

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE
ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION,
FEBRUARY 15, 2018.**

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, February 15, 2018, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Chair Parris called the meeting to order at 7:00 p.m.

1) Pledge of Allegiance.

At the request of Chair Parris, Commissioner Hogan 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, Asst. General Mngr.
Tom Barnes, Resources Mngr.
Dennis Hoffmeyer, Controller
Dwayne Chisam, AVEK General Mngr.
James Chaisson, LCID General Mngr.
Dennis LaMoreaux, PWD General Mngr.
Robert Alvarado, PWD Director
Danielle Henry, Administrative Assistant
2 members of the public

EXCUSED ABSENCE--

Kathy Mac Laren, Secretary

3) Adoption of Agenda.

It was moved by Commissioner Henriquez, seconded by Alt. Commissioner Dino, 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 January 11, 2018.

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 minutes of the regular meeting held January 11, 2018, 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 \$1,161.90 for staff services, from AVEK in the amount of \$1,117.33 for staff services, from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for February, 2018, and from Interactive Educational Services in the amount of \$294.00 for the recurring monthly AVSWCA.org website charge for January through June, 2018. The motion was seconded by Commissioner Henriquez and unanimously carried by all members of the Board of Commissioners present at the meeting.

7) Consideration and Possible Action on Costs Associated with the AVSavesWater.com and AVSWCA.org Website Merge. (Resources Manager Barnes)

Resources Manager Barnes reviewed and recommended approval of the costs associated with the AVSWCA.org website upgrade required for the content merge from the AVSavesWater.com website, and after a brief discussion of the current and proposed website costs and of the scope of work that will be completed by Interactive Education Services (IES), it was moved by Commissioner Thibault, seconded by Commissioner Henriquez, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the agreement with IES for the AVSWCA.org website upgrade and content migration in the not-to-exceed amount of \$2,900.00 as well as the recurring monthly hosting fee of \$79.00.

8) Consideration and Possible Action on Costs Associated with the 2018 SMART Landscaping Expo. (Resources Manager Barnes)

Resources Manager Barnes presented the cost breakdown for participation in the 2018 Home Show and SMART Water Expo, including the sponsorship amount of \$10,000.00, equipment rentals, limited marketing, and the projected staff time for each

member agency, after which it was moved by Commissioner Henriquez, seconded by Alt. Commissioner Dino, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the projected 2018 SMART Water Expo cost of \$12,713.00 as well as associated staff time costs.

9) Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings. (Chair Parris)

Chair Parris stated that the Strategic Water Plan Ad Hoc Committee met on January 24, 2018; that the Watermaster Engineer attended; and that the proposed Big Rock Creek Groundwater Recharge Project, replacement water programs, and a joint workshop of the member agencies were discussed.

10) Discussion and Possible Action on the Feasibility of Developing a Joint Groundwater Recharge Project with the AVSWCA Member Agencies. (General Manager Knudson/Assistant General Manager Thompson II)

General Manager Knudson stated that a Joint Workshop with the Boards from each member agency was held prior to the Association meeting this evening; that a presentation on the proposed Big Rock Creek Joint Groundwater Recharge Project was provided; and that staff is seeking approval from the Commissioners to move forward with the preparation of a Memorandum of Understanding (MOU) for the Project after which it was moved by Commissioner Dyas, seconded by Commissioner Thibault, and unanimously carried by all members of the Board of Commissioners present at the meeting to direct staff to prepare an MOU for the Big Rock Creek Joint Groundwater Recharge Project for consideration at the next Association meeting.

11) Report of General Manager.

a) Update on Antelope Valley Watermaster Meetings.

General Manager Knudson stated that the next Watermaster meeting will be held on February 28, 2018 at 10 a.m. at AVEK.

b) Update on Antelope Valley IRWMP Stakeholder Meetings.

General Manager Knudson stated that the stakeholders of the Antelope Valley IRWMP met last week; that discussion included potential projects to include with the

IRWMP update; that the Big Rock Creek Groundwater Recharge Project would be a great project to submit for Prop. 1 grant funding; and that the goal is to approve the MOU for the Big Rock Creek Groundwater Recharge Project at the next Association meeting.

c) Update on Fremont Basin IRWMP Stakeholder Meetings.

General Manager Knudson stated that the Stakeholders of the Fremont Basin IRWMP are currently identifying projects to include with the first Fremont Basin IRWMP.

d) Update on Joint Funding Agreement with USGS.

General Manager Knudson stated that the Watermaster Board and the AV-IRWMP Advisory Group each agreed to the proposed 50/25/25 cost sharing with the Association for future USGS Joint Funding Agreements for cooperative water resources investigations and that the Watermaster Engineer and USGS are scheduled to meet on February 27, 2018 to discuss potential program changes and solutions for nitrate plumes in the Antelope Valley.

12) Report of Controller.

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

Controller Hoffmeyer provided a brief update on the Association's revenue, expenses and change in net position and stated that staff is expecting the final invoice from USGS for the last quarter of 2017; that staff is working to receive the final grant payment from the State for the AV-IRWMP update; and that the upcoming audit for the Association will be performed by Nigro & Nigro at the same rate previously charged by The Pun Group.

13) Reports of Commissioners.

Commissioner Thibault stated that long meeting hours are worth the positive progress being made.

Commissioner Hogan stated that she will be out of the country for the next few months.

Commissioner Henriquez stated that the Joint Workshop was a great first step towards the three member agencies working together.

Commissioner Dyas agreed with Commissioner Henriquez and then stated that he attended the Fremont Basin IRWMP Stakeholders meeting with General Manager Knudson and was very pleased with the way the Stakeholders worked together.

Chair Parris then thanked staff for their hard work.

There were no further reports.

14) Report of Attorney.

There was no report.

15) Commission Members' Requests for Future Agenda Items.

It was determined that "Discussion and Possible Action on 2018 SMART Water Expo" and "Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings" will remain on the next meeting agenda and that "Consideration and Possible Action on MOU for the Big Rock Creek Joint Groundwater Recharge Project," "Consideration and Possible Action on issuing a Request for Proposal for the preparation of the feasibility study and CEQA document related to the Big Rock Creek Joint Groundwater Recharge Project" and "Consideration and Possible Action on amendment to the Association's Joint Powers Agreement for office and administrative services provided by the member agencies" will be added to the next meeting agenda.

There were no further requests for future agenda items.

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

After a brief discussion of PWD's Town Hall Forum scheduled for March 8, 2018, it was determined that the next regular meeting of the Association will tentatively be held on March 15, 2018 at 7:00 p.m. at Palmdale Water District.

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION
FEBRUARY 15, 2018
REGULAR MEETING

17) **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 7:43 p.m.


Secretary