

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, DECEMBER 16, 2019:

A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, December 16, 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 4:00 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
Eric Dunn, General Counsel -
Adam Ly, Assistant General Manager
Mike Williams, Finance Manager
Judy Shay, Public Affairs Director
Scott Rogers, Engineering/Grant Manager
Chris Bligh, Facilities Manager
Jim Stanton, Information Technology Manager
Mynor Masaya, Operations Manager
Peter Thompson II, Resource & Analytics Director
Claudia Bolanos, Resource & Analytics Spvrs.
Robert Rosati, Water Use Efficiency Specialist I
Maria Avelar, Water Use Efficiency Specialist I
Laura Gallegos, Public Affairs Specialist
Bob Egan, Financial Advisor
Dawn Deans, Executive Assistant
8 members 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) 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.)

4.1) Workshop on 2020 Budget. (Finance Manager Williams)

Finance Manager Williams stated that the 2020 Budget was prepared based on the 2019 Water Rate Study approved by the Board of Directors on October 28, 2019 setting water rates for years 2020 – 2024; that the 2020 Budget allows the District to reinvest in infrastructure, which has been lacking for a number of years; and then reviewed proposed operating revenues, operating expenses, personnel costs, cash flow and reserves, and acquisitions for property, plant, and equipment included in the 2020 Budget.

Financial Advisor Egan then stated that the operational budget is similar to prior years, however, \$30 million in projects are being generated over the next five years based on the 2019 Water Rate Study for the completion of needed infrastructure projects, to pursue bonds for future projects, and to increase reserves.

Meeting and maintaining the District's Reserve Policy of \$16.4 million and creating a solid financial basis for the District were then discussed.

4.2) Consideration and Possible Action on Approval of 2020 Budget. (Finance Manager Williams)

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 the 2020 Budget, as presented, followed by discussion of the need and importance of maintaining reserves.

5) Break Until 6:00 p.m.

At 4:33 p.m., President Dino called for a 1 hour 27-minute recess. He reconvened the Regular Board Meeting at 6:00 p.m.

6) Public Comments for Non-Agenda Items.

There were no public comments.

7) Presentations:

7.1) Littlerock Reservoir Grade Control Structure Update. (Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers reviewed progress to date on the construction of the grade control structure for the Littlerock Reservoir Sediment Removal Project, including the completion of the grade control structure itself, flooding of the site due to a failed bypass plug, the anticipated completion date, invoices paid to date, and the status of the operation of the Littlerock Reservoir area by the Forest Service.

8) 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.)

8.1) Approval of Minutes of Regular Meeting Held November 25, 2019.

8.2) Payment of Bills for December 16, 2019.

8.3) Approval of Reappointment of Helen Velador to Palmdale Recycled Water Authority Board. (No Budget Impact – General Manager LaMoreaux)

8.4) Approval on Declaring District Vehicles as Surplus and Offering Same for Sale and/or Lease Returns. (Potential Revenue – Budgeted – Facilities Manager Bligh/Resource and Facilities Committee)

8.5) Ratification of Agreement with the Housing Authority of the City of Palmdale for Deferment of Capital Improvement Fees for Housing Development Tract No. 73740, W.S.M. No. 50-48, Homes for Families Veteran Housing Project. (Deferred Income - \$432,288.00 – Engineering/Grant Manager Rogers)

8.6) Reject Claim Received From Donald Driscoll, Driscoll & Omens, on Behalf of Glenn Stanford and Claim Class 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 Alvarado, 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.

9) 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.)

9.1) Consideration and Possible Action on Community Workforce Agreement By and Between the Palmdale Water District and Los Angeles/Orange Counties Building and Construction Trades Council and the Signatory Craft Councils and Unions. (No Budget Impact – Chris Hannan, Building & Trades/General Manager LaMoreaux/Personnel Committee)

General Manager LaMoreaux and Mr. Chris Hannan, Building & Trades, provided an overview of the previous Project Labor Agreement and proposed Community Workforce Agreement, and after a brief discussion of the benefit of this Agreement, 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 the Community Workforce Agreement By and Between the Palmdale Water District and Los Angeles/Orange Counties Building and Construction Trades Council and the Signatory Craft Councils and Unions.

