

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, SEPTEMBER 28, 2020:

A regular meeting of the Board of Directors of the Palmdale Water District was held Monday, September 28, 2020, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office and via teleconference. 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
Gloria Dizmang, Treasurer
Robert Alvarado, Assistant
Secretary (via teleconference)

Don Wilson, Secretary–
ABSENT

Others Present:

Dennis LaMoreaux, General Manager
Eric Dunn, General Counsel (via teleconf.)
Adam Ly, Assistant General Manager
Mike Williams, Finance Manager (via teleconf.)
Judy Shay, Public Affairs Director (via teleconf.)
Jennifer Emery, Human Res. Dir. (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 Dizmang, 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 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 Board Meeting Held September 14, 2020.

6.2) Payment of Bills for September 28, 2020.

President Dino announced the items included in the Consent Calendar after which it was moved by Director Mac Laren, seconded by Director Dizmang, 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 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 Approval of Public Affairs Specialist 2 Classification. (\$2,083.00 – Non-Budgeted – Human Resources Director Emery/Personnel Committee)

Human Resources Director Emery provided an overview of the Public Affairs Specialist 2 classification 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 the Public Affairs Specialist 2 classification in the amount of \$2,083.00:

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

7.2) Consideration and Possible Action on Approval of Management Analyst Position in the Finance Department. (\$2,083.00 – Non-Budgeted – Human Resources Director Emery/Personnel Committee)

Human Resources Director Emery provided an overview of the Management Analyst position in the Finance Department after which it was moved by Director Mac Laren, seconded by Director Dizmang, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to approve the Management Analyst position in the Finance Department in the amount of \$2,083.00:

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

7.3) Consideration and Possible Action on District Membership in the California Foundation on the Environment and the Economy (CFEE). (\$21,000 or \$38,000 – Non-Budgeted – General Manager LaMoreaux/Outreach Committee)

Director Alvarado stated that Director Wilson, Chair of the Outreach Committee, requests that this item be tabled to the next Regular Board Meeting so that he can be present for the discussion after which it was the consensus of the Board to table this item to the next Regular Board Meeting.

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 2020 Budget:

a) Association of California Water Agencies (ACWA) Virtual Event Series – Zooming Through California: Connecting ACWA Regions:

1) Region 3: October 20, 2020 – Economic Drivers of Sustainable Forest Management Matter for California’s Source Headwaters;

- 2) **Regions 6 & 7: October 27, 2020 – San Joaquin Valley Water Forum;**
- 3) **Region 8: November 3, 2020 – Developing a Local Recycled Water Supply Through Regional Partnerships;**
- 4) **Region 5: November 10, 2020 – Continuing the Discussion: Regional Issues Affecting Our Communities.**

After a brief discussion of these conferences, seminars, and training sessions, it was moved by Director Mac Laren, seconded by Director Dizmang, and unanimously carried by all members of the Board of Directors present at the meeting on the following roll call vote to approve the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2020 Budget: Association of California Water Agencies (ACWA) Virtual Event Series – Zooming Through California: Connecting ACWA Regions: 1) Region 3: October 20, 2020 – Economic Drivers of Sustainable Forest Management Matter for California’s Source Headwaters; 2) Regions 6 & 7: October 27, 2020 – San Joaquin Valley Water Forum; 3) Region 8: November 3, 2020 – Developing a Local Recycled Water Supply Through Regional Partnerships; 4) Region 5: November 10, 2020 – Continuing the Discussion: Regional Issues Affecting Our Communities:

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

8) Information Items:

8.1) Reports of Directors:

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

Director Dizmang reported that on September 3, she attended a briefing; that also on September 3, she attended the Special Finance Committee meeting; that on September 10, she attended a briefing; that on September 14, she attend the Palmdale Water District Regular Board Meeting; that on September 16, she attended the Personnel Committee meeting; that on September 21, she attended a Finance briefing; that on September 24, she attended a briefing; that also on September 24, she attended the Finance Committee meeting; that on September 28, she is attending the Palmdale

Water District Regular Board Meeting; and that on September 30, she will be attending an Ad Hoc Committee meeting regarding updates to the Employee Handbook.

She then reported, as Chair of the Finance Committee, that the Committee had a meeting and discussed maintaining cash balances of \$10 million, the budget holding at 67% of expenditures, revisions to Appendix M – the District’s Bid Procurement and Change Order Policy, maintaining the Debt Service Coverage, and a meeting was held regarding the District’s credit rating.

Director Mac Laren reported that on September 16, she attended the Personnel Committee meeting; that on September 21, she attended the Palmdale Recycled Water Authority meeting; that also on September 21, she attended the Antelope Valley Watermaster Public Water Supplier’s meeting; that on September 23, she attended the Antelope Valley Watermaster meeting; that on September 24, she attended a briefing; and that also on September 24, she attended the Antelope Valley Partners COVID-19 Meeting with the City.

She then reported, as Chair of the Personnel Committee, that the Committee had a meeting and discussed the two items considered earlier this evening in addition to the increase in insurance costs and the District’s policy to cover the cost of the lowest cost plan.

Director Alvarado reported that on September 15, he attended a Fin and Feather Club briefing; that on September 16 and 17, he attended virtual workshops for “Setting Direction” and “Community Leadership” and provided an overview of these topics; that on September 21, he attended the Palmdale Recycled Water Authority Meeting via teleconference; that on September 22, he attended the Outreach Committee meeting; that on September 24, he attended a briefing; that also on September 24, he attended the Antelope Valley Partners COVID-19 Meeting with the City; and that on September 29, he will be attending the Resource and Facilities Committee meeting.

President Dino reported that on September 16, he attended an Agenda Review and Approval meeting; that on September 21, he attended the Palmdale Recycled Water Authority Meeting; that on September 22, he attended an AVEK Board meeting; that on September 24, he attended a Board briefing; that on September 28, he is attending the Palmdale Water District Regular Board Meeting; and that on September 29, he will be attending a conference with General Manager LaMoreaux.

8.2) Report of General Manager.

a) September 2020 Written Report of Activities Through August 2020.

General Manager LaMoreaux stated that he submitted a written report included with the agenda packets if there are any questions on same and that updated Strategic Plan Initiatives have been included in the report.

He then reported that the Bobcat Fire burned 58% of the Littlerock watershed; that meetings will be scheduled with the Forest Service to discuss options to reduce the impacts of the burn area on the water; and that these impacts may include more debris, sediment, and TOCs followed by discussion of removal of the sediment from Littlerock Reservoir and potential financial assistance.

He then reported that a bond credit rating conference call was held; that it seemed to go well; and that the District's rating is anticipated next week.

He then stated that Public Affairs Director Shay has redecorated the walls of the Board room, and updated Strategic Initiatives will be added.

8.3) Report of General Counsel.

General Counsel Dunn stated that he has no report.

9) Board Members' Requests for Future Agenda Items.

It was stated that "Consideration and possible action on District membership in the California Foundation on the Environment and the Economy (CFEE)" will be placed on the next agenda.

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 6:32 p.m.


Secretary