



**ANTELOPE VALLEY-EAST KERN WATER AGENCY  
 ANTELOPE VALLEY-EAST KERN WATER AGENCY FINANCING AUTHORITY  
 REGULAR BOARD MEETING AGENDA**

**TUESDAY, JANUARY 24, 2023. AT 5:30 PM**

**6450 WEST AVENUE "N," PALMDALE, CA 93551 – OR –**

**Teleconference: (669) 900-6833; ID No. 894 3572 7657#; PASSCODE: 0**

**Video Conference: <https://us02web.zoom.us/j/89435727657?pwd=ak1XbmprdfBUQnRZOWszWU91VHdyUT09>**

***\*\*Please mute audio at all times unless speaking\*\****

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL:** Division 7 – **Gary Van Dam** \_\_\_\_\_; Division 6 – **Audrey T. Miller** \_\_\_\_\_; Division 5 – **Robert Parris** \_\_\_\_\_; Division 2 – **Keith Dyas** \_\_\_\_\_; Division 1 – **Shelley Sorsabal** \_\_\_\_\_; Division 3 – **Frank Donato** \_\_\_\_\_; Division 4 – **George M. Lane** \_\_\_\_\_

**OFFICERS:** General Manager – **Matthew Knudson**; Attorney – **Jim Markman/Tilden Kim**; Board Secretary/Treasurer – **Holly Hughes**

**4. VOLUNTARY PUBLIC ROLL-CALL** – If any member of the public wishes to introduce themselves, please feel free to do so now.

**5. PUBLIC COMMENTS AND PERIOD OPEN TO THE PUBLIC** – If anyone wishes to address the board on any item not on the agenda, please feel free to do so now.

**6. ADOPTION OF AGENDA**

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6(a-1)	Adoption of Agenda for Regular Board Meeting of January 24, 2023	Board Order 6(a-1)	5
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**7. NEW BUSINESS: ITEM(S) FOR CONSIDERATION AND POSSIBLE ACTION:** None

**8. CONSENT CALENDAR – ACTION ITEMS** – The public and board shall have an opportunity to comment on any action item(s) on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.

**Page**

8(a-1)	Approve Minutes of the Special Board Meeting of December 20, 2022	Board Order 8(a-1)	6
8(a-2)	Accept and file the Check Register Lists from December 29, 2022, through January 11, 2023 (Finance Committee Review – 01/19/23)	Board Order 8(a-2)	11

**9. ITEM(S) FOR CONSIDERATION AND POSSIBLE ACTION**

**a. Finance Committee (FD/KD/GL) 01/19/23**

**Page**

9(a-1)	Consideration and Possible action on the Treasurer’s Report for the month ending December 31, 2022 (Finance & Administration Manager Yates)	Board Order 9(a-1)	19
9(a-2)	Consideration and Possible action on adjustment of Laboratory Testing Fees (Laboratory Manager Wray)	Board Order 9(a-2)	35
9(a-3)	Consideration and Possible action on Resolution No. R-23-02, authorizing AVEK Water Agency to provide water quality laboratory testing services to the California Department of Parks and Recreation (Laboratory Manager Wray)	Board Order 9(a-3)	39

**b. Watermaster & Groundwater Stewardship Committee (RP/FD/AM) 01/23/23**

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9(b-1)	Review and provide guidance for AVEK’s Watermaster Representative for AV Watermaster Meeting Agenda of 01/25/23 (General Manager Knudson)	Board Order 9(b-1)	53
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**10. GENERAL MANAGER’S REPORT ON WATER SUPPLY, PROJECTS, AND PROGRAM**

**11. DIRECTORS REPORTS**

**12. ATTORNEY REPORT**

**13. REQUEST FOR FUTURE AGENDA ITEMS**

**14. OLD BUSINESS/CLOSED SESSION**

- a. *(Possible)* Closed Session – Conference with Legal Counsel – Existing Litigation, to which the local agency is a party pursuant to Government Code Section 54956.9(d)(1), one case, *CV Communities, LLC v. Antelope Valley-East Kern Water Agency*, Los Angeles County Superior Court Case No. 20STCV10953
- b. *(Possible)* Closed Session pursuant to Government Code Section 54956.8  
Conference with Real Property Negotiators  
Property: APNs: 254-064-14 and 254-064-15  
Agency Negotiators: General Manager Matthew Knudson  
Negotiating Parties: AVEK and Richard Smith  
Under negotiation: Price and terms of payment for possible purchase.

**15. CLOSED SESSION ANNOUNCEMENTS**

**16. ADJOURN TO A REGULAR BOARD MEETING SCHEDULED FOR TUESDAY, FEBRUARY 14, 2023, AT 5:30 P.M.**

**Note:** The Board reserves the right to discuss and/or act on all the above agenda items.

**NOTICES**

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning (661) 943-3201 or writing to Antelope Valley-East Kern Water Agency at 6450 West Avenue N, Palmdale, CA 93551. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

A complete agenda packet containing all accompanying reports for this agenda is available by contacting the Board Secretary-Treasurer at [hhughes@avek.org](mailto:hhughes@avek.org) or (661) 943-3201. Board meetings are subject to audio recording.

Posted: January 20, 2023, at 5:30 p.m. by Holly Hughes, Board Secretary-Treasurer



**RECOMMENDED BOARD ORDER 6(a-1)**

To the Board of Directors

**FOR BOARD ACTION**

**ADOPTION OF THE CURRENT AGENDA FOR JANUARY 24, 2023**

The Board of Directors adopted the following Board Order on January 24, 2023:

To adopt the Current Agenda for January 24, 2023, as presented.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 6(a-1)**

01-24-23

**RECOMMENDED BOARD ORDER 8(a-1)**

To the Board of Directors

**FOR BOARD ACTION**

**APPROVE MINUTES OF THE SPECIAL BOARD MEETING  
OF DECEMBER 20, 2022**

The Board of Directors adopted the following board order on  
January 24, 2023:

That the Minutes of the Special Board Meeting of December 20, 2022,  
be approved as presented.

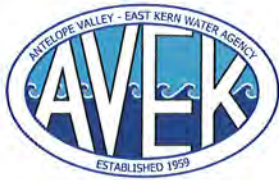
Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 8(a-1)**

01-24-23



# Antelope Valley-East Kern Water Agency Antelope Valley-East Kern Financing Authority

*The mission of AVEK is to deliver reliable, sustainable, and high-quality supplemental water to the region in a cost-effective and efficient manner*

## MINUTES

### Special Board Meeting of December 20, 2022



<b>1. Call to Order:</b>		<p>The special meeting of the Board of Directors of the Antelope Valley-East Kern Water Agency and the Antelope Valley-East Kern Water Agency Financing Authority met via teleconference and video conference (not in-person in response to the COVID-19 directive). The meeting was called to order by President <b>Dyas</b> at <b>5:30 p.m.</b></p>		
Date: Tuesday, December 20, 2022				
Time: 5:30 p.m.				
Location: Zoom				
Telephone: (669) 900-6833; ID No: 894 3572 7657; Passcode: 0 Zoom Link: <a href="https://us02web.zoom.us/j/89435727657?pwd=ak1XbmrprdfBUQnRZOWszWU91VHdyUT09">https://us02web.zoom.us/j/89435727657?pwd=ak1XbmrprdfBUQnRZOWszWU91VHdyUT09</a>				
<b>2. Roll Call: Board Members present via teleconference unless noted</b>		<b>Present: 7 Not Present: 0</b>		
Division 7, <b>Gary Van Dam</b>	Division 6, <b>Audrey Miller</b>			
Division 5, <b>Robert Parris</b>	Division 4, <b>George Lane</b> [present in-person]			
Division 1, <b>Shelley Sorsabal</b>	Division 3, <b>Frank Donato</b> (Vice President)			
Division 2, <b>Keith Dyas</b> (President)				
<b>Board Officers present in-person unless noted</b>		<b>Present: 3 Not Present: 0</b>		
General Manager Dwayne <b>Chisam</b>				
General Counsel/Attorney: James <b>Markman</b> , Richards Watson Gershon Law (RWG) – present via teleconference				
Board Secretary-Treasurer: <b>Holly Hughes</b>				
<b>NOTES: ALL VOTES CAST WERE TAKEN VIA ROLL CALL</b> due to teleconference				
<b>Staff Present:</b> In-person: Matt <b>Knudson</b> , Assistant General Manager; Jon <b>Bozigian</b> , Operations Manager; Tom <b>Barnes</b> , Resources Manager; Justin <b>Livesay</b> , Engineering Manager; and Pam <b>Clark</b> , Executive Assistant.				
<b>Others Present in-person:</b>				
<b>Others Present via Teleconference:</b> In addition to the names and numbers of AVEK Directors, several other names and telephone numbers appeared on the participant list for the Zoom conference call including the following: AVEK iPad-Holly; AVEK/George Lane (Host). J Long; Jack's iPad(2); Joyce Media Inc.; Julie Gilbert; NERD Aerotech News – Alisha; James Markman Zoom User; Nick Ghirelli; Tim Leo; Thien Ng; (661) 433-1487; (661) 272-0015; and others. As many as 21 participants were logged into the Zoom meeting and that number fluctuated throughout the session.				
<b>3. Voluntary Public Roll Call</b>				
Vince <b>Dino</b> , Palmdale Water District; John <b>Ukkestad</b> – White Fence Farms 1 & 2; Joe <b>Long</b> – Stantec; John <b>Joyce</b> – Rosamond News; Julie <b>Gilbert</b> – Compass Consulting ; Thien <b>Ng</b> – Kennedy-Jenks; Nick <b>Ghirelli</b> – RWG.				
<b>4. Public Comments and Period Open to the Public</b>				
There were no public comments.				
<b>5. Adoption of Agenda:</b>		<b>1 Item</b>		
<b>BOARD ORDER 5(a-1):</b> Adoption of Agenda for Board Meeting of December 20, 2022				
5(a-1):	<b>MOTION:</b> Miller	<b>SECOND:</b> Sorsabal	<b>ROLL CALL:</b> AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	<b>PASSED</b>
<b>6. New Business (none)</b>			<b>0 Items</b>	
<b>7. Consent Calendar</b>			<b>5 Items</b>	
<b>7(a-1)</b> Approve Minutes of the Regular Board Meeting of November 22, 2022				
<b>7(a-2)</b> Accept and file the Check Register Lists from December 1, 2022, through December 9, 2022 (F/C Review 12/15/22)				
<b>7(a-3)</b> Accept and file the Treasurer's Report for the Month Ending November 30, 2022 (F/C Review 12/15/22)				
<b>7(a-4)</b> Approve Quarterly Customer Newsletter (Public Information Committee Review 12/16/22)				

**7(a-5)** Authorize staff to advertise a Notice Inviting Bids for the High Desert Water Bank Recovery Well Drilling Package #3 (Project No. HDWB 23-01); (High Desert Water Bank Committee Review 12/14/22)

**BOARD ORDERS 7(a-1) to 7(a-5)** Approval of five (5) Items on the Consent Calendar as presented.

7(a-1) to 7(a-5)	<u>MOTION</u> : Sorsabal	<u>SECOND</u> : Donato	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**8. Items for Consideration and Possible Action** **5 Items**

**a. High Desert Water Bank Committee (FD/KD/SS) 12/14/22**

**8(a-1)** Consideration and Possible Action on Resolution No. R-22-36 for the Adoption of Addendum No. 2 to the 2017 Mitigated Negative Declaration for the High Desert Water Bank (Engineering Manager Livesay). Attorney Nicholas **Ghirelli** stated that it was appropriate to file an addendum to the 2017 Mitigated Negative Declaration (MND) as the appropriate environmental document to approve and implement the Treatment Facility, and no further analysis would be required under CEQA before undertaking the proposed project change.

**BOARD ORDER 8(a-1)**: To adopt Resolution No. R-22-36 and authorize staff to file the Notice of Determination with the clearing house as presented and recommended by the committee, staff, and legal counsel.

8(a-1)	<u>MOTION</u> : Donato	<u>SECOND</u> : Lane	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**8(a-2)** Consideration and Possible Action on Change Order No. 2 for the High Desert Water Bank Well Drilling Package No. 2 (Project No. HDWB 21-02; \$291,220.00; HDWB Capital Budget funded by Metropolitan Water District; Engineering Manager Livesay). The combined unit price adjustment total for secondary water source handling, standby time, and Wells R-2, R-9, R-11, R-13, and R-18 = \$291,220.00

**BOARD ORDER 8(a-2)**: To authorize Change Order No. 2 with Zim Industries dba Bakersfield Well & Pump in the amount of \$291,220.00 as presented and recommended by the Committee and management staff.

