

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, JULY 19, 2018.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, July 19, 2018, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Chair Parris called the meeting to order at 6:00 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  
Kathy Mac Laren, Secretary  
Keith Dyas, Commissioner  
Marco Henriquez, Commissioner  
John Tenerelli, Alt. Commissioner

**Others Present:**

Matt Knudson, General Mngr.  
Dennis Hoffmeyer, Controller  
Dennis LaMoreaux, PWD General Mngr.  
Vincent Dino, PWD Director  
Robert Alvarado, PWD Director  
Danielle Henry, Administrative Assistant  
6 members of the public

**EXCUSED ABSENCE--**

Leo Thibault, Secretary

**3) Adoption of Agenda.**

It was moved by Commissioner Mac Laren, seconded by Commissioner Henriquez, 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 April 12, 2018.**

It was moved by Commissioner Mac Laren, 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 April 12, 2018, as written.

**6) Payment of Bills.**

General Manager Knudson reviewed the bills received for payment after which it was moved by Commissioner Henriquez, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to pay the bills received as presented from PWD in the total amount of \$2,017.11 for staff services, from AVEK in the total amount of \$2,560.68 for staff services, from AV Web Designs in the total amount of \$599.85 for the recurring monthly AVSavesWater.com website charge for May, June and July of 2018, from Interactive Educational Services, Inc. in the amount of \$294.00 for the recurring monthly AVSWCA.org website charge for July through December, 2018, from the United States Geological Survey (U.S.G.S.) in the amount of \$31,800.00 for quarterly billing for cooperative water resources investigations per the Joint Funding Agreement between the Association and U.S.G.S. for the period of November 1, 2017 through April 30, 2018, and from Nigro & Nigro, PC in the amount of \$2,000.00 for the financial statement and audit preparation for year ended June 30, 2017.

**7) Presentation on the Status of the Upper Amargosa Creek Recharge Project. (Chuck Heffernan, City of Palmdale, Public Works Director)**

Mr. Chuck Heffernan, City of Palmdale Public Works Director, stated that he and Mr. Mike Shahbakhti, City of Palmdale Senior Civil Engineer, have been working on the Upper Amargosa Creek Flood Control, Recharge, and Habitat Restoration Project since joining the City in March of 2018 after which Mr. Shahbakhti provided a detailed update on the Project including the background, the partners, the location, the construction design, the 2018 timeline, and the estimated costs and grant funding.

Chair Parris then thanked Mr. Shahbakhti for the presentation.

**8) Consideration and Possible Action on Acceptance and Filing of Audit for Year Ended June 30, 2017. (Controller Hoffmeyer)**

Controller Hoffmeyer provided a detailed overview of the Association's audit for year ended June 30, 2017 after which it was moved by Commissioner Mac Laren,

seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to accept and file the Association's audit for year ended June 30, 2017.

**9) Consideration and Possible Action on Ratification of U.S.G.S Agreement for Cooperative Water Resources Investigations for 2017/2018. (General Manager Knudson)**

General Manager Knudson provided a brief overview of the 2017/2018 Joint Funding Agreement with U.S.G.S. for cooperative water resources investigations and the cost sharing breakdown of 50/25/25 between the Association, the Antelope Valley Watermaster and the Integrated Regional Water Management Group previously agreed upon by the Commission after which it was moved by Commissioner Henriquez, seconded by Alternate Commissioner Tenerelli, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve ratification of the Joint Funding Agreement with U.S.G.S. for Cooperative Water Resources Investigations for 2017/2018.

**10) Consideration and Possible Action on Approval of Professional Services Agreement with Kennedy/Jenks Consultants for the Preparation of the Feasibility Study and Environmental Documentation for the Implementation of the Big Rock Creek Joint Groundwater Recharge Project in the Not-To-Exceed Amount of \$236,951.00. (General Manager Knudson/Assistant General Manager Thompson II)**

General Manager Knudson provided an overview of the proposals received for the Big Rock Creek Joint Groundwater Recharge Project Feasibility Study and Environmental Documentation and staff's recommendation to approve a Professional Services Agreement with Kennedy/Jenks Consultants for this work, and after a brief discussion of the Big Rock Creek Joint Groundwater Recharge Project Memorandum of Understanding and of LCID's maximum contribution to this Project of \$5,000.00, it was moved by Commissioner Henriquez, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve a Professional Services Agreement with Kennedy/Jenks Consultants for the Preparation of the Feasibility Study and Environmental Documentation for the Implementation of the Big Rock Creek Joint Groundwater Recharge Project in the not-to-exceed amount of \$236,951.00, with LCID contributing \$5,000.00 of this cost and the balance equally divided between AVEK and PWD, and the

General Manager is hereby authorized to execute said Agreement upon review and approval by legal counsel.

