

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, FEBRUARY 11, 2019:

A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, February 11, 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 6:00 p.m.

1) Pledge of Allegiance/Moment of Silence.

At the request of President Dino, Director Mac Laren 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
Don Wilson, Secretary
Robert Alvarado, Assistant
Secretary

Others Present:

Dennis LaMoreaux, General Manager
Adam Ly, Assistant General Manager
Eric Dunn, General Counsel
Mike Williams, Finance Manager
Judy Shay, Public Affairs Director
Chris Bligh, Facilities Manager
Peter Thompson II, Deputy Water & Energy Res. Dir.
Tara Rosati, Customer Care Supervisor
Laura Gallegos, Public Affairs Specialist
Dawn Deans, Executive Assistant
2 members of the public

3) Adoption of Agenda.

President Dino stated that Agenda Item No.'s 9 – 12 can be removed from the agenda this evening 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 adopt the agenda, as amended, removing Agenda Item No.'s 9 – 12.

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 January 28, 2019.

6.2) Approval of Minutes of Special Meeting Workshop Held January 30, 2019.

6.3) Payment of Bills for February 11, 2019.

6.4) Approval of Resolution No. 19-3 Being a Resolution of the Board of Directors of the Palmdale Water District Authorizing Specified Individuals to Transact Business With Citizens Business Bank. (No Budget Impact – Finance Manager Williams)

6.5) Approval of Resolution No. 19-4 Being a Resolution of the Board of Directors of the Palmdale Water District Authorizing Specified Individuals to Transact Business With UBS Financial Services, Inc. (No Budget Impact – Finance Manager Williams)

6.6) Receive and File Semi-Annual Employee Reimbursement Report for the Period Covering July 1, 2018 Through December 31, 2018. (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.

Resolution No.'s 19-3 and 19-4 are 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 Change Order No. 3 to the Contract With ASI Construction LLC for Construction of the Littlerock Reservoir Sediment Removal Project – Phase 1: Grade Control Structure Under Specification No. 1802. (Addition of 15-days to Contract Duration – Project Manager Thompson)

General Manager LaMoreaux provided an overview of Change Order No. 3 after which it was moved by Director Henriquez, seconded by Director Wilson, and unanimously carried by all members of the Board of Directors present at the meeting to approve Change Order No. 3 to the contract with ASI Construction LLC for construction of the Littlerock Reservoir Sediment Removal Project – Phase 1: Grade Control Structure Under Specification No. 1802 adding 15-days to the contract duration.

7.2) Consideration and Possible Action to Sponsor the 2019 SMART Water Expo in Conjunction With the March 22 – 24, 2019 Home Show Through the Antelope Valley State Water Contractors Association. (\$2,300.00 Based on Table A Allocations – Total Sponsorship Cost \$10,000.00) – Non-Budgeted – Deputy Water and Energy Resources Director/AVSWCA Assistant General Manager Thompson II)

Deputy Water and Energy Resources Director Thompson II provided an overview of this sponsorship request and of last year's participation, and after a brief discussion of this opportunity and of the total cost, 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 approve sponsorship of the 2019 SMART Water Expo in conjunction with the March 22 – 24, 2019 Home Show through the Antelope Valley State Water Contractors Association in the amount of \$2,300.00 based on Table A allocations with a total sponsorship cost of \$10,000.00.

7.3) Discussion on Spanish Language Outreach. (No Budget Impact – Director Mac Laren/Public Affairs Director Shay/Public Affairs Specialist Gallegos)

Public Affairs Specialist Gallegos provided an overview of the District's Spanish language outreach efforts, including radio appearances, print ads, and the District's Pipeline newsletter, followed by discussion of Spanish printing of The Pipeline and additional outreach methods, such as ads in high school yearbooks, school newsletters, utilizing the school district's email system, and through the Hispanic Chamber of Commerce.

7.4) 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) American Water Works Association (AWWA) Spring Conference “Where Policy Operations and Management Converge” to be held March 25 – 28, 2019 in Sacramento.

b) Antelope Valley Hispanic Chamber of Commerce 22nd Gala Installation to be held March 29, 2019 in Palmdale.

c) AWWA ACE 19 Conference “Innovating the Future of Water” to be held June 9 – 12, 2019 in Denver, Colorado.

d) 2019 California HR Conference to be held August 25 – 28, 2019 in Long Beach.

