**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, JULY 26, 2021:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, July 26, 2021, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. President, Gloria Dizmang, called the meeting to order at 6:00 p.m.*

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

At the request of President Dizmang, Director Wilson led the pledge of allegiance followed by a moment of silence.

**2) Roll Call.**

**Attendance:**
Gloria Dizmang, President
Vincent Dino, Vice President
Don Wilson, Treasurer
Kathy Mac Laren-Gomez, Secretary
Amberrose Merino, Assistant Secretary

**Others Present:**
Dennis LaMoreaux, General Manager
Adam Ly, Assistant General Manager
Eric Dunn, General Counsel
Mike Williams, Finance Manager
Judy Shay, Public Affairs Director
Jennifer Emery, Human Resources Director
Chris Bligh, Operations Manager
Scott Rogers, Engineering/Grant Manager
Dennis Hoffmeyer, Accounting Supervisor
Danielle Henry, Management Analyst
1 member of the public

**3) Adoption of Agenda.**

It was moved by Director Dino, seconded by Director Merino, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to adopt the agenda, as written:

President Dizmang – aye
Director Dino – aye
Director Wilson – aye
Director Mac Laren-Gomez – aye
Director Merino – aye

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

There were no public comments for non-agenda items.

**5) Presentations:**

**5.1) None at This Time.**

There were no presentations.

**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 Board Meeting Held July 12, 2021.**

**6.2) Payment of Bills for July 26, 2021.**

**6.3) Approval of Updated Job Descriptions for the Administration, Resource and Analytics, Information Technology, and Operations Departments. (No Budget Impact – Human Resources Director Emery/Personnel Committee)**

**6.4) Approval of Ernst & Young Statement of Work for 2021-2022 State Water Project Procedures Related to the 2022 Statement of Charges. ($9,449.00 – Budgeted – Budget Item No. 1-02-4150-000 – General Manager LaMoreaux)**

President Dizmang announced the items included in the Consent Calendar after which it was moved by Director Dino, seconded by Director Merino, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to approve those items included in the Consent Calendar.

President Dizmang – aye
Director Dino – aye
Director Wilson – aye
Director Mac Laren-Gomez – aye
Director Merino – aye

**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 Awarding a Contract to De Nora Water Technologies for the Replacement of Two On-Site Sodium Hypochlorite Generators. ($132,500.00 – Budgeted – Project No. 21-608 – Facilities Manager Bligh)**

Facilities Manager Bligh provided an overview of this equipment, and after a brief discussion of the proposals received, it was moved by Director Merino, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to award a contract to De Nora Water Technologies for the replacement of two on-site sodium hypochlorite generators in the not-to-exceed amount of $132,500.00:

President Dizmang – aye
Director Dino – aye
Director Wilson – aye
Director Mac Laren-Gomez – aye
Director Merino – aye

**7.2) Consideration and Possible Action on Authorizing the General Manager to Execute a Contract With Aspen Environmental Group for Professional Services for the Permitting, Design, and Construction Services for Sediment Removal at Littlerock Dam Reservoir Over the Next Three Years with Additional Two Years. ($1,634, 567.00 – Budgeted – Work Order No. 21-417 – Engineering/Grant Manager Rogers)**

Engineering/Grant Manager Rogers provided an overview of this work, and after a brief discussion of the bids received, it was moved by Director Mac Laren-Gomez, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to authorize the General Manager to execute a contract with Aspen Environmental Group for Professional Services for the permitting, design, and construction services for sediment removal at Littlerock Dam Reservoir over the next three years with additional two years in the not-to-exceed amount of $1,634,567.00:

President Dizmang – aye
Director Dino – aye
Director Wilson – aye
Director Mac Laren-Gomez – aye
Director Merino – aye

**7.3) 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 2021 Budget:**

**a) California Foundation on the Environment and the Economy (CFEE) Conference on Water to be Held December 8 – 9, 2021 in Palm Springs.**

After a brief discussion of this conference, it was moved by Director Merino, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to approve the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2021 Budget: California Foundation on the Environment and the Economy (CFEE) Conference on Water to be held December 8 – 9, 2021 in Palm Springs:

President Dizmang – aye
Director Dino – aye
Director Wilson – aye
Director Mac Laren-Gomez – aye
Director Merino – aye

**8) Information Items:**

**8.1) Reports of Directors:**

**a) Standing Committees; Organization Appointments; Agency Liaisons:**

**1) Antelope Valley East Kern Water Agency-AVEK. (Director Dino/Director Mac Laren-Gomez, Alternate)**

Director Dino reported that he attended an AVEK meeting on July 13 where they discussed purchasing pump and irrigation equipment and that on July 20, he attended an AVEK Special Board meeting where they held their budget workshop.