8(a-2)	<u>MOTION</u> : Sorsabal	<u>SECOND</u> : Donato	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**b. Public Information Committee (GL/KD/GV) 12/16/22**

**8(b-1)** Consideration and Possible Action on 2023 Economic Roundtable Report Request for Information from AV Edge (Assistant General Manager Knudson)

**BOARD ORDER 8(b-1)**: To approve the 2023 Economic Roundtable Report Request for Information as presented and recommended by the Committee and management staff.

8(b-1)	<u>MOTION</u> : Lane	<u>SECOND</u> : Donato	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**c. Planning Committee (ad-hoc) (SS/RP/KD) 12/8/22**

**8(c-1)** Presentation on the Feasibility Report for the Big Rock Creek Joint Groundwater Recharge Project; Antelope Valley State Water Contractors Association (Assistant General Manager Knudson). The presentation provided to the AVEK board was also presented to the AVSWCA (PWD/AVEK/LCID) by Paul **Chau** at a recent meeting. Fees are split among the three entities as 47.5% for both AVEK & PWD; LCID as 5%.

**8(c-2)** Consideration and Possible Action on Emergency Response Agreement between the Antelope Valley State Water Contractors Association and Antelope Valley Mutual Water Companies (Assistant General Manager Knudson). The AVSWCA approved the Emergency Response Agreement with Antelope Valley Mutual Water Companies on 12/8/22; as soon as a member agency has approved the Agreement, it can be sent to interested mutual water companies to sign on as a requesting agency.



**BOARD ORDER 8(c-2):** To approve the proposed Emergency Response Agreement between the AVSWCA and Antelope Valley Mutual Water Companies as presented and recommended by the Committee and management staff.

8(c-2)	<u>MOTION:</u> Sorsabal	<u>SECOND:</u> Parris	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**9. General Manager’s Report on Water Supply, Projects, and Program**

An update was provided on the status of the Agency. The Northern Sierra 8-Station State Water Project Hydrology through December 20, 2022, was presented.

Upcoming Events and Schedule: Christmas Holiday Observed on Monday, 12/26/22; New Year’s Holiday Observed on Monday, 1/2/23. AV Watermaster Board Meeting on 1/25/23 at 10 am at AVEK and via ZOOM. The general manager’s schedule was also stated.

**10. Director Reports**

There were no reports made by any of the AVEK Directors.

**11. Attorney Report**

a. Update on AB 361 and AB 2449 Regarding Teleconference Meeting Requirements: Attorney **Markman** stated that AB 361 will not be available after February 2023. As of March 1, 2023, the Agency would return to the regular Brown Act Rules or apply AB 2449.

**12. Request for Future Agenda Items**

None.

**13. Old Business**

None.



**14. Closed Session**

a. **(NO)** Closed Session – Conference with Legal Counsel – Existing Litigation, to which the local agency is a party pursuant to Government Code Section 54956.9(d)(1), one case, *CV Communities, LLC v. Antelope Valley-East Kern Water Agency*, Los Angeles County Superior Court Case No. 20STCV10953

b. **(YES)** Closed Session pursuant to Government Code Section 54956.8  
 Conference with Real Property Negotiators  
 Property: APNs: 254-064-14 and 254-064-15  
 Agency Negotiators: General Manager Dwayne Chisam and Assistant General Manager Matthew Knudson  
 Negotiating Parties: AVEK and Richard Smith  
 Under negotiation: Price and terms of payment for possible purchase.

It was stated that there was reason to go into Closed Session for Item 14(b) only.

**BOARD ORDER 14:** The meeting was adjourned to closed session at 7:12 p.m.

14	<u>MOTION:</u> Lane	<u>SECOND:</u> Sorsabal	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**BOARD ORDER 14.1:** The meeting was reconvened to open session at 7:29 p.m.

14.1	<u>MOTION:</u> Donato	<u>SECOND:</u> Lane	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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**15. Closed Session Announcement(s)**

It was stated that there was no reportable action taken as a result of closed session.

**16. Adjourn to a Regular Board Meeting Scheduled for Tuesday, January 10, 2023, at 5:30 p.m.**

**BOARD ORDER 16:** The meeting was adjourned at 7:31 p.m.

16	<u>MOTION:</u> Sorsabal	<u>SECOND:</u> Miller	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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Approval:



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Holly Hughes, Board Secretary-Treasurer

Board of Directors:

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President or Vice-President's Signature

Date

**RECOMMENDED BOARD ORDER 8(a-2)**

To the Board of Directors

**FOR BOARD ACTION**

**CHECK REGISTER LISTS**

The Board of Directors adopted the following board order on January 24, 2023:

That the check register lists for the period of December 29, 2022, through January 11, 2023, be approved and accepted for filing as presented.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 8(a-2)**

01-24-23

AVEK Water Agency

Check List

For the Period of December 29, 2022 to January 11, 2023

REVIEWED

1/16/23

M.X.

Check #	Payee	Explanation	Approved By:	Amount
<b><u>DWR CONTRACT &amp; WATER DELIVERIES</u></b>				
1	83376	Department of Water Resources	O.M.P.&R./Off-Aqueduct/Conservation Charges	Monthly - GM Approved \$ 6,439,224.50
<b><u>MONTHLY</u></b>				
2	83341	Antelecom, Inc.	Internet Service	Monthly - GM Approved \$ 187.90
3	83342	The Gas Company	Natural Gas	Monthly - GM Approved \$ 5,311.64
4	83343	Southern CA Edison	Electricity/Pumping - AWTP HLPS/EWTP/LVPS/Willow PS	Monthly - GM Approved \$ 87,758.50
5	83344	Verizon California	Wireless Service - All Sites	Monthly - GM Approved \$ 2,762.09
6	83345	WEX Bank	Gasoline/Diesel - All Sites	Monthly - GM Approved \$ 8,610.15
7	83346	Wells Fargo Bank - Bozigian	Agency Card Expenses	Monthly - GM Approved \$ 22.00
8	83347	Wells Fargo Bank - Chisam	Agency Card Expenses	Monthly - Board President Approved \$ 1,097.51
9	83348	Wells Fargo Bank - Holmes	Agency Card Expenses	Monthly - GM Approved \$ 19.99
10	83349	Wells Fargo Bank - Hughes	Agency Card Expenses	Monthly - Board President Approved \$ 2,582.64
11	83350	Wells Fargo Bank - Knudson	Agency Card Expenses	Monthly - GM Approved \$ 2,328.18
12	83351	Wells Fargo Bank - Livesay	Agency Card Expenses	Monthly - GM Approved \$ 296.31
13	83352	Wells Fargo Bank - Morris	Agency Card Expenses	Monthly - GM Approved \$ 323.75
14	83353	Wells Fargo Bank - Rose	Agency Card Expenses	Monthly - GM Approved \$ 524.75
15	83356	ADT Commercial	Building Security - AWTP	Monthly - GM Approved \$ 312.00
16	83357	ADT Commercial	Building Security - EWTP	Monthly - GM Approved \$ 127.24
17	83358	ADT Security Services	Building Security - Healy	Monthly - GM Approved \$ 152.83
18	83359	ADT Security Services	Building Security - Healy 2	Monthly - GM Approved \$ 152.83
19	83360	ADT Commercial	Building Security - RWTP	Monthly - GM Approved \$ 79.75
20	83361	Airgas USA, LLC	Welding Gases - QHWTP	Monthly - GM Approved \$ 299.43
21	83364	AT&T	Landline SCADA Alarm - EWTP & RWTP	Monthly - GM Approved \$ 578.94
<b><u>MONTHLY cont.</u></b>				

AVEK Water Agency  
Check List  
For the Period of December 29, 2022 to January 11, 2023

	Check #	Payee	Explanation	Approved By:	Amount	
	22	83367	Bill's Landscaping, Inc.	Grounds Maintenance - January 2023	Monthly - GM Approved	\$ 850.00
	23	83368	Broadvoice Business	VOIP Phones - All Sites	Monthly - GM Approved	\$ 1,234.80
	24	83369	California Tool & Welding Supply	Welding Gases - RWTP	Monthly - GM Approved	\$ 49.70
	25	83371	Cintas	Uniforms - All Sites	Monthly - GM Approved	\$ 660.41
	26	83372	Core BTS, Inc.	IT Services - January 2023	Monthly - GM Approved	\$ 4,500.00
	27	83372	Core BTS, Inc.	General Software - December 2022	Monthly - GM Approved	\$ 578.00
	28	83379	Eurofins Eaton Analytical, LLC	Outside Services - Lab	Monthly - GM Approved	\$ 110.00
	29	83382	Frontier	Landline SCADA Alarm - QHWTP	Monthly - GM Approved	\$ 418.69
	30	83395	MCI	Landline SCADA Alarm - RWTP	Monthly - GM Approved	\$ 31.70
	31	83399	Rodrigo Antonio Gracia dba Rodloc Security Services	Building Maintenance - WWB	Monthly - GM Approved	\$ 90.00
	32	83400	Southern CA Edison	Electricity/Pumping - Admin2/ES2/ES3/ES4/RG3	Monthly - GM Approved	\$ 36,861.17
	33	83401	The Shredders	Document Security	Monthly - GM Approved	\$ 156.00
	34	83402	Staples Business Credit	Office Supplies	Monthly - GM Approved	\$ 1,129.56
	35	83403	Streamline	Monthly Web Hosting Fee - January 2023	Monthly - GM Approved	\$ 550.00
	36	83405	TPx Communications	Fiber Internet Service	Monthly - GM Approved	\$ 1,317.61
	37	83406	Underground Service Alert of Southern California	Underground Services	Monthly - GM Approved	\$ 92.25
	38	83408	Vanguard Cleaning Systems	Janitorial Service - January 2023	Monthly - GM Approved	\$ 3,025.00
	39	83386	Health Equity	H.S.A. Fees - January 2023	Monthly - GM Approved	\$ 79.65
	40	83387	Home Depot Credit Services	Supplies - All Sites	Monthly - GM Approved	\$ 2,867.88
<b>BOARD APPROVED</b>						
	42	83354	CB&T/ACWA-JPIA - Medical Insurance	Employee/Director Medical Insurance	Monthly - BoD Approved Agreement	\$ 97,594.31
	42	83355	ACWA-JPIA - Workers' Compensation Program	Workers' Compensation - 2nd Quarter	Quarterly - BoD Approved Agreement	\$ 21,265.48
<b>BOARD APPROVED cont.</b>						

AVEK Water Agency  
Check List  
For the Period of December 29, 2022 to January 11, 2023

	Check #	Payee	Explanation	Approved By:	Amount
43	83362	Airgas USA, LLC	Chemicals - Liquid Oxygen	BoD Approved Chemical Budget	\$ 3,709.00
44	83363	Airgas USA, LLC	Chemicals - CO2	BoD Approved Chemical Budget	\$ 1,323.00
45	83366	Avadine	Latis Software Product License - January 2023	Monthly - BoD Approved Agreement	\$ 1,100.00
46	83377	Eco Services Operations Corp.	Chemicals - Alum	BoD Approved Chemical Budget	\$ 7,049.72
47	83378	Enterprise FM Trust	Enterprise Leased Agency Vehicles	BoD Approved Agreement - Monthly	\$ 11,652.19
48	83383	Global Alliance Protection	Building Security - WWB	P.O. #22-0290 - Board Meeting 11/22/2022	\$ 6,426.00
49	83389	JCI Jones Chemicals, Inc	Chemicals - Sodium Hypochlorite	BoD Approved Chemical Budget	\$ 1,078.84
50	83391	Kennedy/Jenks Consultants	Professional Services thru 11/25/22 - SNIP Phase II	BoD Approved Agreement	\$ 660.00
51	83410	WestWater Research, LLC	Professional Services - Enterprise Water Bank - Phase II	BoD Approved Agreement	\$ 12,388.75
<b><u>GM APPROVED</u></b>					
<b><u>Engineering</u></b>					
52	83372	Core BTS, Inc.	IT Equipment	P.O. #22-0295 - GM Approved	\$ 4,593.80
<b><u>Human Resources</u></b>					
53	83411	Wienhoff Drug Testing	Drug Testing for Class A Employees	GM Approved	\$ 20.00
<b><u>Lab</u></b>					
54	83381	Fisher Scientific	Chemicals - Lab	P.O. #22-0276 - GM Approved	\$ 188.83
55	83388	Idexx Distribution Corporation	Chemicals - Lab	P.O. #22-0307 - GM Approved	\$ 258.33
56	83404	Thomas Scientific	Equipment Maintenance - Lab	P.O. #22-0265 - GM Approved	\$ 166.70
57	83409	VWR International	Supplies - Lab	P.O. #22-0303/22-0306 - GM Approved	\$ 342.25
<b><u>Operations &amp; Maintenance</u></b>					
58	83365	AutoZone	Vehicle Maintenance Supplies - QHWTP/RWTP/Maint. Dept.	GM Approved	\$ 232.84
<b><u>GM APPROVED cont.</u></b>					

