

**MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, OCTOBER 18, 2018.**

*A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, October 18, 2018, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Chair Parris called the meeting to order at 6:02 p.m.*

**1) Pledge of Allegiance.**

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

**2) Roll Call.**

**Attendance:**

Robert Parris, Chair  
Barbara Hogan, Vice Chair  
Leo Thibault, Treasurer-Auditor  
Kathy Mac Laren, Secretary  
Keith Dyas, Commissioner  
Marco Henriquez, Commissioner

**Others Present:**

Matt Knudson, General Manager  
Tom Barnes, Resources Manager  
Dennis Hoffmeyer, Controller  
James Chaisson, LCID General Manager  
Dwayne Chisam, AVEK General Manager  
Vincent Dino, PWD Director (Alt. Cmsnr.)  
Robert Alvarado, PWD Director  
Danielle Henry, Management Analyst  
2 members of the public

**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 September 13, 2018.**

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 September 13, 2018, as written.

**6) Payment of Bills.**

Commissioner Thibault reviewed the bills received for payment and then moved to pay the bills received from PWD in the amount of \$1,010.78 for staff services, from AVEK in the amount of \$1,051.95 for staff services, from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for October, 2018, from ACWA/JPIA in the amount of \$2,183.00 for the 2018/2019 Insurance Liability Program, from Raftelis in the amount of \$6,041.39 for professional services associated with the Financial Analysis for the Replacement Water Assessment for the period of August 1, 2018 through September 30, 2018, from ACWA in the amount of \$3,165.00 for the 2019 Annual Agency Dues, and from Kennedy/Jenks Consultants in the amount of \$9,288.13 for professional engineering services associated with the Feasibility Study and Environmental Documentation for the Implementation of the Big Rock Creek Joint Groundwater Recharge Project through September 28, 2018. The motion was seconded by Commissioner Hogan and unanimously carried by all members of the Board of Commissioners present at the meeting.

**7) Presentation and Discussion on Recycled Water Projects Identified on the Latest Antelope Valley Integrated Regional Water Management Plan (AVIRWMP) Project List. (General Manager Knudson)**

General Manager Knudson provided an overview of the recycled water projects identified on the current AVIRWMP Project List, and after a brief discussion on the status of the various projects identified, of project funding and grant opportunities, and of coordinating with current project sponsors to potentially include the proposed east side recycled water line with a project already identified within the same vicinity, it was determined to discuss this item in detail at the Association's Strategic Water Plan Ad Hoc Committee Meeting on October 24, 2018.

**8) Discussion and Possible Action on AVIRWMP Application Process and Presentation for Inclusion of Proposed East Side Recycled Water Line Project with the AVIRWMP Project List. (Chair Parris/General Manager Knudson/Assistant General Manager Thompson II)**

This item was discussed with Agenda Item No. 7.

**9) Status Update on the Big Rock Creek Joint Groundwater Recharge Project. (General Manager Knudson/Assistant General Manager Thompson II)**

General Manager Knudson stated that the United States Geological Survey has provided Kennedy Jenks with valuable groundwater monitoring data downstream of Big Rock Creek; that staff met with the Department of Water Resources (DWR) to discuss use of an existing blow-off valve for a pilot project and potential water supply options; that staff anticipates approval from DWR for the pilot project by year end; and that Kennedy Jenks will provide a Project update at a future meeting.

**10) Status Update on the Financial Analysis Study for Providing Replacement Water to the Antelope Valley. (General Manager Knudson/Assistant General Manager Thompson II)**

General Manager Knudson stated that the member agencies have completed submittal of historical financial data to Raftelis for the Financial Analysis of a blended replacement water cost to the Antelope Valley and that a draft report from Raftelis is expected next month.

**11) Consideration and Possible Action on Amendment to the Association's Agreement for Office and Administrative Services Provided by the Member Agencies. (General Manager Knudson/Assistant General Manager Thompson II)**

It was determined to table this item to the next regular meeting.

**12) Consideration and Possible Action on the Development of a Mutual Aid Agreement. (Assistant General Manager Thompson II)**

It was determined to table this item to the next regular meeting.

**13) Report of General Manager.**

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

General Manager Knudson stated that the next Watermaster meeting will be held on October 24, 2018 at 10 a.m. at AVEK and that discussions will include the

presentation of the 2019 Budget, a public hearing date for the 2019 assessment rates, small pumper qualifying applications, storage agreement forms, rules of order, and a proposed agreement amendment with Todd Groundwater.

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

General Manager Knudson stated that the IRWMP Stakeholders met on October 17, 2018; that the IRWMP Project List will be presented at the next Stakeholders meeting in November; and that the Boards of each member agency should review and approve the IRWMP Memorandum of Understanding.

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

General Manager Knudson stated that the Fremont Basin Integrated Regional Water Management Plan (IRWMP) Stakeholders held a public meeting last week seeking public comments on the draft IRWMP and that the draft IRWMP, Groundwater Management Plan and Salt & Nutrient Plan will be presented for approval by the three Fremont Basin water management plan agencies after completion of the public review period.

**d) Update on USGS Cooperative Agreement – Water Level and Quality Monitoring.**

General Manager Knudson stated that USGS has completed the Fall level monitoring; that staff expects to receive that data soon; and that the 2018/2019 Joint Funding Agreement for Cooperative Water Resources Investigations will be presented at the next Association meeting.

**14) Report of Resources Manager.**

**a) Update on AVSavesWater.com and AVSWCA.org website merge.**

Resources Manager Barnes reported that October 31, 2018 will be the last active date of the AVSavesWater.com website; that the invoice approved this evening for AV Web Designs will be the final payment; that all the content has been pulled from the AVSavesWater.com website; and that staff is working with Interactive Educational Services to rebuild the Association's website and add the conservation content.

Commissioner Henriquez then recommended that the Association retain the AVSavesWater.com domain.

**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 September 30, 2018 and stated that all payments have been received from the member agencies for the General Program and Restricted Funds and that he hopes to receive grant reimbursement from the 2013 IRWMP Update with the approval of the IRWMP MOU.

**16) Reports of Commissioners.**

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

This item was discussed under Agenda Item No. 7.

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 "Status Update on the Big Rock Creek Joint Groundwater Recharge Project," "Status Update on the Financial Analysis Study for the Cost of Providing Replacement Water to the Antelope Valley," "Discussion and Possible Action on AVIRWMP Application Process for Inclusion of Proposed East Side Recycled Water Line Project with the AVIRWMP Project List," "Consideration and Possible Action on Amendment to the Association's Agreement for Office and Administrative Services Provided by the Member Agencies," and "Consideration and Possible Action on the Development of a Mutual Aid Agreement," will remain on the next meeting agenda.

There were no further requests for future agenda items.

**19) 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 November 15, 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 6:45 p.m.

  
Secretary