



# AVSWCA

Antelope Valley State Water Contractors Association

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

## **COMMISSIONERS**

GORDON DEXTER  
Chair  
BARBARA HOGAN  
Vice Chair  
ANDY RUTLEDGE  
Secretary  
LEO THIBAUT  
Treasurer-Auditor  
GEORGE LANE  
Commissioner  
KATHY MAC LAREN  
Commissioner

June 25, 2012

## **OFFICERS**

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

*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, June 28, 2012*

*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 x103 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 x103 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) Approval of minutes of regular meeting held March 15, 2012.
- 5) Payment and ratification of bills.

- 6) Consideration and possible action on agreement for the preparation of a monitoring plan to meet the requirements of the California Statewide Groundwater Evaluation Monitoring (CASGEM) Program. (General Manager Knudson)
- 7) Consideration and possible action on regional control of water from the State Water Project. (General Manager Knudson)
- 8) Consideration and possible action on agency interest in funding a feasibility study for development of a joint recharge/water banking project on the east side of the Antelope Valley. (General Manager Knudson)
- 9) Consideration and possible action on the AVSWCA website. (Controller Barnes)
- 10) Consideration and possible action on frequency of AVSWCA meetings. (General Manager Knudson)
- 11) Report of General Manager.
  - a) Status report on budget for fiscal year 2012-2013.
  - b) Status report on updating the 2007 Integrated Regional Water Management Plan.
  - c) Status report on USGS presentation.
- 12) Report of Controller.
- 13) Reports of Commissioners.
- 14) Report of Attorney.
- 15) Commission members' requests for future agenda items.
- 16) Consideration and possible action on scheduling the next Association meeting.
- 17) Adjournment.

# ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

## COMMISSION MEMORANDUM

**DATE:** June 25, 2012 June 28, 2012  
**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 approving the attached invoice from the Palmdale Water District in the amount of \$789.87. This invoice includes labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), Gene Taylor (Finance), and Danielle Doll (Administrative Assistant) for the periods of February 26, 2012 through March 24, 2012.

Staff has reviewed and recommends approving the attached invoice from the Palmdale Water District in the amount of \$71.05. This invoice includes labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), Gene Taylor (Finance), and Danielle Doll (Administrative Assistant) for the periods of March 29, 2012 through April 21, 2012.

Staff has reviewed and recommends approving the attached invoice from the Palmdale Water District in the amount of \$160.49. This invoice includes labor charges for Matthew Knudson (General Manager), and Dawn Deans (Executive Assistant) for the periods of April 22, 2012 through May 19, 2012.

Staff has reviewed and recommends approving the attached invoice from the Antelope Valley East Kern Water Agency in the amount of \$879.60. This invoice includes labor charges for Tom Barnes (Controller) for the period of March 1 through April 30, 2012.

Staff has reviewed and recommends approving the attached invoice from United States Department of the Interior in the amount of \$27,250.00. This invoice is for the quarterly billing for cooperative water resources investigations in the AVSWCA area, per Joint Funding Agreement between the AVSWCA and USGS.

Staff has reviewed and recommends approving the attached invoices from RMC Water and Environment in the amounts of \$2,122.48, \$8,081.50, and \$15,532.80 for Professional Engineering Services from January 28, 2012 through April 27, 2012 for the Antelope Valley IRWMP 2007 Update.

Staff approved and paid the attached invoices from The Rogee Company in the amount of \$45.00 each for the monthly website subscription charges for December 2011 and for March 2012 and recommends ratification of payment of these invoices.





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAL, GOSNEY & KRUSE LLP  
Attorneys



April 04, 2012

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR FEBRUARY 26 THRU MARCH 24, 2012.

| <u>Labor: (Pay period beginning date)</u>             | <u>Amount</u>              |
|---|----------------------------|
| 02-26-12      6.50 Hrs.                               | 360.30                     |
| 03-11-12      6.00 Hrs.                               | 292.05                     |
| 1.75 Hr. O.T.   | 110.57                     |
| <br>TOTAL LABOR                                       | <br>762.92                 |
| <br>03-29-12      REFRESHMENTS FOR<br>ETHICS TRAINING | <br>26.95                  |
| <br><b>TOTAL DUE</b>                                  | <br><b><u>\$789.87</u></b> |

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





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAI, GOSNEY & KRUSE LLP  
Attorneys



May 07, 2012

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR MARCH 25 THRU APRIL 21, 2012.

| <u>Labor: (Pay period beginning date)</u> | <u>Amount</u>         |
|---|-----------------------|
| 03-25-12 1.00 Hrs.                        | 42.12                 |
| 04-08-12 0.50 Hrs.                        | 28.93                 |
| TOTAL LABOR                               | 71.05                 |
| <b>TOTAL DUE</b>                          | <b><u>\$71.05</u></b> |

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





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAI, GOSNEY & KRUSE LLP  
Attorneys



**June 22, 2012**

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

**RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR APRIL 22 THRU MAY 19, 2012.**

| <u>Labor: (Pay period beginning date)</u> | <u>Amount</u>          |
|---|------------------------|
| 04-22-12 1.25 Hrs.                        | 68.38                  |
| 05-06-12 2.00 Hrs.                        | 92.11                  |
| TOTAL LABOR                               | 160.49                 |
| <b>TOTAL DUE</b>                          | <b><u>\$160.49</u></b> |

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**

GEORGE M. LANE  
Division 4  
President

KEITH DYAS  
Division 2  
Vice President

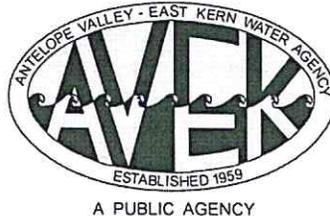
CHARLIE O'LOUGHLIN  
Division 1

FRANK S. DONATO  
Division 3

ANDY D. RUTLEDGE  
Division 5

MARLON BARNES  
Division 6

DAVID RIZZO  
Division 7



**OFFICERS**

DAN FLORY  
General Manager

HOLLY H. HUGHES  
Secretary-Treasurer

May 10, 2012

Antelope Valley State Water Contractors Assoc.

Re: **Invoice of Charges for Staff  
Tom Barnes - Controller  
March-April, 2012**

**Total: \$879.60**

|      | Period         | Hours     | Amount           | Notes  |
|------|----------------|-----------|------------------|--|
|      | March 1, 2012  | 10        | \$ 586.40        | AVSWCA Meeting preparation, IES website update & comm. Review of Regional Trans. Agreement. Commissioner communications. |
| thru | March 31, 2012 |           |                  |  |
|      | April 1, 2012  | 5         | \$ 293.20        | IES website update & comm. Regional Trans. Agreement comm. Commissioner communications.                                  |
| thru | April 30, 2012 |           |                  |  |
|      | <b>Total:</b>  | <b>15</b> | <b>\$ 879.60</b> |  |



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

Make Remittance Payable To: United States Geological Survey  
Billing Contact: Tammy Seubert Phone: (916) 278-3040

Bill #: 90086727  
Date: 04/13/2012  
Due Date: 06/12/2012

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

RECEIVED

APR 18 2012

Payer: Antelope Valley  
State Water Contractors Assoc.  
2029 EAST AVENUE Q  
c/o Palmdale Water Dist.  
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 |           |
| 04/13/2012 | This is a quarterly billing for cooperative water resources investigations in the Antelope Valley State Water Contractors Assoc. (AVSWCA) area, per a Joint Funding Agreement (JFA) between the AVSWCA and the USGS. This JFA is dated 11/1/2011 and was accepted by the AVSWCA on 2/23/2012. This billing covers the periods of 11/1/2011-1/31/2012 & 2/1/2012-4/30/2012. 12WSCA43000 | 1   | 27,250.00  | 1   | 27,250.00 |

Amount Due this Bill: 27,250.00

Accounting Classification:  
Sales Order: 18929  
Sales Office: GWZG  
Customer Number: 6000001010  
  
TIN: 954753654

6/25/12  
OK TO PAY \$ 27,250<sup>-</sup>  
m.k.





RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

RECEIVED

MAR 13 2012

BY: \_\_\_\_\_

March 09, 2012  
 Project No: 0206-002.00  
 Invoice No: 14013

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from January 28, 2012 to February 24, 2012

Task 01 Ongoing Outreach

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Principal PM I       |       |        |          |                 |
| West, Thomas         | 1.50  | 240.00 | 360.00   |                 |
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 4.00  | 220.00 | 880.00   |                 |
| Administrator        |       |        |          |                 |
| Macklin, Cathy       | 1.00  | 95.00  | 95.00    |                 |
| Totals               | 6.50  |        | 1,335.00 |                 |
| <b>Total Labor</b>   |       |        |          | <b>1,335.00</b> |

**Reimbursable Expenses**

|                            |  |                         |              |                   |
|----------------------------|--|-------------------------|--------------|-------------------|
| Reimbursable Mileage       |  |                         |              |                   |
| 2/29/2012 Dietrick, Brian  |  | AV IRWMP Update Kickoff | 69.30        |                   |
| <b>Total Reimbursables</b> |  | <b>1.1 times</b>        | <b>69.30</b> | <b>76.23</b>      |
|                            |  | <b>Total this Task</b>  |              | <b>\$1,411.23</b> |

Task 04 Project Management/Administration

**Professional Personnel**

|                      | Hours | Rate                   | Amount |                 |
|----------------------|-------|------------------------|--------|-----------------|
| Sr Project Manager I |       |                        |        |                 |
| Dietrick, Brian      | 2.00  | 220.00                 | 440.00 |                 |
| Associate Engineer 3 |       |                        |        |                 |
| Soto, Grizelda       | 1.75  | 155.00                 | 271.25 |                 |
| Totals               | 3.75  |                        | 711.25 |                 |
| <b>Total Labor</b>   |       |                        |        | <b>711.25</b>   |
|                      |       | <b>Total this Task</b> |        | <b>\$711.25</b> |

**Billing Limits**

|                | Current  | Prior | To-Date    |
|----------------|----------|-------|------------|
| Total Billings | 2,122.48 | 0.00  | 2,122.48   |
| Limit          |          |       | 471,720.00 |
| Remaining      |          |       | 469,597.52 |

**Total this Invoice** \$2,122.48

OK TO PAY  
 M.K.



