

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, OCTOBER 8, 2018:**

*A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, October 8, 2018, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Vincent Dino, called the meeting to order at 6:04 p.m.*

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

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

**2) Roll Call.**

**Attendance:**

Vincent Dino, President  
Kathy Mac Laren, Vice President  
Marco Henriquez, Treasurer  
Robert Alvarado, Assistant  
Secretary

Joe Estes, Secretary --  
ABSENT

**Others Present:**

Dennis LaMoreaux, General Manager  
Adam Ly, Assistant General Manager  
Eric Dunn, General Counsel  
Mike Williams, Finance Manager  
Judy Shay, Public Affairs Director  
Jim Riley, Engineering/Grant Manager  
Jennifer Emery, Human Resources Director  
Mynor Masaya, Operations Manager  
Tara Rosati, Customer Care Supervisor  
Dawn Deans, Executive Assistant  
8 members of the public

**3) Adoption of Agenda.**

General Counsel Dunn stated that Agenda Item No.'s 9, 10, 11, and 12 can be removed from tonight's agenda as there are no updates after which 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 adopt the agenda, as amended, removing Agenda Item No.'s 9, 10, 11, and 12.

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

Ms. Joanne Granai, Palmdale resident, stated that Director Estes is absent again, yet she looks forward to a productive meeting and then expressed concern that Mr. Sheik Aslam, Division 5 opponent, has been led the wrong direction by running mate Director Estes regarding several aspects of his campaign.

Mr. Sheik Aslam, Division 5 opponent, stated that he will fix matters if informed he has done anything wrong and has not been led.

There were no further public comments.

**5) Presentations:**

**5.1) Presentation on the Status of the Upper Amargosa Recharge Project.  
(Chuck Heffernan, City of Palmdale, Director of Public Works)**

Mr. Chuck Heffernan, City of Palmdale, Director of Public Works, thanked District staff for the recent tour of the District's facilities for their public works and management staff and then introduced Mr. Mike Shahbakhti, City of Palmdale, Senior Civil Engineer, who provided a detailed overview on the status of the Upper Amargosa Recharge Project, including the location of the Project, the aqueduct turnout structure and pipeline, the recharge basin and habitat nature area, contracts for construction, the timeline for completion, and costs and partnerships for the Project.

Mr. Heffernan then invited the Board and staff to attend their Upper Amargosa Recharge Project Kick-off Ceremony on November 15, 2018.

**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 25, 2018.**

**6.2) Payment of Bills for October 8, 2018.**

**6.3) Approve Absence of Director Dino From September 25, 2018 Regular Board Meeting Due to District-Related Conference Attendance. (General Counsel Dunn)**

**6.4) Approve Absence of Director Estes From September 25, 2018 Regular Board Meeting Due to Illness. (General Counsel Dunn)**

President Dino announced the items included in the Consent Calendar after which Director Alvarado requested Agenda Item No. 6.4 be pulled from the Consent Calendar for separate consideration. It was then 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 those items included in the Consent Calendar with the exception of Agenda Item No. 6.4.

President Dino then stated that Agenda Item No. 6.4 will be considered after Agenda Item No. 7.3.

**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 Appeal of Determination on August 2018 Water Use and Bill for Account No. 45705057 – 1013842. (General Manager LaMoreaux)**

Mr. Jerome Sykes, account no. 45705057 – 1013842, presented information regarding water use history for his account, including typical water bills and usage, and then requested the high water bill be adjusted to a more typical bill from his account for the same time period.

General Manager LaMoreaux then reviewed water use data obtained from the water meter, staff's efforts to ensure the accuracy of the meter reads, and staff's offer of a water audit for Mr. Sykes, and after a brief discussion of the account, 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 for Mr. Sykes to proceed with the payment plan established and water audit and that Mr. Sykes apply for a leak variance if any leaks or discrepancies are found during the water audit.

**7.2) Consideration and Possible Action on Authorizing a Contract with Geo-Consultants of San Jose, California to Conduct a Program of Sonar (Electrotelluric) Soundings to Determine Depth to Bedrock and Suitable Water Bearing Aquifers for the Palmdale Regional Groundwater Recharge Project. (\$48,500 – Non-Budgeted – Engineering/Grant Manager Riley)**

Engineering/Grant Manager Riley provided an overview of the electrotelluric soundings program, and after a brief discussion, 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 approve a contract with Geo-Consultants of San Jose, California to conduct a program of sonar (electrotelluric) soundings to determine

depth to bedrock and suitable water bearing aquifers for the Palmdale Regional Groundwater Recharge Project in the not-to-exceed amount of \$48,500.00.

**7.3) Consideration and Possible Action on Rescheduling First Regular Board Meeting in November Due to the Veteran's Day Holiday. (No Budget Impact – General Manager LaMoreaux)**

After a brief discussion of the Veteran's Day Holiday, it was moved by Director Henriquez, seconded by Director Mac Laren, 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 12, 2018 to November 14, 2018 at 6:00 p.m.

**6.4) Approve Absence of Director Estes From September 25, 2018 Regular Board Meeting Due to Illness. (General Counsel Dunn)**

General Counsel Dunn reviewed the District's Rules and Regulations regarding excused absences after which it was moved by Director Mac Laren and seconded by Director Alvarado for Director Estes to have an unexcused absence for his absence from the September 25, 2018 Regular Board Meeting.