AVEK Water Agency  
Check List  
For the Period of December 29, 2022 to January 11, 2023

Check #	Payee	Explanation	Approved By:	Amount
<b>Operations &amp; Maintenance cont.</b>				
59	83370	Consolidated Electrical Dist.	Equipment Maintenance - QHWTP	P.O. #22-0296 - GM Approved \$ 1,285.47
60	83373	Corky's Auto Repair, Inc.	Legacy Vehicle Maintenance - Vehicle #19 Administration	GM Approved \$ 386.62
61	83374	Critical Car Care	Enterprise Vehicle Maintenance - Vehicle #1	P.O. #22-0285 - GM Approved \$ 3,894.70
62	83375	Desert Industrial Supply	Equipment Maintenance - QHWTP	GM Approved \$ 432.77
63	83380	Fire Ace, Inc.	Safety Supplies - RWTP	GM Approved \$ 809.81
64	83384	Grainger	Equipment Maintenance - QHWTP	P.O. #22-0301 - GM Approved \$ 1,134.36
65	83384	Grainger	Equipment Maintenance - EWTP	P.O. #22-0304 - GM Approved \$ 25.13
66	83385	Core & Main LP	Equipment Maintenance - LV Feeder	P.O. #22-0294 - GM Approved \$ 5,857.70
67	83390	Karls Hardware, Inc.	Building Maintenance - RWTP	GM Approved \$ 32.80
68	83392	KJS Health and Safety	Safety Training	GM Approved \$ 1,300.00
69	83393	John Laux	Education Reimbursement - D3 Renewal - Per BoD Approved Policy	GM Approved \$ 90.00
70	83394	McCrometer, Inc.	Meter Maintenance - QHWTP	P.O. #22-0281 - GM Approved \$ 1,800.54
71	83396	McMaster-Carr Supply Company	Supplies - Maintenance Dept.	P.O. #22-0302 - GM Approved \$ 94.44
72	83396	McMaster-Carr Supply Company	Supplies - QHWTP	P.O. #23-0002 - GM Approved \$ 184.72
73	83396	McMaster-Carr Supply Company	Equipment Maintenance - QHWTP	P.O. #23-0004 - GM Approved \$ 797.91
74	83396	McMaster-Carr Supply Company	Safety Supplies - QHWTP	GM Approved \$ 54.24
75	83397	NJG Corporation	Equipment Maintenance - QHWTP	P.O. #22-0240 - GM Approved \$ 9,172.80
76	83398	Quinn Company	Equipment Maintenance - QHWTP	P.O. #22-0269 - GM Approved \$ 10,978.85
77	83407	USA Blue Book	Supplies - Maintenance Dept.	P.O. #22-0280 - GM Approved \$ 378.76
78	83412	Zee Medical Service Co.	Safety Supplies - EWTP	GM Approved \$ 102.68
Total				\$ 6,816,219.69

AVEK Water Agency

Check List

For the Period From December 29, 2022 to January 11, 2023

High Desert Water Bank Capital Program Account - MET

REVIEWED

1/16/23

M.K

Check #	Payee	Explanation	Approved By:	Amount
1245	Kern County Water Agency	Cofferdam Lease - November 17 thru December 16, 2022 - to be reimbursed by Blois Construction	BoD Approved Agreement	\$ 12,500.00
1246	Southern CA Edison	Electricity/Pumping - HDWB CW1 - Construction Water	Monthly - GM Approved	\$ 75.34
Total				\$ 12,575.34

Checking account balance before above checks \$ 651,638.34

Outstanding Invoices to Metropolitan Water District at 1/15/23

Invoice No. 113022-15 \$ 4,514,478.84

Invoice No. 121622-16 \$ 2,771,480.17



REVIEWED  
1/16/23  
M.K.

Wells Fargo Agency Credit Card Summary									
Statements Dated December 23, 2022									
	T. Barnes	J. Bozigian	D. Chisam	D. Holmes	H. Hughes	M. Knudson	J. Livesay	A. Morris	P. Rose
Administration Supplies/Expenses		\$ 22.00	\$ 1,097.51	\$ -	\$ 2,582.64	\$ 2,328.18	\$ -	\$ -	\$ 524.75
HDWB	-	-	-	-	-	-	-	-	-
IT/Engineering Supplies/Expenses	-	-	-	-	-	-	296.31	-	-
Meeting Expenses	-	-	-	-	-	-	-	-	-
Operations Supplies/Expenses	-	-	-	19.99	-	-	-	323.75	-
Public Information	-	-	-	-	-	-	-	-	-
Travel/Conferences	-	-	-	-	-	-	-	-	-
	\$ -	\$ 22.00	\$ 1,097.51	\$ 19.99	\$ 2,582.64	\$ 2,328.18	\$ 296.31	\$ 323.75	\$ 524.75



**RECOMMENDED BOARD ORDER 9(a-1)**

To the Board of Directors

**FOR BOARD ACTION**

**TREASURER'S REPORT**  
**FOR PERIOD ENDING**  
**DECEMBER 31, 2022**

The Board of Directors adopted the following board order on January 24, 2023:

That the Treasurer's Report for the period ending December 31, 2022, be approved and accepted for filing.

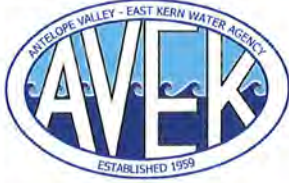
Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 9(a-1)**

01-24-23



# STAFF REPORT

<b>TO:</b> <i>Board of Directors</i>	<b>DATE:</b> <i>1/15/23</i>
<b>FROM:</b> <i>Matthew Knudson, General Manager</i>	<b>PREPARED BY:</b> <i>Teresa Yates</i>
<b>SUBJECT:</b> <i>Treasurer's Report for the Month ending December 31, 2022</i>	
<b>REF:</b> <input checked="" type="checkbox"/> Board / <input checked="" type="checkbox"/> Committee Name: <i>Finance</i>	
<b>Meeting Date:</b> <i>1/19/23</i>	<b>Agenda Item:</b> _____
<b>Attachment(s):</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**Reviewed By:** General Manager *m.k.* Date *1/16/23*  
Agency Attorney \_\_\_\_\_ Date \_\_\_\_\_  
Assistant General Manager \_\_\_\_\_ Date \_\_\_\_\_

## REPORT SUMMARY:

The ending balance for total Cash and Investments at December 31, 2022 was \$164,611,565 which is an increase of \$13,316,348 from the prior month. The increase was due to the receipt of property taxes in the amount of \$13,447,531 during the month of December. Yield to Maturity at December 31, 2022 for the total portfolio was 2.353% which is an increase of .071% from the prior month and the average Days to Maturity was 259 days or approximately nine months.

The High Desert Water Bank Capital Account (Met) balance was \$651,638 at December 31, 2022.

<b>Antelope Valley-East Kern Water Agency</b>					
<b>Treasurer's Monthly Report</b>					
<b>December 31, 2022</b>					
<b>Total Portfolio Summary, Month Ending December 31, 2022</b>					
<b>Total AVEK Managed and PFM Managed Portfolio</b>					
	Par	Market	% of	Days to	
<b>Investments</b>	Value	Value	Portfolio	Maturity	YTM
<i>Wells Fargo &amp; PFM</i>					
Money Market	\$ 6,339,430.69	\$ 6,339,430.69	4.02%	1	0.043%
Government Agencies	48,440,000.00	47,628,223.23	30.19%	393	2.488%
Negotiable CDs	6,600,000.00	6,471,267.45	4.10%	424	2.260%
Commercial Paper	1,490,000.00	1,468,076.11	0.93%	111	3.986%
Corporate Notes	37,393,000.00	36,702,119.10	23.26%	394	2.980%
US Treasury Bonds/Notes	14,200,000.00	13,908,843.73	8.82%	338	1.745%
LAIF	45,246,776.33	45,246,776.33	28.68%	1	2.173%
Total Investments	\$ 159,709,207.02	\$ 157,764,736.64	100.00%	259	2.353%
<b>Cash</b>					
<i>Wells Fargo</i>					
Checking Accounts	\$ 6,030,900.24	\$ 6,030,900.24			
Total	165,740,107.26	163,795,636.88			
Ending Accrued Interest		815,928.40			
Total Cash & Investments	\$ 165,740,107.26	\$ 164,611,565.28			
Total Cash & Investments - 11/30/22	\$ 152,769,724.73	\$ 151,295,216.87			
	December 31, 2022	Fiscal Year			
<b>Total Earnings</b>	(Month Ending)	To Date			
Current Year	335,853.60	1,399,269.60			
Portfolio Yield to Maturity	2.353%	1.730%			

**Antelope Valley - East Kern Water Agency**  
**Month End Balances**  
**December 31, 2022**

	Balance December 31, 2022	YTM Net of Fees
Wells Fargo Investments	\$ 86,777,511	2.557%
PFM Investments	\$ 25,740,449	1.978%
LAIF	\$ 45,246,776	2.173%
Checking	\$ 6,030,900	0.000%
	<u>\$ 163,795,637</u>	

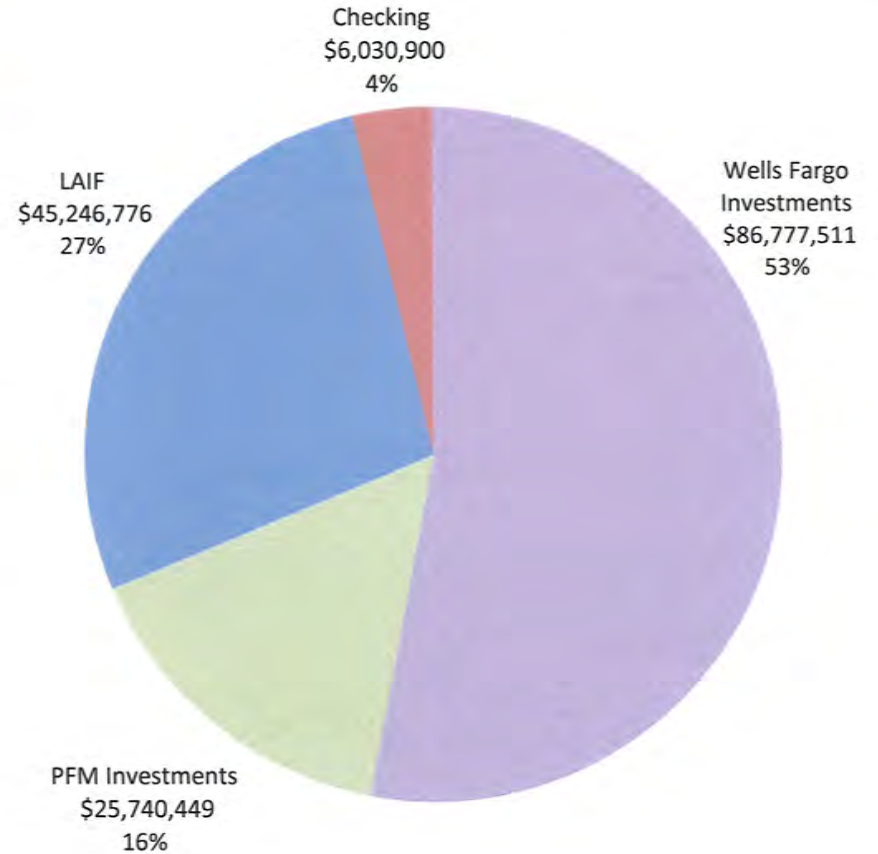
HDWB Capital Acct (Met) \$ 651,638 0.170%

	Balance November 30, 2022	Balance November 30, 2021
<b>Capital Assets</b>		
Banked Water - Asset	\$ 12,204,449	\$ 15,961,013
Land & Water Rights	\$ 47,922,355	\$ 40,407,813
Construction In Progress	\$ 42,519,057	\$ 16,951,106
Plant & Equipment	\$ 395,379,722	\$ 392,700,429
Accumulated Depreciation	\$ (128,551,661)	\$ (120,194,234)
	<u>\$ 369,473,922</u>	<u>\$ 345,826,127</u>

	Balance December 31, 2022	Term/Maturity
<b>Outstanding COP and Bond Debt</b>		
COP Series 2008 A-2	\$ 45,000,000	30 Yrs/2037
Water Revenue Ref. Bonds, Series 2016	\$ 53,035,000	20 Yrs/2037
CREBs-Revenue Bonds Series 2017	\$ 12,155,000	20 Yrs/2036
	<u>\$ 110,190,000</u>	

	Fiscal YTD December 31, 2022	Prior Fiscal YTD December 31, 2021
<b>Capacity Fees Received</b>	\$ 1,955,561	\$ 1,088,622

