

**AVSWCA**

Antelope Valley State Water Contractors Association

[www.avswca.org](http://www.avswca.org)**COMMISSIONERS**

KATHY MAC LAREN  
Chair  
BARBARA HOGAN  
Vice Chair  
ANDY RUTLEDGE  
Secretary  
LEO THIBAUT  
Treasurer-Auditor  
KEITH DYAS  
Commissioner  
ROBERT ALVARADO  
Commissioner

**OFFICERS**

MATTHEW R. KNUDSON  
General Manager  
TOM BARNES  
Controller  
DAWN DEANS  
Executive Assistant

January 20, 2014

***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, January 23, 2014***

***6:30 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 October 24, 2013.
- 5) Payment of bills.

- 6) Consideration and possible action on election of officers.
- 7) Presentation, consideration, and possible action on acceptance and filing of audit for years ending June 30, 2010, June 30, 2011, and June 30, 2012.
- 8) Consideration and possible action on the AVSWCA hosting AB 1234 training. (General Manager Knudson)
- 9) Consideration and possible action on the Association's website. (Commissioner Thibault)
- 10) Report of General Manager.
  - a) Update on PWD's Littlerock Creek Recharge and Recovery Project.
  - b) Update on Antelope Valley IRWMP.
  - c) Update on Salt and Nutrient Management Plan for the Antelope Valley.
- 11) Report of Controller.
- 12) Reports of Commissioners.
- 13) Report of Attorney.
- 14) Commission members' requests for future agenda items.
- 15) Consideration and possible action on scheduling the next Association meeting.
- 16) Adjournment.

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

<b>DATE:</b>	January 20, 2014	January 23, 2014
<b>TO:</b>	AVSWCA Commissioners	Commission Meeting
<b>FROM:</b>	Matthew R. Knudson, General Manager	
<b>RE:</b>	<i><b>AGENDA ITEM NO. 5 – PAYMENT OF BILLS</b></i>	

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## **Recommendation:**

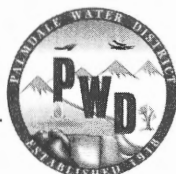
Staff has reviewed and recommends payment of the attached invoice from the Palmdale Water District in the amount of \$1,405.54. This invoice include labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), and Gene Taylor (Finance) for the period of September 22, 2013 through December 28, 2013.

Staff has reviewed and recommends payment of the attached invoice from the Antelope Valley East Kern Water Agency in the amount of \$839.02. This invoice include labor charges for Tom Barnes (Controller) for the period of October 1, 2013 through December 31, 2013.

Staff has reviewed and recommends payment of the attached invoice from The United States Department of the Interior in the amount of \$14,012.50 for the quarterly billing for cooperative water resources investigations per the Joint Funding Agreement between the Antelope Valley State Water Contractors Association (AVSWCA) and the U.S. Geological Survey. This invoice covers the period of August 1, 2013 through October 31, 2013.

Staff has reviewed and recommends payment of the attached invoice from Interactive Educational Services, Inc. (IES) in the amount of \$294.00. This invoice includes web hosting services for the period of January to June, 2014.

Staff has reviewed and recommends payment of the attached invoice from the Association of California Water Agencies in the amount of \$1,755.00 for 2014 Membership Dues.



# PALMDALE WATER DISTRICT

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

Fax (661) 947-8604

[www.palmdalewater.org](http://www.palmdalewater.org)

## Board of Directors

ROBERT E. ALVARADO  
Division 1

JOE ESTES  
Division 2

GLORIA DIZMANG  
Division 3

KATHY MAC LAREN  
Division 4

VINCENT DILLON  
Division 5

LAGERLOF, SENEAL, GOSNEY & KRUSE LLP  
Attorneys



January 16, 2014

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR SEPTEMBER 22 THRU DECEMBER 28, 2013.

