

**MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
PALMDALE WATER DISTRICT, OCTOBER 27, 2014:**

*A special meeting of the Board of Directors of the Palmdale Water District was held Monday, October 27, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Kathy Mac Laren, called the meeting to order.*

**1) Roll Call.**

**Attendance:**

Kathy Mac Laren, President  
Robert Alvarado, Vice President  
Gloria Dizmang, Treasurer  
Joe Estes, Secretary  
Vincent Dino, Director

**Others Present:**

Dennis LaMoreaux, General Manager  
Patty Quilizapa, Attorney  
Matt Knudson, Assistant General Manager  
Mike Williams, Finance Manager  
Jennifer Emery, Human Resources Director  
Tim Moore, Facilities Manager  
Mynor Masaya, Operations Manager  
Kelly Jeters, Systems Supervisor  
Dennis Hoffmeyer, Senior Accountant  
Dawn Deans, Executive Assistant  
1 member of the public

**2) Adoption of Agenda.**

It was moved by Director Dino, seconded by Director Alvarado, and unanimously carried to adopt the agenda, as written.

**3) Public Comments on Closed Session Agenda Matters.**

There were no public comments on closed session agenda matters.

**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) Consideration and Possible Action on Budget Reallocation and Proposal Received From Starnik, Inc. for Programming Services. (\$67,875.00 – Budgeted – Funded Through Transfers – Finance Manager Williams)**

Finance Manager Williams provided an overview of the proposal received from Starnik, Inc. for programming services for the updated rate structure, and after a brief

discussion of the cost of the proposal, of other options, and of issuing Requests for Proposals for utility billing software services in 2015, it was moved by Director Dizmang, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve the Statement of Work from Starnik, Inc. in the amount of \$67,875.00 for programming services to implement the new rate structure for 2015 and to reallocate budgeted funds to cover this cost without increasing the District's annual budget.

General Manager LaMoreaux then stated that staff will request that Starnik, Inc. accept the amount of \$67,875.00 as a not-to-exceed amount and inform them that the Board would appreciate this amount being reduced.

**4.2) Consideration and Possible Action on Proposal Received From Sierra Workforce Solutions for Electronic Time Card Services. (\$16,595.40 Year One; \$2,864.40 Annually for Four Years – Budgeted – Funded Through Transfers – Finance Manager Williams)**

Finance Manager Williams provided an overview of the proposal received from Sierra Workforce Solutions for electronic time card services, and after a brief discussion of streamlining the District's payroll processing, it was moved by Director Dizmang, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve the proposal received from Sierra Workforce Solutions for electronic time card services in the amount of \$16,595.40 for year one and \$2,864.40 for each of the next four years.

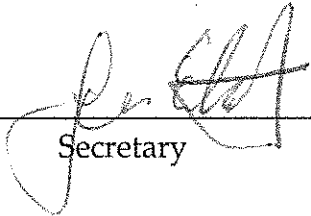
**4.3) Consideration and Possible Action on the Creation of an Ad Hoc Committee for the Purpose of Meeting With the Executive Board of the Fin and Feather Club to Discuss Appropriate District Staff and Executive Board Relationship. (President Mac Laren)**

After a brief discussion of the purpose of an Ad Hoc Fin and Feather Club Committee and of clarification that there is no policy regarding staff attendance at Fin and Feather Club Board meetings, it was moved by Director Estes, seconded by Director Dino, and carried on a 4 – 0 – 1 vote, with Director Dizmang abstaining, to create an Ad Hoc Committee for the purpose of meeting with the Executive Board of the Fin and Feather Club to discuss appropriate District staff and Executive Board relationship.

President Mac Laren then appointed Directors Alvarado and Dino to the Fin and Feather Club Ad Hoc Committee.

5) Adjournment.

There being no further business to come before the Board, the meeting was adjourned.

  
Secretary