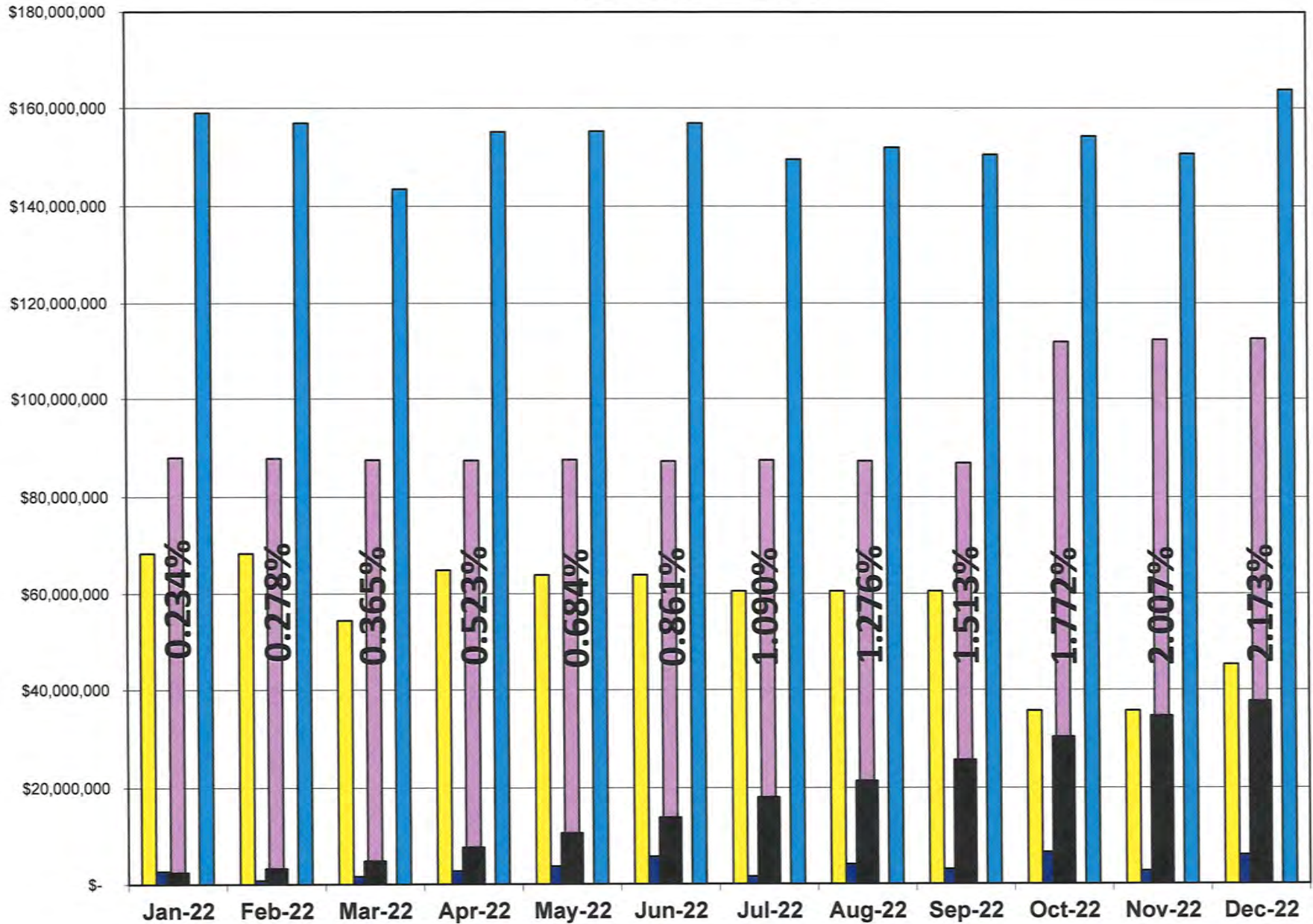
**Balances at 12/31/22**



# AVEK Water Agency

## ENTERPRISE FUND CLOSING BALANCES

Dollar Amount



<b>LAIF</b> \$45,246,776	<b>BANK</b> \$6,030,900	<b>SECURITIES</b> \$112,517,960	<b>TOTAL</b> \$163,795,637	<b>LAIF Int. Rate</b>
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<b>Antelope Valley-East Kern Water Agency</b>					
<b>Treasurer's Monthly Report</b>					
<b>December 31, 2022</b>					
<b>AVEK Portfolio Summary, Month Ending December 31, 2022</b>					
<b>AVEK Managed Portfolio</b>					
	Par	Market	% of	Days to	
<b>Investments</b>	Value	Value	Portfolio	Maturity	YTM
<i>Wells Fargo</i>					
Money Market	\$ 3,739,027.18	\$ 3,739,027.18	2.83%	1	0.010%
Government Agencies	44,390,000.00	43,654,745.98	33.07%	377	2.404%
Negotiable CDs	6,000,000.00	5,873,367.17	4.45%	420	2.104%
Corporate Notes	34,148,000.00	33,510,370.82	25.38%	403	3.115%
LAIF	45,246,776.33	45,246,776.33	34.27%	1	2.173%
<b>Total Investments</b>	<b>\$ 133,523,803.51</b>	<b>\$ 132,024,287.48</b>	<b>100.00%</b>	<b>246</b>	<b>2.424%</b>
<b>Cash</b>					
<i>Wells Fargo</i>					
General Checking	\$ 5,947,640.71	\$ 5,947,640.71			
HDWB Checking	\$ 83,259.53	\$ 83,259.53			
<b>Total Checking Accounts</b>	<b>\$ 6,030,900.24</b>	<b>\$ 6,030,900.24</b>			
<b>Total</b>	<b>\$ 139,554,703.75</b>	<b>\$ 138,055,187.72</b>			
Ending Accrued Interest		\$ 684,619.57			
<b>Total Cash &amp; Investments</b>	<b>\$ 139,554,703.75</b>	<b>\$ 138,739,807.29</b>			
<b>Total Cash &amp; Investments - 11/30/22</b>	<b>\$ 126,585,871.21</b>	<b>\$ 125,501,694.65</b>			
	December 31, 2022	Fiscal Year			
<b>Total Earnings</b>	(Month Ending)	To Date			
Current Year	\$ 294,403.76	\$ 1,187,587.27			
Portfolio Yield to Maturity	2.424%	1.751%			



Antelope Valley-East Kern Water Agency										
Treasurer's Monthly Report										
December 31, 2022										
AVEK Portfolio Details - Investments, Month Ending December 31, 2022										
AVEK Managed Portfolio										
CUSIP	Purchase Date	Issuer	Maturity Date	Purchase Price	Par Value	Market Value	Stated Rate	Moody's	YTM	Days to Mat/Call
<b>Money Market</b>										
		WF Adv Govt		3,739,027.18	3,739,027.18	3,739,027.18	0.010%		0.010%	1
				3,739,027.18	3,739,027.18	3,739,027.18	0.010%		0.010%	1
<b>Government Agencies</b>										
3133ENZ94	11/18/2022	FFCBB	11/18/2024	3,005,670.00	3,000,000.00	2,998,030.56	4.500%	Aaa	4.400%	687
3133ENS43	10/17/2022	FFCBB	10/17/2024	3,001,740.00	3,000,000.00	2,990,230.92	4.375%	Aaa	4.344%	655
3130AFBC0	10/26/2022	FHLBB	9/13/2024	1,955,052.00	2,000,000.00	1,954,967.32	3.250%	Aaa	4.508%	621
3133ENL40	10/26/2022	FFCBB	9/13/2024	1,964,144.00	2,000,000.00	1,964,041.24	3.500%	Aaa	4.503%	621
3133XVDG3	10/13/2022	FHLBB	9/13/2024	2,001,420.00	2,000,000.00	1,991,815.34	4.375%	Aaa	4.334%	621
3130A1XJ2	6/29/2022	FHLBB	6/14/2024	1,492,860.00	1,500,000.00	1,465,796.10	2.875%	Aaa	3.127%	530
3130ATAH0	10/26/2022	FHLBB	3/15/2024	1,974,588.00	2,000,000.00	1,972,411.40	3.640%	Aaa	4.593%	439
3130ATKJ5	10/26/2022	FHLBB	3/8/2024	1,993,768.00	2,000,000.00	1,988,987.22	4.375%	Aaa	4.613%	432
3130ARHG9	5/27/2022	FHLBB	2/28/2024	657,841.80	660,000.00	638,281.19	2.125%	Aaa	2.316%	423
3133ENXF2	5/27/2022	FFCBB	2/23/2024	2,009,480.00	2,000,000.00	1,952,143.16	2.600%	Aaa	2.321%	418
3130AFW94	5/27/2022	FHLBB	2/13/2024	732,044.00	730,000.00	712,278.02	2.500%	Aaa	2.331%	408
3133ENLF5	1/28/2022	FFCBB	1/18/2024	1,992,060.00	2,000,000.00	1,923,724.90	0.900%	Aaa	1.100%	382
3130AAHE1	5/27/2022	FHLBB	12/8/2023	2,007,460.00	2,000,000.00	1,956,028.30	2.500%	Aaa	2.250%	341
3130APXH3	4/21/2022	FHLBB	11/27/2023	1,461,585.00	1,500,000.00	1,445,980.85	0.800%	Aaa	2.442%	330
3130ATWD5	11/17/2022	FHLBB	11/15/2023	2,000,270.00	2,000,000.00	1,996,186.72	4.625%	Aaa	4.611%	318
3133EM6N7	10/28/2021	FFCBB	9/27/2023	1,991,300.00	2,000,000.00	1,934,634.76	0.170%	Aaa	0.398%	269
3130ANYM6	10/28/2021	FHLBB	8/28/2023	1,990,020.00	2,000,000.00	1,939,868.60	0.125%	Aaa	0.398%	239
3130ANYM6	9/17/2021	FHLBB	8/28/2023	1,997,300.00	2,000,000.00	1,939,868.60	0.125%	Aaa	0.194%	239
3133EMH96	9/17/2021	FFCBB	6/14/2023	1,998,640.00	2,000,000.00	1,960,401.08	0.125%	Aaa	0.164%	164
3130AMRY0	6/10/2021	FHLBB	6/2/2023	2,000,078.00	2,000,000.00	1,964,144.34	0.125%	Aaa	0.123%	152
3133EMVP4	4/21/2021	FFCBB	4/13/2023	1,999,760.00	2,000,000.00	1,974,332.14	0.125%	Aaa	0.131%	102
3130AJ7E3	4/21/2021	FHLBB	2/17/2023	2,045,820.00	2,000,000.00	1,992,702.58	1.375%	Aaa	0.116%	47
3133EMML3	2/2/2021	FFCBB	1/12/2023	2,001,320.00	2,000,000.00	1,997,890.64	0.120%	Aaa	0.086%	11
				44,274,220.80	44,390,000.00	43,654,745.98	2.241%		2.404%	377
<b>Negotiable Certificates of Deposit</b>										
9497633X2	11/28/2022	Wells Fargo Bank NA	11/29/2024	250,000.00	250,000.00	251,130.41	4.850%	*	4.850%	698
90348J7G9	11/23/2022	UBS Bank USA	11/25/2024	250,000.00	250,000.00	250,894.54	4.800%	*	4.800%	694