<u>Labor: (Pay period beginning date)</u>			<u>Amount</u>
09-22-13	8.25Hrs		457.57
10-06-13	0.00Hr.		0.00
10-20-13	8.75 Hrs.		461.40
	0.50 Hr. O.T.		32.29
11-03-13	2.50 Hrs.		151.43
11-17-13	5.00 Hrs.		302.85
12-01-13	0.00Hr.		0.00
12-15-13	0.00Hr.		0.00
TOTAL LABOR			1,405.54
TOTAL DUE			<u>\$1,405.54</u>

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

Sincerely,

YOLANDA T. RADOVIC, Accounting Assistant II

/ytr

(Work order # PWD09ADMAVSCA

Please Credit GL# 1-00-3030-000

## BOARD OF DIRECTORS

KEITH DYAS  
Division 2  
President

GEORGE M. LANE  
Division 4  
Vice President

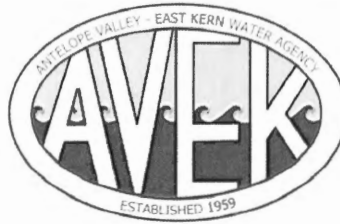
CHARLIE O'LOUGHLIN  
Division 1

FRANK S. DONATO  
Division 3

ANDY D. RUTLEDGE  
Division 5

MARLON BARNES  
Division 6

NEAL A. WEISENBERGER  
Division 7



A PUBLIC AGENCY

## OFFICERS

DAN FLORY  
General Manager

HOLLY H. HUGHES  
Secretary/Treasurer

January 20, 2014

Antelope Valley State Water Contractors Assoc.

Re: Invoice of Charges for Staff  
Tom Barnes - Controller  
October, 2013 – December 2013

**Total: \$839.02**

Period	Hours	Amount	Notes
October 1, 2013 thru October 31, 2013	8	\$ 479.44	AVSWCA Meeting & Preparation, Commissioner communications.
November 1, 2013 thru November 30, 2013	2	\$ 119.86	Commissioner communications.
December 1, 2013 thru December 31, 2013	4	\$ 239.72	Commissioner communications. Website.
<b>Total:</b>	<b>14</b>	<b>\$ 839.02</b>	

UNITED STATES DEPARTMENT OF THE INTERIOR  
DOWN PAYMENT (BILL) REQUEST

Make Remittance Payable To: U.S. Geological Survey  
Billing Contact: Tammy Seubert Phone: (916) 278-3040

Bill #: 90209030  
Customer: 6000001010  
Date: 10/27/2013  
Due Date: 12/26/2013

**RECEIVED**  
OCT 31 2013

Remit Payment To: United States Geological Survey  
P.O. Box 71362  
Philadelphia, PA 19176-1362

Payer: ANTELOPE VALLEY STATE  
WATER CONTRACTORS ASSOCIATION  
C/O PALMDALE WATER DISTRICT  
2029 EAST AVENUE Q  
PALMDALE CA 93550

Additional forms of payment may be accepted. Please email [gdata@usgs.gov](mailto:gdata@usgs.gov) or call 703-648-7605 for additional information.

To pay through Pay.gov go to <https://www.pay.gov>.

Checks must be made payable to U.S. Geological Survey. Please detach the top portion or include bill number on all remittances.

Amount of Payment: \$ \_\_\_\_\_

Date	Description	Qty	Unit Price		Amount
			Cost	Per	
10/27/2013	This is a quarterly billing for cooperative water resources investigations in the Antelope Valley State Water Contractors Assn. (AVSWCA) area, per a Joint Funding Agreement (JFA) between the AVSWCA and the USGS. This JFA is dated 11/1/2012 and was accepted by the AVSWCA on 4/9/2013. This billing covers the period of 8/1/2013-10/31/2013. 13WSCA43000	1	14,012.50	1	14,012.50
Amount Due this Bill:					14,012.50

## Accounting Classification:

Sales Order: 28502  
Sales Office: GWZG  
Customer: 6000001010  
Bill #: 90209030

TIN: 954753654

1/20/14  
OK TO PAY  
m.X.



