

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT, JULY 14, 2025:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, July 14, 2025, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District Office. President, Kathy Mac Laren-Gomez, called the meeting to order at 6:00 p.m.*

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

President Mac Laren-Gomez led the Pledge of Allegiance followed by a moment of silence in honor of our military troops.

**2) Roll Call.**

**Attendance:**

Kathy Mac Laren-Gomez, President  
Scott Kellerman, Vice President  
Don Wilson, Treasurer  
Vincent Dino, Secretary  
Cynthia Sanchez, Assistant Secretary

**Others Present:**

Scott Rogers, Assistant General Manager  
Paul Early, General Counsel  
Dennis Hoffmeyer, Finance Manager  
Shadi Bader, Engineering Manager  
Joe Marcinko, Operations Manager  
Amanda Thompson, Water Quality and  
Regulatory Affairs Supervisor  
Jillian Benci-Woodward, Senior Engineer  
Tara Rosati, Customer Care Supervisor  
Danielle Henry, Executive Assistant  
Patricia Guerrero, Management Analyst  
3 members of the public

**3) Adoption of Agenda.**

It was moved by Director Dino, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as written.

**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 June 23, 2025.**

**6.2) Payment of Bills for July 14, 2025.**

**6.3) Receive and File Semi-Annual Employee Reimbursement Report for the Period Covering January 1, 2025 through June 30, 2025. (No Budget Impact – Finance Manager Hoffmeyer)**

**6.4) Approval of First Amendment to Communications Site Lease Agreement Between Palmdale Water District and Verizon Wireless. (Finance Manager Hoffmeyer)**

President Mac Laren-Gomez announced the items included in the Consent Calendar after which it was moved by Director Dino, seconded by Director Wilson, 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) Public Hearing Regarding the Adoption of the 2025 Public Health Goal Report. (No Budget Impact – Operations Manager Marcinko/Water Quality and Regulatory Affairs Supervisor Thompson)**

President Mac Laren-Gomez opened the public hearing regarding the adoption of the 2025 Health Goal Report after which Water Quality and Regulatory Affairs Supervisor Thompson provided an overview of the Report, including the requirement to prepare the Public Health Goal Report every three years, the compliance of the public noticing requirement, the definition of Public Health Goals, the constituents included in the Public Health Goal Report, and the District's 100% compliance with all primary drinking water standards.

**7.2) Consideration and Possible Action on Adoption of 2025 Public Health Goal Report. (No Budget Impact – Operations Manager Marcinko/Water Quality and Regulatory Affairs Supervisor Thompson)**

Hearing no public comment, it was moved by Director Kellerman, seconded by Director Sanchez, and unanimously carried by all members of the Board of Directors present at the meeting to approve adoption of the 2025 Public Health Goal Report.

**7.3) Consideration and Possible Action on California Special Districts Association Board of Directors Seat B Southern Network Election for the 2026-2028 Term. (No Budget Impact – Assistant General Manager Rogers)**

Assistant General Manager Rogers provided an overview of this election and the options for casting the District's vote, and after a brief discussion of the candidates, it was moved by Director Wilson, seconded by Director Kellerman, and unanimously carried by all members of the Board of Directors present at the meeting to cast the District's ballot for the incumbent, Mr. Don Bartz, in the California Special Districts Association Board of Directors Seat B Southern Network Election for the 2026-2028 Term.

**7.4) Consideration and Possible Action on Authorizing the General Manager to Enter Into a Three-Year Contract with Convergent for Maintenance and Support of the Access Control, Video Surveillance Systems, and Alarm Monitoring. (\$162,000.00 – Budgeted – Information Technology Manager Stanton)**

Assistant General Manager Rogers provided an overview of the support challenges with the current video surveillance and monitoring provider, the proposals received to replace the entire surveillance system, and the benefits of the proposed cooperative purchasing contract, and after a brief discussion of the estimated cost savings, it was moved by Director Dino, seconded by Director Sanchez, and unanimously carried by all members of the Board of Directors present at the meeting to approve authorization of the General Manager to enter into a Three-Year Contract with Convergent for Maintenance and Support of the Access Control, Video Surveillance Systems, and Alarm Monitoring in the amount of \$162,000.00.