**AVEK Portfolio Details - Investments, Month Ending December 31, 2022**

AVEK Managed Portfolio										
CUSIP	Purchase Date	Issuer	Maturity Date	Purchase Price	Par Value	Market Value	Stated Rate	Moody's	YTM	Days to Mat/Call
<b>Negotiable Certificates of Deposit (cont)</b>										
178180GR0	11/23/2022	City Natl BK-Bev Hills	11/25/2024	250,000.00	250,000.00	251,101.40	4.850%	*	4.850%	694
30425PAU2	12/2/2022	Fairfield County Bank	6/3/2024	250,000.00	250,000.00	250,705.08	4.900%	*	4.900%	519
61768ENB5	11/25/2022	Morgan Stanley Pvt Bank	5/28/2024	250,000.00	250,000.00	250,594.87	4.800%	*	4.800%	513
48128WSY2	4/29/2022	JP Morgan Chase Bank	4/29/2024	250,000.00	250,000.00	242,883.45	2.400%	*	2.400%	484
52603NAG6	4/29/2022	Lendingclub Bank Utah	4/29/2024	250,000.00	250,000.00	242,178.32	2.200%	*	2.200%	484
02007GQA4	4/28/2022	Ally Bank	4/29/2024	250,000.00	250,000.00	243,682.06	2.650%	*	2.650%	484
38149M5U3	4/27/2022	Goldman Sachs Bank USA	4/29/2024	250,000.00	250,000.00	242,881.77	2.400%	*	2.400%	484
254673B62	4/27/2022	Discover Bank	4/29/2024	250,000.00	250,000.00	243,201.14	2.500%	*	2.500%	484
14042RQV6	4/27/2022	Capital One NA	4/29/2024	250,000.00	250,000.00	243,360.82	2.550%	*	2.550%	484
06740KPS0	4/27/2022	Barclays Bank Delaware	4/29/2024	250,000.00	250,000.00	242,881.77	2.400%	*	2.400%	484
14042TFR3	4/27/2022	Capital One Bank USA NA	4/29/2024	250,000.00	250,000.00	243,360.82	2.550%	*	2.550%	484
02589ACB6	4/27/2022	American Express NB	4/29/2024	250,000.00	250,000.00	243,360.82	2.550%	*	2.550%	484
87165HN89	4/22/2022	Synchrony Bank	4/22/2024	250,000.00	250,000.00	242,979.65	2.400%	*	2.400%	477
47804GHB2	10/29/2021	John Marshall Bank	11/29/2023	250,000.00	250,000.00	240,127.39	0.200%	*	0.200%	332
45338JAG1	11/19/2021	Incrediblebank	11/17/2023	250,000.00	250,000.00	240,797.83	0.350%	*	0.350%	320
41939HBK7	11/12/2021	Haven Savings Bank	11/13/2023	250,000.00	250,000.00	240,626.76	0.200%	*	0.200%	316
947547NK7	10/29/2021	Webbank	10/30/2023	250,000.00	250,000.00	241,339.92	0.350%	*	0.350%	302
26518EAL3	10/29/2021	Dundee Bank	10/30/2023	250,000.00	250,000.00	241,032.87	0.200%	*	0.200%	302
19646PAH7	6/16/2021	Colorado Federal Svgs Bk	6/16/2023	250,000.00	250,000.00	245,259.79	0.100%	*	0.100%	166
33847E4M6	6/16/2021	Flagstar Bank FSB	6/16/2023	250,000.00	250,000.00	245,312.40	0.150%	*	0.150%	166
58404DKR1	6/15/2021	Medallion Bank Utah	6/15/2023	250,000.00	250,000.00	245,275.96	0.100%	*	0.100%	165
740367MY0	2/26/2021	Preferred Bank LA CA	2/27/2023	250,000.00	250,000.00	248,397.33	0.050%	*	0.050%	57
				6,000,000.00	6,000,000.00	5,873,367.17	2.104%		2.104%	420
<b>Corporate Notes</b>										
06406RAX5	10/27/2022	Bank of NY Mellon	10/25/2024	1,730,745.65	1,873,000.00	1,741,454.30	0.850%	A1	4.893%	663
06406RAL1	6/30/2022	Bank of NY Mellon	10/24/2024	1,697,447.50	1,750,000.00	1,668,965.13	2.100%	A1	3.459%	662
61761JVL0	6/30/2022	Morgan Stanley	10/23/2024	1,999,520.00	2,000,000.00	1,952,979.22	3.700%	A1	3.709%	661
94974BGA2	6/30/2022	Wells Fargo & Company	9/9/2024	2,477,000.00	2,500,000.00	2,425,806.68	3.300%	A1	3.739%	617
06051GJX8	11/18/2022	Bank of America Corp	5/28/2024	2,974,500.00	3,000,000.00	2,971,020.00	4.963%	A2	5.467%	513
808513BM6	5/31/2022	Charles Schwab Corp	3/18/2024	1,000,920.00	1,000,000.00	996,822.39	4.809%	A2	1.231%	442
717081ES8	10/27/2022	Pfizer Inc	3/15/2024	1,958,996.00	2,000,000.00	1,955,828.82	2.950%	A2	4.493%	439
17275RAN2	10/27/2022	Cisco Systems Inc	3/4/2024	1,678,799.30	1,700,000.00	1,672,942.09	3.625%	A1	4.583%	428
02079KAB3	10/27/2022	Alphabet Inc	2/25/2024	1,973,934.00	2,000,000.00	2,002,589.24	3.375%	AA2	4.393%	420
63743HEU2	10/29/2021	National Rural Util COOP	2/8/2024	1,982,460.00	2,000,000.00	1,898,015.04	0.350%	A2	0.739%	403

**AVEK Portfolio Details - Investments, Month Ending December 31, 2022**

AVEK Managed Portfolio										
CUSIP	Purchase Date	Issuer	Maturity Date	Purchase Price	Par Value	Market Value	Stated Rate	Moody's	YTM	Days to Mat/Call
<b>Corporate Notes (cont)</b>										
6174468W2	1/31/2022	Morgan Stanley	1/25/2024	993,528.00	1,000,000.00	993,309.37	0.529%	A1	1.190%	389
05724BAB5	1/31/2022	Baker Hughes LLC	12/15/2023	998,668.00	1,000,000.00	965,783.81	1.231%	A3	1.300%	348
48133MDZ0	10/31/2022	JPMorgan Chase & Co	11/30/2023	3,000,000.00	3,000,000.00	2,949,869.97	5.000%	A1	5.000%	333
02665WDP3	6/30/2022	American Honda Finance	9/8/2023	2,495,150.00	2,500,000.00	2,498,301.63	5.155%	A3	2.754%	250
55261FAK0	5/31/2022	M&T Bank Corporation	7/26/2023	2,003,960.00	2,000,000.00	2,000,440.98	5.007%	A3	2.038%	206
46625HJJ0	4/22/2021	JPMorgan Chase & Co	5/1/2023	2,118,820.00	2,000,000.00	1,990,577.34	3.375%	A3	0.425%	120
911312BJ4	6/11/2021	United Parcel Service	4/1/2023	2,208,183.57	2,190,000.00	2,190,515.37	4.193%	A2	0.128%	90
911312BJ4	2/3/2021	United Parcel Service	4/1/2023	641,184.90	635,000.00	635,149.44	4.193%	A2	0.211%	90
				33,933,816.92	34,148,000.00	33,510,370.82	3.467%		3.115%	403
<b>LAIF - Local Agency Investment Pool</b>										
		LAIF		45,246,776.33	45,246,776.33	45,246,776.33	2.173%		2.173%	1
				45,246,776.33	45,246,776.33	45,246,776.33	2.173%		2.173%	1
<b>Total</b>				<b>133,193,841.23</b>	<b>133,523,803.51</b>	<b>132,024,287.48</b>				
*	Principal and accrued interest on negotiable CDs is insured up to the FDIC limit of \$250,000.									
	Book Value is equal to Market Value for all investments.									
	FHLBB - Federal Home Loan Banks Bond									
	FFCBB - Federal Farm Credit Banks Bond									
	All investments were made in accordance with the Antelope Valley - East Kern Water Agency Investment Policy and Guidelines.									

<b>Antelope Valley-East Kern Water Agency</b>								
<b>Treasurer's Monthly Report</b>								
<b>December 31, 2022</b>								
<b>AVEK Transactions, Month Ending December 31, 2022</b>								
<b>AVEK Managed Portfolio</b>								
CUSIP	Purchase Date	Issuer	Mat/Call Date	Par Value	Stated Rate	Total Int Earned	Days	Earnings %
<b>Government Agencies</b>								
<u>Purchases</u>								
No purchases during December 2022								
<u>Maturities/Calls</u>								
3133EMKU5	2/2/2021	FFCBB	12/14/2022	2,000,000	0.125%	4,667	680	0.124%
				2,000,000	0.125%	4,667	680	0.124%
<b>Negotiable Certificates of Deposit</b>								
<u>Purchases</u>								
30425PAU2	12/2/2022	Fairfield County Bank	6/3/2024	250,000	4.900%			
				250,000	4.900%			
<u>Maturities/Calls</u>								
No maturities during December 2022								
<b>Corporate Notes</b>								
<u>Purchases</u>								
No purchases during December 2022								
<u>Maturities/Calls</u>								
No maturities during December 2022								
<u>Transfers</u>								
From Account	Date	To Account	Amount					
No transfers during December 2022								

<b>Antelope Valley-East Kern Water Agency</b>					
<b>Treasurer's Monthly Report</b>					
<b>December 31, 2022</b>					
<b>PFM Portfolio Summary, Month Ending December 31, 2022</b>					
<b>PFM Managed Portfolio</b>					
	Par	Market	% of	Days to	
	Value	Value	Portfolio	Maturity	YTM
<b>Investments</b>					
<i>PFM</i>					
Money Market	\$ 2,600,403.51	\$ 2,600,403.51	10.10%	1	0.090%
Negotiable CDs	600,000.00	597,900.28	2.32%	467	3.823%
Commercial Paper	1,490,000.00	1,468,076.11	5.70%	111	3.986%
Corporate Notes	3,245,000.00	3,191,748.28	12.40%	295	1.556%
Federal Agency Bonds/Notes	4,050,000.00	3,973,477.25	15.44%	571	3.411%
US Treasury Bonds/Notes	14,200,000.00	13,908,843.73	54.03%	338	1.745%
Total Investments	\$ 26,185,403.51	\$ 25,740,449.16	100.00%	318	1.988%
				Net of Associated Fees	1.978%
Ending Accrued Interest		131,308.83			
Total Cash & Investments	\$ 26,185,403.51	\$ 25,871,757.99			
Total Cash & Investments - 11/30/22	\$ 26,183,853.52	\$ 25,793,522.22			
	December 31, 2022	Fiscal Year			
<b>Total Earnings</b>	(Month Ending)	To Date			
Current Year	41,449.84	211,682.33			
Portfolio Yield to Maturity	1.988%	1.626%			
<b>Fees</b>					
PFM Asset Mgt - 11/1/22 to 11/30/22	2,134.39	12,986.30			
BNY Mellon - 11/1/22 to 11/30/22	250.00	1,500.00			
Total Fees	2,384.39	14,486.30			
	0.009%	0.056%			

<b>Antelope Valley-East Kern Water Agency</b>										
<b>Treasurer's Monthly Report</b>										
<b>December 31, 2022</b>										
<b>PFM Portfolio Details - Investments, Month Ending December 31, 2022</b>										
<b>PFM Managed Portfolio</b>										
CUSIP	Purchase Date	Issuer	Maturity Date	Purchase Price	Par Value	Market Value	Stated Rate	Moody's	YTM	Days to Mat/Call
<b>Money Market</b>										
		Federated Govt Oblig FD		2,600,403.51	2,600,403.51	2,600,403.51	0.090%	Aaa	0.090%	1
				2,600,403.51	2,600,403.51	2,600,403.51	0.090%		0.090%	1
<b>Negotiable Certificates of Deposit</b>										
89115B6F2	10/31/2022	Toronto Dominion Bank NY	10/25/2024	400,000.00	400,000.00	399,831.08	5.470%	A1	5.440%	663
22552G3C2	3/23/2021	Credit Suisse NY	3/17/2023	200,000.00	200,000.00	198,069.20	0.590%	P-2	0.590%	75
				600,000.00	600,000.00	597,900.28	3.843%		3.823%	467
<b>Commercial Paper</b>										
62479MT94	9/14/2022	MUFG Bank LTD/NY	6/9/2023	678,999.22	700,000.00	685,092.10	0.000%	P-1	4.150%	159
63873KOA8	9/12/2022	Natixis NY	3/10/2023	775,191.23	790,000.00	782,984.01	0.000%	P-1	3.840%	68
				1,454,190.45	1,490,000.00	1,468,076.11	0.000%		3.986%	111
<b>Corporate Notes</b>										
025816CG2	8/3/2022	American Express Co	7/30/2024	196,430.00	200,000.00	192,756.80	2.500%	A2	3.430%	576
14913Q2V0	5/23/2022	Caterpillar Financial	5/17/2024	199,788.00	200,000.00	194,546.40	2.850%	A2	2.910%	502
459200JY8	6/17/2022	IBM Corp	5/15/2024	183,037.15	185,000.00	180,112.30	3.000%	A3	3.580%	500
20030NCR0	6/17/2022	Comcast Corp	4/15/2024	185,540.20	185,000.00	182,139.35	3.700%	A3	3.530%	470
38141GZP2	5/23/2022	Goldman Sachs Group Inc	3/15/2024	198,826.00	200,000.00	194,743.00	3.000%	A2	3.340%	439
06406HCS6	2/10/2022	Bank of NY Mellon	2/4/2024	28,042.20	27,000.00	26,565.81	3.650%	A1	1.660%	399
06406HCS6	2/10/2022	Bank of NY Mellon	2/4/2024	361,404.96	348,000.00	342,403.82	3.650%	A1	1.670%	399
172967HD6	11/8/2021	Citigroup Inc	10/25/2023	186,299.75	175,000.00	173,506.90	3.875%	A3	0.560%	297
89236TDK8	11/12/2021	Toyota Motor Credit Corp	10/18/2023	206,564.00	200,000.00	196,102.60	2.250%	A1	0.540%	290
02665WDM0	11/8/2021	American Honda Finance	9/8/2023	200,302.00	200,000.00	194,125.00	0.650%	A3	0.570%	250
06053FAA7	8/9/2021	Bank of America	7/24/2023	375,284.00	350,000.00	348,682.60	4.100%	A2	0.390%	204
166764BV1	2/10/2022	Chevron Corp	5/11/2023	199,898.00	200,000.00	197,345.40	1.141%	Aa2	1.180%	130
037833DV9	11/8/2021	Apple Inc	5/11/2023	376,987.50	375,000.00	369,850.50	0.750%	Aaa	0.400%	130
05531FBJ1	11/12/2021	BB&T Corporation	3/16/2023	204,464.00	200,000.00	199,032.80	2.200%	A3	0.530%	74
61744YAN8	2/10/2022	Morgan Stanley	1/23/2023	203,794.00	200,000.00	199,835.00	3.125%	A1	1.120%	22
				3,306,661.76	3,245,000.00	3,191,748.28	2.634%		1.556%	295

