

**AVSWCA**

Antelope Valley State Water Contractors Association

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

ROBERT PARRIS, *Chair*  
BARBARA HOGAN, *Vice Chair*  
LEO THIBAULT, *Treasurer-Auditor*  
KATHY MAC LAREN, *Secretary*  
KEITH DYAS, *Commissioner*  
MARCO HENRIQUEZ, *Commissioner*

**OFFICERS**

MATTHEW R. KNUDSON, *General Manager*  
PETER THOMPSON II, *Asst. General Manager*  
TOM BARNES, *Resources Manager*  
DENNIS HOFFMEYER, *Controller*  
DANIELLE HENRY, *Management Analyst*

February 13, 2019

***Agenda for the Regular Meeting of the  
Commissioners of the Antelope Valley State Water Contractors  
Association to be held at the Palmdale Water District office  
at 2029 East Avenue Q, Palmdale  
Tuesday, February 19, 2019  
5:00 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 Danielle Henry at 661-947-4111 x1059 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) Adoption of agenda.
- 4) Public comments for items not on the agenda.
- 5) Consideration and possible action on minutes of regular meeting held January 24, 2019.
- 6) Payment of bills.

- 7) Consideration and possible action on Vice Chair position. (General Manager Knudson)
- 8) Consideration and possible action on Resolution No. 2019-1 Amending the Conflict of Interest and Disclosure Code for the Antelope Valley State Water Contractors Association. (General Manager Knudson)
- 9) Discussion and possible action on sponsorship of SMART Water Expo with 2019 Home Show. (Assistant General Manager Thompson II)
- 10) Discussion and possible action on Financial Analysis Study for Providing Replacement Water to the Antelope Valley. (General Manager Knudson/Assistant General Manager Thompson II)
- 11) Discussion and possible action on transfer of 2013 IRWM Plan grant reimbursement funds and 2018/2019 USGS Agreement contributions. (Controller Hoffmeyer)
- 12) Report of General Manager and Assistant General Manager.
  - a) Update on proposed east side recycled water line project.
  - b) Update on Big Rock Creek Joint Groundwater Recharge Project.
  - c) Update on Antelope Valley Watermaster meetings.
  - d) Update on Antelope Valley and Fremont Basin IRWMP Stakeholder meetings.
- 13) Report of Resources Manager.
  - a) Commission photo for AVSWCA.org website.
- 14) Report of Controller.
  - a) Update on Revenue, Expenses and Change in Net Position.
- 15) Reports of Commissioners.
- 16) Report of Attorney.
- 17) Commission members' requests for future agenda items.
- 18) Consideration and possible action on scheduling the next Association meeting March 14, 2019.
- 19) Adjournment.

# ANTELOPE VALLEY

## STATE WATER CONTRACTORS ASSOCIATION

### COMMISSION MEMORANDUM

<b>DATE:</b>	February 13, 2019	February 19, 2019
<b>TO:</b>	AVSWCA Commissioners	<b>Commission Meeting</b>
<b>FROM:</b>	Dennis J. Hoffmeyer, Controller	
<b>RE:</b>	<b><i>AGENDA ITEM NO. 14a - UPDATE ON REVENUE, EXPENSES AND CHANGE IN NET POSITION.</i></b>	

The following information are the highlights of the Association's financials.

**Statement of Net Position:**

Payments continue to come in for the Antelope Valley Regional Water Management Group's IRWMP update. We had a total of \$127,460 come in with \$164,539 outstanding. Current outstanding liabilities (Accounts Payable) are \$20,258.71 and tie to the payment of bills.

**Statement of Revenues, Expenditures and Change in Net Position:**

The only item to note is the third payment to Kennedy/Jenks Consultants in the amount of \$18,625.99 for the Big Rock Creek Feasibility Study bringing total paid to date at \$34,356.62 of the total contract amount of \$236,951.

**Budget versus Actual:**

The general budget remains on track for the year. The only account tracking higher than expected is Contract Services – Administration, which is at 84% with five months remaining in the FY2018/19 Budget. This is due to staff time related to the Kennedy/Jenks and Raftelis projects.

Our program budget has all contributions billed with the majority already paid. Outstanding receivables are covered above and are related to the IRWMP update. Expenditures to date are in line with the work being performed.