# Monthly Progress Report

## Antelope Valley IRWMP 2007 Update

**Subject:** February 2012 Monthly Progress Report  
**Prepared for:** Antelope Valley State Water Contractors Association (AVSWCA)  
**Prepared by:** RMC Water and Environment  
**Date:** March 9, 2012  
**Project Number:** 0206-002  
**Invoice #** 1

### 1 Executive Summary

This monthly progress report summarizes the work performed and project status for the period of January 28, 2012 - February 24, 2012 for the Antelope Valley Integrated Regional Water Management Plan (IRWMP) 2007 Update. The progress report outline is as follows:

- Report Status
- Cost Information
- Schedule Information

### 2 Report Status

A summary table of work performed on the project in February 2012 and work to be completed in the next invoicing period is provided below in Table 1.

**Table 1 – Summary of Task/Deliverables Status**

| Task                       | Work Completed During the Reporting Period                   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed   |
|----------------------------|--|---|
| Task 1: Ongoing Outreach   | Coordination of AV IRWMP project kick-off meeting for A-Team | -Conduct AV IRWMP A-team kickoff meeting<br>-Conduct first stakeholder meeting: <ul style="list-style-type: none"> <li>○ Contact all stakeholder participants</li> <li>○ Begin DAC Outreach</li> <li>○ Coordinate with likely Flood Management subcommittee participants</li> </ul> |
| Task 2.1: DAC Water Supply | -No Work Performed Under this Task                           | - None  |

| Task                                      | Work Completed During the Reporting Period   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed |
|---|--|---|
| Task 2.2: Salt/Nutrient Management Plan   | -No Work Performed Under this Task   | - None  |
| Task 2.3: Integrated Flood Management     | -No Work Performed Under this Task   | - None  |
| Task 3: IRWM Plan Update                  | -No Work Performed Under this Task   | - None  |
| Task 4: Project Management/Administration | -Completed project setup and finalized contract between AVSWCA and RMC Water and Environment<br>Routine project management | -Complete first Invoice Packet to DWR<br>-Routine project management            |

**Issues and Concerns**

No issues or concerns that may affect the schedule or budget have arisen during this reporting period.

**3 Cost Information**

As of February 24, 2012, 0% of the project budget has been expended (\$2,122.48 of \$471,720.00). The costs incurred during this reporting period by the consultant RMC Water and Environment and sub-consultant PACE are detailed in Table 2 through Table 4. The current project budget is progressing as planned. Therefore no changes have been made during this reporting period to the project budget.

Table 2: Summary Budget Status for Antelope Valley IRWMP

| Description                                 | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$0.00           | \$1,411.23        | \$1,411.23          | \$ 85,898.77        | 2%              | 0%         |
| Task 2: Technical Evaluations               | \$202,750.00        | \$0.00           | \$0.00            | \$0.00              | \$202,750.00        | 0%              | 0%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00           | \$0.00            | \$0.00              | \$ 35,120.00        | 0%              | 0%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00           | \$0.00            | \$0.00              | \$ 27,580.00        | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$140,050.00        | \$0.00           | \$0.00            | \$0.00              | \$140,050.00        | 0%              | 0%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00           | \$0.00            | \$0.00              | \$162,030.00        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$0.00           | \$711.25          | \$711.25            | \$ 18,918.75        | 4%              | 1%         |
| <b>Total</b>                                | <b>\$471,720.00</b> | <b>\$0.00</b>    | <b>\$2,122.48</b> | <b>\$2,122.48</b>   | <b>\$469,597.52</b> | <b>0%</b>       |            |

Table 3: RMC Water and Environment Budget Status

| Description                                 | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$0.00           | \$1,411.23        | \$1,411.23          | \$ 85,898.77        | 2%              | 0%         |
| Task 2: Technical Evaluations               | \$98,800.00         | \$0.00           | \$0.00            | \$0.00              | \$98,800.00         | 0%              | 0%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00           | \$0.00            | \$0.00              | \$35,120.00         | 0%              | 0%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00           | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$36,100.00         | \$0.00           | \$0.00            | \$0.00              | \$36,100.00         | 0%              | 0%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00           | \$0.00            | \$0.00              | \$162,030.00        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$0.00           | \$711.25          | \$711.25            | \$ 18,918.75        | 4%              | 1%         |
| <b>Total</b>                                | <b>\$367,770.00</b> | <b>\$0.00</b>    | <b>\$2,122.48</b> | <b>\$2,122.48</b>   | <b>\$365,647.52</b> | <b>0%</b>       |            |

Table 4: Summary Budget Status for Antelope Valley IRWMP

| Description                           | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---------------------------------------|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 2.3: Integrated Flood Management | \$103,950.00        | \$0.00           | \$0.00            | \$0.00              | \$103,950.00        | 0%              | 0%         |
| <b>Total</b>                          | <b>\$103,950.00</b> | <b>\$0.00</b>    | <b>\$0.00</b>     | <b>\$0.00</b>       | <b>\$103,950.00</b> | <b>0%</b>       |            |

## 4 Schedule Information

All project tasks are currently moving forward as planned. Table 5 below summarizes the project schedule. The contract to perform work was signed in February so the start dates of the tasks in Table 5 have been adjusted accordingly.

**Table 5 – Antelope Valley IRWMP 2007 Update Project Schedule**

| <b>Task</b>                                      | <b>Project Schedule</b>              |
|--|--------------------------------------|
| <b>Task 1: Ongoing Outreach</b>                  | <b>March 2012- December 2013</b>     |
| <b>Task 2: Technical Evaluations</b>             | <b>February 2012 – July 2013</b>     |
| Task 2.1: DAC Water Supply                       | March 2012 – July 2013               |
| Task 2.2: Salt/Nutrient Management Planning      | February 2012 – June 2012            |
| Task 2.3: Integrated Flood Management            | March 2012 – April 2013              |
| <b>Task 3: IRWM Plan Update</b>                  | <b>July 2012 – September 2013</b>    |
| <b>Task 4: Project Management/Administration</b> | <b>February 2012 – December 2013</b> |



RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

BY: \_\_\_\_\_  
 APR 23 2012  
 RECEIVED

April 18, 2012  
 Project No: 0206-002.00  
 Invoice No: 14186

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from February 25, 2012 to March 30, 2012

Task 01 Ongoing Outreach

**Professional Personnel**

|   | Hours | Rate   | Amount                 |                   |
|---|-------|--------|------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 5.50  | 240.00 | 1,320.00               |                   |
| Sr Project Manager I<br>Dietrick, Brian | 8.00  | 220.00 | 1,760.00               |                   |
| Totals                                  | 13.50 |        | 3,080.00               |                   |
| <b>Total Labor</b>                      |       |        |                        | <b>3,080.00</b>   |
|   |       |        | <b>Total this Task</b> | <b>\$3,080.00</b> |

Task 02 Technical Evaluations

Subtask 01 DAC Water Supply and Quality and Flooding Evaluation

**Professional Personnel**

|  | Hours | Rate   | Amount                    |                   |
|--|-------|--------|---------------------------|-------------------|
| Associate Engineer 3<br>Soto, Grizelda | 10.00 | 155.00 | 1,550.00                  |                   |
| Totals                                 | 10.00 |        | 1,550.00                  |                   |
| <b>Total Labor</b>                     |       |        |                           | <b>1,550.00</b>   |
|  |       |        | <b>Total this Subtask</b> | <b>\$1,550.00</b> |

Subtask 03 Integrated Flood Management

**Professional Personnel**

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 2.00  | 240.00 | 480.00                    |                   |
| Sr Project Manager I<br>Dietrick, Brian | 4.00  | 220.00 | 880.00                    |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 10.00 | 155.00 | 1,550.00                  |                   |
| Totals                                  | 16.00 |        | 2,910.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>2,910.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$2,910.00</b> |

|                        |             |         |                   |
|------------------------|-------------|---------|-------------------|
| Project                | 0206-002.00 | Invoice | 14186             |
| <b>Total this Task</b> |             |         | <b>\$4,460.00</b> |

---

|                               |    |                   |              |             |                |
|-------------------------------|----|-------------------|--------------|-------------|----------------|
| Task                          | 03 | IRWMP Plan Update |              |             |                |
| <b>Professional Personnel</b> |    |                   |              |             |                |
|                               |    |                   | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>  |
| Sr Graphic Designer/Artist    |    |                   |              |             |                |
| Woodrow-Gray, Linda           |    |                   | .25          | 125.00      | 31.25          |
| Totals                        |    |                   | .25          |             | 31.25          |
| <b>Total Labor</b>            |    |                   |              |             | <b>31.25</b>   |
| <b>Total this Task</b>        |    |                   |              |             | <b>\$31.25</b> |