PFM Portfolio Details - Investments, Month Ending December 31, 2022										
PFM Managed Portfolio										
CUSIP	Purchase Date	Issuer	Maturity Date	Purchase Price	Par Value	Market Value	Stated Rate	Moody's	YTM	Days to Mat/Call
<b>Federal Agency Bonds/Notes</b>										
3133ENZ94	12/7/2022	FFCB Notes	11/18/2024	499,780.00	500,000.00	498,805.00	4.500%	Aaa	4.520%	687
3133ENP79	9/30/2022	FFCB Notes	9/26/2024	998,120.00	1,000,000.00	993,082.00	4.250%	Aaa	4.350%	634
3130ASME6	8/3/2022	FHLB Notes	7/8/2024	800,856.00	800,000.00	779,924.00	3.000%	Aaa	2.940%	554
3130ASME6	7/11/2022	FHLB Notes	7/8/2024	139,487.18	140,000.00	136,486.70	3.000%	Aaa	3.190%	554
3130ASME6	7/8/2022	FHLB Notes	7/8/2024	109,786.60	110,000.00	107,239.55	3.000%	Aaa	3.100%	554
3133ENWP1	5/19/2022	FFCB Notes	5/16/2024	1,497,570.00	1,500,000.00	1,457,940.00	2.625%	Aaa	2.710%	501
				4,045,599.78	4,050,000.00	3,973,477.25	3.355%		3.411%	571
<b>US Treasury Bonds/Notes</b>										
91282CFG1	9/30/2022	US Treasury N/B	8/31/2024	1,473,691.41	1,500,000.00	1,469,062.50	3.250%	Aaa	4.210%	608
91282CFG1	9/14/2022	US Treasury N/B	8/31/2024	594,234.38	600,000.00	587,625.00	3.250%	Aaa	3.760%	608
91282CFA4	8/3/2022	US Treasury N/B	7/31/2024	1,002,031.25	1,000,000.00	975,156.20	3.000%	Aaa	2.890%	577
91282CER8	6/7/2022	US Treasury N/B	5/31/2024	2,190,117.19	2,200,000.00	2,133,656.36	2.500%	Aaa	2.730%	516
9128286G0	3/23/2022	US Treasury Notes	2/29/2024	1,906,085.94	1,900,000.00	1,850,421.78	2.375%	Aaa	2.200%	424
91282CDV0	2/9/2022	US Treasury N/B	1/31/2024	1,783,617.19	1,800,000.00	1,726,593.84	0.875%	Aaa	1.340%	395
91282CBU4	4/30/2021	US Treasury Notes	3/31/2023	1,499,003.91	1,500,000.00	1,484,296.80	0.125%	Aaa	0.160%	89
912828ZD5	3/19/2021	US Treasury Notes	3/15/2023	1,207,921.88	1,200,000.00	1,190,625.00	0.500%	Aaa	0.170%	73
91282CBG5	2/19/2021	US Treasury N/B	1/31/2023	2,500,878.91	2,500,000.00	2,491,406.25	0.125%	Aaa	0.110%	30
				14,157,582.06	14,200,000.00	13,908,843.73	1.585%		1.745%	338
<b>Total</b>				26,164,437.56	26,185,403.51	25,740,449.16				
All investments were made in accordance with the Antelope Valley - East Kern Water Agency Investment Policy and Guidelines.										

<b>Antelope Valley-East Kern Water Agency</b>								
<b>Treasurer's Monthly Report</b>								
<b>December 31, 2022</b>								
PFM Transactions, Month Ending December 31, 2022								
<b>PFM Managed Portfolio</b>								
CUSIP	Purchase Date	Issuer	Mat/Call Date	Par Value	Stated Rate	Total Int Earned	Days	Earnings %
<b>Negotiable Certificates of Deposit</b>								
<u>Purchases</u>								
no purchases during December 2022								
<u>Maturities/Calls</u>								
no maturities during December 2022								
<b>Commercial Paper</b>								
<u>Purchases</u>								
no purchases during December 2022								
<u>Maturities/Calls</u>								
no maturities during December 2022								
<b>Corporate Notes</b>								
<u>Purchases</u>								
no purchases during December 2022								
<u>Maturities/Calls</u>								
no maturities during December 2022								



PFM Transactions, Month Ending December 31, 2022								
PFM Managed Portfolio								
CUSIP	Purchase Date	Issuer	Mat/Call Date	Par Value	Stated Rate	Total Int Earned	Days	Earnings %
<b>Federal Agency Bonds/Notes</b>								
<u>Purchases</u>								
3133ENZ94	12/7/2022	FFCB Notes	11/18/2024	500,000	4.500%			
				500,000	4.500%			
<u>Maturities/Calls</u>								
no maturities during December 2022								
<b>US Treasury Bonds/Notes</b>								
<u>Purchases</u>								
no purchases during December 2022								
<u>Maturities/Calls</u>								
91282CBD2	1/19/2021	US Treasury Notes	12/31/2022	\$ 2,500,000	0.125%	\$ 6,086	711	0.123%
				\$ 2,500,000	0.125%	\$ 6,086		0.123%
<u>Transfers</u>								
From Account	Date	To Account	Amount					
no transfers during December 2022								

**AVEK Water Agency**

**Property Tax Revenue**

**Comparison at December 31, 2022 and 2021**

**Fiscal Year to Date: 7/1/22 through 12/31/22 and 7/1/21 through 12/31/21**

	<u>YTD 12/31/22</u>	<u>YTD 12/31/21</u>	<u>Difference</u>	<u>% Increase</u>
<b>LA County</b>	\$ 12,577,782.60	\$ 11,082,477.98	\$ 1,495,304.62	13.5%
<b>Kern County</b>	\$ 7,534,921.08	\$ 7,419,822.06	\$ 115,099.02	1.6%
	<u>\$ 20,112,703.68</u>	<u>\$ 18,502,300.04</u>	<u>\$ 1,610,403.64</u>	<u>8.7%</u>

**RECOMMENDED BOARD ORDER 9(a-2)**

To the Board of Directors

**FOR BOARD ACTION**

**APPROVE ADJUSTMENT FOR  
LABORATORY TESTING FEES**

The Board of Directors adopted the following board order on  
January 24, 2023:

To approve the attached Laboratory Fee Analysis 2023; effective  
March 1, 2023.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 9(a-2)**

01-24-23



# STAFF REPORT

To: Board of Directors

Date: January 24, 2023

From: Matthew Knudson, General Manager

Prepared By: Jordan Wray, Laboratory Manager

Reviewed By: Justin Livesay, Engineering Manager

Subject: AVEK Laboratory Fee Analysis

Meeting Dates: Finance Committee January 19, 2023 & Board Meeting January 24, 2023

Agenda Item: Attachment(s):  YES  NO

### **Recommendation:**

Staff and the Finance Committee recommend that the Board approve the following

1. Revised fee schedule for AVEK Laboratory Testing (Attached)

### **Background:**

In addition to monitoring AVEK’s operational compliance, AVEK’s laboratory also analyzes samples for the general public. While this work represents a fraction of the activity of the lab, the Agency aims to provide a fee schedule that not only covers all costs associated with analyzing these samples but is also competitive with surrounding laboratories.

The current analysis shows that while we are still covering our costs, AVEK’s fees for these services are slightly lower than most of the labs in the region. At this time, staff is recommending a \$5.00-\$10.00 increase per test to the entire schedule. This will allow us to remain competitive with other laboratories, while also continuing to cover our costs in future years due to inflation.

### **Financial Impact:**

Increased laboratory revenue of \$5.00-\$10.00 per public sample analyzed.

### **Strategic Plan Component:**

This project will assist AVEK in meeting the following goals from the Agency’s 5-year Strategic Plan:

- Goal 3: Water Quality
- Goal 4: Financial Integrity

### **Supporting Documents**

- Laboratory Fee Analysis 2023

## Laboratory Fee Analysis 2023

Analysis	Laboratory Expenses				Price Charged		
	Salary + 50%	Materials	QA	Total	Current	Suggested	% Increase
P/A Bacti (Routine Customers)	\$ 5.88	\$ 5.23	\$ 0.62	\$ 11.73	\$ 20.00	\$ 25.00	25
P/A Bacti (One-Time Customers)	\$ 17.38	\$ 5.23	\$ 0.62	\$ 23.23	\$ 20.00	\$ 25.00	25
QuantiTray Bacti	\$ 7.09	\$ 8.27	\$ 0.62	\$ 15.98	\$ 25.00	\$ 30.00	20
General Physical	\$ 16.53	\$ 0.60	\$ 0.62	\$ 17.75	\$ 25.00	\$ 30.00	20
General Physical w/Title 22	\$ 16.53	\$ 0.60	\$ 4.81	\$ 21.94	\$ 25.00	\$ 30.00	20
Heterotrophic Plate Count	\$ 20.56	\$ 1.24	\$ 0.62	\$ 22.42	\$ 30.00	\$ 40.00	33

### Other Lab's Fees

Analysis	AVEK	AVEK (Suggested)	Clinical (San Bernadino)	BC (Bakersfield)	Weck (City of Industry)	FGL (Santa Paula)	Eurofins (Monrovia)
P/A Bacti	\$20.00	\$25.00	\$40.00	\$40.00	\$15.00	\$29.00	\$25.00
QuantiTray Bacti	\$25.00	\$30.00	\$45.00	\$40.00	\$25.00	\$35.00	\$35.00
General Physical	\$25.00	\$30.00	\$25.00	\$30.00	\$30.00	\$45.00	\$45.00
HPC	\$30.00	\$40.00	\$25.00	\$40.00	\$25.00	\$45.00	\$20.00

Lab fees were last adjusted October 2015 by an increase of 20-33%. Although we continue to net a profit on samples analyzed for the public, labor and materials have increased an average of 30% since the last price adjustment. The suggested fees would align us more with similar labs while also remaining competitive.



**RECOMMENDED BOARD ORDER 9(a-3)**

To the Board of Directors

**FOR BOARD ACTION**

**ADOPT RESOLUTION NO. R-23-02; AUTHORIZING  
AVEK WATER AGENCY TO PROVIDE LAB TESTING  
SERVICES TO CALIFORNIA DEPARTMENT OF PARKS &  
RECREATION**

The Board of Directors adopted the following board order on  
January 24, 2023:

To adopt Resolution No. R-23-02; authorizing the Agency to provide  
water quality laboratory testing service to California Department of Parks  
and Recreation, as presented and recommended.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Carried \_\_\_\_\_

**BOARD ORDER 9(a-3)**

01-24-23



# STAFF REPORT

To: Board of Directors

Date: January 24, 2023

From: Matthew Knudson, General Manager

Prepared By: Jordan Wray, Laboratory Manager

Reviewed By: Justin Livesay, Engineering Manager

Subject: Resolution No. R-23-02 authorizing the Agency to provide water quality laboratory testing service to California Department of Parks and Recreation

Meeting Dates: Finance Committee January 19, 2023 & Board Meeting January 24, 2023

Agenda Item: Attachment(s):  YES  NO

## **Recommendation:**

Staff and the Finance Committee recommend that the Board approve the following:

1. Approve Resolution No. R-23-02 authorizing Antelope Valley-East Kern Water Agency to provide water quality laboratory testing service to California Department of Parks and Recreation

## **Background:**

Every two years California Department of Parks and Recreation requests a bid from the Agency to provide water quality testing for a fee per sample for raw and treated water. Fees for water quality tests are included in the attached solicitation. Our current contract with Cal Parks expires January 4, 2023. AVEK has been awarded a new contract for 2023-2025.

Cal Parks has requested a resolution from AVEK to continue to provide laboratory services for rates that the Agency has established.

