

**ANTELOPE VALLEY-EAST KERN WATER AGENCY
 ANTELOPE VALLEY-EAST KERN WATER AGENCY FINANCING AUTHORITY
REGULAR BOARD MEETING AGENDA
TUESDAY, JANUARY 10, 2023 AT 5:30 PM
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. ROLL CALL:** Division 7 – **Gary Van Dam** _____; Division 6 – **Audrey T. Miller** _____;
 Division 5 – **Robert Parris** _____; Division 4 – **George M. Lane** _____; Division 1 –
Shelley Sorsabal _____; Division 3 – **Frank Donato** _____; Division 2 – **Keith Dyas** _____;

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

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

5. ADOPTION OF AGENDA

Page

5(a-1)	Adoption of Agenda for Regular Board Meeting of January 10, 2023	Board Order 5(a-1)	3
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6. NEW BUSINESS: ITEM(S) FOR CONSIDERATION AND POSSIBLE ACTION:

Page

6(a-1)	Administration of Oath of Office to Reappointed & Reelected Directors: (by Attorney Tilden Kim) Division 1 – Keith Dyas Division 2 – Shelley Sorsabal Division 3 – Frank S. Donato Division 4 – George M. Lane Division 5 – Robert A. Parris		-
6(a-2)	Election of Board Officers	Board Order 6(a-2)	4
6(a-3)	Break/Recess		-

- 7. 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
7(a-1)	Approve Minutes of the Regular Board Meeting of December 13, 2022	Board Order 7(a-1)	5
7(a-2)	Accept and file the Check Register Lists from December 10, 2022, through December 28, 2022 (Finance Committee Review – 01/05/23)	Board Order 7(a-2)	11
7(a-3)	Approval of Resolution No. R-23-01; Extending authorization for continuing meetings by teleconferencing pursuant to Government Code Section 54953(e)	Board Order 7(a-3)	19
7(a-4)	Accept and file the Agency Activities Report for November – December 2022	Board Order 7(a-4)	23

8. GENERAL MANAGER’S REPORT ON WATER SUPPLY, PROJECTS, AND PROGRAM

9. DIRECTORS REPORTS

10. ATTORNEY REPORT

11. REQUEST FOR FUTURE AGENDA ITEMS

12. 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*

13. CLOSED SESSION ANNOUNCEMENTS

14. ADJOURN TO A REGULAR BOARD MEETING SCHEDULED FOR TUESDAY, JANUARY 24, 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 or (661) 943-3201. Board meetings are subject to audio recording.

Posted: January 6, 2023, at 5:30 p.m. by Holly Hughes, Board Secretary-Treasurer

RECOMMENDED BOARD ORDER 5(a-1)

To the Board of Directors

FOR BOARD ACTION

ADOPTION OF THE CURRENT AGENDA FOR JANUARY 10, 2023

The Board of Directors adopted the following Board Order on January 10, 2023:

To adopt the Current Agenda for January 10, 2023, as presented.

Motion by _____

Second by _____

Carried _____

BOARD ORDER 5(a-1)

01-10-23

BOARD ORDER 6(a-2)

To the Board of Directors

FOR BOARD ACTION

**ELECTION OF BOARD OFFICERS:
PRESIDENT & VICE PRESIDENT**

The Board of Directors adopted the following board order on January 10, 2023:

Nomination(s) for President:

Name: _____ by: _____

Name: _____ by: _____

Nominations Closed:

Motion by: _____

Second by: _____

Carried: _____



Nomination(s) for Vice-President:

Name: _____ by: _____

Name: _____ by: _____

Nominations Closed:

Motion by: _____

Second by: _____

Carried: _____

BOARD ITEM 6(a-2)

01-10-23

RECOMMENDED BOARD ORDER 7(a-1)

To the Board of Directors

FOR BOARD ACTION

**APPROVE MINUTES OF THE REGULAR BOARD MEETING
OF DECEMBER 13, 2022**

The Board of Directors adopted the following board order on
January 10, 2022:

That the Minutes of the Regular Board Meeting of December 13, 2022,
be approved as presented.