**7.5) Consideration and Possible Action on Authorizing the General Manager to Enter Into a Five-Year Contract with ProTelesis for Replacing the District Phone System, Call Center, and Providing Annual System Services. (\$342,000.00 – Budgeted – Information Technology Manager Stanton)**

Assistant General Manager Rogers provided an overview of the system limitations and upgrade expenses of the District's current phone system and the features and benefits of the proposed phone system, and after a brief discussion of the

associated costs, it was moved by Director Sanchez, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve authorization of the General Manager to enter into a Five-Year Contract with ProTelesis for Replacing the District Phone System, Call Center, and Providing Annual System Services in the amount of \$342,000.00.

**7.6) Consideration and Possible Action on Authorizing the General Manager to Enter Into a Contract with SoCal SCADA for Designing and Building the SCADA Network Upgrade. (\$702,000.00 – Non-Budgeted – Project No. 24-616 – Information Technology Manager Stanton)**

Assistant General Manager Rogers provided an overview of the current Supervisory Control and Data Acquisition (SCADA) system vulnerabilities and lack of support and the proposals received to implement the upgrades of the SCADA Master Plan after which it was moved by Director Dino, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve authorization of the General Manager to enter into a Contract with SoCal SCADA for Designing and Building the SCADA Network Upgrade in the amount of \$702,000.00.

**7.7) Consideration and Possible Action on Authorizing the General Manager to Enter Into an Agreement with Environmental Science Associates (ESA) for Environmental Monitoring of the Palmdale Ditch Conversion Project. (\$1,447,000.00 – Not-to-Exceed – Budgeted – Project No. 21-613 – Engineering Manager Bader)**

Engineering Manager Bader provided an overview on the required environmental monitoring for the Palmdale Ditch Conversion Project, including the Project location, the proposed services, and the fee breakdown, and after a brief discussion of the pipeline alignment, of the benefits of enclosing the Palmdale Ditch, and clarification of the environmental monitoring for the entire Project, it was moved by Director Dino, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve authorization of the General Manager to enter into an Agreement with Environmental Science Associates (ESA) for Environmental Monitoring of the Palmdale Ditch Conversion Project in the not-to-exceed amount of \$1,447,000.00.

**7.8) Consideration and Possible Action on Approval of Contract with Rincon Consultants, Inc. for the Crotch's Bumble Bee Habitat Restoration and**



**Maintenance for the Construction of the Palmdale Ditch Conversion Project.  
(\$801,390.00 – Budgeted – Project No. 21-613 – Engineering Manager Bader)**

Engineering Manager Bader provided an overview of the proposed Contract for the Crotch's Bumble Bee Habitat Restoration and Maintenance, including the Project location, the background and needs, the requirements of the California Department of Fish and Wildlife, the proposed scope of work, and the fee breakdown, and after a brief discussion of the relocation and maintenance of the Crotch's Bumble Bee and the impacted Joshua Trees and clarification that this Contract covers the entire Palmdale Ditch Conversion Project, it was moved by Director Wilson, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve a Contract with Rincon Consultants, Inc. for the Crotch's Bumble Bee Habitat Restoration and Maintenance for the Construction of the Palmdale Ditch Conversion Project in the amount of \$801,390.00.

**7.9) Consideration and Possible Action on Approval of Tribal Monitoring Budget for the Palmdale Ditch Conversion Project. (\$160,134.00 – Not-to-Exceed – Budgeted – Project No. 21-613 – Engineering Manager Bader)**

Engineering Manager Bader provided an overview of the proposed budget for the required Tribal Monitoring for the Palmdale Ditch Conversion Project, including the Project location, the background and needs, the impacted tribes, the proposed scope of work, and the fee breakdown, and after a brief discussion of the authority of a Project shutdown by the monitors upon potential discoveries, it was moved by Director Dino, seconded by Director Sanchez, and unanimously carried by all members of the Board of Directors present at the meeting to approve the Tribal Monitoring Budget for the Palmdale Ditch Conversion Project in the amount of \$160,134.00.

**7.10) 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 2025 Budget:**

**a) None at This Time.**

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

**8) Information Items:**

**8.1) Reports of Directors:**

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

**1) Antelope Valley East Kern Water Agency (AVEK) Meetings – June 24 & July 8. (Director Dino, Board Liaison/President Mac Laren-Gomez, Alt)**

Director Dino reported that on June 24, he attended the AVEK Meeting where they approved the State Water Contractor Association dues for Fiscal Year 2025/2026.

