

## **MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, OCTOBER 14, 2019:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, October 14, 2019, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Vincent Dino, called the meeting to order at 6:02 p.m.*

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

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

### **2) Roll Call.**

#### **Attendance:**

Vincent Dino, President  
Kathy Mac Laren, Vice President  
Gloria Dizmang, Treasurer  
Don Wilson, Secretary  
Robert Alvarado, Assistant  
Secretary

#### **Others Present:**

Dennis LaMoreaux, General Manager  
Eric Dunn, General Counsel  
Adam Ly, Assistant General Manager  
Mike Williams, Finance Manager  
Judy Shay, Public Affairs Director  
Chris Bligh, Facilities Manager  
Dawn Deans, Executive Assistant  
1 member of the public

### **3) Adoption of Agenda.**

It was moved by Director Alvarado, seconded by Director Mac Laren, 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.

### **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 Meeting Held September 23, 2019.**

**6.2) Payment of Bills for October 14, 2019.**

**6.3) Approval of Resolution No. 19-14 Being a Resolution of the Board of Directors of the Palmdale Water District Amending and Restating its Record Retention Policy and Record Retention Schedule for the District and Approving Destruction of Records in Accordance Therewith. (No Budget Impact – General Manager LaMoreaux)**

President Dino announced the items included in the Consent Calendar after which it was moved by Director Mac Laren, 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.

Resolution No. 19-14 is hereby made a portion of the minutes of this meeting.

**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 Approval of Contract With Claris Strategy to Assist the District in Completing the Requirements of America's Water Infrastructure Act of 2018. (\$144,641.00 – Budgeted – Budget Item No. 1-02-5070-007 – Assistant General Manager Ly)**

Assistant General Manager Ly provided an overview of the proposed contract with Claris Strategy, and after a brief discussion of the Request for Proposals process through the Public Water Agencies Group and of the deadlines for the District to complete a Risk and Resilience Assessment and an Emergency Response Plan, it was moved by Director Mac Laren, seconded by Director Dizmang, and unanimously carried by all members of the Board of Directors present at the meeting to approve the contract with Claris Strategy to assist the District in completing the requirements of America's Water infrastructure Act of 2018 in the not-to-exceed amount of \$144,641.00.

Director Dizmang requested Agenda Item No.'s 7.2, 7.3, and 7.4 be considered with one vote.

**7.2) Consideration and Possible Action to Reschedule the First Regular Board Meeting in November From November 11, 2019 to November 12, 2019 Due to the Veteran's Day Holiday. (No Budget Impact – General Manager LaMoreaux)**

**7.3) Consideration and Possible Action to Reschedule the First Regular Board Meeting in December From December 9, 2019 to December 16, 2019 Due to the ACWA Conference. (No Budget Impact – General Manager LaMoreaux)**

**7.4) Consideration and Possible Action to Cancel the Second Regular Board Meeting in December, December 23, 2019, Due to the District's Scheduled Office Closure. (No Budget Impact – General Manager LaMoreaux)**

It was moved by Director Mac Laren, seconded by Director Alvarado, and unanimously carried by all members of the Board of Directors present at the meeting to reschedule the first Regular Board Meeting in November from November 11, 2019 to November 12, 2019 due to the Veteran's Day Holiday; reschedule the first Regular Board Meeting in December from December 9, 2019 to December 16, 2019 due to the ACWA Conference; and cancel the second Regular Board Meeting in December, December 23, 2019, due to the District's scheduled office closure.

**7.5) 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 2019 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) Meetings; Standing Committee/Assignment Reports; General Report.



Director Alvarado reported that on September 19, he attended the Organizational Excellence Committee meeting; that on September 24, he attended the Community Workshop regarding the water rate revenue increase; that last Wednesday, October 9, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; and that on October 13, he attended the Palmdale Fin & Feather Club's 4<sup>th</sup> Annual Breast Cancer Awareness Drive.

