

**A N T E L O P E V A L L E Y
W A T E R M A S T E R B O A R D
M E M O R A N D U M**

DATE: April 19, 2017
TO: WATERMASTER BOARD
FROM: Mr. Matthew Knudson, PWD Asst. General Manager
VIA: Mr. Dwayne Chisam, AVEK General Manager
RE: *PROPOSED WATERMASTER ADMINISTRATIVE BUDGET CY 2017*

Recommendation:

Recommendation is that the Watermaster Board:

- 1) Approve the attached Proposed Watermaster Administrative Budget for Calendar Year 2017.

Background:

The attached Watermaster Administrative Budget shows the Approved 2016 line items and actual costs for administrative functions performed in 2016. The actual 2016 also includes reimbursement to AVEK and PWD for staff time and direct costs each agency incurred while supporting the Watermaster.

The Proposed Watermaster Administrative Budget for CY 2017 includes on-going miscellaneous costs related to administrative expenses and the proposed costs associated with the Todd Groundwater (Watermaster Engineer) contract, legal services, and water level monitoring.

Staff will be available to answer any questions on these reports. Based on the final recommendation and approval of the 2017 CY Budget, staff will come back to the Watermaster Board to approve the 2017 Administrative Assessment.

Supporting Documents

- Proposed Watermaster Administrative Budget CY 2017

**ANTELOPE VALLEY WATERMASTER
PROPOSED ADMINISTRATIVE BUDGET CY 2017**

REVENUE (ADMINISTRATIVE ASSESSMENTS PER SECTION 9.1)	ACRE FT.	BUDGETED 2016 (\$1/AC. FT.)	ACTUAL 2016 (\$1/AC. FT.)	PROPOSED 2017 (\$5/AC. FT.)
1000 Non-Overlying Production Rights (Exhibit 3)	12,345	\$ 12,345	\$ 12,345	\$ 61,725
1100 Overlying Production Rights (Exhibit 4)	58,322	58,322	54,962	\$ 291,611
1300 Small Pumpers	3,806	Deferred	Deferred	\$ -
1500 State of California	207	207	-	\$ 1,035
1600 City of Lancaster	500	500	500	\$ 2,500
1700 Federal (Estimated)	1,600	Deferred	Deferred	\$ 8,000
1800 Unused Federal Reserved Water Right (Estimated)	6,000	Deferred	Deferred	\$ 30,000
1900 Imported Water Return Flows (Estimated)	27,000	Deferred	Deferred	\$ 135,000
Total Revenue		\$ 71,374	\$ 67,807	\$ 529,871

ADMINISTRATIVE EXPENSES				
2000 Contracted Administrative Expenses				
AVEK Interim Administrative Staff		24,000	10,954	23,000
PWD Interim Administrative Staff		5,000	4,529	10,000
Legal Services (AVEK Reimbursement)			4,471	
Engineering Services (AVEK Reimbursement)			4,632	
2100 Postage and Printing				
Postage		1,000	48	500
Outside Printing and Supplies		1,000	52	500
2200 Information and Document Management				
Glotrans Document Management		3,600	2,000	14,400
Website Development and Maintenance		-	-	5,000
Computer Software		100	28	500
2300 Insurance Expenses				
D&O Coverage		3,000	5,783	6,000
2400 Watermaster Legal Services				
Legal Services - Board and Administrative Functions		-	-	90,000
2500 Dues and Subscriptions				
Membership Dues		-	-	3,000
2600 Conferences and Seminars				
Conference - Registration Fees		-	-	2,000
2700 Advisory Committee Expenses				
Contracted Administrative Expenses		-	-	2,500
2800 Watermaster Engineer				
Watermaster Engineer Contract		-	-	348,521
USGS Contract - Water Level Monitoring		-	-	65,000
2900 Watermaster Special Contract Services				
Watermaster Engineer Recruitment Contract		30,000	30,000	-
Total Administrative Expenses		\$ 67,700	\$ 62,497	\$ 570,921