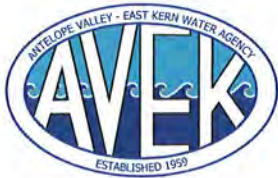
Motion by _____

Second by _____

Carried _____

BOARD ORDER 7(a-1)

01-10-23



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

Regular Board Meeting of December 13, 2022

1. Call to Order:		DRAFT		The regular 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 Dyas at 5:30 p.m.	
Date: Tuesday, December 13, 2022					
Time: 5:30 p.m.					
Location: Zoom					
Telephone: (669) 900-6833; ID No: 894 3572 7657; Passcode: 0					
Zoom Link: https://us02web.zoom.us/j/89435727657?pwd=ak1XbmrprdFBUQnRZOWszWU91VHdyUT09					
2. Roll Call: Board Members present via teleconference unless noted			Present: 7 Not Present: 0		
Division 7, Gary Van Dam		Division 6, Audrey Miller			
Division 5, Robert Parris		Division 4, George Lane [present in-person]			
Division 1, Shelley Sorsabal		Division 3, Frank Donato (Vice President)			
Division 2, Keith Dyas (President)					
Board Officers present in-person unless noted			Present: 3 Not Present: 0		
General Manager Dwayne Chisam					
General Counsel/Attorney: Tilden Kim , Richards Watson Gershon Law (RWG) – present via teleconference					
Board Secretary-Treasurer: Holly Hughes					
NOTES: ALL VOTES CAST WERE TAKEN VIA ROLL CALL due to teleconference					
Staff Present: In-person: Matt Knudson , Assistant General Manager; Jon Bozigian , Operations Manager; Teresa Yates , Finance Manager; Tom Barnes , Resources Manager; Justin Livesay , Engineering Manager; and Pam Clark , Executive Assistant.					
Others Present in-person:					
Others Present via Teleconference: 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; AVEK/George Lane (Host); David Schey (co-Host); "S", Brent; Collin Snitchler; Jack's iPad(2); Joe Roberts; Joyce Media, Inc.; NERD Aerotech News Alisha; (661) 433-1487; and others. As many as 18 participants were logged into the Zoom meeting and that number fluctuated throughout the session.					
3. Voluntary Public Roll Call					
Vince Dino , Palmdale Water District; John Joyce – News Publications; Jack Seefus – White Fence Farms 3					
4. Public Comments and Period Open to the Public					
There were no public comments.					
5. Adoption of Agenda:					1 Item
BOARD ORDER 5(a-1): Adoption of Agenda for Board Meeting of December 13, 2022					
5(a-1):	MOTION: Parris	SECOND: Sorsabal	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED	
6. New Business (none)					
0 Items					
7. Consent Calendar					
3 Items					
7(a-1) Approve Minutes of the Regular Board Meeting of <u>November 8, 2022</u> [CORRECTED BY Secretary-Treasurer Hughes]					
7(a-2) Accept and file the Check Register Lists from November 10, 2022, through November 30, 2022 (F/C Review 12/08/22)					
7(a-3) Accept and file the Agency Activities Report for the Month Ending October 31, 2022					
BOARD ORDERS 7(a-1) to 7(a-3) Approval of three (3) Items on the Consent Calendar as presented. Board Secretary-Treasurer Hughes stated that there was a typographical error on the agenda for Item No. 7(a-1) and that the date of the minutes being approved that were contained in the packet were for the date of November 8, 2022 (not October 25, 2022)					

7(a-1) to 7(a-3)	MOTION: Lane	SECOND: 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. Finance Committee (FD/SS/KD) 12/08/22

8(a-1) Property Tax Analysis and Forecast Report & Presentation – Dave Schey, HdL Coren & Cone (Information Only)

Dave Schey provided a presentation on highlights from AVEK’s tax year 2022-2023 report. A complete 115-page report was included in the agenda packet. Vice President Donato complimented Dave Schey for his comprehensive presentation. Director Lane also complimented the detailed information contained in the report.

b. Water Rates & Capacity Fees Committee (GV/FD/GL) 11/18/22

8(b-1) Consideration and Possible Action to accept a proposal from Raftelis Financial Consulting, Inc. and enter into a Professional Services Agreement for same (\$45,171.00; Budgeted; Assistant General Manager Knudson)

BOARD ORDER 8(b-1): To accept a proposal in the budgeted and not-to-exceed amount of \$45,171.00 from Raftelis Financial Consulting, Inc. and enter into a Professional Services Agreement (PSA) for same; and authorizing the general manager to execute PSA upon review and acceptance by legal counsel as presented and recommended by the Committee and management staff.

