

PALMDALE RECYCLED WATER AUTHORITY (PRWA)

**MINUTES OF OCTOBER 21, 2019
REGULAR MEETING AGENDA NO. 51
PALMDALE RECYCLED WATER AUTHORITY (PRWA)
HELD AT CITY OF PALMDALE
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
www.cityofpalmdale.org
www.palmdalewater.org**

1. CALL TO ORDER.

Chair Carrillo called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE.

**3. ROLL CALL: CHAIR JUAN CARRILLO, DIRECTORS VINCENT DINO,
KATHY MAC LAREN, AUSTIN BISHOP AND HELEN
VELADOR**

PRESENT: Chair Carrillo, Directors Dino, Mac Laren, Bishop and Velador

4. CONSENT CALENDAR – PUBLIC COMMENTS ONLY:

Public Comments: None.

5. CONSENT CALENDAR:

- 5.1 Approve receipt and filing of the Treasurer's Report for the eight months ending August 31, 2019. (Staff Reference: Treasurer-Auditor Williams)
- 5.2 Approve the Minutes from the previous meeting held on August 19, 2019. (Staff Reference: Secretary Smith)

Motion: Move to approve the recommendations and findings on all items listed under this Consent Calendar by one vote.

Moved by Director Mac Laren, seconded by Director Velador.

Vote: Motion Carried (5-0)

Yes: Chair Carrillo, Directors Dino, Mac Laren, Bishop, and Velador

6. ACTION CALENDAR:

6.1 Discussion and possible action to award a contract to CV Strategies for branding and website services, Agreement No. PRWA-013. (Staff Reference: Executive Director LaMoreaux)

Executive Director LaMoreaux presented the staff report. He stated that the Request for Proposal went out in late July and that four (4) proposals were received. CV Strategies was interviewed, and based on the interview a decision was made to award the Request For Proposal to CV Strategies.

The Board asked questions regarding the proposal, interview process, and website, and Executive Director LaMoreaux responded.

Public Comments: None.

Motion: Approve a professional services agreement with CV Strategies for branding and website services detailed in a proposal dated September 9, 2019 and authorize the Executive Director to sign subject to the final review and approval of the PRWA attorney, Agreement No. PRWA-013.

Moved by Director Bishop, seconded by Director Mac Laren.

Vote: Motion Carried (5-0)

Yes: Chair Carrillo, Directors Dino, Mac Laren, Bishop, and Velador

7. NON-AGENDA ITEMS – PUBLIC COMMENTS:

Public Comments: None.

8. REQUESTS FOR NEW AGENDA ITEMS:

Director Velador asked if staff and CV Strategies would be meeting soon. Executive Director LaMoreaux stated that it will probably take place before the next regular meeting.

Director Mac Laren would like an update on the grant status. Executive Director LaMoreaux stated that he would give the Board a report.

9. INFORMATIONAL REPORT OF THE BOARD OF DIRECTORS, EXECUTIVE DIRECTOR, AND ASSISTANT EXECUTIVE DIRECTOR.

Director Bishop spoke in regards to the recharge project and the tremendous progress that has been made.

Director Mac Laren asked if there was a date for the kickoff ribbon cutting for the recharge project.

Assistant Executive Director Heffernan gave an update on the recharge project and stated that the ribbon cutting would possibly be around Christmas break.

10. ADJOURNMENT.

Chair Carrillo adjourned the meeting at 7:15 p.m. to November 18, 2019 at 7:00 p.m. at the City of Palmdale City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 18th day of November 2019.

Juan Carrillo
Chair

ATTEST:

Rebecca J. Smith,
Secretary