---

|                               |    |                                   |              |             |                 |
|-------------------------------|----|-----------------------------------|--------------|-------------|-----------------|
| Task                          | 04 | Project Management/Administration |              |             |                 |
| <b>Professional Personnel</b> |    |                                   |              |             |                 |
|                               |    |                                   | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>   |
| Associate Engineer 3          |    |                                   |              |             |                 |
| Soto, Grizelda                |    |                                   | 2.55         | 155.00      | 395.25          |
| Graphic Designer/Artist       |    |                                   |              |             |                 |
| Fox, Adam                     |    |                                   | 1.00         | 115.00      | 115.00          |
| Totals                        |    |                                   | 3.55         |             | 510.25          |
| <b>Total Labor</b>            |    |                                   |              |             | <b>510.25</b>   |
| <b>Total this Task</b>        |    |                                   |              |             | <b>\$510.25</b> |

|                       |                |              |                |
|-----------------------|----------------|--------------|----------------|
| <b>Billing Limits</b> | <b>Current</b> | <b>Prior</b> | <b>To-Date</b> |
| Total Billings        | 8,081.50       | 2,122.48     | 10,203.98      |
| Limit                 |                |              | 471,720.00     |
| Remaining             |                |              | 461,516.02     |

|                           |                   |
|---------------------------|-------------------|
| <b>Total this Invoice</b> | <b>\$8,081.50</b> |
|---------------------------|-------------------|

|                             |             |                 |
|-----------------------------|-------------|-----------------|
| <b>Outstanding Invoices</b> |             |                 |
| <b>Number</b>               | <b>Date</b> | <b>Balance</b>  |
| 14013                       | 3/9/2012    | 2,122.48        |
| <b>Total</b>                |             | <b>2,122.48</b> |



# Monthly Progress Report

## Antelope Valley IRWMP 2007 Update

**Subject:** March 2012 Monthly Progress Report  
**Prepared for:** Antelope Valley State Water Contractors Association (AVSWCA)  
**Prepared by:** RMC Water and Environment  
**Date:** April 18, 2012  
**Project Number:** 0206-002  
**Invoice #** 2

### 1 Executive Summary

This monthly progress report summarizes the work performed and project status for the period of February 25, 2012 – March 30, 2012 for the Antelope Valley Integrated Regional Water Management Plan (IRWMP) 2007 Update. The progress report outline is as follows:

- Report Status
- Cost Information
- Schedule Information

### 2 Report Status

A summary table of work performed on the project in March 2012 and work to be completed in the next invoicing period is provided below in Table 1.

**Table 1 – Summary of Task/Deliverables Status**

| Task   | Work Completed During the Reporting Period  | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed                                   |
|--|---|---|
| Task 1: Ongoing Outreach                                       | -Coordination of AV IRWMP A-Team<br>-Preparation for stakeholder meeting                                    | -Conduct AV IRWMP A-team meeting<br>-Conduct first stakeholder meeting<br>-Begin conducting DAC outreach meetings |
| Task 2.1: DAC Water Supply and Quality and Flooding Evaluation | -Preparation of DAC committee schedule and presentation<br>- Coordinate DAC committee contacts with LACWW40 | - DAC Committee meeting<br>- Work on draft DAC Data TM<br>- Begin scheduling DAC outreach meetings                |
| Task 2.2: Salt/Nutrient Management Plan                        | -No Work Performed Under this Task  | - None  |

| Task                                      | Work Completed During the Reporting Period   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed   |
|---|--|---|
| Task 2.3: Integrated Flood Management     | <ul style="list-style-type: none"> <li>-Preparation of Flood Committee schedule</li> <li>- Coordinate Flood Committee contacts with LACWWD40</li> <li>-Data request for existing flood planning documents</li> </ul> | <ul style="list-style-type: none"> <li>- Prepare for Flood Committee meeting</li> <li>- Begin work on draft DAC Data TM</li> </ul>  |
| Task 3: IRWM Plan Update                  | <ul style="list-style-type: none"> <li>-Graphics for work and grant funding schedule</li> </ul>  | <ul style="list-style-type: none"> <li>- Preparation of IRWMP Update schedule</li> </ul>  |
| Task 4: Project Management/Administration | <ul style="list-style-type: none"> <li>-Routine project management</li> <li>-First invoice and progress report to AVSWCA</li> </ul>  | <ul style="list-style-type: none"> <li>-Routine project management</li> <li>-Complete first Invoice Packet to DWR</li> <li>-Second invoice/progress report to AVSCWA</li> </ul> |

**Issues and Concerns**

No issues or concerns that may affect the schedule or budget have arisen during this reporting period.

**3 Cost Information**

As of March 30, 2012, 2% of the project budget has been expended (\$10,203.98 of \$471,720.00). The costs incurred during this reporting period by the consultant RMC Water and Environment and sub-consultant PACE are detailed in Table 2 through Table 4. The current project budget is progressing as planned. Therefore no changes have been made during this reporting period to the project budget.

Table 2: Summary Budget Status for Antelope Valley IRWMP

| Description                                 | Total Budget        | Spent Previously  | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|-------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$1,411.23        | \$3,080.00        | \$4,491.23          | \$82,818.77         | 5%              | 5%         |
| Task 2: Technical Evaluations               | \$202,750.00        | \$0.00            | \$4,460.00        | \$4,460.00          | \$198,290.00        | 2%              | 2%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00            | \$1,550.00        | \$1,550.00          | \$33,570.00         | 4%              | 4%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00            | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$140,050.00        | \$0.00            | \$2,910.00        | \$2,910.00          | \$137,140.00        | 2%              | 2%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00            | \$31.25           | \$31.25             | \$161,998.75        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$711.25          | \$510.25          | \$1,221.50          | \$18,408.50         | 6%              | 6%         |
| <b>Total</b>                                | <b>\$471,720.00</b> | <b>\$2,122.48</b> | <b>\$8,081.50</b> | <b>\$10,203.98</b>  | <b>\$461,516.02</b> | <b>2%</b>       | <b>2%</b>  |

Table 3: RMC Water and Environment Budget Status

| Description                                 | Total Budget        | Spent Previously  | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|-------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$1,411.23        | \$3,080.00        | \$4,491.23          | \$82,818.77         | 5%              | 5%         |
| Task 2: Technical Evaluations               | \$98,800.00         | \$0.00            | \$4,460.00        | \$4,460.00          | \$94,340.00         | 5%              | 5%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00            | \$1,550.00        | \$1,550.00          | \$33,570.00         | 4%              | 4%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00            | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$36,100.00         | \$0.00            | \$2,910.00        | \$2,910.00          | \$33,190.00         | 8%              | 8%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00            | \$31.25           | \$31.25             | \$161,998.75        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$711.25          | \$510.25          | \$1,221.50          | \$18,408.50         | 6%              | 6%         |
| <b>Total</b>                                | <b>\$367,770.00</b> | <b>\$2,122.48</b> | <b>\$8,081.50</b> | <b>\$10,203.98</b>  | <b>\$357,566.02</b> | <b>3%</b>       | <b>3%</b>  |

Table 4: Summary Budget Status for Antelope Valley IRWMP

| Description                           | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---------------------------------------|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 2.3: Integrated Flood Management | \$103,950.00        | \$0.00           | \$0.00            | \$0.00              | \$103,950.00        | 0%              | 0%         |
| <b>Total</b>                          | <b>\$103,950.00</b> | <b>\$0.00</b>    | <b>\$0.00</b>     | <b>\$0.00</b>       | <b>\$103,950.00</b> | <b>0%</b>       | <b>0%</b>  |

## 4 Schedule Information

All project tasks are currently moving forward as planned. Table 5 below summarizes the project schedule. The contract to perform work was signed in February so the start dates of the tasks in Table 5 have been adjusted accordingly.

