

PALMDALE RECYCLED WATER AUTHORITY (PRWA)
HELD AT CITY OF PALMDALE
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
ADJOURNED REGULAR MEETING AGENDA NO. 45
JANUARY 22, 2019
7:00 P.M.
www.cityofpalmdale.org
www.palmdalewater.org

WELCOME

NOTE: Materials related to an item on this Agenda submitted to the Palmdale Recycled Water Authority Board of Directors, or after distribution of the agenda packet, are available for public inspection at the City of Palmdale City Hall, located at 38300 Sierra Highway, Suite A, Palmdale, California, and at the Palmdale Water District, 2029 East Avenue Q, Palmdale, California during normal business hours and will also be available at the meeting. Those items provided by others at the meeting will be available at City Hall during normal business hours.

A **three-minute time limit** will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City of Palmdale Office of the City Clerk at least 48 hours prior to the meeting.

Your courtesy is requested to help our meeting run smoothly. If you'll be kind enough to follow these simple rules, we can make the best possible use of your time and ours:

- Please refrain from public displays or outbursts such as unsolicited applause, comments, cheering, foul language, or obscenities.
- Any disruptive activities that substantially interfere with the ability of the Board of Directors to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Please turn off or mute your cell phones and mobile devices.

1. **CALL TO ORDER.**

2. **PLEDGE OF ALLEGIANCE.**

3. **ROLL CALL: CHAIR AUSTIN BISHOP AND DIRECTORS KATHY MAC LAREN, VINCENT DINO, JUAN CARRILLO, AND HELEN VELADOR**

4. **APPOINTMENT:**

- 4.1 Approve the appointment of Helen Velador as Public Member Director for a one-year renewable term to expire in January of 2020. (Staff Reference: Executive Director LaMoreaux)

There is no staff report for this item.

Call for Public Comments

Staff Recommendation: Move to appoint Helen Velador as the Public Member Director. (Voice Vote - Requires a majority to appoint.)

5. **CONSENT CALENDAR – PUBLIC COMMENTS ONLY:** If you wish to comment on any item(s) listed on the Consent Calendar on this agenda, please come forward to the podium and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.

6. **CONSENT CALENDAR:**

NOTICE: All matters listed under the Consent Calendar will be enacted by one motion unless an item(s) is pulled by the Board, in which case the item(s) will be removed from the Calendar and will be considered separately following this portion of the Agenda.

- 6.1 Approve the Minutes from the previous meeting held on November 19, 2018 (7pm). (Staff Reference: Authority Secretary Smith)
- 6.2 Approve receipt and filing of the Treasurer's Report for the ten months ending October 31, 2018. (Staff Reference: Treasurer-Auditor Williams)

Staff Recommendation: Move to approve the recommendations and findings on all items listed under this Consent Calendar. (Voice Vote - Requires a majority to approve.)

7. ACTION CALENDAR:

- 7.1 Election of Chair and Vice Chair pursuant to Article 4.10 of the Joint Exercise of Powers Agreement for a one-year term to expire in January of 2020. (Staff Reference: Executive Director LaMoreaux)

There is no staff report for this item.

Call for Public Comments

Staff Recommendation: Move to appoint _____ as Chair and _____ as Vice Chair. (Voice Vote - Requires a majority to appoint.)

- 7.2 Authorization for the Public Member Director to attend the 2019 WateReuse California Annual Conference on March 17 - 19, 2019 in Garden Grove. (Staff Reference: Executive Director LaMoreaux)

There is no staff report for this item. Conference Information attached.

Call for Public Comments

Staff Recommendation: Move to approve authorizing the Public Member Director to attend the 2019 WateReuse California Annual Conference in Garden Grove. (Voice Vote - Requires a majority to approve.)

- 8. NON-AGENDA ITEMS - PUBLIC COMMENTS:** This portion of the Agenda allows an individual the opportunity to address the Board of Directors on any subject regarding Palmdale Recycled Water Authority business. Under state legislation, no action can be taken on items not specifically referenced on the Agenda. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker other than staff members.

9. REQUESTS FOR NEW AGENDA ITEMS:

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

11. ADJOURNMENT.

Complete packets can be viewed at City Hall, located at 38300 Sierra Highway, Suite A, Palmdale, California; Palmdale Water District, 2029 East Avenue Q, Palmdale, California, and the Main Library, located at 700 East Palmdale Boulevard, Palmdale, California. You can also view the Agenda for the Palmdale Recycled Water Authority on the City's website at www.cityofpalmdale.org or the Palmdale Water District website at www.palmdalewater.org.

