

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, NOVEMBER 12, 2019:

A regular meeting of the Board of Directors of the Palmdale Water District was held Tuesday, November 12, 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 Wilson 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
Alondra Espinosa, Assistant General Counsel
Adam Ly, Assistant General Manager
Mike Williams, Finance Manager
Scott Rogers, Engineering/Grant Manager
Chris Bligh, Facilities Manager
Tara Rosati, Customer Care Supervisor
Laura Gallegos, Public Affairs Specialist
Bob Egan, Financial Advisor
Dawn Deans, Executive Assistant
2 members of the public

3) Adoption of Agenda.

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 written.

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Presentations:

5.1) California Special Districts Association (CSDA) Special District Leadership Foundation Presentation of District of Distinction and Certificate of

Transparency (Chris Palmer, CSDA Public Affairs Field Coordinator, Public Affairs Specialist Gallegos)

Mr. Chris Palmer, CSDA Public Affairs Field Coordinator, commended the District on the effort to continue its Special District Leadership Foundation District Transparency Certificate of Excellence status, which recognizes the District's completion of all transparency program requirements designed to promote transparency in the District's operations and governance to the public and other stakeholders; stated that the District is in the top 7.5% of special districts for achieving this certification; and then presented the District's Certificate of Excellence.

He then commended the District for achieving its District of Distinction Platinum status, which recognizes the District's commitment to good governance and to the ethical and sound operating practices through additional training, continuing education, and community outreach; stated that the District is in the top 3% of special districts for achieving this certification; and then presented the District's District of Distinction certificate.

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 October 28, 2019.

6.2) Payment of Bills for November 12, 2019.

6.3) Reject Claim Received From Richard Olivares and Refer to Joint Powers Insurance Authority. (No Budget Impact – Finance Manager Williams)

President Dino announced the items included in the Consent Calendar 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 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) Consideration and Possible Action on Resolution No. 19-16 Being a Resolution of the Board of Directors of the Palmdale Water District Authorizing the Purchase of Tax Defaulted Properties. (\$24,919.00 - Budgeted (2020) – Budget Item No. 1-02-5070-006 – Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers provided an overview of the proposed tax defaulted properties and the intended use for these properties after which it was moved by Director Alvarado, seconded by Director Dizmang, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 19-16 being a Resolution of the Board of Directors of the Palmdale Water District Authorizing the Purchase of Tax Defaulted Properties in the not-to-exceed amount of \$24,919.00.

Resolution No. 19-16 is hereby made a portion of the minutes of this meeting.

7.2) 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) Finance Reports:

- a) **Status Report on Cash Flow Statement and Current Cash Balances as of September 2019. (Financial Advisor Egan/Financial Health & Stability Committee)**

Financial Advisor Egan provided an overview of the Investment Funds Report through September 2019, including the decrease in cash due to transfers, bond payments, assessments, and interest income, and then reviewed the cash flow statement, including the projected year-end balance, capital improvement fees received, capital improvement fees owed the General Fund, and the potential of carry-over projects to 2020.

b) Status Report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 2019. (Finance Manager Williams/Financial Health & Stability Committee)

Finance Manager Williams reviewed the balance sheet, profit and loss statement and trends, and revenue and expense analysis reports for the period ending September 2019 and stated that most departments are operating at or below the targeted expenditure percentage of 75%, with the exception of several departments, which were reviewed in detail at the Financial Health & Stability Committee meeting.

c) Status Report on Committed Contracts Issued. (Finance Manager Williams/Financial Health & Stability Committee)

Finance Manager Williams provided an overview of the Contractual Commitments and Needs Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and the summary of Water Revenue Bond Series 2018A payouts through September, 2019.

d) Other Financial Items. (Finance Manager Williams/Financial Health & Stability Committee)

Finance Manager Williams provided an overview of Payment Transactions by Types for the period January – September 2019, which indicates a continued increase in the use of electronic payments and reduction in mail.

8.1) Reports of Directors:

a) Meetings; Standing Committee/Assignment Reports; General Report.

Director Alvarado reported that on October 30, he attended the Greater Antelope Valley Water Emergency Coalition and that on November 12, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting.

