson)**



Assistant General Manager Knudson reviewed the purpose of the Ad Hoc Committee for the Antelope Valley State Water Contractors Association, and after a brief discussion, it was moved by Director Mac Laren, seconded by Director Henriquez, and unanimously carried by all members of the Board of Directors present at the meeting to approve the formation of an Ad Hoc Committee for the Antelope Valley State Water Contractors Association to review joint water banking opportunities with this Committee selected at the next meeting of the Antelope Valley State Water Contractors Association.

**7.7) Consideration and Possible Action on Award of Contract for the Construction of the Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing Under Specification No. 1701. (\$427,490.00 – Budgeted – Project Manager Thompson)**

Project Manager Thompson provided an overview of Specification No. 1701, and after a brief discussion of the contract amount, it was moved by Director Mac Laren, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to award a contract for the construction of the Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing under Specification No. 1701 to Environmental Construction, Inc. in the not-to-exceed amount of \$427,490.00.

**7.8) Consideration and Possible Action on Amendment No. 2 to the Cost Recovery Agreement With the United States Forest Service for the Littlerock Reservoir Sediment Removal Project. (\$100,000.00 – Budgeted – Assistant General Manager Knudson)**

Assistant General Manager Knudson provided an overview of the work associated with Amendment No. 2, and after a brief discussion of this work, it was moved by Director Mac Laren, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to approve Amendment No. 2 to the Cost Recovery Agreement with the United States Forest Service for the Littlerock Reservoir Sediment Removal Project in the not-to-exceed amount of \$100,000.00.

**7.9) Consideration and Possible Action to Authorize the Formation of an Ad Hoc Committee to Assist in Planning the District's 100<sup>th</sup> Year Anniversary. (President Alvarado)**

General Manager LaMoreaux provided an overview of staff's efforts for the District's 100<sup>th</sup> year anniversary events, requested a Board Ad Hoc Committee be created

to help with these efforts, and stated a budget for these events will be presented to the Board for consideration in June after which it was moved by Director Mac Laren, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to authorize the formation of an Ad Hoc Committee to assist in planning the District's 100<sup>th</sup> year anniversary.

President Alvarado then appointed Director Dino and Director Estes to the 100<sup>th</sup> Year Anniversary Ad Hoc Committee and requested Public Affairs Specialist Gallegos include a status report on 100<sup>th</sup> year anniversary events with her monthly report.

**7.10) Discussion and Possible Action to Support the Development of a Free City-Wide Wi-Fi Network for Educational Purposes. (President Alvarado)**

After a brief discussion of the Palmdale School District's and City of Palmdale's efforts to establish a free Wi-Fi network for Palmdale, of the Palmdale Water District's limited support role, and of Spectrum's potential free Wi-Fi, it was moved by Director Estes, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to support the development of a free City-wide Wi-Fi network for educational purposes with no leadership or financial role.

President Alvarado then stated that he will convey this support at the next City of Palmdale City Council meeting.

**7.11) 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: None at This Time.**

There were no conferences, seminars, and training sessions to consider.

**8) Information Items:**

**8.1) Reports of Directors:**

**a) Meetings/General Report.**

Director Estes stated that to amend a previous report, he attended a Board briefing with General Manager LaMoreaux on February 21 rather than on February 22.



Director Henriquez reported that on April 25, he attended the Finance Committee meeting where they discussed the items considered earlier this evening.

Director Mac Laren reported that on April 13, she attended the Antelope Valley State Water Contractors Association meeting; that on April 14, she attended the African American Chamber of Commerce luncheon and commended Public Affairs Specialist Gallegos and General Manager LaMoreaux on their presentation about the District; that on April 20, she attended the Public Water Supplier Steering Committee meeting; that on April 26, she attended the Antelope Valley Watermaster meeting where they approved a contract for the Watermaster Engineer; that also on April 26, she attended a Board briefing with General Manager LaMoreaux; and that also on April 26, she is attending the Palmdale Water District Board meeting.

Director Dino reported that on April 14, he attended the African American Chamber of Commerce luncheon; that on April 24, he attended a Board briefing with General Manager LaMoreaux; that on April 25, he attended an AVEK Board meeting; and that on April 26, he is attending the Palmdale Water District Board meeting.

President Alvarado reported attendance at the following District-related meetings: on April 13, he attended the Antelope Valley State Water Contractors Association meeting; on April 14, he attended the African American Chamber of Commerce luncheon and commended Public Affairs Specialist Gallegos and General Manager LaMoreaux on their presentation; on April 17, he attended an agenda review and approval meeting; on April 24, he attended a Board briefing with General Manager LaMoreaux; and on April 25, he attended the Finance Committee meeting.

He then reported attendance at the following non-District-related meetings and future meetings: on April 20, he invited the queens and princesses for a multi-cultural dinner; on April 22, he attended the Mini California Association for Bilingual Education Conference; also on April 22, he attended the Antelope Valley Poppy Festival as a judge for the salsa contest; on April 24, he attended the Antelope Valley League of Women Voters Board meeting; on April 29 he will be attending the Darion Wheat Walk at Steve Owens Park; also on April 29, he will be attending the Book Festival at the Palmdale City Library; also on April 29, he will be attending the annual Chamber of Commerce picnic at Lazy-T Ranch; and on April 30, he will be attending the Palmdale Moose Lodge installation of their new Governor, Jim Ferrell.

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

- 1) AVSWCA
- 2) Finance Committee

President Alvarado stated that reports on these meetings were provided earlier in the meeting.

**8.2) Report of General Manager.**

General Manager LaMoreaux stated that as reported earlier, the Antelope Valley Watermaster Board approved and awarded a contract to Todd Groundwater as the Watermaster Engineer; that the State Water Resources Control Board has lifted its mandatory conservation requirements; that the District received a Cash for Grass grant in the amount of \$75,000.00 from the Bureau of Reclamation; that there are 11 leaks to date; and that staff is assisting Mr. Murdoch to the extent possible.

**8.3) Report of General Counsel.**

General Counsel Dunn reported that Christina Burrows has left their firm and then introduced Ms. Maya Mouawad as the District's Assistant General Counsel.

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

Director Mac Laren requested "Status on Community Liaison Bylaws" be included on the agenda for the next Regular Board meeting.

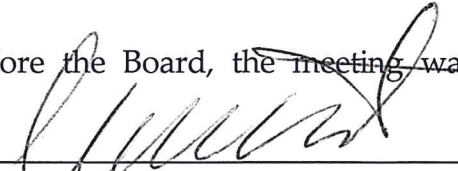
President Alvarado requested "Summary of expenditures for emergency repairs for 2016 and 2017 to date" be provided for the Directors.

Director Mac Laren requested "Status on repair process for Oroville Dam" be included on the agenda for the next Regular Board meeting.

There were no further requests for future agenda items.

**14) Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 9:14 p.m.

  
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Vice President