**Table 5 – Antelope Valley IRWMP 2007 Update Project Schedule**

| <b>Task</b>                                      | <b>Project Schedule</b>              |
|--|--------------------------------------|
| <b>Task 1: Ongoing Outreach</b>                  | <b>March 2012- December 2013</b>     |
| <b>Task 2: Technical Evaluations</b>             | <b>March 2012 – September 2013</b>   |
| Task 2.1: DAC Water Supply                       | March 2012 – November 2012           |
| Task 2.2: Salt/Nutrient Management Planning      | March 2012 – September 2013          |
| Task 2.3: Integrated Flood Management            | March 2012 – August 2013             |
| <b>Task 3: IRWM Plan Update</b>                  | <b>June 2012 – December 2013</b>     |
| <b>Task 4: Project Management/Administration</b> | <b>February 2012 – December 2013</b> |





RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

June 01, 2012  
 Project No: 0206-002.00  
 Invoice No: 14382

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from March 31, 2012 to April 27, 2012

Task 01 Ongoing Outreach

Subtask 02 AVIRWM Plan Stakeholder Group Meeting

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Principal PM I       |       |        |          |                 |
| West, Thomas         | 3.50  | 240.00 | 840.00   |                 |
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 7.50  | 220.00 | 1,650.00 |                 |
| Associate Engineer 3 |       |        |          |                 |
| Soto, Grizelda       | 5.00  | 155.00 | 775.00   |                 |
| Totals               | 16.00 |        | 3,265.00 |                 |
| <b>Total Labor</b>   |       |        |          | <b>3,265.00</b> |

**Reimbursable Expenses**

|                            |  |   |              |                   |
|----------------------------|--|---|--------------|-------------------|
| Reimbursable Mileage       |  |   |              |                   |
| 4/18/2012 Dietrick, Brian  |  | AV IRWMP Stakeholder/DAC Meetings No. 1 | 67.32        |                   |
| <b>Total Reimbursables</b> |  | <b>1.1 times</b>                        | <b>67.32</b> | <b>74.05</b>      |
|                            |  | <b>Total this Subtask</b>               |              | <b>\$3,339.05</b> |

Subtask 03 Continued Outreach to DACs

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 7.50  | 220.00 | 1,650.00 |                 |
| Associate Engineer 3 |       |        |          |                 |
| Soto, Grizelda       | .50   | 155.00 | 77.50    |                 |
| Totals               | 8.00  |        | 1,727.50 |                 |
| <b>Total Labor</b>   |       |        |          | <b>1,727.50</b> |

**Total this Subtask \$1,727.50**

**Total this Task \$5,066.55**

Task 02 Technical Evaluations

Subtask 01 DAC Water Supply and Quality and Flooding Evaluation

**Professional Personnel**

Project 0206-002.00 Invoice 14382

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Sr Project Manager I<br>Dietrick, Brian | 16.00 | 220.00 | 3,520.00                  |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 8.00  | 155.00 | 1,240.00                  |                   |
| Administrator<br>Macklin, Cathy         | 1.00  | 95.00  | 95.00                     |                   |
| Totals                                  | 25.00 |        | 4,855.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>4,855.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$4,855.00</b> |

-----

Subtask 03 Integrated Flood Management

**Professional Personnel**

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 1.50  | 240.00 | 360.00                    |                   |
| Sr Project Manager I<br>Dietrick, Brian | 14.00 | 220.00 | 3,080.00                  |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 4.00  | 155.00 | 620.00                    |                   |
| Totals                                  | 19.50 |        | 4,060.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>4,060.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$4,060.00</b> |
|   |       |        | <b>Total this Task</b>    | <b>\$8,915.00</b> |

-----

Task 04 Project Management/Administration

**Professional Personnel**

|   | Hours | Rate   | Amount                 |                   |
|---|-------|--------|------------------------|-------------------|
| Sr Project Manager I<br>Dietrick, Brian | 3.00  | 220.00 | 660.00                 |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 5.75  | 155.00 | 891.25                 |                   |
| Totals                                  | 8.75  |        | 1,551.25               |                   |
| <b>Total Labor</b>                      |       |        |                        | <b>1,551.25</b>   |
|   |       |        | <b>Total this Task</b> | <b>\$1,551.25</b> |

| Billing Limits | Current   | Prior     | To-Date    |
|----------------|-----------|-----------|------------|
| Total Billings | 15,532.80 | 10,203.98 | 25,736.78  |
| Limit          |           |           | 471,720.00 |
| Remaining      |           |           | 445,983.22 |

**Total this Invoice** \$15,532.80

**Outstanding Invoices**

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 14013        | 3/9/2012  | 2,122.48         |
| 14186        | 4/18/2012 | 8,081.50         |
| <b>Total</b> |           | <b>10,203.98</b> |

6/25/12  
OK TO PAY \$15,532.80  
m.x.



**The Rogee Company, Inc.**  
 TRC Software & Web Solutions  
 P.O. Box 1468  
 Lancaster, CA 93584  
 ROGEE.com

**The Rogee Company, Inc.**

TRC Software & Web Solutions  
 P. O. Box 1468  
 Lancaster, CA 93584  
 1-800-360-0397

COPY RECEIVED  
 MAR 09 2012

www.DealerSERVE.com  
 www.CARNNECT.com  
 www.ROGEE.com

# INVOICE

Bill To:  
 AVSWCA c/o  
 Palmdale Water District  
 Accounts Payable  
 2029 East Ave. Q  
 Palmdale, CA 93550

| Date      | Invoice # |
|-----------|-----------|
| 12/1/2011 | 129609    |

| P.O. No. | Pay Type | Terms          |
|----------|----------|----------------|
|          | Check    | Due on receipt |

| Quantity | Description   | Rate  | Amount |
|----------|---|-------|--------|
| 1        | <p>THIS INVOICE IS FOR THESE SERVICES IN <b>DECEMBER 2011</b>:</p> <p>Monthly Subscription: www.avswca.org</p> <p>Thank you for your business!</p> <p><i>Payment was never received for this invoice.</i></p> <p><i>3/19/12 OK TO PAY \$45- m.x.</i></p> <p><i>Ad. ch# 1266 3-19-12</i></p> | 45.00 | 45.00  |

|  |  |              |                |
|--|--|--------------|----------------|
| Please indicate invoice number on your payment | <b>Please remit payment to the order of:</b><br><b>THE ROGEE COMPANY, INC.</b><br><b>Accounts Receivable</b><br><b>PO Box 1468</b><br><b>Lancaster, CA 93584</b> | <b>Total</b> | <b>\$45.00</b> |
|  |  |              |                |

100

100

| 100 | 100 | 100 | 100 | 100 | 100 |
|-----|-----|-----|-----|-----|-----|
| 100 | 100 | 100 | 100 | 100 | 100 |



**The Rogee Company, Inc.**  
 TRC Software & Web Solutions  
 P.O. Box 1468  
 Lancaster, CA 93584  
 ROGEE.com

**The Rogee Company, Inc.**

TRC Software & Web Solutions  
 P. O. Box 1468  
 Lancaster, CA 93584  
 1-800-360-0397

www.DealerSERVE.com  
 www.CARNNECT.com  
 www.ROGEE.com

# INVOICE

Bill To:  
 AVSWCA c/o  
 Palmdale Water District  
 Accounts Payable  
 2029 East Ave. Q  
 Palmdale, CA 93550

| Date     | Invoice # |
|----------|-----------|
| 3/1/2012 | 129875    |

| P.O. No. | Pay Type | Terms          |
|----------|----------|----------------|
|          | Check    | Due on receipt |

| Quantity | Description   | Rate  | Amount |
|----------|---|-------|--------|
| 1        | <p>THIS INVOICE IS FOR THESE SERVICES IN MAR 2012:</p> <p>Monthly Subscription: www.avswca.org</p> <p>Thank you for your business!</p> <p style="text-align: center;"><b>RECEIVED</b><br/>MAR 06 2012</p> <p style="text-align: center;"><i>Acct. # 1266<br/>3-19-12<br/>3/19/12<br/>OK TO PAY #45 -<br/>M.X.</i></p> | 45.00 | 45.00  |

Please indicate invoice number on your payment

**Please remit payment to the order of:**  
**THE ROGEE COMPANY, INC.**  
 Accounts Receivable  
 PO Box 1468  
 Lancaster, CA 93584

**Total**

**\$45.00**



The Rogee Company, Inc.  
 P. O. Box 1468  
 Lancaster, CA 93584

# Statement

|          |
|----------|
| Date     |
| 3/6/2012 |

|   |
|---|
| To:   |
| AVSWCA c/o<br>Palmdale Water District<br>Accounts Payable<br>2029 East Ave. Q<br>Palmdale, CA 93550 |

|   |                              | Amount Due          | Amount Enc.         |                       |            |
|---|------------------------------|---------------------|---------------------|-----------------------|------------|
|   |                              | \$90.00             |                     |                       |            |
| Date  | Transaction                  | Amount              | Balance             |                       |            |
| 11/29/2011  | Balance forward              |                     | 0.00                |                       |            |
| 12/01/2011  | INV #129609. Due 12/01/2011  |                     | 45.00               |                       |            |
| 01/01/2012  | INV #129696. Due 01/01/2012. | 45.00               | 90.00               |                       |            |
| 01/26/2012  | PMT #001258.                 | -45.00              | 45.00               |                       |            |
| 02/01/2012  | INV #129786. Due 02/01/2012. | 45.00               | 90.00               |                       |            |
| 02/18/2012  | PMT #001260.                 | -45.00              | 45.00               |                       |            |
| 03/01/2012  | INV #129875. Due 03/01/2012. | 45.00               | 90.00               |                       |            |
| *****IMPORTANT NOTICE*****  |                              |                     |                     |                       |            |
| <p><b>Dear Customer,</b></p> <p><b>Our records indicate that you skipped payment of the December 2011 invoice in the amount of \$45. Therefore, as this statement indicates, the total amount due at this time on your account is \$90 (that's \$45 for the skipped Dec 2011 payment and another \$45 for the recent March 2012 invoice).</b></p> <p><b>Thank you in advance for your attention to this matter and for your prompt payment to bring your account into current status.</b></p> |                              |                     |                     |                       |            |
| CURRENT   | 1-30 DAYS PAST DUE           | 31-60 DAYS PAST DUE | 61-90 DAYS PAST DUE | OVER 90 DAYS PAST DUE | Amount Due |
| 0.00  | 45.00                        | 0.00                | 0.00                | 45.00                 | \$90.00    |

# ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

## COMMISSION MEMORANDUM

**DATE:** June 25, 2012 June 28, 2012  
**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 approving the attached invoice from the Palmdale Water District in the amount of \$789.87. This invoice includes labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), Gene Taylor (Finance), and Danielle Doll (Administrative Assistant) for the periods of February 26, 2012 through March 24, 2012.

