

MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, JUNE 15, 2017.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, June 15, 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 Mac Laren led the pledge of allegiance.

2) Roll Call.

Attendance:

Robert Parris, Chair
Barbara Hogan, Vice 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
James Chaisson, LCID General Mngr.
Marco Henriquez, PWD Director
Danielle Henry, Administrative Assistant
1 member of the public

3) Adoption of Agenda.

It was moved by Commissioner Alvarado, seconded by Commissioner Mac Laren, 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 May 18, 2017.

It was moved by Commissioner Mac Laren, seconded by Commissioner Alvarado, and carried on a 5-0-1 vote by all members of the Board of Commissioners present at the meeting, with Commissioner Hogan abstaining, to approve the minutes of the regular meeting held May 18, 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 \$421.63 for staff services, from AVEK in the amount of \$722.98 for staff services, from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for June, 2017, and from The Pun Group in the amount of \$2,000.00 for the financial statement audit preparation and presentation for year ended June 30, 2016. The motion was seconded by Commissioner Mac Laren and unanimously carried by all members of the Board of Commissioners present at the meeting.

General Manager Knudson then stated that the 2015/2016 Audit has been completed and will be presented at the next meeting followed by a brief discussion of the The Pun Group's location and future audit bids.

7) Discussion and Possible Action on the Annual SMART Landscaping Expo. (Commissioner Alvarado)

After a brief discussion of the Antelope Valley Fair Association's cooperation to combine the Annual SMART Landscaping Expo with the 2018 Home and Garden Show and of the financial benefits for the Association, it was moved by Commissioner Alvarado, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to proceed with planning the Annual SMART Landscaping Expo on the Saturday of the 2018 Antelope Valley Home & Garden Show through AVEK's Water Conservation Committee with Commissioner Alvarado representing PWD and Commission Hogan representing LCID.

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

General Manager Knudson stated that the conversion of all the member agencies' infrastructure plans into electronic format will be necessary to develop a combined plan; that he will be presenting the benefits of a Geographical Information System to AVEK's Board for the conversion of AVEK's plans; and that staff will help with converting LCID's infrastructure plans.

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 the Ad Hoc Committee name, it was moved by Commissioner Mac Laren, seconded by Commissioner Thibault, and unanimously carried by all members of the Board of Commissioners present at the meeting to form the Antelope Valley State Water Contractors Association (AVSWCA) Strategic Water Plan Ad Hoc Committee of Commissioner Parris, Commissioner Hogan, and Commissioner Alvarado with the first meeting date to be scheduled later this evening.

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

Controller Barnes stated 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 and then suggested that alternative methods of accomplishing water exchanges outside of the State Water Project be discussed by AVSWCA Strategic Water Plan Ad Hoc Committee.

Chair Parris then stated that he and Commissioner Mac Laren had the opportunity to recommend agenda items on water banking and water exchanges for the California Foundation on the Environment and the Economy (CFEE) Roundtable Conference on Water scheduled for November, 2017 followed by discussion on the importance of educating legislators on water issues.

Chair Alvarado then stated that PWD will be providing a tour for local officials of the Leslie O. Carter Water Treatment Plant on June 30, 2017 at 8:30 a.m. and invited the Commissioners to attend followed by a brief discussion of the Association becoming future CFEE members.

11) Consideration and Possible Action on Budget for Fiscal Year 2017/2018. (General Manager Knudson)

General Manager Knudson provided a detailed overview of the proposed budget for fiscal year 2017/2018 and recommended that each member agency increase their member contributions for the administrative budget from \$8,000.00 to \$10,000.00 per the Joint Powers Agreement Creating the Antelope Valley State Water Contractors Association with increased funds covering projected expenses and providing surplus

after which it was moved by Commissioner Alvarado, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the AVSWCA budget for fiscal year 2017/2018 with a \$10,000.00 contribution from each member agency for the administrative budget.

General Manager Knudson then provided an overview of the proposed restricted funds budget for fiscal year 2017/2018 for the United States Geological Survey/California Statewide Groundwater Elevation Monitoring (USGS/CASGEM) Program, and after a brief discussion of the Program benefits for the Association, for the Antelope Valley Watermaster and for the Antelope Valley Integrated Regional Water Management Plan (AVIRWMP) and of the possibility of the Antelope Valley Watermaster taking over the USGS/CASGEM Program Agreement, it was determined that the Association will make payment for the previously approved 2016/2017 Agreement and that the continuation of the 2017/2018 Agreement will be considered at a later date.

The AVIRWMP funding and administration time was then briefly discussed.

12) Discussion and Possible Action on Staff Officer Positions. (General Manager Knudson)

After a brief discussion of the Association's existing officer positions, of the position duties, and of the proposed options of the officers and titles, it was moved by Commissioner Thibault, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the slate of officers as follow:

Matt Knudson, General Manager
Peter Thompson II, Assistant General Manager
Dennis Hoffmeyer, Controller
Tom Barnes, Resources Manager
Danielle Henry, Administrative Assistant

13) 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 28, 2017 at 10:00 a.m. at the City of Palmdale and that the agenda items will include the Watermaster's 2017/2018 budget, the 2017 administrative assessment rate, and options for legal counsel.

14) Report of Controller.

Controller Barnes stated that he has nothing further to report.

15) Reports of Commissioners.

Commissioner Thibault welcomed Commissioner Hogan back and provided an update on the health of retired LCID Manager, Brad Bones, after which Commissioner Hogan stated that it's good to be back.

Commissioner Alvarado reminded the Commissioners of the PWD Water Treatment Plant tour taking place on June 30, 2017 at 8:30 a.m. and suggested that those interested in attending contact PWD General Manager LaMoreaux.

Commissioner Dyas reported that new AVEK Assistant General Manager Knudson did a great job running his first AVEK Board meeting last night.

Commissioner Alvarado then stated that the Superintendent for Palmdale School District extended an invitation for local water agencies to participate in the first annual backpack giveaway at Sage Academy on Saturday, July 29, 2017 and welcomes donated items to fill backpacks for local students.

There were no further reports.

16) Report of Attorney.

No attorney was present.

17) Commission Members' Requests for Future Agenda Items.

It was determined that "Discussion and Possible Action on the Annual SMART Landscaping Expo," "Status Update on Member Agency Joint Projects," and "Status

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Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings" remain as standing items on future agendas and that "Discussion and Possible Action on Budget for continuation of the 2017/2018 USGS/CASGEM Agreement" be added to the next agenda.

There were no further requests for future agenda items.

18) Consideration and Possible Action on Scheduling the Next Association Meeting. (August 10, 2017)

After a brief discussion it was determined that the next regular meeting of the Association will be held August 3, 2017 at 7:00 p.m. at PWD.

19) Adjournment.

There being no further business to come before the Commissioners, it was moved by Commissioner Alvarado, seconded by Commissioner Mac Laren, 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 8:19 p.m.


Secretary