8(b-1)	MOTION: Donato	SECOND: Lane	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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c. Personnel/Legal/JPIA Committee (RP/SS/AM) 11/10/22 & 12/6/22

8(c-1) Announcement of Amendment to Dwayne Chisam’s Employment Agreement; Accepting Appointment as Director of Special Projects, effective January 1, 2023, through April 30, 2023.

8(c-2) Consideration and possible action on approval of proposed organizational reporting structure and areas of responsibility (Assistant General Manager Knudson)

BOARD ORDER 8(c-2): To approve the proposed organizational reporting structure and areas of responsibility as presented and recommended by the Committee and management staff.

8(c-2)	MOTION: Parris	SECOND: Sorsabal	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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8(c-3) Consideration and possible action on approval of proposed updated job descriptions for General Manager and Assistant General Manager (Assistant General Manager Knudson). Director Lane questioned why the changes were necessary. Director Sorsabal commented that the Agency has changed over the past 5-6 years. Director Donato wanted to be sure that if the GM was not present, could the board direct the AGM without violating the Brown Act. AGM Knudson stated that this is a supportive structure and it may take a while to fill the AGM position. President Dyas thanked AGM Knudson for his hard work.

BOARD ORDER 8(c-3): To approve the updated job descriptions for the general manager and assistant general manager positions, as presented and recommended by the Committee and management staff.

8(c-3)	MOTION: Parris	SECOND: Miller	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 13, 2022, was presented.

Agency Operations Update: Groundwater recovery was reported to be 52% of capacity. The North Feeder repair shutdown is scheduled to begin January 17, 2023, through January 27, 2023. The annual Quartz Hill Water Treatment Plant maintenance shutdown is scheduled for January 3, 2023, through January 13, 2023.

Water Treatment Plant Water Flow - totals for both conventional and geopurification were reported at an average 7-day flow of 23.6 MGD with conventional treatment at 10.9 MGD and geopurification deliveries at 12.7 MGD. Westside banking recharge was OFF and the Eastside banking facility was OFF; Upper Amargosa Recharge was also OFF. Total current recharge rate was 0 AF/Day.

Agency Capital Projects Update included the following: Recharge at the Eastside Water Bank temporarily halted to allow pond remediation; RFP's have been sent to contractors for several Capital Improvement Projects to be considered.

The Board President and Assistant General Manager attended the Kern County Energy Summit in Bakersfield on November 16, 2022. Topics included updates from the Kern County Planning Director on clean energy industries and projects within Kern County. There was also a video presentation provided for the board to watch that was on behalf of Hydrostor on Willow Rock Energy Storage Center / advanced compressed air energy storage in Rosamond.

Upcoming Events and Schedule: CRWUA Annual Conference 12/14/22-12/16/22 in Las Vegas; 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

Attorney Tilden Kim had nothing new to report.

12. Request for Future Agenda Items

None.

13. Old Business

None.

14. Closed Session

- a. **(NO) 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. Attorney Rob **Saperstein** was present via teleconference for a briefing on this item. Attorney **Markman** recused himself from hearing this item.

It was stated that there was no reason to go into Closed Session for Item 14(a).



15. Closed Session Announcement(s)

There was no closed session.

16. Adjourn to a Special Board Meeting Scheduled for Tuesday, December 20, 2022, at 5:30 p.m.

BOARD ORDER 16: The meeting was adjourned at 6:43 p.m.