**2) Outreach Committee. (Director Mac Laren-Gomez, Chair/Director Wilson)**

Director Mac Laren-Gomez reported that the Outreach Committee met on July 15 and discussed current and future District activities, press releases, and lobbying activities.

**3) Personnel Committee. (Director Mac Laren-Gomez, Chair/Director Merino)**

Director Mac Laren-Gomez reported that the Personnel Committee met on July 15 and discussed job descriptions and the constant changes related to COVID.

**b) General Meetings Reports of Directors.**

Director Merino reported that on June 13, she attended the Antelope Valley State Water Contractors Association meeting; that on July 1, she attended a facilities tour with Facilities Manager Bligh, General Manager LaMoreaux, and Public Affairs Director Shay and commended Water Treatment Plant staff on the cleanliness and organization of the facility; that on July 8, she attended a Board briefing; that on July 14, she attended the Outreach Committee meeting and recommended the District be active on Instagram; that on July 15, she attended the Personnel Committee meeting; that on July 22, she attended a Board briefing; that also on July 22, she attended the District's Customer Appreciation event; and that on July 26, she is attending the Palmdale Water District Regular Board Meeting.

Director Wilson reported that on July 8, he attended the District's Let's Talk H20 event at Lake Palmdale regarding water conservation; that also on July 8, he attended a Board briefing; that on July 12, he attended the Palmdale Water District Regular Board Meeting; that on July 14, he attended the Outreach Committee meeting; that on July 23, he attended the Antelope Valley Chambers Annual Installation Banquet; that on July 26 he is attending the Palmdale Water District Regular Board Meeting; that on July 28, he will be attending a Financial briefing; and that on July 29, he will be attending the Finance Committee meeting.

Director Mac Laren-Gomez reported that on July 14, she attended the Personnel Committee meeting; that on July 15, she attended the Outreach Committee meeting; that on July 19, she attended a Watermaster Public Water Supplier meeting; that on July 23, she attended a Board briefing; and that also on July 23, she attended the District's Customer Appreciation event.

Director Dino reported that on July 13, he attended the AVEK Board meeting; that on July 20, he attended the AVEK Special Board meeting; that on July 22, he attended a Board briefing; that also on July 22, he attended the District's Customer Appreciation event; that on July 23, he attended the Antelope Valley Chambers Annual Installation Banquet; that on July 26, he is attending the Palmdale Water District Regular Board Meeting; that on July 27 he will be attending the AVEK Board meeting; and that on July 28, he will be attending the California Foundation on the Environment and the Economy (CFEE) zoom meeting.

President Dizmang reported that on July 12, she attended the Palmdale Water District Regular Board Meeting; that on July 13, she attended the United Water Conservation District Ad Hoc Committee meeting where common needs and cooperation were discussed; that also on July 13, she attended a Board briefing; that on July 22, she attended a Board briefing; that on July 26, she is attending the Palmdale Water District Regular Board Meeting; that on July 28, she will be attending a Financial briefing; and that on July 29, she will be attending the Finance Committee meeting.

**8.2) Report of General Manager.**

**a) July 2021 Written Report of Activities Through June 2021.**

General Manager LaMoreaux stated that he submitted a written report included with the agenda packets if there are any questions on same and then highlighted water supply information and the District's Water Shortage Contingency Plan followed by discussion of low water levels at Lake Oroville.

He then reported that an organization met with District staff regarding potential youth activities between Sierra Highway and 25th Street East around Lake Una and Barrel Springs Road.

**8.3) Report of General Counsel.**

General Counsel Dunn provided a brief update on several bills, being SB222 regarding a water rate assistance fund and SB323 regarding the adoption of service fees and charges, and then provided a brief update on several items of litigation.

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

There were no requests for future agenda items.

**10) Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 6:29 p.m.

Secretary