

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, MAY 18, 2017.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, May 18, 2017, 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 Dyas led the pledge of allegiance.

**2) Roll Call.**

**Attendance:**

Robert Parris, Chair  
Kathy Mac Laren, Secretary  
Leo Thibault, Treasurer-Auditor  
Robert Alvarado, Commissioner  
Keith Dyas, Commissioner

**Others Present:**

Matt Knudson, AVSWCA General Mngr.  
Tom Barnes, Controller  
Dwayne Chisam, AVEK General Mngr.  
James Chaisson, LCID General Mngr.  
Justin Lane, AVEK Director  
Danielle Henry, Administrative Assistant  
2 members of the public

**EXCUSED ABSENCE --**

Barbara Hogan, Vice Chair  
Tim Clark, Alt. Commissioner

**3) Adoption of Agenda.**

It was moved by Commissioner Mac Laren, seconded by Commissioner Alvarado, and after a brief discussion of General Manager Knudson's new position with AVEK and of the Association's General Manager position, it was 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 13, 2017.**

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 minutes of the regular meeting held April 13, 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 \$435.36 for staff services, from AVEK in the amount of \$854.43 for staff services and from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for May, 2017. The motion was seconded by Commissioner Mac Laren and unanimously carried by all members of the Board of Commissioners present at the meeting.

**7) Discussion and Possible Action on the Annual SMART Landscaping Expo. (Commissioner Alvarado/Mike Shuck, Interim Events & Vendor Manager for the Antelope Valley Fair)**

After a brief discussion of previous SMART Landscaping Expo costs and the potential cost savings, dates and event title of joining the Antelope Valley Home and Garden Show, it was moved by Commissioner Mac Laren, seconded by Commissioner Alvarado, and unanimously carried by all members of the Board of Commissioners present at the meeting to pursue discussions of a partnership with the Antelope Valley Fair Association to combine the SMART Landscaping Expo with the Home and Garden Show.

Chair Parris then suggested that AVEK continue to take the lead on the Expo planning through their Water Conservation Committee meetings with the attendance of a representative from each member agency after which it was determined that Commissioner Alvarado will attend for PWD and Commissioner Hogan for LCID.

**8) Status Update on Member Agency Joint Projects. (General Manager Knudson/Controller Barnes)**

General Manager Knudson stated that each member agency is continuing to collect infrastructure plans for the development of a combined plan of all infrastructure and future potential interconnections.

**9) Consideration and Possible Action on the Formation of an Ad Hoc Committee for the Antelope Valley Water Plan. (Chair Parris)**

After a brief discussion of Board support from each member agency for creating an Ad Hoc Committee to develop an Antelope Valley Water Plan, Chair Parris stated that this item will remain on the next meeting agenda to report the Ad Hoc Committee members and the first meeting date.

**10) Discussion and Possible Action on Agreement Related to Regional Exchange of Water from the State Water Project. (Controller Barnes)**

Controller Barnes reported that the Department of Water Resources' legal counsel does not support the proposed agreement for regional exchange of water from the State Water Project between the member agencies as they feel that only one of the three member agencies would benefit and it would set a precedent for other agencies followed by discussion of alternative ways to accomplish water transfers among the member agencies.

Chair Parris then requested that this item remain on the agenda and stated that he and Commissioner Mac Laren will be attending the California Foundation on the Environment and the Economy Roundtable Conference on Water in November and will have the opportunity to provide input, such as water exchanges, on the Conference agenda.

**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 finances.

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

General Manager Knudson stated that the next Antelope Valley Watermaster meeting will be held on June 5, 2017 at 10:00 a.m. at the City of Palmdale.

He then stated that he has taken a position with AVEK as their new Assistant General Manager and that an item will be added to the next meeting agenda to discuss the position of General Manager for the Association after which Chair Parris and Commissioner Alvarado congratulated him on his new position.

**12) Report of Controller.**

Controller Barnes stated that he has nothing further to report.

**13) Reports of Commissioners.**

Commissioner Thibault stated that General Manager Knudson will be missed; that he appreciates everything he has done for the Association; and that he is happy he will continue to work in the Antelope Valley.

Commissioner Mac Laren reported that she recently attended the ACWA Spring Conference and is happy to report that the Association's liability insurance is in good shape with the ACWA Joint Powers Insurance Authority.

Commissioner Alvarado wished General Manager Knudson his best.

Chair Parris stated that he looks forward to the member agencies continuing to work together for the benefit of the Antelope Valley and that General Manager Knudson will remain a key figure in the relationships.

There were no further reports.

**14) Report of Attorney.**

No attorney was present.

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

General Manager Knudson stated that "Discussion and Possible Action on the Annual SMART Landscaping Expo," "Status Update on Member Agency Joint Projects," "Consideration and Possible Action on the Formation of an Ad Hoc Committee for the Antelope Valley Water Plan" and "Discussion and Possible Action on Agreement Related to Regional Exchange of Water from the State Water Project"

will remain as standing items on the next agenda and that "Discussion and Possible Action on Position of General Manager" and "Consideration and Possible Action on Budget for Fiscal Year 2017/2018" will be added to the next agenda.

There were no further requests for future agenda items.

**16) Consideration and Possible Action on Scheduling the Next Association Meeting. (June 15, 2017)**

After audience introductions of AVEK Director and AVSWCA Alt. Commissioner Justin Lane, Palmdale Recycled Water Authority Board Member Helen Velador, and PWD Deputy Water and Energy Resource Director Peter Thompson II, it was determined that the next regular meeting of the Association will be held June 15, 2017 at 7:00 p.m. at PWD.

**17) Adjournment.**

There being no further business to come before the Commissioners, it was moved by Commissioner Thibault, seconded by Commissioner Alvarado, and unanimously carried by all members of the Board of Commissioners present at the meeting to adjourn the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association at 7:39 p.m.

  
Secretary