

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, MAY 26, 2020:

A regular meeting of the Board of Directors of the Palmdale Water District was held Tuesday, May 26, 2020, 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 Dizmang led the pledge of allegiance followed by a moment of silence.

2) Roll Call.

Attendance:

Vincent Dino, President (via teleconference)
Kathy Mac Laren, Vice Pres. (via teleconference)
Gloria Dizmang, Treasurer (via teleconference)
Don Wilson, Secretary (via teleconference)
Robert Alvarado, Assistant
Secretary (via teleconference)

Others Present:

Dennis LaMoreaux, General Manager (via teleconf.)
Eric Dunn, General Counsel (via teleconference)
Adam Ly, Assistant General Manager (via teleconf.)
Mike Williams, Finance Manager (via teleconf.)
Judy Shay, Public Affairs Director (via teleconf.)
Dawn Deans, Executive Assistant (via teleconf.)
0 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 on the following roll call vote to adopt the agenda, as written:

President Dino – aye
Director Mac Laren – aye
Director Dizmang – aye
Director Wilson – aye
Director Alvarado - aye

4) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

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 May 11, 2020.

6.2) Payment of Bills for May 26, 2020.

President Dino announced the items included in the Consent Calendar after which it was moved by Director Dizmang, seconded by Director Mac Laren, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to approve those items included in the Consent Calendar:

President Dino – aye
Director Mac Laren – aye
Director Dizmang – aye
Director Wilson – aye
Director Alvarado - aye

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 Authorization of the Following Conferences, Seminars, and Training Sessions for Board and Staff Attendance Within Budget Amounts Previously Approved in the 2020 Budget:

a) None at This Time.

There were no conferences, seminars, and 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 May 14, he attended a weekly briefing; that on May 18, he had a Palmdale Recycled Water Authority meeting, but did not attend; that on May 19, he attended the California Special Districts Association's Legislative Days Webinar; that on May 20, he attended his Facebook Live Coffee with a Director event; that also on May 20, he attended the Your Voice Matters Conference sponsored by the City of Palmdale; that on May 21, he attended the Finance Committee meeting; that also on May 21, he attended a Board briefing; that also on May 21, he attended the Antelope Valley Partners COVID-19 Meeting with the City; that also on May 21, he signed paperwork for the bond refinance; that on May 22, he attended a briefing with the President of the Palmdale Fin & Feather Club; that on May 26, he is attending the Palmdale Water District Regular Board Meeting; that on May 27, he will be attending the videoconference meeting for the Antelope Valley Watermaster; that on May 28, he will be attending a weekly briefing; that also on May 28, he will be attending the Antelope Valley Partners COVID-19 Meeting with the City; and that he is pleased that the District's State Water Project allocation has increased from 15% to 20%.

Director Mac Laren reported that on May 14, she attended a weekly update briefing; that on May 18, she attended the Antelope Valley Watermaster Public Water Supplier meeting via telephone; that also on May 18, she attended the Palmdale Recycled Water Authority Meeting; that on May 20, she attended her Facebook Live Coffee with a Director event; that on May 21, she attended a Board briefing for tonight's meeting; and that also on May 21, she attended the Antelope Valley Partners COVID-19 Meeting with the City.

Director Dizmang reported that on May 14, she attended a Board briefing; that on May 20, she attended her Facebook Live Coffee with a Director event; that on May 21, she attended the Finance Committee meeting; that on May 26, she is attending the Palmdale Water District Regular Board Meeting; and that on May 28, she will be attending a weekly update briefing.

She then reported, as Chair of the Finance Committee, that the Committee reviewed and discussed the usual investment reports; received updates on the financial effects of COVID-19, revenue projections, the audit process, and the current Debt

Service Coverage; and she noted her personal appreciation for the good teamwork efforts of Finance Manager Williams and Financial Advisor Egan.

Director Wilson reported that on May 5, he attended the Finance Committee meeting; that on May 7, he attended a briefing; that on May 11, he attended the Palmdale Water District Regular Board Meeting; that on May 14, he attended an update briefing; that on May 21, he attended a Board briefing for tonight's meeting; that also on May 21, he attended the Finance Committee meeting; that on May 26, he is attending the Palmdale Water District Regular Board Meeting; that on May 28, he will be attending an Antelope Valley COVID update call; and that on May 28, he will also have a briefing.

President Dino reported that on May 12, he attended an Agenda Review and Approval meeting; that also on May 12, he attended an AVEK Board meeting; that on May 14, he attended a weekly update briefing; that on May 18, he attended the Palmdale Recycled Water Authority meeting; that on May 21, he attended a Board briefing; that on May 26, he is attending the Palmdale Water District Regular Board Meeting; and that on May 28, he will be attending a weekly update briefing via teleconference.

8.2) Report of General Manager.

a) May 2020 Written Report of Activities Through April 2020.

General Manager LaMoreaux reported that the increased State Water Project allocation provides the District with approximately 6,300 acre feet of State Water Project water in addition to groundwater rights and banked water, and a schedule for meeting demand for the remainder of the year is being developed; that several updates are included in his written report included with the agenda packets, and two leaks were reported for April for a total of nine to date; that Don Bartz, General Manager for Phelan Hills Community Services District, is the successful candidate for the California Special Districts Association's Southern Network Seat B position followed by discussion of the financial effect of actual water use versus projected water use, which is only 2.3% below projections.

b) Status on Office Remodel. (Assistant General Manager Ly/Engineering/Grant Manager Rogers)

Assistant General Manager Ly stated that a written report on the progress of the office remodel was included with the agenda packets; that as of today, 75% to 80% of the first floor is complete, and paint for the second floor is complete; that the project is scheduled to be complete by the end of June; and that once complete, staff will present a full report to the Board comparing before and after pictures followed by discussion of minor changes to the contract and the color scheme.

c) Effects of COVID-19 Event. (Finance Manager Williams)

Finance Manager Williams stated that he will be attending a California Special Districts Association Webinar on May 28 regarding financial effects of not being able to shut-off water for non-payment due to COVID-19; that due to COVID-19 events, the District's collection efforts have been stopped as of March 17, 2020; that no reminder or shut-off notices have been mailed; that there have been no disconnections for non-payment of bills; that as of May 18, approximately \$83,000 in penalties has been deferred on non-payment of bills; that as of April 30, 438 accounts with a balance of \$50 or more are over sixty days past due, and these numbers will be updated at the end of May; and that there is a 5% to 6% decrease in incoming cash compared to pre-COVID-19 followed by discussion of repayment assistance for agencies who have deferred payments, weekly tracking of amounts due and payable, communications with past due customers, potential repayment plans, and the definition of significant reductions in revenue.

8.3) Report of General Counsel.

General Counsel Dunn stated that he has no report.

9) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

10) Adjournment.

There being no further business to come before the Board, the meeting was adjourned at 6:46 p.m.


Secretary