## **Financial Impact:**

Laboratory income of up to \$6,880 from January 5, 2023 – January 4, 2025.

## **Strategic Plan Component:**

This project will assist AVEK in meeting the following goals from the Agency's 5-year Strategic Plan:

- Goal 3: Water Quality
- Goal 4: Financial Integrity

## **Supporting Documents**

- Resolution No. R-23-02
- AVEK Solicitation



**RESOLUTION NO. R-23-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF ANTELOPE VALLEY-  
EAST KERN WATER AGENCY (“AVEK”) AUTHORIZING THE ANTELOPE  
VALLEY-EAST KERN WATER AGENCY TO PROVIDE WATER QUALITY  
LABORATORY TESTING SERVICE TO THE STATE OF CALIFORNIA  
DEPARTMENT OF PARKS AND RECREATION**

**WHEREAS**, the State of California Department of Parks and Recreation has requested that the Antelope Valley-East Kern Water Agency provide bacterial analysis on raw and treated water.

**WHEREAS**, the Antelope Valley-East Kern Water Agency’s laboratory facilities can at this time provide this service.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the Directors of the Antelope Valley-East Kern Water Agency that the Agency is authorized to provide the requested bacterial analysis commencing on January 5, 2023, through January 4, 2025, subject to a charge and payment by the State of California Department of Parks and Recreation; Great Basin District Agreement C22900012; Exhibits A, B, D, & E.

**PASSED AND ADOPTED** at the Regular Meeting of the Antelope Valley-East Kern Water Agency Board of Directors held on January 24, 2023.

\_\_\_\_\_  
George M. Lane, President of the Board of Directors  
Antelope Valley-East Kern Water Agency

ATTEST:

\_\_\_\_\_  
Board Secretary-Treasurer,  
Antelope Valley-East Kern Water Agency

**EXHIBIT A  
 (Standard Agreement)**

**SCOPE OF WORK**

1. Contractor agrees to provide to the Department of Parks and Recreation (DPR) Water Testing and Analysis & Reporting.
  
2. Services as described herein:  
 Contractor shall provide laboratory facilities, methods, technical knowledge, labor, materials, tools and equipment necessary for testing, analysis, and reporting of water samples in accordance with Contract Specifications as described in Exhibit A, Attachment I.
  
3. Contractor The services shall be performed at:  
  
 Antelope Valley - East Kern Water Agency (AVEK) Laboratory. Located at 6500 W. Ave N, Palmdale, CA 93551.
  
4. The services shall be provided during:  
  
 AVEK - operating hours are defined by AVEK operating hours for delivery of water samples. Hours are Monday-Wednesday, 7:30 am to 3:30 pm. No samples are accepted Thursday through Sunday. No testing will be done on weekends or Holidays.
  
5. The project representatives during the term of this Agreement will be: Will Traxler/Florentine Ortiz

State Agency:	Department of Parks and Recreation	Contractor:	Antelope Valley - East Kern Water Agency
Section/Unit:	Great Basin District	Section/Unit:	
Attention:	Wendi Doyon	Attention:	Jordan Wray
Address:	15101 Lancaster Rd	Address:	6500 W. Ave N
City/State/Zip Code:	Lancaster, CA 93536	City/State/Zip Code:	Palmdale, CA 93551
Phone:	661-724-1206	Phone:	661-943-3201
Fax:	661-724-1176	Fax:	661-943-3204
E-mail Address:	wendi.doyon@parks.ca.gov	E-mail Address:	jwray@avek.org

**C22900012**  
**Great Basin District**  
**Water Testing and Analysis**  
**EXHIBIT A, Attachment I**  
**AVEK**  
**Contract Specifications**

**Scope of Work**

- I. The Contractor agrees to provide to the Department of Parks and Recreation, (DPR) water testing and analysis services for the Great Basin District, Mojave Sector as described herein:
  - A. Contractor will furnish all labor, materials, tools and equipment necessary to test and analyze water samples for a period of two (2) years for the following three (3) State Park Units: Antelope Valley California Poppy Reserve, Antelope Valley Indian Museum and Red Rock Canyon State Park.
  - B. Approximate number of tests to be performed per Park Unit are as follows:
    1. **Antelope Valley California Poppy Reserve.**
      - a. Seventy (70) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA).
      - b. Forty-five (45) Routine Raw Water samples, using the MPN test method.
    2. **Antelope Valley Indian Museum**
      - a. Twenty-four (24) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA).
      - b. Twenty-four (24) raw water/well samples.
    3. **Red Rock Canyon State Park**
      - a. Twenty-four (24) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA).
      - b. Twenty-four (24) Routine Raw Water Sample tests, using the MPN test method.
    4. **Special or Re-tests**
      - a. Thirty-six (36) Coliform/E.coli bacteriological samples SM 9223 routine presence/absence (PA).
      - b. Twelve (12) Routine Raw Water Sample tests, using the MPN test method.
      - c. Any sample tests noted as special or re-test are for internal use and not subjected to reporting to the California Department of Public Health.

**C22900012**  
**Great Basin District**  
**Water Testing and Analysis**  
**EXHIBIT A, Attachment I**  
**AVEK**  
**Contract Specifications**

**Contract Requirements**

**I. Laboratory Certification**

- A. The Contract laboratory shall be certified by the State of California for all tests described in this contract and must possess an Environmental Laboratory Accreditation Program Certificate (ELAP).
- B. Contractor will provide evidence of the accreditation with quote documents and upon request by California State Parks.

**II. Standards**

- A. All analytical tests shall be performed using Standard Methods for the Examination of Water and Wastewater, by the American Public Health Association and shall comply with all applicable Federal and State Codes and Regulations.
- B. Frequency of testing is dictated by the State Water Resources Control Board and is based on the population served by the park unit.
- C. Allowable water sources from which to draw samples are determined per water sampling standards by the American Water Works Association and by the State Water Resources Control Board.

**III. Sample Requirements**

- A. Sample analysis and reporting of results will be completed as required by Title 22 Code of Regulation Chapter 15, Section 64423.1.
- B. Contractor will provide all sampling bottles.
- C. Water samples will be drawn from pre-determined water sources (protected water sampling stations) within the three (3) Park Units by Parks Staff certified to draw water samples for periodic testing.
- D. Water samples are to be delivered by Park staff to the Contractor within a predetermined time to ensure the quality of the sample.
- E. Maximum holding time of raw water samples is six (6) hours. Water sample analysis by the Contract Laboratory must start within two (2) hours of being received.
- F. Water samples, including the quantity of the sample and container with which to hold the sample are determined by the American Water Works Association and by the State Water Resources Control Board.

**C22900012**  
**Great Basin District**  
**Water Testing and**  
**Analysis EXHIBIT A,**  
**Attachment I**  
**AVEK**  
**Contract Specifications**

IV. Test Results

- A. Test results are prepared by the Contractor's lab on the Contractor's forms within one week of the test and will contain the results of the tests either negative or positive.
- B. Results of water tests will be reported to the Department of Parks and Recreation, Great Basin District and the California Department of Public Health.
- C. Upon completion of testing, results will be uploaded by the Lab to the California Laboratory Intake Portal (CLIP) database managed by the State Water Resource Control Board (SWRCB). In addition to reporting to the CLIP, the lab shall send sample analysis reports via email to:
  1. William Traxler, Water and Sewage Plant Supervisor – [William.Traxler@parks.ca.gov](mailto:William.Traxler@parks.ca.gov)
  2. **Florentine Ortiz, Water and Sewage Plant Supervisor -** [florentine.ortiz@parks.ca.gov](mailto:florentine.ortiz@parks.ca.gov)
  3. Wendi Doyon, District Admin. Chief – [wendi.doyon@parks.ca.gov](mailto:wendi.doyon@parks.ca.gov)

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Invoicing and Payment**

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified in Water Testing, Reporting & Analysis, marked Exhibit B, Attachment 1, which is attached hereto and made a part of this Agreement.
- B. Invoices shall include the Agreement Number and shall be submitted in triplicate not more frequently than monthly in arrears to:

Great Basin District Office  
15101 Lancaster Road  
Lancaster, CA 93536  
ATTN: ACCOUNTING  
accounting.greatbasin@parks.ca.gov

**2. Budget Contingency Clause**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

**3. Prompt Payment Clause**

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

**4. Timely Submission of Final Invoice**

- A. A final undisputed invoice shall be submitted for payment no more than ninety (90) calendar days following expiration or termination date of this Agreement, unless a later or alternate deadline is agreed to in writing by the project representative. Said invoice should be clearly marked "Final Invoice," thus indicating that all payment obligations of the State under this Agreement have ceased and that no further payments are due or outstanding.
- B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Contractor fails to obtain prior written State approval of an alternate final invoice submission deadline. Written State approval shall be sought from the project representative prior to the expiration or termination date of this Agreement.

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**5 Disabled Veterans Participation Goals**

- A. Upon completion of an awarded contract in which a commitment to achieve a DVBE goal was made, the prime contractor that entered into a subcontract with a DVBE is required to complete and submit form STD. 817 within 60 days to certify payment information to the awarding department, in accordance with Military and Veterans Code (M&VC) Section 999.5.
- B. For contracts awarded on or after January 1, 2021, pursuant to M&VC Section 999.7, the State shall withhold ten thousand dollars (\$10,000) from the final payment, or the full final payment if less than ten thousand dollars (\$10,000), until the prime contractor complies with the certification requirements of M&VC Section 999.5. Prime contractors that fail to comply with the certification requirements shall be given notice and allowed to cure the defect. If after 15 calendar days but not more than 30 calendar days from the date of the notice, the prime contractor fails to comply with the certification requirements, the State shall permanently deduct ten thousand dollars (\$10,000) from the final payment, or the full payment if less than ten thousand dollars (\$10,000). The withholding applies to all contracts with a DVBE subcontractor.
- C. Notwithstanding any other law, an awarding department shall not withhold more than the amount specified on the final payment of any disabled veteran business enterprise contract for the purposes of ensuring compliance with the certification requirements of M&VC 999.5.

**C22900012**  
**Great Basin District**  
**Water Testing and Analysis**  
**EXHIBIT B, Attachment I**  
**QUOTE SHEET**

The Contractor hereby proposes to provide laboratory facilities, methods, technical knowledge, labor, materials, tools and equipment necessary for testing analyses of water samples in accordance with Title 22, California Code of Regulations collected with Antelope Valley California Poppy Reserve, Antelope Valley Indian Museum and Red Rock Canyon State Park by the State Representative. Contractor will execute water testing and reporting as required per Exhibit A, Attachment I, incorporated herein complete and in accordance with the contract documents for the following stipulated sums.

All taxes and fees are included in the bid quote:

**Antelope Valley California Poppy Reserve**

1. Testing of Seventy (70) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA) for:  
\$ 25.00 per test ... for a total of \$ 1,750.00
2. Testing of Forty-five (45) Routine Raw Water Samples, using the MPN test method for:  
\$ 30.00 per test ... for a total of \$ 1,350.00

**Antelope Valley Indian Museum**

3. Testing of Twenty-four (24) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA) for:  
\$ 25.00 per test ... for a total of \$ 600.00
4. Testing of Twenty-four (24) raw water/well samples for:  
\$ 25.00 per test ... for a total of \$ 600.00

**Red Rock Canyon State Park**

5. Testing of Twenty-four (24) Coliform/E.coli, bacteriological samples SM 9223 routine presence/absence (PA) for:  
\$ 25.00 per test ... for a total of \$ 600.00
6. Testing of Twenty-four (24) Routine Raw Water Samples, using the MPN test method for:  
\$ 30.00 per test ... for a total of \$ 720.00

**Special or Re-tests**

7. Testing of Thirty-six (36) Coliform/E.coli bacteriological samples SM 9223 routine presence/absence (PA) for:  
\$ 25.00 per test ... for a total of \$ 900.00
8. Testing of Twelve (12) Routine Raw Water Samples, using the MPN test method for:  
\$ 30.00 per test ... for a total of \$ 360.00



**C22900012  
Great Basin District  
Water Testing and Analysis  
EXHIBIT B, Attachment I  
QUOTE SHEET**

Total quote for water testing as listed above, items 1 through 8 is:

Total Quote: \_\_\_\_\_ \$6,880.00 \_\_\_\_\_ (In Numbers)

Total Quote: Six Thousand, Eight Hundred-Eighty Dollars and Zero Cents (In Words)

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In case of a discrepancy between the unit price and the total sums, the *unit price shall prevail*. The foregoing quantities are approximate only. The State does not expressly or by implication agree that the actual amount of work will correspond therewith. The State reserves the right to increase or decrease the amount of any item or eliminate any item as may be deemed necessary or advisable by the State. Such changes will not affect the price of that or any other item.