Staff has reviewed and recommends approving the attached invoice from the Palmdale Water District in the amount of \$71.05. This invoice includes labor charges for Matthew Knudson (General Manager), Dawn Deans (Executive Assistant), Gene Taylor (Finance), and Danielle Doll (Administrative Assistant) for the periods of March 29, 2012 through April 21, 2012.

Staff has reviewed and recommends approving the attached invoice from the Palmdale Water District in the amount of \$160.49. This invoice includes labor charges for Matthew Knudson (General Manager), and Dawn Deans (Executive Assistant) for the periods of April 22, 2012 through May 19, 2012.

Staff has reviewed and recommends approving the attached invoice from the Antelope Valley East Kern Water Agency in the amount of \$879.60. This invoice includes labor charges for Tom Barnes (Controller) for the period of March 1 through April 30, 2012.

Staff has reviewed and recommends approving the attached invoice from United States Department of the Interior in the amount of \$27,250.00. This invoice is for the quarterly billing for cooperative water resources investigations in the AVSWCA area, per Joint Funding Agreement between the AVSWCA and USGS.

Staff has reviewed and recommends approving the attached invoices from RMC Water and Environment in the amounts of \$2,122.48, \$8,081.50, and \$15,532.80 for Professional Engineering Services from January 28, 2012 through April 27, 2012 for the Antelope Valley IRWMP 2007 Update.

Staff approved and paid the attached invoices from The Rogee Company in the amount of \$45.00 each for the monthly website subscription charges for December 2011 and for March 2012 and recommends ratification of payment of these invoices.





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAL, GOSNEY & KRUSE LLP  
Attorneys



April 04, 2012

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR FEBRUARY 26 THRU MARCH 24, 2012.

| <u>Labor: (Pay period beginning date)</u>    | <u>Amount</u>          |
|--|------------------------|
| 02-26-12 6.50 Hrs.                           | 360.30                 |
| 03-11-12 6.00 Hrs.<br>1.75 Hr. O.T.          | 292.05<br>110.57       |
| TOTAL LABOR                                  | 762.92                 |
| 03-29-12 REFRESHMENTS FOR<br>ETHICS TRAINING | 26.95                  |
| <b>TOTAL DUE</b>                             | <b><u>\$789.87</u></b> |

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





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAL, GOSNEY & KRUSE LLP  
Attorneys



May 07, 2012

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR MARCH 25 THRU APRIL 21, 2012.

| <u>Labor: (Pay period beginning date)</u> | <u>Amount</u>         |
|---|-----------------------|
| 03-25-12 1.00 Hrs.                        | 42.12                 |
| 04-08-12 0.50 Hrs.                        | 28.93                 |
| TOTAL LABOR                               | 71.05                 |
| <b>TOTAL DUE</b>                          | <b><u>\$71.05</u></b> |

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





# 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  
GORDON G. DEXTER  
Division 2  
GLORIA DIZMANG  
Division 3  
KATHY MAC LAREN  
Division 4  
STEVE R. CORDOVA  
Division 5

LAGERLOF, SENECAI, GOSNEY & KRUSE LLP  
Attorneys



**June 22, 2012**

## ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

**RE: CHARGES FOR STAFF TIME IN PREPARING AGENDAS, MINUTES,  
ETC. FOR APRIL 22 THRU MAY 19, 2012.**

| <u>Labor: (Pay period beginning date)</u> | <u>Amount</u>          |
|---|------------------------|
| 04-22-12 1.25 Hrs.                        | 68.38                  |
| 05-06-12 2.00 Hrs.                        | 92.11                  |
| TOTAL LABOR                               | 160.49                 |
| <b>TOTAL DUE</b>                          | <b><u>\$160.49</u></b> |

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**

GEORGE M. LANE  
Division 4  
President

KEITH DYAS  
Division 2  
Vice President

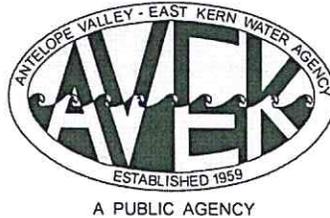
CHARLIE O'LOUGHLIN  
Division 1

FRANK S. DONATO  
Division 3

ANDY D. RUTLEDGE  
Division 5

MARLON BARNES  
Division 6

DAVID RIZZO  
Division 7



**OFFICERS**

DAN FLORY  
General Manager

HOLLY H. HUGHES  
Secretary-Treasurer

May 10, 2012

Antelope Valley State Water Contractors Assoc.

Re: **Invoice of Charges for Staff  
Tom Barnes - Controller  
March-April, 2012**

**Total: \$879.60**

|      | Period         | Hours     | Amount           | Notes  |
|------|----------------|-----------|------------------|--|
|      | March 1, 2012  | 10        | \$ 586.40        | AVSWCA Meeting preparation, IES website update & comm. Review of Regional Trans. Agreement. Commissioner communications. |
| thru | March 31, 2012 |           |                  |  |
|      | April 1, 2012  | 5         | \$ 293.20        | IES website update & comm. Regional Trans. Agreement comm. Commissioner communications.                                  |
| thru | April 30, 2012 |           |                  |  |
|      | <b>Total:</b>  | <b>15</b> | <b>\$ 879.60</b> |  |



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

Make Remittance Payable To: United States Geological Survey  
Billing Contact: Tammy Seubert Phone: (916) 278-3040

Bill #: 90086727  
Date: 04/13/2012  
Due Date: 06/12/2012

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

**RECEIVED**  
APR 18 2012

Payer: Antelope Valley  
State Water Contractors Assoc.  
2029 EAST AVENUE Q  
c/o Palmdale Water Dist.  
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 |           |
| 04/13/2012 | This is a quarterly billing for cooperative water resources investigations in the Antelope Valley State Water Contractors Assoc. (AVSWCA) area, per a Joint Funding Agreement (JFA) between the AVSWCA and the USGS. This JFA is dated 11/1/2011 and was accepted by the AVSWCA on 2/23/2012. This billing covers the periods of 11/1/2011-1/31/2012 & 2/1/2012-4/30/2012. 12WSCA43000 | 1   | 27,250.00  | 1   | 27,250.00 |

Amount Due this Bill: 27,250.00

Accounting Classification:  
Sales Order: 18929  
Sales Office: GWZG  
Customer Number: 6000001010  
  
TIN: 954753654

6/25/12  
OK TO PAY \$ 27,250<sup>-</sup>  
m.k.





RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

RECEIVED

MAR 13 2012

BY: \_\_\_\_\_

March 09, 2012  
 Project No: 0206-002.00  
 Invoice No: 14013

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from January 28, 2012 to February 24, 2012

Task 01 Ongoing Outreach

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Principal PM I       |       |        |          |                 |
| West, Thomas         | 1.50  | 240.00 | 360.00   |                 |
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 4.00  | 220.00 | 880.00   |                 |
| Administrator        |       |        |          |                 |
| Macklin, Cathy       | 1.00  | 95.00  | 95.00    |                 |
| Totals               | 6.50  |        | 1,335.00 |                 |
| <b>Total Labor</b>   |       |        |          | <b>1,335.00</b> |

**Reimbursable Expenses**

|                            |  |                         |              |                   |
|----------------------------|--|-------------------------|--------------|-------------------|
| Reimbursable Mileage       |  |                         |              |                   |
| 2/29/2012 Dietrick, Brian  |  | AV IRWMP Update Kickoff | 69.30        |                   |
| <b>Total Reimbursables</b> |  | <b>1.1 times</b>        | <b>69.30</b> | <b>76.23</b>      |
|                            |  | <b>Total this Task</b>  |              | <b>\$1,411.23</b> |

Task 04 Project Management/Administration

**Professional Personnel**

|                      | Hours | Rate                   | Amount |                 |
|----------------------|-------|------------------------|--------|-----------------|
| Sr Project Manager I |       |                        |        |                 |
| Dietrick, Brian      | 2.00  | 220.00                 | 440.00 |                 |
| Associate Engineer 3 |       |                        |        |                 |
| Soto, Grizelda       | 1.75  | 155.00                 | 271.25 |                 |
| Totals               | 3.75  |                        | 711.25 |                 |
| <b>Total Labor</b>   |       |                        |        | <b>711.25</b>   |
|                      |       | <b>Total this Task</b> |        | <b>\$711.25</b> |

**Billing Limits**

|                | Current  | Prior | To-Date    |
|----------------|----------|-------|------------|
| Total Billings | 2,122.48 | 0.00  | 2,122.48   |
| Limit          |          |       | 471,720.00 |
| Remaining      |          |       | 469,597.52 |

**Total this Invoice** \$2,122.48

OK TO PAY  
 M.K.



# Monthly Progress Report

## Antelope Valley IRWMP 2007 Update

**Subject:** February 2012 Monthly Progress Report  
**Prepared for:** Antelope Valley State Water Contractors Association (AVSWCA)  
**Prepared by:** RMC Water and Environment  
**Date:** March 9, 2012  
**Project Number:** 0206-002  
**Invoice #** 1

### 1 Executive Summary

This monthly progress report summarizes the work performed and project status for the period of January 28, 2012 - February 24, 2012 for the Antelope Valley Integrated Regional Water Management Plan (IRWMP) 2007 Update. The progress report outline is as follows:

- Report Status
- Cost Information
- Schedule Information

### 2 Report Status

A summary table of work performed on the project in February 2012 and work to be completed in the next invoicing period is provided below in Table 1.