16	MOTION: Lane	SECOND: Parris	ROLL CALL: AYE = 7; NAY= 0; ABSTAIN = 0; ABSENT = 0	PASSED
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Approval:



Holly Hughes, Board Secretary-Treasurer

Board of Directors:

President or Vice-President's Signature

Date

RECOMMENDED BOARD ORDER 7(a-2)

To the Board of Directors

FOR BOARD ACTION

CHECK REGISTER LISTS

The Board of Directors adopted the following board order on January 10, 2023:

That the check register lists for the period of December 10, 2022, through December 28, 2022, be approved and accepted for filing as presented.

Motion by _____

Second by _____

Carried _____

BOARD ORDER 7(a-2)

01-10-23

AVEK Water Agency

Check List

For the Period of December 10, 2022 to December 28, 2022

REVIEWED

1/3/23

m.k.

Check #	Payee	Explanation	Approved By:	Amount
MONTHLY				
1	83281	ADT Security Services	Building Security - Healy	Monthly - GM Approved \$ 152.83
2	83282	ADT Security Services	Building Security - Healy 2	Monthly - GM Approved \$ 152.83
3	83283	AT&T	Landline SCADA Alarm - EWTP	Monthly - GM Approved \$ 304.89
4	83284	Frontier Communications	Landline SCADA Alarm - WWB	Monthly - GM Approved \$ 99.72
5	83285	Norton Life Lock, Inc.	Identity Theft Monitoring - August thru December 2022	Monthly - GM Approved \$ 1,189.85
6	83286	Southern CA Edison	Electricity/Pumping - EW18/EW19/Healy/RG3/WSSP2 Shop	Monthly - GM Approved \$ 17,576.69
7	83287	Sparkletts	Supplies - Lab	Monthly - GM Approved \$ 434.40
8	83288	Xerox Financial Services	Copier Lease Charges - Administration #2 Upstairs	Monthly - GM Approved \$ 486.13
9	83290	Airgas USA, LLC	Gases - Lab	Monthly - GM Approved \$ 290.83
10	83293	AT&T	Landline SCADA Alarm - AWTP	Monthly - GM Approved \$ 321.61
11	83294	Antelope Valley AQMD	Standby Generator Permits - WWB	Annually - GM Approved \$ 531.21
12	83295	The Bank of New York Mellon	Custody Services Fees - November 2022	Monthly - GM Approved \$ 250.00
13	83297	Canon Financial Services, Inc.	Copier Charges	Monthly - GM Approved \$ 403.73
14	83299	Cintas	Uniforms - All Sites	Monthly - GM Approved \$ 1,277.01
15	83300	Coffee Break Service, Inc.	Kitchen Supplies	Monthly - GM Approved \$ 401.01
16	83301	Core BTS, Inc.	IT Services - December 2022	Monthly - GM Approved \$ 4,500.00
17	83308	Eurofins Eaton Analytical, LLC	Outside Services - Lab	Monthly - GM Approved \$ 3,075.00
18	83312	Health Equity	H.S.A. Fees - November 2022	Monthly - GM Approved \$ 79.65
19	83313	Hydrex Pest Control, Inc.	Building Maintenance - Administration	Monthly - GM Approved \$ 339.00
20	83325	PFM Asset Management LLC	Managed Account Fees - November 2022	Monthly - GM Approved \$ 2,134.39

AVEK Water Agency
Check List
For the Period of December 10, 2022 to December 28, 2022