He then reported that on July 8, he attended the AVEK Meeting where they approved to file the Notice of Completion for the High Desert Water Bank Aqueduct Turnout/Turn-in modifications project.

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

Director Kellerman reported that on June 25, he attended the All-Hands Meeting and Luncheon; that on June 26, he attended the Palmdale Ditch Groundbreaking Event; and that on July 10, he attended a Board Briefing.

Director Wilson reported that on June 26, he attended the Palmdale Ditch Groundbreaking Event and that on July 10, he attended a Board Briefing.

Director Sanchez reported that on June 26, she attended the Palmdale Ditch Groundbreaking Event and that on July 10, she attended a Board Briefing.

Director Mac Laren-Gomez reported that on June 24, she attended a Public Water Suppliers Meeting; that on June 25, she attended a Watermaster Meeting; that on June 26, she attended the Palmdale Ditch Groundbreaking Event; that on July 3, she attended an Agenda Review Briefing; and that on July 10, she attended a Board Briefing.

Director Dino reported that on June 23, he attended the Palmdale Water District (PWD) Regular Board Meeting; that on June 24, he attended an AVEK Meeting; that on June 25, he attended a CSDA Webinar; that on June 25, he also attended the All-Hands Meeting and Luncheon; that on June 26, he attended the Palmdale Ditch Groundbreaking Event; that on June 27, he attended a CSDA Webinar; that on July 8, he attended an AVEK Meeting; that on July 10, he attended a Board Briefing; that on July 11, he attended a CSDA Webinar; and that on July 14, he is attending the PWD Regular Board Meeting.

**8.2) Report of General Manager.**

**a) Department Activity Updates:**

**1) Customer Care Department. (Customer Care Supervisor Rosati)**

Customer Care Supervisor Rosati thanked the Board for their approval of the contract with ProTelesis and highlighted a few of the benefits the new phone system will provide for the Customer Care Department and then provided a detailed update of the Customer Care Department's current and projected activities including Customer Appreciation Day scheduled for July 22, statistics related to customer phone calls, payments, lobby traffic, processed applications, the Rate Assistance Program, shut-offs due to non-payment, new customers, meter re-reads, and work orders, the features of the staff portal for the new Sensus smart meters, and the 2024 Meter Exchange Project and future meter exchanges followed by a brief discussion of the cloud-based storage and security of the new meter readings.

Assistant General Manager Rogers then reported that he has been working with the Western Joshua Tree Coalition to offer legislative support on their proposed changes to the Joshua Tree Act; that he met with City of Palmdale Manager to discuss collaboration with the Littlerock Dam Reservoir recreation area and that an Ad Hoc Committee Meeting will soon be scheduled; and that earlier today he met with and toured the Pure Water AV Demonstration Facility site with Capture6 and Obayashi Group, an investor interested in Capture6.

**8.3) Report of General Counsel.**

General Counsel Early stated that assembly bills previously reported on continue to move forward with the exception of AB 362 regarding enhancing water quality control protections for California tribal communities and then provided a brief overview on AB 263 regarding the process of emergency regulations adopted by the State Water Resources Control Board.

**9) Public Comments on Closed Session Agenda Matters.**

There were no public comments on closed session agenda matters.

**10) Closed Session:**

**10.1) Government Code § 54956.9(d)(2):**

**a) Conference With Legal Counsel – Anticipated Litigation in 1 Case.**

At 7:10 p.m., President Mac Laren-Gomez called for a closed session for Conference with Legal Counsel for Anticipated Litigation in 1 Case pursuant to California Government Code Section 54956.9(d)(2). She reconvened the Regular Meeting at 7:37 p.m.

**11) Public Report of Any Action Taken in Closed Session.**

General Counsel Early reported that a closed session was held for Conference with Legal Counsel for Anticipated Litigation in 1 Case pursuant to California Government Code Section 54956.9(d)(2) and that the Board unanimously voted to deny the claim received from Cedro Construction, Inc. pursuant to California Government Code Section 905 and defer the response to General Counsel.

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

There were no requests for future agenda items.

**13) Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 7:38 p.m.

  
Secretary