9.2) Consideration and Possible Action on the Amended Water Supply Assessment for the Quail Valley Development. (No Budget Impact – Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers provided an overview of the updated Water Supply Assessment for the Quail Valley Development project after which 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 the amended Water Supply Assessment for the Quail Valley Development.

9.3) Consideration and Possible Action on Resolution No. 19-18 Being a Resolution of the Board of Directors of the Palmdale Water District Approving Waiver of the District's Bid Procurement and Change Order Policy for the Construction of the Water Conservation and Education Garden at 2005 East Avenue Q, Palmdale. (No Budget Impact – Resource & Analytics Supervisor Bolanos/Resource and Facilities Committee)

Resource & Analytics Director Thompson II, Resource and Analytics Supervisor Bolanos, and Water Use Efficiency Specialists Rosati and Avelar provided an overview of Resolution No. 19-18, proposed plans for the Water Conservation and Education Garden, and the benefits of the Garden after which it was moved by Director Alvarado and seconded by Director Mac Laren to approve Resolution No. 19-18 being a Resolution of the Board of Directors of the Palmdale Water District Approving Waiver

of the District's Bid Procurement and Change Order Policy for the construction of the Water Conservation and Education Garden at 2005 East Avenue Q, Palmdale.

Mr. Art Velador, Palmdale resident, inquired about participating in the District's Water Wise Landscape Conservation Program, and Mrs. Linda Trevino, former District Water Use Efficiency Specialist, clarified proposed plans for the Water Conservation and Education Garden and encouraged the Board to move forward with this project.

After a brief discussion of water wise landscaping, a list of suppliers, and the benefits of the Garden, the motion was unanimously carried by all members of the Board of Directors present at the meeting.

Resolution No. 19-18 is hereby made a portion of the minutes of this meeting.

9.4) Consideration and Possible Action on Authorizing Staff to Enter Into a Contract for the Construction of the Water Conservation and Education Garden at 2005 East Avenue Q, Palmdale. (\$118,895.00 – Budgeted – Resource and Analytics Supervisor Bolanos/Resource and Facilities Committee)

It was moved by Director Alvarado, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to authorize staff to enter into a contract for the construction of the Water Conservation and Education Garden at 2005 East Avenue Q, Palmdale, in the not-to-exceed amount of \$118,895.00.

9.5) 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) Antelope Valley Board of Trade 2020 Business Outlook Conference to be Held February 28, 2020 in Lancaster.

After a brief discussion of this conference, 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 the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2019 Budget: Antelope Valley Board of Trade 2020 Business Outlook Conference to be held February 28, 2020 in Lancaster.

10) Information Items:

10.1) Reports of Directors:

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

Director Alvarado reported that on December 2, he attended the Palmdale Fin and Feather Club General Meeting and election of officers, and he invited the newly elected officers to the District's first Regular Board Meeting in January; that on December 3, he attended the Palmdale City Council meeting; that also on December 3, he attended the Antelope Valley Hispanic Chamber of Commerce luncheon meeting; that on December 10, he attended the Resource and Facilities Committee meeting; that on December 11, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; and that he attended the Palmdale Water District Budget Workshop earlier this evening.

He then added that on December 18, he will be attending the Antelope Valley Hispanic Chamber of Commerce Business Breakfast.

Director Mac Laren reported that on December 2 and 3, she attended the ACWA/JPIA meetings at the ACWA Conference where she represented the Antelope Valley State Water Contractors Association; that on December 4, 5, and 6 she attended the ACWA Conference; and that on December 10, she attended the Resource and Facilities Committee meeting.