Thank you for attending your Palmdale Recycled Water Authority meeting. If you have any further questions, please contact the Secretary's Office at (661) 267-5151, Monday through Thursday, 7:30 a.m. to 6:00 p.m., closed every Friday.

**THERE IS NO
STAFF REPORT
FOR THIS ITEM**

**PALMDALE RECYCLED
WATER AUTHORITY
BOARD MEMORANDUM**

DATE: January 16, 2019
TO: BOARD OF DIRECTORS
FROM: Dennis J Hoffmeyer, Staff Member
VIA: Mr. Dennis D. LaMoreaux, Executive Director, PRWA
Michael Williams, Treasurer-Auditor, PRWA

**January 16, 2019
Board Meeting**

RE: AGENDA ITEM NO. 6.2 – TREASURER’S REPORT FOR OCTOBER 31, 2018

Recommendation:

Palmdale Recycled Water Authority (PRWA) staff recommends the Board of Directors to receive and file the Treasurer’s Report for the ten months ending October 31, 2018.

Background:

To comply with provisions required by Section 4.13 of the Joint Powers of Authority Agreement and responsibilities of Treasurer, a Financial Report is prepared and submitted to the Board of Directors who certifies the availability of funds for the reports presented. These reports are hereby submitted, on behalf of the Treasurer, to the Board of Directors for ratification.

Financial Impact:

As of October 31, 2018, the PRWA has \$1,548,567.70 cash in the bank. PRWA earned \$11.84 in interest, received \$8,122.00 in receivables and there were \$1,041.50 in expenses and fees paid for the month.

Supporting Documents:

Treasurer’s Report for month ending October 31, 2018
Balance Sheet for period ending October 31, 2018
Income Statement for period ending October 31, 2018

**Palmdale Recycled Water Authority
Treasurer's Report
Month Ended October 31, 2018**

Cash/Funds Available and held at Bank of America & Citizens Business Bank:	
Bank Balance, beginning October 1, 2018	1,541,774.45
Less: Expenses Paid	(1,041.50)
Less: Bank Fees Paid (Analysis Fees & Credit Card Processing)	(299.09)
Add: Deposits Made	8,122.00
Add: Interest Earned	11.84
Add: Deposit in Transit	-
Outstanding Check (Ledger Tie-Out)	-
Bank Balance, ending October 31, 2018	1,548,567.70
Less: Accounts Payable	(3,129.75)
Less: Accrued Purchases	(7,382.51)
Less: Accrued Payroll Taxes	-
Less: Deposits - Customer	(5,000.00)
Add: Accounts Receivable	4,589.06
Adjusted Bank Balance, ending October 31, 2018	1,537,644.50

Outstanding Checks (Prior Month(s)):

October Checks Issued:

Deposit Refund - Henkels & McCoy Group	\$1,041.50
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Total Checks Issued	<div style="border-top: 1px solid black; border-bottom: 3px double black; display: inline-block; padding: 0 10px;">1,041.50</div>
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Palmdale Recycled Water Authority
Balance Sheet
For the Ten Months Ending 10/31/2018

	<u>YTD</u>
ASSETS	
UBS - Investment Funds	\$1,000,000
Bank of America - Checking	40,661
Citizens Business Bank - Checking	507,907
 Prepaid Memberships	 3,130
Prepaid Insurance	3,370
 Accounts Receivable	
- Water	4,589
- Government Agency	
 Property, Plant and Equipment, net	 1,811,390
Total Assets	<u>2,371,046</u>
 LIABILITIES AND FUND BALANCE	
LIABILITIES	
Accounts Payable	\$3,130
Accrued Expense	7,383
 Deposits - Customer	 5,000
Total Liabilities	<u>15,512</u>
 FUND BALANCE	
Unassigned	3,355,534
Total Fund Balance	<u>3,355,534</u>
 Total Liabilities and Fund Balance	 <u>3,371,046</u>