**Interactive  
Educational  
Services, Inc.**

5401 Business Park South  
Suite 108  
Bakersfield, CA 93309

Phone: 661-859-1900  
Fax: 661-859-1840

www.iescentral.com  
e-mail: info@iescentral.com



RECEIVED  
JAN 15 2014

## Invoice

**BILL TO**

Antelope Valley State Water Cont. Asso.  
C/O Palmdale Water District  
2029 East Avenue Q  
Palmdale, CA 93550

DATE	INVOICE #
1/11/2014	20238

P.O. NO.	TERMS
	Due on receipt

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Recurring monthly charge for a custom web site - January to June 2014	6	49.00	294.00
<p>1/20/14 OK TO PAY m.x</p>			
		<b>Total</b>	\$294.00



ASSOCIATION OF  
CALIFORNIA WATER AGENCIES  
PO BOX 2408  
SACRAMENTO, CA 95812-2408  
(916) 441-4545 FAX (916) 325-4849

10/30/13

Federal Identification Number: 94-6003910

124750  
Antelope Valley State Water Contractors  
Mr. Matthew Knudson  
2029 E Ave Q  
Palmdale, CA 93550

AG14      2014 Agency Dues

1,755.00

-----  
1,755.00

LESS PAYMENTS

AMOUNT DUE

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1,755.00

1/20/14  
OK. TO PAY  
m.k.

\* MEMBERSHIP DUES \* MEMBERSHIP DUES \* MEMBERSHIP DUES \*

CUSTOMER COPY

**Association of California Water Agencies**  
**2014 Membership Dues Calculation**

**ID Number:** 124750

**Date:** October 28, 2013

**Name:** Antelope Valley State Water Contractors

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(1) Operating Expenses \$0

(2) All Other Expenses \$0

**(3) Total Expenses** \$0

<<< LESS >>>

(4) Purchased Power \$0

(5) Water Purchases \$0

(6) Groundwater Replenishment \$0

(7) Depreciation \$0

(8) Fixed Assets \$0

**(9) Total Adjusted Expenses** \$0

<<< LESS >>>

(10) Pumping \$0

**(11) Total Expenses Adjusted For Pumping** \$0

(12) Line 11 times 2 \$0

(13) Dues O&M (lessor of lines 9 or 12) \$98,965

**DUES AMOUNT** **\$1,755**

\*\*\* THIS IS NOT A BILL - PLEASE DO NOT PAY FROM THIS WORKSHEET \*\*\*

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Prior Year Adjusted O&M Amount: \$89,969

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

**DATE:** January 20, 2014 January 23, 2014  
**TO:** AVSWCA Commissioners Commission Meeting  
**FROM:** Matthew Knudson, General Manager  
**RE:** ***AGENDA ITEM NO. 6 - CONSIDERATION AND POSSIBLE ACTION ON  
ELECTION OF OFFICERS***

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The bylaws for the Antelope Valley State Water Contractors Association state, “At the regular meeting in January each year, officers shall be elected to serve for one year. There shall be at least one officer from each of the governing boards.”

Current officers are as follows:

Kathy Mac Laren (PWD) – Chair  
Barbara Hogan (LCID) – Vice Chair  
Andy Rutledge (AVEK) – Secretary  
Leo Thibault (LCID) – Treasurer-Auditor  
Keith Dyas (AVEK) – Commissioner  
Robert Alvarado (PWD) – Commissioner

Alternate Commissioners are as follows:

Joe Estes (PWD)  
George Lane (AVEK)  
Tim Clark (LCID)

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

**DATE:** January 20, 2014 January 23, 2014  
**TO:** AVSWCA Commissioners Commission Meeting  
**FROM:** Matthew Knudson, General Manager  
**RE:** ***AGENDA ITEM NO. 8 - CONSIDERATION AND POSSIBLE ACTION ON THE  
AVSWCA HOSTING AB 1234 TRAINING***

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Assembly Bill No. 1234 requires, among other things, that all local agency officials of a legislative body that receive compensation, salary, stipend, or reimbursement of expenses attend ethics training every two years.

The Antelope Valley State Water Contractors Association (AVSWCA) has hosted this training three times before on April 10, 2008 (presented by Steven Kennedy of Brunick, McElhaney & Beckett), on March 31, 2010 (presented by Jim Ciampa of Lagerlof, Senecal, Gosney & Kruse LLP), and on March 19, 2012 (presented by Jim Ciampa of Lagerlof, Senecal, Gosney & Kruse LLP).

Agencies invited to the 2012 training included PWD, AVEK, LCID, Rosamond Community Services District, Quartz Hill Water District, Palm Ranch Irrigation District, Phelan-Pinon Hills CSD, Mojave Public Utility District, and Boron Community Services District.