Check #	Payee	Explanation	Approved By:	Amount
MONTHLY cont.				
21	83328	Southern CA Edison	Electricity/Pumping - EW15/EW16/EW17/LV Tank/QH Decant/RG5/SNIP PS	Monthly - GM Approved \$ 67,158.04
22	83332	T-Mobile	Director Communication Device	Monthly - GM Approved \$ 55.00
23	83335	Waste Management	Waste Disposal - AWTP	Monthly - GM Approved \$ 88.61
24	83336	Waste Management	Waste Disposal - QHWTP	Monthly - GM Approved \$ 100.23
25	83340	Broadvoice Business	VOIP Phones - All Sites	Monthly - GM Approved \$ 1,240.40
BOARD APPROVED				
26	83276	Best Best & Krieger LLP	Legal Fees for CV Communities Dispute	Finance Committee 12/08/2022 \$ 265.00
27	83277	Brownstein Hyatt Farber Schreck, LLP	Professional Services through November 2022 - AVEK and CV Communities Dispute	Finance Committee 12/15/2022 \$ 9,795.78
28	83278	Palmdale Water District	Payment for PWD Treatment Cost for Acton Service Area	Finance Committee 12/15/2022 \$ 25,354.60
29	83279	Richards, Watson & Gershon	Legal Services - October & November 2022	Finance Committee 12/15/2022 \$ 38,686.80
30	83291	Alisha L. Semchuck	Public Information Consultant - December 2022	BoD Approved Contract \$ 1,500.00
31	83306	Eco Services Operations Corp.	Chemicals - Alum	BoD Approved Chemical Budget \$ 7,027.66
32	83315	JCI Jones Chemicals, Inc	Chemicals - Sodium Hypochlorite	BoD Approved Chemical Budget \$ 13,378.46
33	83319	MC Engineering, Inc.	Fixed Asset - Westside Underground	BoD Approved Agreement \$ 1,765.00
34	83321	Mojave Water Agency	FPL Agreement for Water Usage - October 2022	BoD Approved Agreement \$ 1,467.00
35	83322	Nickel Family LLC	2023 Nickel Water Supply - Reimbursed by SGPWA	BoD Approved Agreement \$ 1,577,617.00
36	83339	Antelope Valley-East Kern Water Agency	Cofferdam Reimbursement from Blois - To deposit in HDWB Capital Account	BoD Approved Agreement \$ 25,000.00

AVEK Water Agency

Check List

For the Period of December 10, 2022 to December 28, 2022

Check #	Payee	Explanation	Approved By:	Amount
GM APPROVED				
<u>Administration</u>				
37	83323	Palmdale Trophy	Engraved Signage	GM Approved \$ 13.23
38	83334	Vanguard Cleaning Systems	Janitorial Supplies	GM Approved \$ 241.88
39	83289	American Business Machines	Accounts Payable Printer	GM Approved \$ 355.01
<u>Engineering</u>				
40	83301	Core BTS, Inc.	IT Equipment	P.O. #22-0295 - GM Approved \$ 2,776.89
<u>Finance</u>				
41	83307	Ernst & Young US LLP	AVEK's Share -Progress Billing - SWC Audit of DWR	GM Approved \$ 4,930.00
<u>Lab</u>				
42	83326	Phenova, Inc.	Certification - Lab	P.O. #22-0232 - GM Approved \$ 122.32
43	83331	SIGMA-ALDRICH Inc.	Chemicals - Lab	P.O. #22-0277 - GM Approved \$ 132.18
44	83337	Weck Laboratories, Inc	Outside Services - Lab	GM Approved \$ 910.00
45	83305	Taylor Dranow	Education Reimbursement - D2 Renewal - Per BoD Approved Policy	\$ 60.00
46	83310	Hach Company	Equipment - Lab	P.O. #22-0126 - GM Approved \$ 230.71
<u>Operations & Maintenance</u>				
47	83324	Patton Sales Corp.	Equipment Maintenance - QHWTP	GM Approved \$ 555.03
48	83327	Powerflo Products Inc.	Fixed Asset ER23-04 QH Low PSI Pump	P.O. #22-0286 - GM Approved \$ 877.76
49	83330	Scott P. Baker	Mileage Reimbursement - Maintenance Dept.	GM Approved \$ 86.25
50	83333	Tire Xpress	Enterprise Vehicle Tires - Vehicle #07 QHWTP	GM Approved \$ 462.00
51	83338	Automation Services, LLC	SCADA Maintenance - Admin1/EBB/EWTP/QHWTP/RWTP	GM Approved \$ 5,557.02
52	83292	Aaron Anderson	Mileage Reimbursement - EWTP	GM Approved \$ 17.50