**11) Consideration and Possible Action on Approval of Professional Services Agreement with Raftelis Financial Consultants for the Preparation of a Financial Analysis Associated with the Cost of Providing Replacement Water to the Antelope Valley in the Not-To-Exceed Amount of \$27,377.00. (General Manager Knudson/Assistant General Manager Thompson II)**

General Manager Knudson provided an overview of the proposals received for the preparation of a financial analysis associated with the cost of providing replacement water to the Antelope Valley and staff's recommendation to approve of a Professional Services Agreement with Raftelis Financial Consultants for this work, and after a brief discussion of the member agency cost breakdown according to State Water Project Table A allocations, it was moved by Commissioner Mac Laren, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve a Professional Services Agreement with Raftelis Financial Consultants for the Preparation of a Financial Analysis Associated with the Cost of Providing Replacement Water to the Antelope Valley in the not-to-exceed amount of \$27,377.00; the General Manager is hereby authorized to execute said Agreement upon review and approval by legal counsel; and cost sharing for this work shall be in accordance with State Water Project Table A Allocations.

**12) Consideration and Possible Action on Budget for Fiscal Year 2018/2019. (General Manager Knudson/Controller Hoffmeyer)**

Controller Hoffmeyer provided a detailed overview of the proposed budget for fiscal year 2018/2019, including the General Program Funds and the Restricted Funds for the Antelope Valley Integrated Regional Water Management Plan (IRWMP) Program and the U.S.G.S/CASGEM Program, and after a brief discussion of adding additional budgets for the Big Rock Creek Joint Groundwater Recharge Project and the Antelope Valley Replacement Water Analysis approved this evening, of the IRWMP's approved funding and replenishment of funds to the Association, and of the Association's procedure for covering potential deficits, 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 budget for fiscal year 2018/2019 with the addition of the Big Rock Creek Joint Groundwater Recharge Project and the Antelope Valley Replacement Water Analysis.

**13) Discussion on Concepts of Maximizing the Use of Available Recycled Water in the Antelope Valley. (Chair Parris/General Manager Knudson)**

Chair Parris stated that an AVEK Ad Hoc Committee, including the Watermaster Engineer and representatives from the Sanitation District and Lahontan Region, met and discussed potential solutions for aquifer areas of depression and nitrate plumes and that it was suggested that the Association explore the possibility of bringing recycled water to agricultural land within the affected vicinities and production wells be moved to healthier basin areas.

Mr. Gailen Kyle, an agricultural famer in the Antelope Valley, stated that Valley Fever is another large concern for idle farm land and that recycled water could be a solution to keep the lands cultivated.

After discussions of the effects of the adjudication ramp down, of the importance of keeping the farming community in the Antelope Valley, of the existing recycled water line to Los Angeles County World Airports, and of the potential for grant funding through the Integrated Regional Water Management Plan update, it was moved by Commissioner Dyas, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to direct staff to prepare a feasibility study and funding options for the construction of a recycled water line in 50<sup>th</sup> Street East for agriculture purposes as an option for maximizing the use of available recycled water in the Antelope Valley.

**14) Report of General Manager.**

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

General Manager Knudson stated that the next Watermaster meeting will be held on July 25, 2018 at 10 a.m. at AVEK and that discussions will include approval and filing of the 2017 annual report.

**b) Update on Antelope Valley IRWMP Stakeholder Meetings.**

General Manager Knudson stated that the IRWMP Stakeholders met earlier this week and discussed the development of an MOU including a Stakeholders cost sharing of approximately \$345,000.00 of which \$45,000.00 would be allocated for the next three years of U.S.G.S. Joint Funding Agreement contributions.

**c) Update on Fremont Basin IRWMP Stakeholder Meetings.**

General Manager Knudson stated that the Salt & Nutrient Management Plan for the Fremont Basin IRWMP update is available for public review.

**15) Report of Controller.**

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

Controller Hoffmeyer provided a brief update of the Association's revenue, expenses, and change in net position for year ending June 30, 2018.

**16) Reports of Commissioners.**

**a) Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings.**

Chair Parris stated that the Ad Hoc Committee has not recently met and then proposed to schedule the next meeting immediately following the August Watermaster meeting with discussions to include the agriculture recycled water line discussed this evening and the possibility of an east side feeder.

Chair Parris and Commissioner Mac Laren provided a brief presentation on the sponsorship opportunity of a conservation garden with the Antelope Valley Fair in lieu of funding future Smart Water Expos, and after a brief discussion of the initial sponsorship cost of \$20-25,000.00, of future maintenance costs, of the garden design, of the constant marketing it would provide, and of the quick approval needed to participate this year, it was determined that this sponsorship opportunity be presented to the member agencies respective Boards for consideration before the next regular meeting of the Association.

There were no further reports.

**17) Report of Attorney.**

There was no report.

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

It was determined that "Discussion on Concepts of Maximizing the Use of Available Recycled Water in the Antelope Valley" will remain on the next meeting agenda and that "Presentation on the Association's Participation in the 2018 Home Show and SMART Water Expo," "Consideration and Possible Action on the Development of a Mutual Aide Agreement," "Status Update on the Big Rock Creek Joint Groundwater Recharge Project," "Status Update on the Financial Analysis Associated with the Cost of Providing Replacement Water to the Antelope Valley," and "Status Update on the AVSavesWater.com and AVSWCA.org website merge" will be added to the next meeting agenda.

There were no further requests for future agenda items.

**19) Consideration and Possible Action on Scheduling the Next Association Meeting August 9, 2018.**

It was determined that the next regular meeting of the Association will be held on August 9, 2018 at 6:00 p.m. at Palmdale Water District.

**20) 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 7:24 p.m.

  
Secretary