After a brief discussion of these conferences, seminars, and training sessions, 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: American Water Works Association (AWWA) Spring Conference “Where Policy Operations and Management Converge” to be held March 25 – 28, 2019 in Sacramento; Antelope Valley Hispanic Chamber of Commerce 22nd Gala Installation to be held March 29, 2019 in Palmdale; AWWA ACE 19 Conference “Innovating the Future of Water” to be held June 9 – 12, 2019 in Denver, Colorado; and 2019 California HR Conference to be held August 25 – 28, 2019 in Long Beach.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

Director Wilson reported that on January 30, he attended the Palmdale Water District Strategic Plan Special Meeting Workshop; that on January 10, he attended a Board briefing with General Manager LaMoreaux regarding the January 14 Board meeting; that on January 14, he attended the Palmdale Water District Regular Board

Meeting; that on January 24, he attended a Board briefing with General Manager LaMoreaux regarding tonight's meeting; and that on January 28, he attended the Palmdale Water District Regular Board Meeting.

Director Henriquez reported that on January 30, he attended the Palmdale Water District Strategic Plan Special Meeting Workshop; that on February 7, he attended the Finance Committee meeting where they reviewed the final numbers for 2018 and an item will be presented for the Board's consideration at the next Board meeting; and that also on February 7, he attended a Board briefing with Director Alvarado and General Manager LaMoreaux regarding tonight's meeting.

Director Alvarado reported that on January 30, he attended the Palmdale Water District Strategic Plan Special Meeting Workshop; that on February 7, he attended the Finance Committee meeting; that also on February 7, he attended a Board briefing with Director Henriquez and General Manager LaMoreaux regarding tonight's meeting; and that on February 12, he will be attending a webinar regarding financing for capital improvements.

Director Mac Laren reported that on January 30, she attended the Palmdale Water District Strategic Plan Special Meeting Workshop and that on February 7, she attended a Board briefing with General Manager LaMoreaux and Assistant General Manager Ly regarding tonight's meeting.

President Dino reported that on January 30, he attended the Palmdale Water District Strategic Plan Special Meeting Workshop; that on January 31, he attended an agenda review and approval meeting with General Manager LaMoreaux; that on February 7, he attended a Board briefing with General Manager LaMoreaux regarding tonight's meeting; and that on February 11, 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 water supply picture looks good for this year with rainfall levels at 105% of average and that the water level in Littlerock Reservoir is within seven feet of the spillway.

8.3) Report of General Counsel.

General Counsel Dunn stated that he has no report.

13) Board Members' Requests for Future Agenda Items.

Director Mac Laren requested future agenda items for "Presentation of Board salary survey" with comparisons to the agencies compared to in staff's salary survey and "Discussion and possible action on lobbying and marketing efforts for District projects."

Director Alvarado requested future agenda items for "Update on Proposition 218 outreach plan," "Update on statewide amendments affecting recycled water policies," and "Update on water tax" after which General Counsel Dunn provided a brief update on the differing proposals for the water tax including utilizing state surplus funds to establish a water trust fund to assist disadvantaged communities rather than taxing people.

Director Alvarado then stated that CSDA is offering free AB1234 Ethics Training through March 15, 2019.

The resignation of Director Henriquez was then discussed, Director Henriquez was advised to submit a written letter of resignation, and Director Mac Laren requested a future agenda item for "Discussion and possible action on options for filling the Division 3 seat to be vacated by Director Henriquez."

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 6:51 p.m.