Laboratory Name: \_\_\_\_\_ AVEK Water Agency \_\_\_\_\_

Bidders Signature: \_\_\_\_\_  \_\_\_\_\_ Date 1/12/23 \_\_\_\_\_

Printed Name: \_\_\_\_\_ Jordan Wray \_\_\_\_\_ Title \_\_\_\_\_ Laboratory Manager \_\_\_\_\_

Phone Number: \_\_\_\_\_ 661-943-3201 \_\_\_\_\_

Email Address: \_\_\_\_\_ jwray@avek.org \_\_\_\_\_

**EXHIBIT D — PUBLIC ENTITY  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Disputes**

Unless otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which cannot be resolved informally shall be decided by the following two-step procedures.

Contractor must provide written notice of the particulars of such disputes to the Project Manager or his/her duly appointed representative. The Project Manager must respond in writing within ten (10) working days of receipt of the written notice of dispute. Should Contractor disagree with the Project Manager's decision, Contractor may appeal to the second level. Pending the decision on appeal, Contractor shall proceed diligently with the performance of this agreement in accordance with the Project Manager's decision. The second level appeal must indicate why the Project Manager's decision is unacceptable, attaching to it Contractor's original statement of the dispute with supporting documents, along with a copy of the Project Manager's response. The second level appeal shall be sent to the Deputy Director of Administrative Services or his/her duly appointed representative. The second level appeal must be filed within fifteen (15) working days of receipt of the Project Manager's decision. Failure to submit an appeal within the period specified shall constitute a waiver of all such right to an adjustment of this agreement. The Deputy Director or designee shall meet with Contractor to review the issues raised. A written decision signed by the Deputy Director or designee shall be returned to Contractor within fifteen (15) working days of the receipt of the appeal.

**2. Termination for Convenience**

State reserves the right to terminate this agreement subject to 30 days written notice to Contractor. Contractor may submit a written request to terminate this agreement only if State should substantially fail to perform its responsibilities as provided herein.

**3. Force Majeure**

Except for defaults of subcontractors, neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of the offending party. Such acts shall include but shall not be limited to acts of God, fire, flood, earthquake, other natural disaster, nuclear accident, strike, lockout, riot, freight embargo, public regulated utility, or governmental statutes or regulations superimposed after the fact. If a delay or failure in performance by Contractor arises out of a default of its subcontractor, and if such default of its subcontractor, arises out of causes beyond the control of both Contractor and subcontractor, and without the fault or negligence of either of them, Contractor shall not be liable for damages of such delay or failure, unless the supplies or services to be furnished by subcontractor were obtainable from other sources in sufficient time to permit Contractor to meet the required performance schedule.

**4. Forced, Convict, and Indentured Labor**

No foreign-made equipment, materials, or supplies furnished to State pursuant to this agreement may be produced in whole or in part by forced labor, convict labor, or indentured labor. By submitting a bid to State or accepting a purchase order, Contractor agrees to comply with this provision of this agreement.

**EXHIBIT D — PUBLIC ENTITY  
(Standard Agreement)**

Antelope Valley East Kern  
Contractor's Name: Water Agency (AVEK)  
Agreement Number: C22900012  
Page:  2  of  2

**5. Potential Subcontractors**

Nothing contained in this agreement or otherwise, shall create any contractual relation between State and any subcontractors, and no subcontract shall relieve Contractor of its responsibilities and obligations hereunder. Contractor agrees to be as fully responsible to State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Contractor. Contractor's obligation to pay its subcontractors is an independent obligation from State's obligation to make payments to Contractor. As a result, State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

**6. Priority Hiring Considerations for Contracts with a Value of \$200,000**

If the resulting agreement will have a total value of \$200,000 or more, Contractor is hereby advised that it will be obligated to give priority consideration in filling vacancies in positions funded by the resulting agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200. This requirement shall not interfere with or require a violation of a collective bargaining agreement, a federal affirmative action obligation for hiring disabled veterans of the Vietnam era, or nondiscrimination compliance laws of California and does not require the employment of unqualified recipients of aid.

**7. Intellectual Property**

Any works developed during and/or pursuant to this agreement by Contractor, including all related copyrights and other proprietary rights therein, as may now exist and/or which hereafter come into existence, shall belong to State upon creation, and shall continue in State's exclusive ownership upon termination of this agreement. Contractor further intends and agrees to assign to State all right, title and interest in and to such materials as well as all related copyrights and other proprietary rights therein.

Contractor agrees to cooperate with State and to execute any document or documents that may be found to be necessary to give the foregoing provisions full force and effect, including but not limited to, an assignment of copyright.

Contractor agrees not to incorporate into or make the works developed, dependent upon any original works of authorship or Intellectual Property Rights of third parties without first (a) obtaining State's prior written permission, and (b) granting to or obtaining for State a nonexclusive, royalty-free, paid-up, irrevocable, perpetual, world-wide license, to use, reproduce, sell, modify, publicly and privately display and distribute, for any purpose whatsoever, any such prior works.

**8. Contractor's Duties, Obligations and Rights**

Contractor is hereby apprised that California Public Contract Code Section 10335 through 10381 are applicable relative to Contractor's duties, obligations, and rights in performing the agreement.

**EXHIBIT E — PUBLIC ENTITY  
(Standard Agreement)**

**ADDITIONAL PROVISIONS**

**Student/Graduate Student Assistants**

1. Notwithstanding any other provision of law to the contrary, no student employed pursuant to this agreement will accrue State civil service status nor be employed for more than 194 days in the 365 days following the initial date of employment. Students will not cause the displacement of civil service employees. Students are not to perform work that would normally be assigned to permanent, full-time State civil service employees, and due consideration shall be given to affirmative action in and when hiring students.
2. Students may be permitted by State to operate State owned vehicles or equipment when required in the normal course of carrying out their work assignments under this agreement, provided that the following occurs:
  - a. Students who operate vehicles on official business must have a valid driver's license and a good driving record.
  - b. A copy of the student's driver records must be obtained from Department of Motor Vehicle prior to commencement of work.
  - c. Students under the age of 18 may not operate State vehicles under any circumstances.
  - d. Students who operate their private vehicle on official business must complete a STD. 261, Authorization to Use Privately Owned Vehicles on State Business.
  - e. Students who operate their own or State vehicles on official business must attend and successfully complete an approved defensive driver training course at least once every four years. Said course must be completed before student will be allowed to drive on official business.
  - f. Students must provide written proof of insurance.
3. Any/all students hired under the auspices of this agreement may be subject to a background check at the discretion of State.
4. Refusing to cooperate with the request(s) as noted above can be grounds for immediate dismissal from all assignments within State. In addition, State, at its sole discretion, may terminate any student assistant from his/her work assignment if State is displeased with any aspect of the student's work or work-related conduct.
5. It is the responsibility of State to instruct and inform all students of the aforementioned conditions at the time of hire.

**A.V. WATERMASTER AGENDA**

**FOR**

**JANUARY 25, 2023**

**Antelope Valley Watermaster Board  
Meeting Agenda  
Wednesday, January 25, 2023 – 10:00 a.m.  
Location: Antelope Valley – East Kern Water Agency  
6450 West Avenue N, Palmdale, CA 93551**

*or*

*“The Watermaster Board meeting will be held via teleconference connection in accordance with the requirements set out in Government Code 54953(e) and pursuant to the findings and authority set out in Watermaster Resolution No. R-22-62.”*

**Due to the Coronavirus this is a Teleconference Only meeting:**

**Website: <https://zoom.us/j/687127281> Teleconference: (669) 900-6833 Access Code: 687 127 281**

*\*\*\*This meeting may be recorded\*\*\**

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**1) Call to Order**

**2) Roll Call**

**BOARD OF DIRECTORS**

Robert Parris, AVEK Representative – Chairperson  
Kathy MacLaren, Public Water Supplier Representative – Vice-Chairperson  
Russ Bryden, Los Angeles County Waterworks District 40 Representative  
Brandon Calandri, Landowner Representative  
Derek Yurosek, Landowner Representative

Jim Beck, Hallmark Group – Watermaster Administrator  
Jessica Alwan, Hallmark Group – Watermaster Administrator  
Jacqueline Harris, Hallmark Group – Watermaster Administrator  
Joshua Montoya, Hallmark Group – Watermaster Administrator  
Phyllis Stanin, Todd Groundwater – Watermaster Engineer  
Arden Wells, Todd Groundwater  
Craig Parton, Price, Postel & Parma LLP – General Counsel

**3) Adoption of the Agenda** *(Note: At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.)*

**4) Introduction of New Director**

**5) Public comments for non-agenda items** *(This portion of the agenda allows an individual the opportunity to address the Board on any item regarding Watermaster business that is NOT ON THE AGENDA. Without acting or entering a dialogue with the public, Board members may ask clarifying questions about topics posed by the public. Your matter may be referred to the administrator and/or advisory committee.)*

**6) Special Presentations – None**

**7) Annual Election**

Item Description

a.	Election of Officers
b.	Election of Board Secretary
c.	Election of Board Treasurer

**8) Consent Agenda** *(Staff Report: Administrator)*

Item	Description	Page
a.	Financial Report and Payment of bills through December 31, 2022	5
b.	Minutes of December 7, 2022, Special Meeting	24
c.	Resolution No. R-23-01; Resolution proclaiming that a local emergency persists, re-ratifying the Governor's proclamation of a state of emergency, and authorizing remote teleconference meetings for a period of 30 days pursuant to the Brown Act	29

**9) Advisory Committee Report** *(Advisory Committee Chair Chaisson)*

Item	Description	Page
a.	Advisory Committee Written Report	32

**10) Administrative Committee Report** *(Staff Report: Administrator)*

Item	Description
a.	Administrative Committee Report

**11) Public Hearing to consider adopting the 2023 Fee Schedule** *(Staff Report: Administrative Staff)*

Item	Description	Page
a.	Opening of the Public Hearing	37
	(i) Present 2023 Fee Schedule	
	(ii) Public Comments	
b.	Closing of Public Hearing	

**12) Consideration and possible action to approve the 2023 Fee Schedule** *(Staff Report: Administrative Staff)*

Item	Resolution No.	Description	Page
a.	R-23-02	Approve 2023 Fee Schedule	38

**13) Authorize specified individuals to transact business with Citizens Business Bank** *(Staff Report: Administrative Staff)*

Item	Resolution No.	Description	Page
a.	R-23-03	Authorizing Signers for Citizens Bank	41

**14) Consideration and possible action on Hallmark Group's Amendment No. 2** *(Staff Report: Administrative Staff)*

Item	Description	Page
a.	Amendment No. 2 to the Consulting Services Agreement to Complete a Rate Assessment, Outreach, and Develop Fiscal Policy for 2024 Fee Schedule	43

**15) Consideration and possible action on New Production application (Staff Report: Engineer)**

Item	Resolution No.	Description	Page
a.	R-23-04	Barrel Springs (120 AF)	49
b.	R-23-06	Long Valley Rd (300 AF)	87
c.	R-23-07	West Dony (2 AF)	160
d.	R-23-08	Galdamez Amado (2 AF)	174

**16) Consideration and possible action on New Point of Extraction (Staff Report: Engineering)**

Item	Resolution No.	Description	Page
a.	R-23-09	Frankenberg – New Point of Extraction Application	189

**17) Consideration and possible action on Transfer application (Staff Report: Engineering)**

Item	Resolution No.	Description	Page
a.	R-23-10	Craig and Marta Van Dam to AVCC (1 AF)	211

**18) Consideration and possible action on Settlement agreement (Staff Report: General Counsel)**

Item	Resolution No.	Description	Page
a.	R-23-13	Piute Mutual Water Company	224

**19) Consideration and possible action on Well application (Staff Report: Administrative Staff)**

Item	Resolution No.	Description	Page
a.	R-23-14	Alfonso Torres – Replacement Well Application	230

**20) Administrator's Report**

Item	Description	Page
a.	Update on Administration Activities	244

**21) Watermaster Engineer's Report**

Item	Description	Page
a.	Summary of New Production and Qualified Small Pumpers	245
b.	Model Update	
c.	Change of Email Address for Antelope Meter Reporting	

**22) General Counsel's Report**

Item	Description	Page
a.	Update on Court Proceedings	247
b.	Consideration of Policy on Delinquent RWAs	



**23) Board Members Request for Future Agenda Items**

**24) Closed Session, Conference with Legal Counsel General Counsel's Report**

Item Description

a.	CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Watermaster Motion against Zamrzla Parties
b.	CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Watermaster Motion against Rancho Sierra Properties, LLC
c.	CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Watermaster Motion against Antelope Valley Resource Conservation District

**25) Closed Session Report**

**26) Adjournment – Next Meeting February 22, 2023**