

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, SEPTEMBER 8, 2016.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, September 8, 2016, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Chair Alvarado called the meeting to order at 7:00 p.m.*

**1) Pledge of Allegiance.**

At the request of Chair Alvarado, Commissioner Hogan led the pledge of allegiance.

**2) Roll Call.**

**Attendance:**

Robert Alvarado, Chair  
Keith Dyas, Vice Chair  
Neal Weisenberger, Secretary  
Leo Thibault, Treasurer-Auditor  
Barbara Hogan, Commissioner  
Kathy Mac Laren, Commissioner

**Others Present:**

Matt Knudson, AVSWCA General Mngr.  
Marco Henriquez, PWD Alternate Cmsnr.  
Keith Lemieux, LCID attorney  
Tom Barnes, Controller  
Dwayne Chisam, AVEK General Mngr.  
Dawn Deans, Executive Assistant  
0 members of the public

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

There were no public comments.

**4) Consideration and Possible Action on Minutes of Regular Meeting Held June 9, 2016.**

It was moved by Commissioner Weisenberger, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held June 9, 2016, as written.

**5) Payment of Bills.**

Commissioner Thibault reviewed the bills received for payment and then moved to pay the bills received from AV Web Designs in the total amount of \$1,157.74, from

AVEK in the amount of \$1,681.94, and from PWD in the amount of \$2,017.05. The motion was seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting.

**6) Consideration and Possible Action on Budget for Fiscal Year 2016/2017.  
(General Manager Knudson)**

General Manager Knudson provided an overview of the budget for fiscal year 2016/2017, which includes member agency contributions of \$8,000.00, and after a brief discussion of the budget, of how funds are allocated per agency, of funding the Landscaping Expo, and of the restricted AVIRWMP Program and USGS/CASGEM Program funds, 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 approve the General Fund and the AVIRWMP Program fund for the 2016/2017 fiscal year budget with the USGS/CASGEM Program to be considered at a later date.

**7) Discussion and Possible Action on MOU Between the Antelope Valley State Water Contractors Association and the Antelope Valley Watermaster to Provide Interim Administrative Services to Support the Watermaster. (General Manager Knudson)**

General Manager Knudson provided an overview of the MOU with the Antelope Valley Watermaster for the Association to provide interim administrative services until such time as a Watermaster Engineer is hired after which Attorney Lemieux reviewed the intent of the MOU.

Payment and reimbursement for interim duties, the billing process, termination of the MOU, the Association continuing administrative services if the cost is lower, the timeline for approval of the MOU, potential liability for the Association, the process for Watermaster approvals, and revisions to the MOU were then discussed after which it was moved by Commissioner Thibault and seconded by Commissioner Mac Laren to approve the MOU with revisions as noted.

After a further discussion of the concept of the MOU, Commissioner Thibault amended his motion, Commissioner Mac Laren amended her second, and it was unanimously carried by all members of the Board of Commissioners present at the meeting to direct staff to present the MOU with noted changes to the Antelope Valley

Watermaster Board for consideration following approval of the MOU by the Board of Directors for each of the Association's member agencies.

**8) Consideration and Possible Action on Sponsorship of AB 1234 Ethics Training Required for Board of Directors and Executive Management. (General Manager Knudson)**

General Manager Knudson stated that the Association previously sponsored AB 1234 Ethics Training for the Commissioners and other area agency Boards and staff, and after a brief discussion of the required training, 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 authorize the Association to sponsor AB 1234 Ethics Training required for Board of Directors and Executive Management.

**9) Discussion and Possible Action on Annual SMART Landscaping Expo. (Controller Barnes)**

Controller Barnes stated that cards with a new tagline announcing this year's annual SMART Landscaping Expo have been distributed; that the Expo will be November 5, 2016 from 8:30 a.m. to 3 p.m. in the Van Dam Building at the Antelope Valley Fairgrounds; that marketing and the building is estimated to cost \$24,000; that the Association's budget is \$40,000; and then reviewed an outline of services to be provided by each of the member agencies and invited everyone to attend AVEK's Water Conservation Committee meeting to review additional plans for the Expo.

**10) Discussion and Possible Action on Direction of U.S.G.S. Groundwater Monitoring for the Antelope Valley. (Controller Barnes)**

General Manager Knudson stated that the Association has entered into cooperative agreements with U.S.G.S. for both Groundwater Level Monitoring and Groundwater Quality Monitoring; that these monitoring programs are better suited for the Antelope Valley Watermaster; and after a brief discussion of these monitoring programs, it was determined that the U.S.G.S. Groundwater Monitoring Program be added to the next agenda of the Antelope Valley Watermaster Board of Directors for consideration.

**11) Report of General Manager.**

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

General Manager Knudson provided a brief update of the Association's Revenue, Expenditures and Change in Net Position through the end of June, 2016.

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

AVEK General Manager Chisam stated that regular Antelope Valley Watermaster meetings are held the fourth Wednesday of each month; that several special meetings have been held; that agenda items for the next meeting include a Request for Proposals for the Watermaster Engineer with an aggressive timeframe for completion, the U.S.G.S. Monitoring Programs, funding options, and JPIA insurance; and that a separate meeting will be held after the next regular meeting to discuss the formation of the Advisory Committee.

**c) Update on Ad-Hoc Committee to Discuss Regional Banking and State Water Project Exchange Opportunities.**

General Manager Knudson stated that the Ad Hoc Committee of Commissioners Weisenberger, Mac Laren, and Hogan met with staff and the General Managers for each of the member agencies to discuss opportunities to work as a group; that the Ad Hoc Committee's recommendation is to find opportunities to strengthen interconnection abilities to better move water from one side of the valley to the other; and that staff will work on this process.

**12) Report of Controller.**

**a) Update on Status of Agreement Related to Regional Exchange of Water from the State Water Project.**

Controller Barnes stated that he, General Manager Knudson, and LCID General Manager Berglund continue to work on the draft agreement with the Department of Water Resources to enable the three state water contractors to move water more freely through the State Water Project and are now developing scenarios for the Agreement.

**13) Reports of Commissioners.**

Commissioner Weisenberger stated that a SMART Landscaping Workshop will be held September 17 at A.V. College and will include a tree walk and that everyone is invited to attend AVEK's September 16 Water Conservation Committee meeting to discuss the Landscaping Expo.

**14) Report of Attorney.**

Attorney Lemieux stated that he has no report but that he will plan on attending the next Association meeting.

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

Commissioner Mac Laren stated that the Ad Hoc Committee also discussed the best method of communicating with the Rosamond water banking group.


There were no requests for future agenda items.

**16) Consideration and Possible Action on Scheduling the Next Association Meeting. (October 13, 2016)**

It was determined that the next regular meeting of the Association will be held October 13, 2016 at 7:00 p.m. at PWD.

**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 8:25 p.m.

  
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Secretary