

**AVSWCA**

Antelope Valley State Water Contractors Association

www.avswca.org**COMMISSIONERS**BARBARA HOGAN, *Chair*ROBERT ALVARADO, *Vice Chair*LEO THIBAUT, *Treasurer-Auditor*KATHY MAC LAREN, *Secretary*KEITH DYAS, *Commissioner*GEORGE LANE, *Alt. Commissioner***OFFICERS**MATTHEW R. KNUDSON, *General Manager*TOM BARNES, *Controller*DANIELLE HENRY, *Executive Assistant*

February 24, 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, February 27, 2014

6:30 p.m.

NOTE: To comply with the Americans with Disabilities Act, to participate in any Association meeting please contact Danielle Henry at 661-947-4111 x1059 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) Public comments for items not on the agenda.
- 4) Consideration and possible action on minutes of regular meeting held January 23, 2014.
- 5) Payment of bills.
- 6) Presentation on PWD's Littlerock Creek Recharge and Recovery Project. (General Manager Knudson/David Ferguson of Kennedy/Jenks)

- 7) Presentation on the Association's website tracking statistics. (Controller Barnes)
- 8) Consideration and possible action on AVSWCA booth at the Home Show. (Commissioner Dyas)
- 9) Consideration and possible action on legal counsel representation for the AVSWCA. (General Manager Knudson)
- 10) Report of General Manager.
 - a) Update on the AVSWCA AB 1234 Training.
 - b) Update on Antelope Valley IRWMP.
- 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

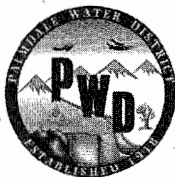
DATE: February 24, 2014 **February 27, 2014**
TO: AVSWCA Commissioners **Commission Meeting**
FROM: Matthew R. Knudson, General Manager
RE: *AGENDA ITEM NO. 5 – PAYMENT OF BILLS*

Recommendation:

Staff has reviewed and recommends payment of the attached invoice from the Palmdale Water District in the amount of \$529.72. This invoice include labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), and Gene Taylor (Finance) for the period of December 29, 2013 through January 25, 2014.

Staff has reviewed and recommends payment of the attached invoice from the Antelope Valley East Kern Water Agency in the amount of \$479.44. This invoice include labor charges for Tom Barnes (Controller) for the period of January 1, 2014 through January 31, 2014.

Staff has reviewed and recommends payment of the attached invoice from Burkey Cox Evans & Bradford CPAs in the amount of \$6,000.00. This invoice includes auditing services for the annual audits ending June 30, 2010, 2011 and 2012.



PALMDALE WATER DISTRICT

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

Fax (661) 947-8604

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 DIPA
Division 5

LAGERLOF, SENECAL, GOSNEY & KRUSE LLP
Attorneys



February 10, 2014

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

**RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,
ETC. FOR DECEMBER 29 THRU JANUARY 25, 2014.**

<u>Labor: (Pay period beginning date)</u>		<u>Amount</u>
12-29-13	0.50Hrs	33.39
01-12-14	6.50 Hrs.	399.46
	1.50 Hr. O.T.	96.87
TOTAL LABOR		529.72
TOTAL DUE		<u><u>\$529.72</u></u>

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

Sincerely,

Yolanda T. RadoVIC

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

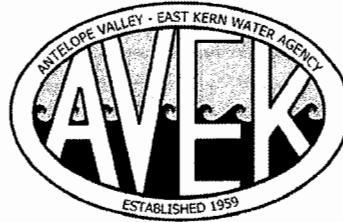
CHARLIE O'LOUGHLIN
Division 1

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

February 6, 2014

Antelope Valley State Water Contractors Assoc.

Re: Invoice of Charges for Staff
Tom Barnes - Controller
January, 2014

Total: \$479.44

Period	Hours	Amount	Notes
January 1, 2014 thru January 31, 2014	8	\$ 479.44	AVSWCA Meeting & Preparation, Commissioner communications, Website updates.
Total:	8	\$ 479.44	

**Burkey Cox Evans & Bradford
CPAs**

1058 W. Avenue M-14, Suite B
Palmdale, CA 93551

CERTIFIED PUBLIC ACCOUNTANTS

Phone: (661) 267-2005

Fax: (661) 267-2471

A. V. State Water Contractors Association
c/o Ron Cunningham
2029 East Avenue Q
Palmdale, CA 93550

Client #: 1253
Invoice #: 42129712
Invoice Date: 12/31/2013
Due Upon Receipt

Amount Enclosed: \$ _____

Please return top portion with payment.

For professional service rendered as follows:

Thank you for your business - A. V. State Water Contractors Association

Auditing services provided during the month of December 2013 For the annual audits ending 6,000.00
June 30, 2010, 2011 and 2012

Billed Time & Expenses \$6,000.00

Invoice Total \$6,000.00

Beginning Balance \$0.00

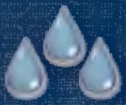
Invoices 6,000.00

Amount Due \$6,000.00

RECEIVED
JAN 09 2014

Aged Balances

<u>12/31/2013</u>	<u>11/30/2013</u>	<u>10/31/2013</u>	<u>09/30/2013</u>	<u>08/31/2013+</u>	<u>Total</u>
6,000.00	0.00	0.00	0.00	0.00	\$6,000.00



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COMMISSIONERS

BARBARA HOGAN, Chair

ROBERT ALVARADO, Vice Chair

LEO THIBAUT, Treasurer-Auditor

KATHY MAC LAREN, Secretary

KEITH DYAS, Commissioner

GEORGE LANE, Alt. Commissioner

OFFICERS

MATTHEW R. KNUDSON, General Manager

TOM BARNES, Controller

DANIELLE HENRY, Executive Assistant

February 21, 2014

INVITATION TO ATTEND AB 1234 ETHICS TRAINING

The Antelope Valley State Water Contractors Association is sponsoring AB 1234 Ethics Training required for Board of Directors and Executive Management. This training will be conducted by Mr. Wayne Lemieux of the firm Lemieux & O'Neill.

WHEN: March 27, 2014

TIME: 6:30 P.M. TO 8:30 P.M.

WHERE: Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

COST: No charge

RSVP: Danielle Henry 661-456-1059 by March 21