

**AVSWCA**

Antelope Valley State Water Contractors Association

[www.avswca.org](http://www.avswca.org)**COMMISSIONERS***ROBERT ALVARADO, Chair**KEITH DYAS, Vice Chair**LEO THIBAUT, Treasurer-Auditor**NEAL WEISENBERGER, Secretary**BARBARA HOGAN, Commissioner**KATHY MAC LAREN, Commissioner***OFFICERS***MATTHEW R. KNUDSON, General Manager**TOM BARNES, Controller**DANIELLE HENRY, Administrative Assistant*

August 4, 2016

***Agenda for the Regular Meeting of the  
Commissioners of the Antelope Valley State Water Contractors  
Association to be held at the Palmdale Water District's office  
at 2029 East Avenue Q, Palmdale***

***Thursday, August 11, 2016***

***7:00 p.m.***

**NOTE:** To comply with the Americans with Disabilities Act, to participate in any Association meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to an Association meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the Palmdale Water District's office located at 2029 E. Ave. Q, Palmdale. Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

**PUBLIC COMMENT GUIDELINES:** The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the Association to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance.
- 2) Roll call.
- 3) Public comments for items not on the agenda.
- 4) Consideration and possible action on minutes of regular meeting held June 9, 2016.
- 5) Payment of bills.

- 6) Consideration and possible action on Budget for fiscal year 2016/2017. (General Manager Knudson)
- 7) Discussion and possible action on the recommendation of the member agencies General Managers regarding regional leadership of water conservation efforts. (Commissioner Weisenberger)
- 8) Discussion and possible action on Annual SMART Landscaping Expo. (Controller Barnes)
- 9) Report of General Manager.
  - a) Update on Revenue, Expenses and Change in Net Position.
  - b) Update on Antelope Valley Watermaster meetings.
  - c) Update on Ad-Hoc Committee to discuss regional banking and State Water Project exchange opportunities.
- 10) Report of Controller.
  - a) Update on status of agreement related to regional control of water from the State Water Project.
- 11) Reports of Commissioners.
- 12) Report of Attorney.
- 13) Commission members' requests for future agenda items.
- 14) Consideration and possible action on scheduling the next Association meeting.
- 15) Adjournment.

# **ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION COMMISSION MEMORANDUM**

**DATE:** August 3, 2016 August 11, 2016  
**TO:** AVSWCA Commissioners Commission Meeting  
**FROM:** Matthew R. Knudson, General Manager  
**RE:** *AGENDA ITEM NO. 5 – PAYMENT OF BILLS*

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**Recommendation:**

Staff has reviewed and recommends payment of the attached invoice from AV Web Designs in the amount of \$499.95 for the recurring monthly AVSavesWater.com website charge.

Staff has reviewed and recommends payment of the attached invoice from Antelope Valley East Kern Water Agency (AVEK) in the amount of \$1,168.46. This invoice includes labor charges for Tom Barnes (Controller) for the period of June 1, 2016 through July 31, 2016.

Staff has reviewed and recommends payment of the attached invoice from the Palmdale Water District in the amount of \$2,017.05. This invoice includes labor charges for Matthew Knudson (General Manager), Dennis Hoffmeyer (Accounting Supervisor), Danielle Henry (Administrative Assistant) and Dawn Deans (Executive Assistant) for the period of February 21, 2016 through June 12, 2016.

AV Web Designs  
44846 Beech Ave, Suite 201  
Lancaster, CA 93534  
(661)943-4932

RECEIVED

AUG 01 2016



**BILL TO**  
Antelope Valley State Water  
Contractors Association  
c/o Palmdale Water District  
2029 East Avenue Q  
Palmdale, CA 93550  
Attn: Matt Knudson

**INVOICE #** 12866  
**DATE** 08/01/2016

**TERMS** Due on receipt

**ACTIVITY**

**AMOUNT**

AV Saves Water - Monthly Hosting, Maintenance & Social Media Management

499.95

**BALANCE DUE**

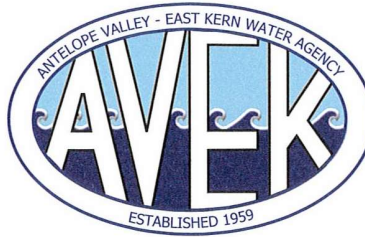
**\$499.95**

\*\*\*All past due invoices are subject to a 10% late fee\*\*\*

OFFICERS

DWAYNE CHISAM  
General Manager

HOLLY H. HUGHES  
Secretary-Treasurer



A PUBLIC AGENCY

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Division 7

August 2, 2016

**Antelope Valley State Water Contractors Assoc.**

c/o Palmdale Water District

2029 East Ave. Q

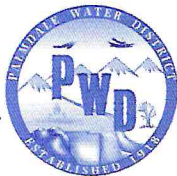
Palmdale, CA 93550

Re: **Invoice of Charges for Staff**  
**Tom Barnes – AVSWCA Controller**  
**June – July 2016**

**Total: \$ 1,168.46**

	<b>Period</b>	<b>Hours</b>	<b>Amount</b>	<b>Notes</b>
	June 1, 2016	10	\$ 614.98	Attend/Prepare Assoc. Meeting, DWR Conf Call re: Regional Exch., Staff/Comm. Commun., Assoc. Website.
thru	June 30, 2016			
	July 1, 2016	4	\$ 245.99	DWR Conf Call re: Regional Exch., Staff/Comm. Commun.
thru	July 31, 2016			
	<b>Total:</b>	<b>14</b>	<b>\$ 1,168.46</b>	

Since 1918



# PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111

Fax (661) 947-8604

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ALESHIRE & WYNDER LLP  
Attorneys

**August 3, 2016**

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

**RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR FEBRUARY 21 THRU JUNE 25, 2016.**

**Labor: (Pay period beginning date)** **Amount**

02-21-16	6.00 Hrs.	276.86
03-20-16	14.00. Hrs.	698.22
	1.00 Hr. O.T	49.64
04-03-16	2.00 Hrs.	108.95
04-17-16	1.50 Hrs.	49.64
05-01-16	0.75 Hrs.	34.93
05-15-16	1.00 Hrs.	75.86
05-29-16	4.75 Hrs.	309.08
	1.00 Hr. O.T.	69.86
06-12-16	5.50 Hrs.	344.01

**TOTAL DUE** **\$2,017.05**

If you have any questions please contact me at 661-456-1014.

Sincerely,

YOLANDA T. RADOVIC, Accounting Assistant II/yr

(Work order # 16-258

Please Credit GL# 1-00-3030-000

See attached documents



Providing high quality water to our current and future customers at a reasonable cost.



# **ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION COMMISSION MEMORANDUM**

**DATE:** August 3, 2016 August 11, 2016  
**TO:** AVSWCA Commissioners Commission Meeting  
**FROM:** Matthew Knudson, General Manager  
**RE:** *AGENDA ITEM NO. 6 - CONSIDERATION AND POSSIBLE ACTION ON  
BUDGET FOR FISCAL YEAR 2016/2017.*

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The proposed budget for fiscal year 2016/2017 will be distributed and reviewed at the meeting.