Secretary

RESOLUTION NO. 19-3

**A RESOLUTION OF THE
PALMDALE WATER DISTRICT
AUTHORIZING SPECIFIED INDIVIDUALS TO
TRANSACTION BUSINESS WITH CITIZENS BUSINESS BANK**

WHEREAS, the Board of Directors of the Palmdale Water District (the "District") has authorized certain public funds to be deposited with Citizens Business Bank for the purpose of protecting public funds; and

WHEREAS, from time to time the Palmdale Water District has cause to withdraw, deposit, reinvest, or otherwise change the disposition of those invested assets to fulfill the mission of the District; and

WHEREAS, the Board of Directors of the District, at their regular meeting of February 11, 2019, did authorize the President and/or Secretary to execute agreements with respect to accounts of the District held by Citizens Business Bank; and

WHEREAS, the Board of Directors of the District, at their meeting of February 11, 2019, did hereby approve the above described agreements authorizing certain individuals to act on the District's behalf with respect to the certain specified accounts of the District with Citizens Business Bank; and

WHEREAS, the Board of Directors of the district intends and requires two Directors acting together or at least one Director acting with another director or designated staff member to execute authority over designated Treasury Management Agreement.

NOW, THEREFORE, BE IT RESOLVED, that Vincent Dino and Marco Henriquez, acting together, are hereby authorized and directed to open an account with Citizens Business Bank in the District's name and on its behalf, for the purpose of securing services, and that Citizens Business Bank is hereby authorized to act upon any orders and instructions with respect to such accounts listed below and/or the delivery of securities or money therefrom when received from any of the two said individuals, acting together, who are each likewise hereby authorized to sign and deliver in the District's name and in its behalf, receipts for securities and/or funds so delivered or paid.

BE IT FURTHER RESOLVED, that any two of Don Wilson, Marco Henriquez, Kathy Mac Laren, Robert Alvarado, or Vincent Dino acting together are hereby authorized to withdraw funds or to act on behalf of the District with respect to the General Account No. 047031559; Merchant Account No. 047031567; Customer Refund Account No. 047031575.

ADOPTED THIS 11TH DAY OF FEBRUARY, 2019.



President, Board of Directors

RESOLUTION NO. 19-4

**A RESOLUTION OF THE
PALMDALE WATER DISTRICT
AUTHORIZING SPECIFIED INDIVIDUALS TO
TRANSACTION BUSINESS WITH UBS FINANCIAL SERVICES, INC.**

WHEREAS, the Board of Directors of the Palmdale Water District (the "District") has authorized certain public investments to be deposited with UBS Financial Services, Inc., for the purpose of protecting public assets and earning a safe rate of return on those invested assets being long-term Account No. SS-11475 and short-term Account No.'s SS-11432 and SS-11469 and rate stabilization fund Account SS-24016; and

WHEREAS, from time to time the Palmdale Water District has cause to withdraw, deposit, reinvest, or otherwise change the disposition of those invested assets to fulfill the mission of the District; and

WHEREAS, the Board of Directors of the District, at their regular meeting of February 11, 2019, did authorize the Secretary to execute resolutions with respect to accounts of the District held by UBS Financial Services, Inc.; and

WHEREAS, the Board of Directors of the District, at their meeting of February 11, 2019, did hereby approve the above described resolutions authorizing certain individuals to act on the District's behalf with respect to the certain specified investments of the District with UBS Financial Services, Inc.; and

WHEREAS, the Board of Directors of the District intends and requires at least one Director acting with another Director or designated staff member or two designated staff members acting together to exercise authority over investment accounts.

NOW THEREFORE, BE IT RESOLVED, that Don Wilson, Marco Henriquez, Vincent Dino, and Robert Alvarado, with any two of them acting together, are hereby authorized and directed to open an account with UBS Financial Services, Inc. in the District's name and on its behalf, for the purpose of purchasing and selling securities, and that UBS Financial Services, Inc. is hereby authorized to act upon any orders and instructions with respect to such accounts listed below and/or the delivery of securities or money therefrom when received from any of the two said individuals, acting together, who are each likewise hereby authorized to sign and deliver in the District's name and in its behalf, receipts for securities and/or funds so delivered or paid.

BE IT FURTHER RESOLVED, that any two of the following, Don Wilson, Marco Henriquez, Vincent Dino, or Robert Alvarado acting together or any one of them together with Dennis D. LaMoreaux, Robert M. Egan or Michael A. Williams or Dennis D. LaMoreaux and Michael A. Williams acting together are hereby authorized to act on behalf of the District with respect to long-term Account No. SS-11475, the short-term Account No.'s SS-11432 and SS-11469, and rate stabilization fund Account No. SS-24016.

ADOPTED THIS 11TH DAY OF FEBRUARY, 2019.



President, Board of Directors