**Table 1 – Summary of Task/Deliverables Status**

| Task                       | Work Completed During the Reporting Period                   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed   |
|----------------------------|--|---|
| Task 1: Ongoing Outreach   | Coordination of AV IRWMP project kick-off meeting for A-Team | -Conduct AV IRWMP A-team kickoff meeting<br>-Conduct first stakeholder meeting: <ul style="list-style-type: none"> <li>○ Contact all stakeholder participants</li> <li>○ Begin DAC Outreach</li> <li>○ Coordinate with likely Flood Management subcommittee participants</li> </ul> |
| Task 2.1: DAC Water Supply | -No Work Performed Under this Task                           | - None  |

| Task                                      | Work Completed During the Reporting Period   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed |
|---|--|---|
| Task 2.2: Salt/Nutrient Management Plan   | -No Work Performed Under this Task   | - None  |
| Task 2.3: Integrated Flood Management     | -No Work Performed Under this Task   | - None  |
| Task 3: IRWM Plan Update                  | -No Work Performed Under this Task   | - None  |
| Task 4: Project Management/Administration | -Completed project setup and finalized contract between AVSWCA and RMC Water and Environment<br>Routine project management | -Complete first Invoice Packet to DWR<br>-Routine project management            |

**Issues and Concerns**

No issues or concerns that may affect the schedule or budget have arisen during this reporting period.

**3 Cost Information**

As of February 24, 2012, 0% of the project budget has been expended (\$2,122.48 of \$471,720.00). The costs incurred during this reporting period by the consultant RMC Water and Environment and sub-consultant PACE are detailed in Table 2 through Table 4. The current project budget is progressing as planned. Therefore no changes have been made during this reporting period to the project budget.

Table 2: Summary Budget Status for Antelope Valley IRWMP

| Description                                 | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$0.00           | \$1,411.23        | \$1,411.23          | \$ 85,898.77        | 2%              | 0%         |
| Task 2: Technical Evaluations               | \$202,750.00        | \$0.00           | \$0.00            | \$0.00              | \$202,750.00        | 0%              | 0%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00           | \$0.00            | \$0.00              | \$ 35,120.00        | 0%              | 0%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00           | \$0.00            | \$0.00              | \$ 27,580.00        | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$140,050.00        | \$0.00           | \$0.00            | \$0.00              | \$140,050.00        | 0%              | 0%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00           | \$0.00            | \$0.00              | \$162,030.00        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$0.00           | \$711.25          | \$711.25            | \$ 18,918.75        | 4%              | 1%         |
| <b>Total</b>                                | <b>\$471,720.00</b> | <b>\$0.00</b>    | <b>\$2,122.48</b> | <b>\$2,122.48</b>   | <b>\$469,597.52</b> | <b>0%</b>       |            |

Table 3: RMC Water and Environment Budget Status

| Description                                 | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$0.00           | \$1,411.23        | \$1,411.23          | \$ 85,898.77        | 2%              | 0%         |
| Task 2: Technical Evaluations               | \$98,800.00         | \$0.00           | \$0.00            | \$0.00              | \$98,800.00         | 0%              | 0%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00           | \$0.00            | \$0.00              | \$35,120.00         | 0%              | 0%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00           | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$36,100.00         | \$0.00           | \$0.00            | \$0.00              | \$36,100.00         | 0%              | 0%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00           | \$0.00            | \$0.00              | \$162,030.00        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$0.00           | \$711.25          | \$711.25            | \$ 18,918.75        | 4%              | 1%         |
| <b>Total</b>                                | <b>\$367,770.00</b> | <b>\$0.00</b>    | <b>\$2,122.48</b> | <b>\$2,122.48</b>   | <b>\$365,647.52</b> | <b>0%</b>       |            |

Table 4: Summary Budget Status for Antelope Valley IRWMP

| Description                           | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---------------------------------------|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 2.3: Integrated Flood Management | \$103,950.00        | \$0.00           | \$0.00            | \$0.00              | \$103,950.00        | 0%              | 0%         |
| <b>Total</b>                          | <b>\$103,950.00</b> | <b>\$0.00</b>    | <b>\$0.00</b>     | <b>\$0.00</b>       | <b>\$103,950.00</b> | <b>0%</b>       |            |

## 4 Schedule Information

All project tasks are currently moving forward as planned. Table 5 below summarizes the project schedule. The contract to perform work was signed in February so the start dates of the tasks in Table 5 have been adjusted accordingly.

**Table 5 – Antelope Valley IRWMP 2007 Update Project Schedule**

| Task   | Project Schedule                     |
|--|--------------------------------------|
| <b>Task 1: Ongoing Outreach</b>                  | <b>March 2012- December 2013</b>     |
| <b>Task 2: Technical Evaluations</b>             | <b>February 2012 – July 2013</b>     |
| Task 2.1: DAC Water Supply                       | March 2012 – July 2013               |
| Task 2.2: Salt/Nutrient Management Planning      | February 2012 – June 2012            |
| Task 2.3: Integrated Flood Management            | March 2012 – April 2013              |
| <b>Task 3: IRWM Plan Update</b>                  | <b>July 2012 – September 2013</b>    |
| <b>Task 4: Project Management/Administration</b> | <b>February 2012 – December 2013</b> |



RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

BY: \_\_\_\_\_  
 APR 23 2012  
 RECEIVED

April 18, 2012  
 Project No: 0206-002.00  
 Invoice No: 14186

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from February 25, 2012 to March 30, 2012

Task 01 Ongoing Outreach

**Professional Personnel**

|   | Hours | Rate   | Amount                 |                   |
|---|-------|--------|------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 5.50  | 240.00 | 1,320.00               |                   |
| Sr Project Manager I<br>Dietrick, Brian | 8.00  | 220.00 | 1,760.00               |                   |
| Totals                                  | 13.50 |        | 3,080.00               |                   |
| <b>Total Labor</b>                      |       |        |                        | <b>3,080.00</b>   |
|   |       |        | <b>Total this Task</b> | <b>\$3,080.00</b> |

Task 02 Technical Evaluations

Subtask 01 DAC Water Supply and Quality and Flooding Evaluation

**Professional Personnel**

|  | Hours | Rate   | Amount                    |                   |
|--|-------|--------|---------------------------|-------------------|
| Associate Engineer 3<br>Soto, Grizelda | 10.00 | 155.00 | 1,550.00                  |                   |
| Totals                                 | 10.00 |        | 1,550.00                  |                   |
| <b>Total Labor</b>                     |       |        |                           | <b>1,550.00</b>   |
|  |       |        | <b>Total this Subtask</b> | <b>\$1,550.00</b> |

Subtask 03 Integrated Flood Management

**Professional Personnel**

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 2.00  | 240.00 | 480.00                    |                   |
| Sr Project Manager I<br>Dietrick, Brian | 4.00  | 220.00 | 880.00                    |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 10.00 | 155.00 | 1,550.00                  |                   |
| Totals                                  | 16.00 |        | 2,910.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>2,910.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$2,910.00</b> |

|                        |             |         |                   |
|------------------------|-------------|---------|-------------------|
| Project                | 0206-002.00 | Invoice | 14186             |
| <b>Total this Task</b> |             |         | <b>\$4,460.00</b> |

---

|                               |    |                   |              |             |                |
|-------------------------------|----|-------------------|--------------|-------------|----------------|
| Task                          | 03 | IRWMP Plan Update |              |             |                |
| <b>Professional Personnel</b> |    |                   |              |             |                |
|                               |    |                   | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>  |
| Sr Graphic Designer/Artist    |    |                   |              |             |                |
| Woodrow-Gray, Linda           |    |                   | .25          | 125.00      | 31.25          |
| Totals                        |    |                   | .25          |             | 31.25          |
| <b>Total Labor</b>            |    |                   |              |             | <b>31.25</b>   |
| <b>Total this Task</b>        |    |                   |              |             | <b>\$31.25</b> |

---

|                               |    |                                   |              |             |                 |
|-------------------------------|----|-----------------------------------|--------------|-------------|-----------------|
| Task                          | 04 | Project Management/Administration |              |             |                 |
| <b>Professional Personnel</b> |    |                                   |              |             |                 |
|                               |    |                                   | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>   |
| Associate Engineer 3          |    |                                   |              |             |                 |
| Soto, Grizelda                |    |                                   | 2.55         | 155.00      | 395.25          |
| Graphic Designer/Artist       |    |                                   |              |             |                 |
| Fox, Adam                     |    |                                   | 1.00         | 115.00      | 115.00          |
| Totals                        |    |                                   | 3.55         |             | 510.25          |
| <b>Total Labor</b>            |    |                                   |              |             | <b>510.25</b>   |
| <b>Total this Task</b>        |    |                                   |              |             | <b>\$510.25</b> |

|                           |                |              |                   |
|---------------------------|----------------|--------------|-------------------|
| <b>Billing Limits</b>     | <b>Current</b> | <b>Prior</b> | <b>To-Date</b>    |
| Total Billings            | 8,081.50       | 2,122.48     | 10,203.98         |
| Limit                     |                |              | 471,720.00        |
| Remaining                 |                |              | 461,516.02        |
| <b>Total this Invoice</b> |                |              | <b>\$8,081.50</b> |

|                             |             |                 |
|-----------------------------|-------------|-----------------|
| <b>Outstanding Invoices</b> |             |                 |
| <b>Number</b>               | <b>Date</b> | <b>Balance</b>  |
| 14013                       | 3/9/2012    | 2,122.48        |
| <b>Total</b>                |             | <b>2,122.48</b> |



# Monthly Progress Report

## Antelope Valley IRWMP 2007 Update

**Subject:** March 2012 Monthly Progress Report  
**Prepared for:** Antelope Valley State Water Contractors Association (AVSWCA)  
**Prepared by:** RMC Water and Environment  
**Date:** April 18, 2012  
**Project Number:** 0206-002  
**Invoice #** 2

### 1 Executive Summary

This monthly progress report summarizes the work performed and project status for the period of February 25, 2012 – March 30, 2012 for the Antelope Valley Integrated Regional Water Management Plan (IRWMP) 2007 Update. The progress report outline is as follows:

- Report Status
- Cost Information
- Schedule Information

### 2 Report Status

A summary table of work performed on the project in March 2012 and work to be completed in the next invoicing period is provided below in Table 1.