Director Mac Laren reported that on October 21, she attended the Palmdale Recycled Water Authority meeting; that also on October 21, she attended the Antelope Valley Watermaster Public Water Supplier meeting; that on October 23, she attended the Antelope Valley Watermaster meeting; that on October 24, she attended a Board

briefing with Director Dizmang and General Manager LaMoreaux and staff regarding the October 28, 2019 Regular Board meeting; that on October 30, she attended the Greater Antelope Valley Water Emergency Coalition; that on November 6, she attended a telephone Board briefing with General Manager LaMoreaux regarding tonight's Board meeting; and that on November 7, she attended a Tap-In 2019 Water Business Summit sponsored by Las Virgenes Municipal Water District.

Director Dizmang reported that on October 30, she attended the Greater Antelope Valley Water Emergency Coalition; that on November 2, she attended the Dia de Los Muertos event and commended Public Affairs Specialist Gallegos, Customer Care Rep II Barragan, and Customer Care Rep I Casavas on a job well done manning the District's booth; and that on November 7, she attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting.

She then proposed revisions to the District's booth for events and recommended a brochure be prepared to inform customers about residential water use during an emergency, staff prepare an Annual Progress Report on the state of the Palmdale Water District to keep the ratepayers informed of the District's projects and activities, and the Internship Program be renewed. She then inquired about the proposed contract between the federal government and the Westlands Irrigation District.

Director Wilson reported that on October 8, rather than on October 7 as previously reported, he attended the Resource Reliability and Operational Efficiency Committee meeting as an Alternate Committee member in Director Alvarado's absence; that on October 10, he attended the Antelope Valley State Water Contractors Association meeting where they discussed grant funding for potential projects through the Antelope Valley Integrated Regional Water Management Group; that on October 28, he attended the Palmdale Water District Regular Board Meeting; and that on November 12, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board meeting.

President Dino reported that on October 31, he attended an agenda review and approval meeting; that on November 5, he attended an AVEK Board meeting where they appointed Audrey Miller to fill the vacated Division 6 seat of Marlon Barnes; that on November 6, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; and that on November 12, he is attending the Palmdale Water District Regular Board Meeting.

8.3) Report of General Manager.

General Manager LaMoreaux provided an overview of the proposed federal contract with Westlands Irrigation District regarding the Central Valley Project in the San Joaquin Valley and stated that this does not affect the District's contract for State Water Project deliveries and that a presentation regarding restoration projects in the Delta, the Central Valley Project, and the State Water Project and how they work together can be made at a future Board meeting.

He then stated that previously elected CSDA Southern Network Director Kathleen Tiegs was not re-elected to her water district Board seat; that the CSDA Board of Directors will make a decision in January on how to fill this seat; and that he may still have an opportunity to fill this seat.

8.4) Report of General Counsel.

Assistant General Counsel Espinosa provided an overview of AB1486 regarding the disposal of surplus property and how this bill will affect the District.

9) Board Members' Requests for Future Agenda Items.

There were no further requests for future agenda items.

10) Adjournment.

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.


Secretary

**PALMDALE WATER DISTRICT
RESOLUTION NO. 19-16**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PALMDALE WATER DISTRICT AUTHORIZING THE PURCHASE
OF TAX DEFAULTED PROPERTIES**

WHEREAS, the real properties described as Assessor's Identification Numbers (AIN) 3008-013-001, 3053-014-032, and 3053-030-026 are situated within and/or adjacent to the boundaries of the Palmdale Water District ("District"), and the District has an interest in acquiring said properties; and

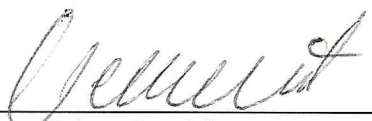
WHEREAS, said real properties are tax defaulted and subject to the power of sale by the tax collector of Los Angeles County for the non-payment of taxes, pursuant to provision of law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Palmdale Water District authorizes the Palmdale Water District to purchase said tax defaulted properties.

BE IT FURTHER RESOLVED, that the Board of Directors of the Palmdale Water District authorizes the Palmdale Water District to pay the total purchase price listed for each real property described, including all costs related to the purchase, including, but not limited to, cost of notification, cost of publication, cost of postage, title report fee and Forfeited State Lands Fee.

BE IT FURTHER RESOLVED, that District staff is hereby authorized and directed to prepare such additional documents and take such further actions as may be necessary to implement this Resolution.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors of Palmdale Water District held on November 12, 2019.




Vincent Dino, President
Palmdale Water District



Don Wilson, Secretary
Palmdale Water District

Approved As To Form:


for _____
Eric Dunn
General Counsel