Director Mac Laren reported that on September 24, she attended the Community Workshop regarding the water rate revenue increase; that on September 25, she attended the Antelope Valley Watermaster meeting; that on October 8, she attended the Resource Reliability and Operational Efficiency Committee meeting; that on October 10, she attended the Antelope Valley State Water Contractors Association meeting; and that on October 13, she attended the Palmdale Fin & Feather Club's 4<sup>th</sup> Annual Breast Cancer Awareness Drive.

As Chair of the Resource Reliability and Operational Efficiency Committee meeting, she distributed the full list of required capital improvement and deferred maintenance projects included in the 2019 Rate Study, which the Committee reviewed in detail at the meeting, and requested the Board review each project and bring any questions for discussion at the next Regular Board Meeting.

Director Dizmang reported that on October 10, she attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; that also on October 10, she completed required KnowBe4 training but needs to complete the test portion of this training; and that also on October 10, she completed the test portion of required AB 1825 sexual harassment training.

Director Wilson reported that on September 5, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding the September 9, 2019 Regular Board Meeting; that on September 7, he attended the Open House at the Leslie O. Carter Water Treatment Plant regarding the 2019 Water Rate Study; that on September 10, he attended his Coffee with a Director event; that on September 17, he attended the Regional Leadership and Outreach Committee meeting; that on September 19, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding the September 23, 2019 Regular Board Meeting; that September 24 – 28, he attended the California Special Districts Association's Annual Conference in Anaheim and provided a brief overview of the

speakers and topics discussed at the Conference; and that on October 12, he attended the Antelope Valley State Water Contractors Association meeting.

He then corrected his report to state that he attended the Antelope Valley State Water Contractors Association meeting on October 10 rather than on October 12.

President Dino reported that on October 1, he attended a Fin & Feather Club Board meeting where they thanked the District for the cooperation with the Club; that on October 9, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; that on October 10, he attended the San Gabriel Mountains National Monument Plan Celebration, which Littlerock Dam is a part of, at the Angeles National Forest Service Supervisor's office in Arcadia; and that on October 14, he is attending the Palmdale Water District Board Meeting.

#### **8.2) Report of General Manager.**

General Manager LaMoreaux stated that all Directors have been provided a thumb drive containing all presentations from the California Special Districts Association Annual Conference; that as stated by President Dino, all management staff attended a Fin & Feather Club Board meeting for introductions; and that regarding the fires last week and potential power outages, Southern California Edison Company provided adequate warning of a potential outage, District staff was able to prepare and mobilize a generator to the site of the potential outage, but the outage did not occur.

#### **8.3) Report of General Counsel.**

General Counsel Dunn stated that he will provide a legislative update at the next Regular Board Meeting.

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

There were no public comments on closed session agenda matters.

#### **10) Closed Session Under:**

**10.1) Conference with Legal Counsel – Existing Litigation: A Closed Session Will be Held, Pursuant to Government Code §54956.9 (d)(1), to Confer With Special**

**Litigation Counsel Regarding Existing Litigation to Which the District is a Party. The Title of Such Litigation is as Follows: *Antelope Valley Ground Water Cases*.**

At 6:32 p.m., President Dino called for a closed session pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel via teleconference regarding existing litigation to which the District is a party, the title of such litigation being: *the Antelope Valley Ground Water Cases*. He reconvened the Regular Board Meeting at 6:49 p.m.

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

President Dino stated that a closed session was held pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel via teleconference regarding existing litigation to which the District is a party, the title of such litigation being: *the Antelope Valley Ground Water Cases*, but that no reportable action was taken in closed session.

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

Director Dizmang requested an item be placed on the next agenda for "Consideration and possible action on revisions to the names of the Board of Directors Standing Committees."

She then suggested that formal dress at Board Meetings be resumed as the weather has cooled.

Director Wilson informed the Board that he has resigned from his position on the Palmdale School District's Personnel Commission and then requested an item be placed on a future agenda for "Discussion and review of the Palmdale Water District's hiring policies."

Director Alvarado then stated that the Fin & Feather Club has requested the District provided bottled water for their larger events.

There were no further requests for future agenda items.



13) **Adjournment.**

There being no further business to come before the Board, the meeting was adjourned at 6:54 p.m.

  
Secretary