**Table 1 – Summary of Task/Deliverables Status**

| Task   | Work Completed During the Reporting Period  | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed                                   |
|--|---|---|
| Task 1: Ongoing Outreach                                       | -Coordination of AV IRWMP A-Team<br>-Preparation for stakeholder meeting                                    | -Conduct AV IRWMP A-team meeting<br>-Conduct first stakeholder meeting<br>-Begin conducting DAC outreach meetings |
| Task 2.1: DAC Water Supply and Quality and Flooding Evaluation | -Preparation of DAC committee schedule and presentation<br>- Coordinate DAC committee contacts with LACWW40 | - DAC Committee meeting<br>- Work on draft DAC Data TM<br>- Begin scheduling DAC outreach meetings                |
| Task 2.2: Salt/Nutrient Management Plan                        | -No Work Performed Under this Task  | - None  |

| Task                                      | Work Completed During the Reporting Period   | Work Scheduled for Next Invoicing Period and Anticipated Issues to be Addressed   |
|---|--|---|
| Task 2.3: Integrated Flood Management     | <ul style="list-style-type: none"> <li>-Preparation of Flood Committee schedule</li> <li>- Coordinate Flood Committee contacts with LACWWD40</li> <li>-Data request for existing flood planning documents</li> </ul> | <ul style="list-style-type: none"> <li>- Prepare for Flood Committee meeting</li> <li>- Begin work on draft DAC Data TM</li> </ul>  |
| Task 3: IRWM Plan Update                  | <ul style="list-style-type: none"> <li>-Graphics for work and grant funding schedule</li> </ul>  | <ul style="list-style-type: none"> <li>- Preparation of IRWMP Update schedule</li> </ul>  |
| Task 4: Project Management/Administration | <ul style="list-style-type: none"> <li>-Routine project management</li> <li>-First invoice and progress report to AVSWCA</li> </ul>  | <ul style="list-style-type: none"> <li>-Routine project management</li> <li>-Complete first Invoice Packet to DWR</li> <li>-Second invoice/progress report to AVSCWA</li> </ul> |

**Issues and Concerns**

No issues or concerns that may affect the schedule or budget have arisen during this reporting period.

**3 Cost Information**

As of March 30, 2012, 2% of the project budget has been expended (\$10,203.98 of \$471,720.00). The costs incurred during this reporting period by the consultant RMC Water and Environment and sub-consultant PACE are detailed in Table 2 through Table 4. The current project budget is progressing as planned. Therefore no changes have been made during this reporting period to the project budget.

Table 2: Summary Budget Status for Antelope Valley IRWMP

| Description                                 | Total Budget        | Spent Previously  | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|-------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$1,411.23        | \$3,080.00        | \$4,491.23          | \$82,818.77         | 5%              | 5%         |
| Task 2: Technical Evaluations               | \$202,750.00        | \$0.00            | \$4,460.00        | \$4,460.00          | \$198,290.00        | 2%              | 2%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00            | \$1,550.00        | \$1,550.00          | \$33,570.00         | 4%              | 4%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00            | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$140,050.00        | \$0.00            | \$2,910.00        | \$2,910.00          | \$137,140.00        | 2%              | 2%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00            | \$31.25           | \$31.25             | \$161,998.75        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$711.25          | \$510.25          | \$1,221.50          | \$18,408.50         | 6%              | 6%         |
| <b>Total</b>                                | <b>\$471,720.00</b> | <b>\$2,122.48</b> | <b>\$8,081.50</b> | <b>\$10,203.98</b>  | <b>\$461,516.02</b> | <b>2%</b>       | <b>2%</b>  |

Table 3: RMC Water and Environment Budget Status

| Description                                 | Total Budget        | Spent Previously  | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---|---------------------|-------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 1: Ongoing Outreach                    | \$87,310.00         | \$1,411.23        | \$3,080.00        | \$4,491.23          | \$82,818.77         | 5%              | 5%         |
| Task 2: Technical Evaluations               | \$98,800.00         | \$0.00            | \$4,460.00        | \$4,460.00          | \$94,340.00         | 5%              | 5%         |
| Task 2.1: DAC Water Supply                  | \$35,120.00         | \$0.00            | \$1,550.00        | \$1,550.00          | \$33,570.00         | 4%              | 4%         |
| Task 2.2: Salt/Nutrient Management Planning | \$27,580.00         | \$0.00            | \$0.00            | \$0.00              | \$27,580.00         | 0%              | 0%         |
| Task 2.3: Integrated Flood Management       | \$36,100.00         | \$0.00            | \$2,910.00        | \$2,910.00          | \$33,190.00         | 8%              | 8%         |
| Task 3: IRWM Plan Update                    | \$162,030.00        | \$0.00            | \$31.25           | \$31.25             | \$161,998.75        | 0%              | 0%         |
| Task 4: Project Management/Administration   | \$19,630.00         | \$711.25          | \$510.25          | \$1,221.50          | \$18,408.50         | 6%              | 6%         |
| <b>Total</b>                                | <b>\$367,770.00</b> | <b>\$2,122.48</b> | <b>\$8,081.50</b> | <b>\$10,203.98</b>  | <b>\$357,566.02</b> | <b>3%</b>       | <b>3%</b>  |

Table 4: Summary Budget Status for Antelope Valley IRWMP

| Description                           | Total Budget        | Spent Previously | Spent this Period | Total Spent to Date | Budget Remaining    | % Spent to Date | % Complete |
|---------------------------------------|---------------------|------------------|-------------------|---------------------|---------------------|-----------------|------------|
| Task 2.3: Integrated Flood Management | \$103,950.00        | \$0.00           | \$0.00            | \$0.00              | \$103,950.00        | 0%              | 0%         |
| <b>Total</b>                          | <b>\$103,950.00</b> | <b>\$0.00</b>    | <b>\$0.00</b>     | <b>\$0.00</b>       | <b>\$103,950.00</b> | <b>0%</b>       | <b>0%</b>  |

## 4 Schedule Information

All project tasks are currently moving forward as planned. Table 5 below summarizes the project schedule. The contract to perform work was signed in February so the start dates of the tasks in Table 5 have been adjusted accordingly.

**Table 5 – Antelope Valley IRWMP 2007 Update Project Schedule**

| <b>Task</b>                                      | <b>Project Schedule</b>              |
|--|--------------------------------------|
| <b>Task 1: Ongoing Outreach</b>                  | <b>March 2012- December 2013</b>     |
| <b>Task 2: Technical Evaluations</b>             | <b>March 2012 – September 2013</b>   |
| Task 2.1: DAC Water Supply                       | March 2012 – November 2012           |
| Task 2.2: Salt/Nutrient Management Planning      | March 2012 – September 2013          |
| Task 2.3: Integrated Flood Management            | March 2012 – August 2013             |
| <b>Task 3: IRWM Plan Update</b>                  | <b>June 2012 – December 2013</b>     |
| <b>Task 4: Project Management/Administration</b> | <b>February 2012 – December 2013</b> |





RMC Water and Environment  
 2400 Broadway, Suite 300  
 Santa Monica, CA 90404  
 Remit to:  
 2001 N. Main Street, Suite 400  
 Walnut Creek, CA 94596

June 01, 2012  
 Project No: 0206-002.00  
 Invoice No: 14382

Matthew Knudson  
 Antelope Valley State Water Contractors  
 Associatio  
 2029 East Avenue Q  
 Palmdale, CA 93550

Project 0206-002.00 Antelope Valley IRWMP 2007 Update  
Professional Engineering Services from March 31, 2012 to April 27, 2012

Task 01 Ongoing Outreach

Subtask 02 AVIRWM Plan Stakeholder Group Meeting

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Principal PM I       |       |        |          |                 |
| West, Thomas         | 3.50  | 240.00 | 840.00   |                 |
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 7.50  | 220.00 | 1,650.00 |                 |
| Associate Engineer 3 |       |        |          |                 |
| Soto, Grizelda       | 5.00  | 155.00 | 775.00   |                 |
| Totals               | 16.00 |        | 3,265.00 |                 |
| <b>Total Labor</b>   |       |        |          | <b>3,265.00</b> |