Ms. Joanne Granai stated that recourse is needed for the number of meetings missed by Director Estes, and the Board needs to revisit the Rules and Regulations regarding Director absences.

Director Henriquez then recommended this item be tabled until such time that Director Estes can present his reason for the absence, and after a brief discussion of the number of absences by Director Estes and of accountability, the motion carried on a 3 – 1 vote by all members of the Board of Directors present at the meeting with Director Henriquez opposed. Director Henriquez then clarified the reason for his vote.

**7.4) Consideration and Possible Action on Revision to Article 4.12 of the District's Rules and Regulations to Clarify the Use of Shirts or Any Items Containing the District's Logo for Campaign Purposes Tabled From September 10, 2018 Regular Board Meeting. (No Budget Impact – Director Alvarado/General Counsel Dunn)**

Director Alvarado reviewed the purpose for restricting the use of shirts or any items containing the District's logo for campaign purposes after which General Counsel Dunn recommended revisions to Article 4.12, Sections (b) and (e) of the District's Rules and Regulations to address this issue.

It was then 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 revise Article 4.12, Sections (b) and (e) of the District's Rules and Regulations to clarify the use of shirts or any items containing the District's logo for campaign purposes.

**7.5) Discussion of Directors Staying Within Their Annual Budgets. (Director Mac Laren)**

Director Mac Laren stated that some Directors may exceed their \$27,000 annual budget and recommends the District's Rules and Regulations be revised to include that any expenses incurred by a Director over their \$27,000 budget shall be the responsibility of the Director and that if expenses are incurred over budget, the Director shall reimburse the District for these expenses.

Director Henriquez then recommended the revisions also include that Director budget funds not be transferred between Directors and that if a Director is unable to attend a registered conference, the cost for conference attendance be charged to the Director's budget unless the lack of attendance is due to an emergency.

After a further discussion, all Directors concurred with these recommendations, and General Counsel Dunn stated that Articles 4.07.3 and 4.07.4 of the District's Rules and Regulations will be revised and presented for approval under the Consent Calendar at the next Regular Board Meeting.

Mr. Don Wilson, Division 2 opponent, stated that Director Estes has no accountability to the ratepayers for his actions and then reviewed his budget plan for Directors if elected to the Division 2 seat.

**7.6) Discussion of the Effect of Unexcused Absences on Director Activities. (General Counsel Dunn)**

General Counsel Dunn reviewed Article 4.07.2 of the District's Rules and Regulations regarding unexcused absences for Directors, which contrasts Article 4.06.1 regarding the President's ability to appoint Committee members, and then provided an overview of state law regarding unseating Directors due to absences.

Mr. Don Wilson, Division 2 opponent, stated that Directors have a moral and ethical obligation to be present at meetings and functions and serve as elected, and he demands accountability for his Division 2 representative.

**7.7) 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 2018 Budget:**

**a) A.W.W.A. Water Quality Technology Conference 2018 to be Held November 11 – 15, 2018 in Toronto, Ontario, Canada.**

After a brief discussion of the conferences, seminars, and training sessions presented, 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 approve attendance at the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2018 Budget as follows: A.W.W.A. Water Quality Technology Conference 2018 to be Held November 11 – 15, 2018 in Toronto, Ontario, Canada.

**8) Information Items:**

**8.1) Reports of Directors:**

**a) Meetings/General Report.**

Director Alvarado reported that on September 26, he attended the Water Ambassadors Academy and that on October 4, he attended a Board briefing with Assistant General Manager Ly regarding tonight's meeting.

Director Mac Laren reported that on September 26, she attended the Antelope Valley Watermaster meeting; that also on September 26, she attended the Antelope Valley State Water Contractors Association's Strategic Water Plan Ad Hoc Committee meeting; and that on October 6, she attended the Water Ambassadors Academy tour and graduation.

Director Henriquez reported that on September 26, he attended the Water Ambassadors Academy.

President Dino reported that on October 1, he attended an Agenda Review and Approval meeting with General Manager LaMoreaux regarding tonight's meeting; that on October 3, he attended a Board briefing with General Manager LaMoreaux regarding tonight's meeting; that on October 6, he attended the Water Ambassadors Academy

tour and graduation; and that on October 8, he is attending the Palmdale Water District Regular Board Meeting.

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

**1) None**

There were no further reports on Standing Committee/Assignments.

**8.2) Report of General Manager.**

General Manager LaMoreaux reported that the first Water Ambassadors Academy was a success and he and the Board commended Public Affairs Director Shay for doing a great job on the Academy.

Public Affairs Director Shay then provided an overview of the Academy and the positive comments and evaluations received.

Mr. Don Wilson and Ms. Joanne Granai were then recognized as graduates of the Water Ambassadors Academy.

**8.3) Report of General Counsel.**

General Counsel Dunn stated he has no report.

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

Director Alvarado requested General Counsel Dunn provide an update on November ballot propositions that may impact the District's ability to obtain funding or may decrease property tax revenue.

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 7:47 p.m.



Assistant Secretary