As Chair, she then reported that at the December 10 Resource and Facilities Committee meeting, they discussed the surplus vehicles, waiving the District's Bid Procurement and Change Order Policy, and entering into a contract for the construction of the Water Conservation and Education Garden all considered earlier this evening and received updates on the District's 2019 State Water Project allocation, construction of the grade control structure for the Littlerock Reservoir Sediment Removal Project, the Upper Amargosa Recharge Project, and the Palmdale Regional Groundwater Recharge and Recovery Project.

Director Dizmang reported that on December 12, she attended the ribbon cutting ceremony for the Upper Amargosa Recharge Project; that also on December 12, she attended a Board briefing with President Dino, General Manager LaMoreaux, and Assistant General Manager Ly regarding tonight's Board meeting; and that on

December 17, she will be attending the Antelope Valley Board of Trade/Greater Antelope Valley Economic Alliance breakfast.

Director Wilson reported that on December 2 and 3, he attended the ACWA/JPIA meetings at the ACWA Conference; that on December 4, 5, and 6 he attended the ACWA Conference; that on December 11, he attended the All-Hands Barbecue Luncheon; that on December 12, he attended the ribbon cutting ceremony for the Upper Amargosa Recharge Project; and that also on December 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 November 20, he attended his Coffee with a Director event; that on December 2 and 3, he attended the ACWA/JPIA meetings at the ACWA Conference; that on December 4, 5, and 6, he attended the ACWA Conference; that on December 9, he attended an agenda review and approval meeting; that on December 11, he attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's Board Meeting; that also on December 11, he attended the All-Hands Barbecue Luncheon; that on December 12, he attended the ribbon cutting ceremony for the Upper Amargosa Recharge Project; that on December 16, he is attending the Palmdale Water District Regular Board Meeting; and that on December 17, he will be attending the Antelope Valley Board of Trade/Greater Antelope Valley Economic Alliance breakfast.

10.2) Report of General Manager.

a) Palmdale Water District Website Review. (Information Technology Manager Stanton)

Information and Technology Manager Stanton provided a brief overview of the District's website, the most recent update, and the website's continued compliance with varying regulations.

10.3) Report of General Counsel.

General Counsel Dunn stated that he has no report.

11) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

12) Adjournment.

There being no further business to come before the Board, the meeting was adjourned at 6:57 p.m.


Secretary

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE
WATER DISTRICT APPROVING WAIVER OF DISTRICT BID
PROCUREMENT AND CHANGE ORDER POLICY
RESOLUTION NO. 19-18**

WHEREAS, the Board of Directors of the Palmdale Water District ("District") has previously adopted a Bid Procurement and Change Order Policy, as fully set forth in Appendix M of the District's Rules and Regulations; and

WHEREAS, the District's Bid Procurement and Change Order Policy requires solicitation of bids for any project the District undertakes which has an estimated cost in excess of \$25,000 and the subsequent letting of any contract for such a project to the lowest responsible bidder; and

WHEREAS, Section VI of the District's Bid Procurement and Change Order Policy provides that notwithstanding that policy, all contracts for projects the District undertakes may be made or entered into upon such terms and conditions and in such manner as the Board of Directors determines is in the best interest of the District; and

WHEREAS, due to the support and effort put forth by local landscape experts, GreenBee Nursery and Denise K. Designs, that have donated their time, expertise, and have worked closely with staff for over two years to present a completed plan, staff has recommended a contract be awarded to GreenBee Nursery as the design contractor for this work; and

WHEREAS, the District has received a proposal from GreenBee Nursery for the construction of a Water Conservation and Education Garden at 2005 East Avenue Q, Palmdale, which District staff has reviewed and believes to be fair and reasonable.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE that it is in the District's best interest to waive the District's Bid Procurement and Change Order Policy in connection with the construction of the Water Conservation and Education Garden in an amount not-to-exceed \$118,895.00 for the construction of these improvements.

PASSED AND ADOPTED by the Board of Directors of the Palmdale Water District this 16th day of December, 2019.




Vincent Dino, President, Board of Directors

ATTEST:



Don Wilson, Secretary, Board of Directors

APPROVED AS TO FORM:



Aleshire & Wynder, LLP