AVEK Water Agency

Check List

For the Period of December 10, 2022 to December 28, 2022

Check #	Payee	Explanation	Approved By:	Amount
GM APPROVED cont.				
<u>Operations & Maintenance cont.</u>				
53	83296	Boot Barn, Inc.	Work Boots Reimbursement - John Laux - Per BoD Approved Policy	GM Approved \$ 150.00
54	83298	Consolidated Electrical Dist.	Equipment Maintenance - EWTP/RWTP	GM Approved \$ 640.75
55	83302	Desert Industrial Supply	Equipment Maintenance - EBB/QHWTP	GM Approved \$ 3,266.73
56	83303	Linda Beggs dba Desert Lock Company	Building Maintenance - EWTP/RWTP	GM Approved \$ 181.15
57	83304	Devon Watson	Mileage Reimbursement - Maintenance Dept.	GM Approved \$ 21.25
58	83309	Grease Monkey 1066	Legacy Vehicle Maintenance - Vehicle #04 Administration	GM Approved \$ 105.86
59	83311	Harbor Freight Tools	Other Supplies - Maintenance Dept.	GM Approved \$ 98.08
60	83314	Johnstone Supply	Building Maintenance - WWB	GM Approved \$ 41.12
61	83316	Karl's Hardware, Inc. - Rosamond	Equipment Maintenance - RWTP	GM Approved \$ 61.05
62	83317	Karl's Hardware, Inc. - Boron	Equipment Maintenance - RWTP	GM Approved \$ 83.31
63	83318	Karl's Hardware, Inc. - Mojave	Equipment Maintenance - RWTP	GM Approved \$ 51.44
64	83320	McMaster-Carr Supply Company	Equipment Maintenance - EWTP	GM Approved \$ 109.01
65	83320	McMaster-Carr Supply Company	Equipment Maintenance - EWTP	P.O. #22-0293 - GM Approved \$ 1,119.72
66	83320	McMaster-Carr Supply Company	Equipment Maintenance - EWTP/QHWTP/RWTP	P.O. #22-0300 - GM Approved \$ 366.51
<u>VOID</u>				
67	83280	VOID	Second Page of Check 83279 - Needed for Printing of Payment Details on Check Stub	n/a \$ -

AVEK Water Agency
 Check List
 For the Period of December 10, 2022 to December 28, 2022

Check #		Payee	Explanation	Approved By:	Amount
VOID cont.					
68	83329	VOID	Second Page of Check 83328 - Needed for Printing of Payment Details on Check Stub	n/a	\$ -
Total					\$ 1,828,124.12

AVEK Water Agency

Check List

For the Period From December 10, 2022 to December 28, 2022
 High Desert Water Bank Capital Program Account - MET

REVIEWED
 1/3/23
 M.X.

Check #	Payee	Explanation	Approved By:	Amount
1235	Antelope Valley-East Kern Water Agency	Transfer to Operating Account - Reimbursed Admin. Costs through October 31, 2022	Per HDWB-MWD Agreement	\$ 12,468.73
1236	Bakersfield Well & Pump Co.	Progress Payment #6 & #7 - HDWB Drilling Package No. 2 Project	BoD Approved Agreement	\$ 2,073,793.00
1237	Kennedy/Jenks Consultants	HDWB Turnout/Turn-In - TO No.1 - Thru 10/28/2022	BoD Approved Agreement	\$ 18,091.08
1237	Kennedy/Jenks Consultants	HDWB Well Drilling Package 2 - TO No.2 - Thru 10/28/2022	BoD Approved Agreement	\$ 499.23
1237	Kennedy/Jenks Consultants	HDWB Stage 1 & Stage 2 Recharge System Improvements - TO No.3 - Thru 10/28/2022	BoD Approved Agreement	\$ 60,178.12
1238	Murphy & Evertz	HDWB Professional Services - November 2022	Finance Committee 12/15/2022	\$ 1,264.04
1239	Nicholas Construction, Inc	Progress Payment #3 - Gravity Recharge Conveyance	BoD Approved Agreement	\$ 1,398,210.00
1240	Stantec Consulting Services Inc.	HDWB Professional Services - October 2022	BoD Approved Agreement	\$ 122,861.36
1241	Southern CA Edison	Electricity/Pumping - HDWB CW1 - Construction Water	Monthly - GM Approved	\$ 75.41
1242	County of Los Angeles	Fee for HDWB NOD Amendment 2	GM Approved	\$ 75.00
1243	Compass Consulting Enterprises, Inc.	HDWB CEQA Addendum 2	GM Approved	\$ 2,488.00
1244	Stantec Consulting Services Inc.	HDWB Professional Services - November 2022	BoD Approved Agreement	\$ 159,368.06
Total				\$ 3,849,372.03