**Reimbursable Expenses**

|                            |  |   |              |                   |
|----------------------------|--|---|--------------|-------------------|
| Reimbursable Mileage       |  |   |              |                   |
| 4/18/2012 Dietrick, Brian  |  | AV IRWMP Stakeholder/DAC Meetings No. 1 | 67.32        |                   |
| <b>Total Reimbursables</b> |  | <b>1.1 times</b>                        | <b>67.32</b> | <b>74.05</b>      |
|                            |  | <b>Total this Subtask</b>               |              | <b>\$3,339.05</b> |

Subtask 03 Continued Outreach to DACs

**Professional Personnel**

|                      | Hours | Rate   | Amount   |                 |
|----------------------|-------|--------|----------|-----------------|
| Sr Project Manager I |       |        |          |                 |
| Dietrick, Brian      | 7.50  | 220.00 | 1,650.00 |                 |
| Associate Engineer 3 |       |        |          |                 |
| Soto, Grizelda       | .50   | 155.00 | 77.50    |                 |
| Totals               | 8.00  |        | 1,727.50 |                 |
| <b>Total Labor</b>   |       |        |          | <b>1,727.50</b> |

**Total this Subtask \$1,727.50**

**Total this Task \$5,066.55**

Task 02 Technical Evaluations

Subtask 01 DAC Water Supply and Quality and Flooding Evaluation

**Professional Personnel**

Project 0206-002.00 Invoice 14382

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Sr Project Manager I<br>Dietrick, Brian | 16.00 | 220.00 | 3,520.00                  |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 8.00  | 155.00 | 1,240.00                  |                   |
| Administrator<br>Macklin, Cathy         | 1.00  | 95.00  | 95.00                     |                   |
| Totals                                  | 25.00 |        | 4,855.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>4,855.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$4,855.00</b> |

-----

Subtask 03 Integrated Flood Management

**Professional Personnel**

|   | Hours | Rate   | Amount                    |                   |
|---|-------|--------|---------------------------|-------------------|
| Principal PM I<br>West, Thomas          | 1.50  | 240.00 | 360.00                    |                   |
| Sr Project Manager I<br>Dietrick, Brian | 14.00 | 220.00 | 3,080.00                  |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 4.00  | 155.00 | 620.00                    |                   |
| Totals                                  | 19.50 |        | 4,060.00                  |                   |
| <b>Total Labor</b>                      |       |        |                           | <b>4,060.00</b>   |
|   |       |        | <b>Total this Subtask</b> | <b>\$4,060.00</b> |
|   |       |        | <b>Total this Task</b>    | <b>\$8,915.00</b> |

-----

Task 04 Project Management/Administration

**Professional Personnel**

|   | Hours | Rate   | Amount                 |                   |
|---|-------|--------|------------------------|-------------------|
| Sr Project Manager I<br>Dietrick, Brian | 3.00  | 220.00 | 660.00                 |                   |
| Associate Engineer 3<br>Soto, Grizelda  | 5.75  | 155.00 | 891.25                 |                   |
| Totals                                  | 8.75  |        | 1,551.25               |                   |
| <b>Total Labor</b>                      |       |        |                        | <b>1,551.25</b>   |
|   |       |        | <b>Total this Task</b> | <b>\$1,551.25</b> |

| Billing Limits | Current   | Prior     | To-Date    |
|----------------|-----------|-----------|------------|
| Total Billings | 15,532.80 | 10,203.98 | 25,736.78  |
| Limit          |           |           | 471,720.00 |
| Remaining      |           |           | 445,983.22 |

**Total this Invoice** \$15,532.80

**Outstanding Invoices**

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 14013        | 3/9/2012  | 2,122.48         |
| 14186        | 4/18/2012 | 8,081.50         |
| <b>Total</b> |           | <b>10,203.98</b> |

6/25/12  
OK TO PAY \$15,532.80  
m.x.



**The Rogee Company, Inc.**  
 TRC Software & Web Solutions  
 P.O. Box 1468  
 Lancaster, CA 93584  
 ROGEE.com

**The Rogee Company, Inc.**

TRC Software & Web Solutions  
 P. O. Box 1468  
 Lancaster, CA 93584  
 1-800-360-0397

COPY RECEIVED  
 MAR 09 2012

www.DealerSERVE.com  
 www.CARNNECT.com  
 www.ROGEE.com

# INVOICE

Bill To:  
 AVSWCA c/o  
 Palmdale Water District  
 Accounts Payable  
 2029 East Ave. Q  
 Palmdale, CA 93550

| Date      | Invoice # |
|-----------|-----------|
| 12/1/2011 | 129609    |

| P.O. No. | Pay Type | Terms          |
|----------|----------|----------------|
|          | Check    | Due on receipt |

| Quantity | Description   | Rate  | Amount |
|----------|---|-------|--------|
| 1        | <p>THIS INVOICE IS FOR THESE SERVICES IN <b>DECEMBER 2011</b>:</p> <p>Monthly Subscription: www.avswca.org</p> <p>Thank you for your business!</p> <p><i>Payment was never received for this invoice.</i></p> <p><i>3/19/12 OK TO PAY \$45- m.x.</i></p> <p><i>Ad. ch# 1266 3-19-12</i></p> | 45.00 | 45.00  |

|  |  |              |                |
|--|--|--------------|----------------|
| Please indicate invoice number on your payment | <b>Please remit payment to the order of:</b><br><b>THE ROGEE COMPANY, INC.</b><br><b>Accounts Receivable</b><br><b>PO Box 1468</b><br><b>Lancaster, CA 93584</b> | <b>Total</b> | <b>\$45.00</b> |
|  |  |              |                |

100

100

| 100 | 100 | 100 | 100 | 100 | 100 |
|-----|-----|-----|-----|-----|-----|
| 100 | 100 | 100 | 100 | 100 | 100 |



**The Rogee Company, Inc.**  
 TRC Software & Web Solutions  
 P.O. Box 1468  
 Lancaster, CA 93584  
 ROGEE.com

**The Rogee Company, Inc.**

TRC Software & Web Solutions  
 P. O. Box 1468  
 Lancaster, CA 93584  
 1-800-360-0397

www.DealerSERVE.com  
 www.CARNNECT.com  
 www.ROGEE.com

# INVOICE

Bill To:  
 AVSWCA c/o  
 Palmdale Water District  
 Accounts Payable  
 2029 East Ave. Q  
 Palmdale, CA 93550

| Date     | Invoice # |
|----------|-----------|
| 3/1/2012 | 129875    |

| P.O. No. | Pay Type | Terms          |
|----------|----------|----------------|
|          | Check    | Due on receipt |

| Quantity | Description  | Rate  | Amount |
|----------|--|-------|--------|
| 1        | <p>THIS INVOICE IS FOR THESE SERVICES IN MAR 2012:</p> <p>Monthly Subscription: www.avswca.org</p> <p>Thank you for your business!</p> <p style="text-align: center;"><b>RECEIVED</b><br/>MAR 06 2012</p> <p style="text-align: center;"><i>Acct. ck # 1266<br/>3-19-12<br/>3/19/12<br/>OK TO PAY #45 -<br/>m.x.</i></p> | 45.00 | 45.00  |

Please indicate invoice number on your payment

**Please remit payment to the order of:**  
**THE ROGEE COMPANY, INC.**  
 Accounts Receivable  
 PO Box 1468  
 Lancaster, CA 93584

**Total**

**\$45.00**



The Rogee Company, Inc.  
 P. O. Box 1468  
 Lancaster, CA 93584

# Statement

|          |
|----------|
| Date     |
| 3/6/2012 |

|   |
|---|
| To:   |
| AVSWCA c/o<br>Palmdale Water District<br>Accounts Payable<br>2029 East Ave. Q<br>Palmdale, CA 93550 |

| Date       | Transaction                  | Amount Due | Amount Enc. |
|------------|------------------------------|------------|-------------|
|            |                              | Amount     | Balance     |
|            |                              | \$90.00    |             |
| 11/29/2011 | Balance forward              |            | 0.00        |
| 12/01/2011 | INV #129609. Due 12/01/2011  | 45.00      | 45.00       |
| 01/01/2012 | INV #129696. Due 01/01/2012. | 45.00      | 90.00       |
| 01/26/2012 | PMT #001258.                 | -45.00     | 45.00       |
| 02/01/2012 | INV #129786. Due 02/01/2012. | 45.00      | 90.00       |
| 02/18/2012 | PMT #001260.                 | -45.00     | 45.00       |
| 03/01/2012 | INV #129875. Due 03/01/2012. | 45.00      | 90.00       |

\*\*\*\*\*IMPORTANT NOTICE\*\*\*\*\*

**Dear Customer,**

**Our records indicate that you skipped payment of the December 2011 invoice in the amount of \$45. Therefore, as this statement indicates, the total amount due at this time on your account is \$90 (that's \$45 for the skipped Dec 2011 payment and another \$45 for the recent March 2012 invoice).**

**Thank you in advance for your attention to this matter and for your prompt payment to bring your account into current status.**

| CURRENT | 1-30 DAYS PAST DUE | 31-60 DAYS PAST DUE | 61-90 DAYS PAST DUE | OVER 90 DAYS PAST DUE | Amount Due |
|---------|--------------------|---------------------|---------------------|-----------------------|------------|
| 0.00    | 45.00              | 0.00                | 0.00                | 45.00                 | \$90.00    |