**ANTELOPE VALLEY STATE WATER CONTRACTORS**  
**Statement of Net Position**  
**For the Seven Months Ending 1/31/2019**

	<u>YTD</u>
<b>ASSETS</b>	
Cash - General Fund	\$230,654.00
Restricted - AVRWMG	132,538.76
Accounts Receivable	164,539.00
Prepaid Insurance (Premium Period 10/1 - 9/30)	1,455.32
<b>Total Assets</b>	<u><u><b>\$529,187.08</b></u></u>
 <b>LIABILITIES AND FUND BALANCE</b>	
<b>LIABILITIES</b>	
Accounts Payable	\$20,258.71
<b>Total Liabilities</b>	<u><b>20,258.71</b></u>
<b>FUND BALANCE</b>	
Unassigned	508,928.37
<b>Total Fund Balance</b>	<u><b>508,928.37</b></u>
<b>Total Liabilities and Fund Balance</b>	<u><u><b>\$529,187.08</b></u></u>

**ANTELOPE VALLEY STATE WATER CONTRACTORS**  
**Statement of Revenues, Expenditures and Change in Net Position**  
**For the Seven Months Ending 1/31/2019**

	January	YTD
<b>Revenues:</b>		
Contributions - Member Agency		\$30,000.00
Contributions - Member Programs (USGS & CASGEM)		31,800.00
Contributions - Member Programs (Financial Analysis PSA)		27,377.00
Contributions - Member Programs (Big Rock Creek)		227,662.87
Contributions - Member Programs (AV Fair - Conservation Garden)		25,000.00
Contributions - Non-Member Programs (USGS)		
Contributions - Others (AVRWMG)		291,999.00
Grant Re-imbursement - IRWMP 2013 Update		
Water Sales - Pilot In-Lieu Banking		
Miscellaneous Refund		
Interest Earnings	16.45	60.01
<b>Total Revenue</b>		<b>\$633,898.88</b>
 <b>Expenditures:</b>		
<b>General Government</b>		
Bank Fees		\$20.50
Insurance	181.92	1,273.41
Memberships		3,165.00
Outreach	294.00	2,837.80
Purchased Water		
Miscellaneous		
		7,296.71
 <b>Public Resource</b>		
Contract Services - Administration	1,632.72	12,559.08
Contract Services - USGS & CASGEM		21,200.00
Contract Services - AVRWMG		
Contract Services - IRWMP 2013 Update		
Contract Services - BIG ROCK CREEK	18,625.99	25,068.49
Contract Services - FINANCIAL ANALYSIS	5,477.50	13,641.39
Contract Services - General Projects		25,000.00
Contract Services - Other		
		97,468.96
<b>Total Expenditures</b>		<b>\$104,765.67</b>
 <b>Change in Net Position</b>		 <b>\$529,133.21</b>
<b>Net Position - Beginning of Year</b>		<b>(20,204.84)</b>
<b>Net Position - End of Year</b>		<b>\$508,928.37</b>

**ANTELOPE VALLEY STATE WATER CONTRACTORS**  
**FY 2014/15 - Budget vs Actual**  
**For the Seven Months Ending 1/31/2019**

	<u>January</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>General Revenues:</b>				
Contributions - Member Agency		\$30,000	(\$30,000)	\$60,000
Contributions - Member Agency (Other programs)				
Miscellaneous Refund				
Interest Earnings	16	60	(30)	90
<b>Total General Revenue</b>	<u><u>\$16</u></u>	<u><u>\$30,060</u></u>	<u><u>(\$30,030)</u></u>	<u><u>(\$60,090)</u></u>
<b>General Expenditures:</b>				
<b>General Government</b>				
Bank Fees		\$21	\$250	\$230
Insurance	182	1,273	2,350	1,077
Memberships		3,165	2,825	(340)
Outreach	294	2,838	5,000	2,162
Purchased Water				
Miscellaneous			250	250
Contract Services - Administration	1,633	12,559	15,000	2,441
Contract Services - Other		25,000	266,328	241,328
<b>Total General Expenditures</b>	<u><u>\$2,109</u></u>	<u><u>\$44,856</u></u>	<u><u>\$292,003</u></u>	<u><u>\$247,147</u></u>

**ANTELOPE VALLEY STATE WATER CONTRACTORS**  
**FY 2014/15 - Budget vs Actual**  
**For the Seven Months Ending 1/31/2019**

	<u>January</u> <u>Actual</u>	<u>YTD</u> <u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Program Revenues:</b>				
Contributions - Member Programs (USGS & CASGEM)		\$31,800	(\$31,800)	\$63,600
Contributions - Member (BIG ROCK CREEK)		\$227,663	(\$236,951)	\$464,614
Contributions - Member (FINANCIAL ANALYSIS)		\$27,377	(\$27,377)	\$54,754
Contributions - Others (USGS & CASGEM)			(\$31,800)	\$31,800
Contributions - Others (AVRWMP)		291,999		291,999
Grant Re-imbusement - IRWMP 2013 Update				
Water Sales - Pilot In-Lieu Banking				
<b>Total Program Revenue</b>		<b>\$578,839</b>	<b>(\$327,928)</b>	<b>(\$906,767)</b>
<b>Program Expenditures:</b>				
Contract Services - USGS & CASGEM		\$21,200	\$31,800	\$10,600
Contract Services - AVIRWMP				
Contract Services - IRWMP 2013 Update				
Contract Services - BIG ROCK CREEK	18,626	25,068	236,951	211,883
Contract Services - FINANCIAL ANALYSIS	5,478	13,641	27,377	13,736
<b>Total Program Expenditures</b>		<b>\$21,200</b>	<b>\$31,800</b>	<b>\$10,600</b>