Checking account balance before above checks \$ 4,476,010.37

Outstanding Invoices to Metropolitan Water District at 12/30/22

Invoice No. 113022-15 \$ 4,514,478.84
 Invoice No. 121622-16 \$ 2,771,480.17

RECOMMENDED BOARD ORDER 7(a-3)

To the Board of Directors

FOR BOARD ACTION

**ADOPT RESOLUTION NO. R-23-01 > EXTENDING AUTHORIZATION
FOR CONTINUING MEETINGS VIA TELECONFERENCE**

The Board of Directors adopted the following board order on January 10, 2023:

To adopt Resolution No. R-23-01, making findings so that Board Meetings are subject to the special Brown Act requirements for teleconferencing as follows:

- 1) The AVEK Board has reconsidered circumstances of the COVID-19 State of Emergency; and
- 2) State and Local Officials continue to recommend measures to promote social distancing.

The Agency will extend the authorization for continuing meetings via teleconference pursuant to Government Code Section 54953(e) as presented and recommended.

Motion by _____

Second by _____

Carried _____

BOARD ORDER 7(a-3)

01-10-23

RESOLUTION NO. R-23-01

RESOLUTION OF THE BOARD OF DIRECTORS OF
ANTELOPE VALLEY - EAST KERN WATER AGENCY
AUTHORIZING PUBLIC MEETINGS TO BE HELD VIA
TELECONFERENCING PURSUANT TO GOVERNMENT
CODE SECTION 54953(e) AND MAKING FINDINGS AND
DETERMINATIONS REGARDING THE SAME

WHEREAS, the Board is committed to public access and participation in its meetings while balancing the need to conduct public meetings in a manner that reduces the likelihood of exposure to COVID-19 and to support physical distancing during the COVID-19 pandemic; and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, pursuant to Assembly Bill 361, signed by Governor Newsom and effective on September 16, 2021, legislative bodies of local agencies may hold public meetings via teleconferencing pursuant to Government Code Section 54953(e), without complying with the requirements of Government Code Section 54953(b)(3), if the legislative body complies with certain enumerated requirements in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic (the “Emergency”); and

WHEREAS, the Centers for Disease Control and Prevention continue to advise that COVID-19 spreads more easily indoors than outdoors and that people are more likely to be exposed to COVID-19 when they are closer than 6 feet apart from others for longer periods of time; and

WHEREAS, due to the ongoing COVID-19 pandemic and the need to promote social distancing to reduce the likelihood of exposure to COVID-19, the Board of Directors intends to hold public meetings via teleconferencing pursuant to Government Code Section 54953(e).

NOW, THEREFORE, the Board of Directors of Antelope Valley - East Kern Water Agency resolves as follows:

Section 1. The Recitals provided above are true and correct and are hereby incorporated by reference.

Section 2. This Board hereby determines that, as a result of the Emergency, meeting in person presents imminent risks to the health or safety of attendees.

Section 3. This Board shall conduct its meetings pursuant to Government Code Section 54953(e).

Section 4. Staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in

accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. The Agency has reconsidered the circumstances of the state of emergency and finds that: (i) the state of emergency continues to directly impact the ability of the members to meet safely in person, and (ii) state or local officials continue to impose or recommend measures to promote social distancing.