**Palmdale Recycled Water Authority
Income Statement - Current and YTD
For the Ten Months Ending 10/31/2018**

	<u>October</u>	<u>YTD</u>
REVENUES:		
Contributions - Palmdale Water District		\$300,000.00
Contributions - City of Palmdale		300,000.00
Grant Funds		
Water Sales	4,981.39	69,594.46
Interest Earnings	11.84	1,396.81
Total Revenue	\$4,993.23	\$670,991.27
EXPEDITURES:		
General Government		
Public Representative - Payroll Tax Expense (Employer)		57.38
Public Representative - Travel & Meeting		750.00
Banking Fees	299.09	657.83
Provision for Bad Debt		
Memberships		2,996.00
Operating Supplies		
Marketing & Outreach		
Travel & Meeting		
Permits & Fees		
Utilities - Purchased Water		
Materials & Supplies		
Maint. & Repair - Water System		
	<u>\$299.09</u>	<u>\$4,461.21</u>
Public Resource		
Contracted Services - Professional Svcs		
Contracted Services - Audit		10,225.00
		<u>10,225.00</u>
	<u>\$299.09</u>	<u>\$14,686.21</u>
Non-Cash Operating Expense		
Depreciation	4,450.59	44,505.90
Non-Operating Revenue		
Capital Contribution		
	<u>(\$4,450.59)</u>	<u>(\$44,505.90)</u>
Change in Net Position	<u>\$243.55</u>	<u>\$611,799.16</u>
Net Position - Beginning of Year		2,743,735.05
Net Position - End of Year	<u>\$243.55</u>	<u>\$3,355,534.21</u>

**THERE IS NO
STAFF REPORT
FOR THIS ITEM**

Register for the 2019 WateReuse California Annual Conference

Registration is open for the 2019 WateReuse California Annual Conference to be held March 17-19, 2019 at the Hyatt Regency Orange County in Garden Grove, CA. The conference is designed for individuals, organizations, and agencies that are associated with or interested in the design, management, operation, and use of water recycling facilities and projects in California.

Conference Highlights

- A robust technical program examining groundwater recharge, treatment technologies, planning, public outreach, potable reuse research, onsite and decentralized reuse, and more.
- Opening Session presentation by Wade Crawfoot, CEO, Water Foundation
- Women in WateReuse: Diversity for the Future – The Tuesday Town Hall Luncheon will challenge our membership to contribute to supporting an inclusive culture within their organization
- Technical Tours of the Water Replenishment District of Southern California and Anaheim Water Recycling Facility

Register Early and Save

Register by the early bird registration deadline of **January 28, 2019** for the best rates. Advance registration ends March 4, 2019. **Register Now!**

Hotel Accommodations

Make a reservation at the Hyatt Regency Orange County by February 22 to take advantage of the conference room rate of \$179 per night plus tax, which includes complimentary internet access. **Make a reservation now!**



SESSIONS FOR ELECTED OFFICIALS

SUNDAY, MARCH 17, 2019

Technical Tour: Visit two state-of-the-art facilities in Southern California - Water Replenishment District's Albert Robles Center for Water Recycling & Environmental Learning and City of Anaheim's Recycled Water Demonstration Facility. Lunch will be provided.

Reuse in Agriculture -- Welcome Reception: Sample hors d'oeuvres grown with recycled water and learn more about California's rich history of using recycled water for edible crops.

MONDAY, MARCH 18, 2019

Opening Session: Wade Crowfoot, CEO of the Water Foundation, gain insights into Governor Gavin Newsom's Administration and water policies.

Session A3: Public Outreach Sessions: These sessions offer how to learn from outreach professionals to engage stakeholders; turn skeptics into supporters; and develop a more effective way to communicate the benefits of reuse projects to the public.

Awards Luncheon: Join us in recognizing the outstanding agencies and innovative reuse projects in California.

Session D4: Onsite Non-Potable Reuse Challenges and Opportunities: In this multi-session track, learn from Nancy King (California Department of Water Resources) and Paula Kehoe (San Francisco Public Utilities Commission) about identifying and overcoming barriers to onsite, non-potable water reuse in California.

President's Reception: Join us Monday evening for a networking reception with your colleagues and friends.

TUESDAY, MARCH 19, 2019

Gordon Cologne Breakfast: 2019 marks the 30th anniversary of WaterReuse! Take a trip back to 1989 and join us in recognizing the California mavericks with the vision and determination to start WaterReuse. Hear from WaterReuse California's legislative advocate about the Newsom Administration and water reuse legislation for 2019.

Session A6: Trends and Predictions for Recycled Water in California: Hear from General Managers from across California as they predict what we will see as the future of reuse in the next 20 years.

Town Hall Plenary Luncheon: Women in Water Reuse, Diversity for the Future: This session, led by professional facilitator Desire Adaway, will educate, entertain and provide pragmatic information related to understanding the benefits of equity and inclusivity. Women leaders from the reuse industry will serve as supporting facilitators during a series of exercises, led by Desire, to stimulate interactive discussions.

Register Online Today or for more information contact Jennifer West, WaterReuse California jwest@watereuse.org

<https://watereuse.org/news-events/conferences/2019-watereuse-california-annual-conference/>