

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, OCTOBER 26, 2017.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, October 26, 2017, at the Antelope Valley East Kern Water Agency at 6500 West Avenue N, Palmdale. Chair Parris called the meeting to order at 7:00 p.m.*

**1) Pledge of Allegiance.**

At the request of Chair Parris, Commissioner Henriquez led the pledge of allegiance.

**2) Roll Call.**

**Attendance:**

Robert Parris, Chair  
Barbara Hogan, Vice Chair  
Leo Thibault, Treasurer-Auditor  
Keith Dyas, Commissioner  
Marco Henriquez, Commissioner  
Vincent Dino, Alt. Commissioner

**Others Present:**

Matt Knudson, General Mngr.  
Peter Thompson II, Assistant General Mngr.  
Tom Barnes, Resources Manager  
Dwayne Chisam, AVEK General Mngr.  
James Chaisson, LCID General Mngr.  
Danielle Henry, Administrative Assistant  
4 members of the public

**EXCUSED ABSENCE--**

Kathy Mac Laren, Secretary

**3) Adoption of Agenda.**

It was moved by Commissioner Henriquez, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to adopt the agenda, as written.

**4) Public Comments for Non-Agenda Items.**

There were no public comments.

**5) Consideration and Possible Action on Minutes of Regular Meeting Held September 14, 2017.**

It was moved by Commissioner Thibault, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held September 14, 2017, as written.

**6) Payment of Bills.**

Commissioner Thibault reviewed the bills received for payment and then moved to pay the bills received as presented from PWD in the amount of \$607.15 for staff services, from AVEK in the amount of \$943.16 for staff services, from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for October, 2017, from ACWA in the amount of \$2,635.00 for the 2018 Annual Agency Dues, and from ACWA/JPIA in the amount of \$2,183.00 for the 2017/2018 Insurance Liability Program. The motion was seconded by Commissioner Hogan and unanimously carried by all members of the Board of Commissioners present at the meeting.

**7) Presentation on AVEK's West Side Water Bank Project (WSSP-2) – Mitigation and Reporting Plan Update. (Ben Horn, AECOM)**

Mr. Ben Horn, of AECOM, provided a detailed overview of AVEK's West Side Water Bank Project (WSSP-2) including the project background and location, the environmental mitigation measures, the construction contracts, the air quality regulation compliance, the biological and cultural resources, the storm water pollution prevention plan, the mosquito abatement, and the groundwater well locations for water quality and level monitoring followed by a brief discussion of the water banking capacity and the solar energy used for the WSSP-2 Project.

**8) Discussion and Possible Action on 2018 SMART Landscaping Expo. (Chair Parris)**

Chair Parris stated that AVEK will be scheduling a Water Conservation Committee meeting with representatives from each member agency to begin the planning process for the 2018 SMART Landscaping Expo.

**9) Discussion and Possible Action on Continuation of Joint Funding Agreement with USGS. (General Manager Knudson)**

General Manager Knudson stated that the draft Memorandum of Understanding for the Integrated Regional Water Master Plan Advisory Committee (IRWMP) includes a 25% contribution towards future USGS Joint Funding Agreements; that a request for an additional 25% contribution will be presented to the Antelope Valley Watermaster Board (AVWB) in November; and that future USGS Joint Funding Agreement costs would be reduced by half for the Association with the approved participation from IRWMP and AVWB.

**10) Discussion and Possible Action on AVSWCA.org and AVSavesWater.com websites. (General Manager Knudson)**

Resources Manager Barnes provided a brief overview of the web traffic statistics associated with the AVSavesWater.com website, and after a brief discussion of website maintenance costs, of website content, and of domain name rights for AVSWCA.org and AVSavesWater.com, it was moved by Commissioner Henriquez, seconded by Commission Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to add the conservation content and resource links hosted on the AVSavesWater.com website to the AVSWCA.org website and to end services provided by AV Web Designs for the AVSavesWater.com website.

**11) Consideration and Possible Action on Participation with Public Water Agencies Group. (Chair Parris)**

General Manager Knudson stated that Lagerlof, Senecal, Gosney and Kruse, LLP welcomes the Association to participate with the Public Water Agencies Group (PWAG), and after a brief discussion of the PWAG membership costs and of the frequency of PWAG meetings, it was moved by Commissioner Dyas, seconded by Commissioner Henriquez, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the Association's participation with PWAG.

**12) Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings. (Chair Parris/General Manager Knudson)**

- a) Member Agency Joint Projects.
- b) Regional Exchange of Water.

Chair Parris stated that the AVSWCA Strategic Water Plan Ad Hoc Committee met on October 25, 2017; that Mark Beuhler of CIM provided a presentation on Prop. 1 Water Banking; that potential joint projects, including a turnout at Littlerock Creek, were discussed; that AVEK is pursuing a contract for GIS mapping; and that the next meeting is scheduled for December 6, 2017.

**13) Report of General Manager.**

**a) Update on Antelope Valley Watermaster Meetings.**

General Manager Knudson stated that the next Antelope Valley Watermaster Advisory Committee meetings are scheduled for November 15, 2017 at 10 a.m. at AVEK and on December 6, 2017 at 10 a.m. at AVEK; that the Committee selected an attorney for the Watermaster at the meeting held on October 25, 2017; that a professional services agreement with the attorney will be presented at the November meeting; and that the Committee is working with the Watermaster Engineer to develop rules and regulations followed by a brief discussion of water supply, demand and storage capacity.

**b) Update on AV-IRWMP Stakeholder Meeting.**

General Manager Knudson stated that the next Stakeholders' meeting for the Antelope Valley Integrated Regional Water Management Plan is scheduled for November 1, 2017 at 9:30 a.m. at the City of Palmdale and that the focus of the meeting will be the Proposition 1 grant process for the update of regional planning documents.

**14) Report of Controller.**

**a) Update on Revenue, Expenses and Change in Net Position.**

General Manager Knudson provided a brief update on the Association's revenue, expenses and change in net position.

**15) Reports of Commissioners.**

Commissioner Thibault stated that he will not be attending the 2017 ACWA Fall Conference this year.

General Manager Knudson then briefly reviewed a letter received from Mr. Steven LaMar, Director for Irvine Ranch Water District, requesting the Association's support for his candidacy to serve as ACWA Vice President for the 2018-19 term followed by a brief discussion of ACWA leadership roles.

There were no further reports.

**16) Report of Attorney.**

No attorney was present.

**17) Commission Members' Requests for Future Agenda Items.**

It was determined that "Discussion and Possible Action on 2018 SMART Landscaping Expo," "Discussion and Possible Action on future Joint Funding Agreement with USGS," and "Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings" will remain on the next meeting agenda.

There were no further requests for future agenda items.

**18) Consideration and Possible Action on Scheduling the Next Association Meeting.**

It was determined that the next regular meeting of the Association will be held on December 14, 2017 at 7:00 p.m. at Palmdale Water District.

**19) Adjournment.**

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 8:03 p.m.

  
Secretary