ADOPTED this _____ day of _____, 2023,

ATTEST:

Presiding Officer:

Holly Hughes,
Secretary/Treasurer

Name/ Title

RECOMMENDED BOARD ORDER 7(a-4)

To the Board of Directors

FOR BOARD ACTION

AGENCY MONTHLY ACTIVITIES REPORT FOR NOVEMBER & DECEMBER 2022

The Board of Directors adopted the following board order on January 10, 2023:

To accept and file the Agency Monthly Activities Report for the months ending November 30, 2022, and December 31, 2022, as presented.

Motion by _____

Second by _____

Carried _____

BOARD ORDER 7(a-4)

01-10-23



November-December 2022 Activities Report

Antelope Valley-East Kern Water Agency

Date: 1/5/2022
To: Board of Directors
From: Dwayne Chisam, General Manager
Re: November - December 2022 Activities Report

Summary

The following is a report to the Board of Directors of activities through December 2022. It is organized in alignment with AVEK's 5-Year Strategic Plan Goals. The purpose is to provide regular, general updates of activities that are specific to key objectives on a monthly basis. A Summary of activities for November through December 2022 is provided below.



Groundwater Basin Stewardship

- Assisted in the transition of the AV Watermaster administrative team
- Participated in the AV Watermaster Special Board Meeting on December 7, 2022



Water Reliability

- Delivered monthly progress report for HDWB
- Continued construction of aqueduct turnout and recharge basins & pipelines for the High Desert Water Bank Project (HDWB)
- Prepared plans and specifications and advertised for competitive bids for HDWB Recovery Well Drilling Package #3
- Adopted HDWB CEQA Addendum No. 2
- Scheduled annual Quartz Hill plant maintenance and North Feeder repair shutdowns for January, 2023
- Distributed RFP's for multiple Capital Improvement projects to be considered
- Drained and inspected Mojave tanks #3 and #4
- Approved a Purchase Order with Brax Process and Pump Equipment for replacement of one Backwash Pump & Motor at the Quartz Hill Water Treatment Plant (QHWTP)
- Reviewed Antelope Valley State Water Contractors Association (AVSWCA) presentation on the Feasibility Report for the Big Rock Creek Joint Groundwater Recharge Project
- Approved Emergency Response Agreement between the AVSWCA and Antelope Valley Mutual Water Companies
- Participated in multiple interdepartmental water supply discussion meetings

- Participated in State Water Contractors (SWC) Operations Committee and other monthly meetings
- Participated in coordination meetings for the Delta Conveyance Project (DCP)
- Met with L.A. County Waterworks to provide water supply updates



Water Quality

- Monitored raw aqueduct water quality
- Collected monthly compliance samples
- Completed annual Lab audit
- services to the California Department of Parks and Recreation



Financial Integrity

- Delivered the Treasurer's Report for month ending October 31, 2022
- Delivered the Treasurer's Report for month ending November 30, 2022
- Accepted and filed the check register lists for the period of October 15, 2022 through December 9, 2022
- Accepted and filed the Revenue and Expense Report for Q1 2022 / 2023
- Participated in the SWC Audit Finance Committee Meeting
- Reviewed and approved a proposal from Raftelis Financial Consultants, Inc. to provide financial planning and rate-setting services for the Agency
- Reviewed presentation from Michael Engelbrecht with Wells Fargo Bank regarding Bond Financing being proposed by Metropolitan Water District for the HDWB
- Reviewed Property Tax Analysis and Forecast Report presented by David Schey, HdL Coren & Cone



Human Resources Stewardship

- Updated job descriptions for General Manager and Assistant General Manager positions
- Completed Board appointment for General Manager position
- Updated organizational structure and areas of responsibility
- Began recruitment for Assistant General Manager position



Communications

- Prepared the Monthly Activities Report for October 2022
- Participated in SWC advocacy group calls
- Updated AVEK website content and responded to requests for information
- Provided a presentation and facilities tour to Los Angeles County Waterworks staff
- Submitted a comment letter regarding draft EIR/EIS for the California High Speed Rail - Palmdale to Burbank Section

- Attended the Association of California Water Agencies (ACWA) Fall Conference
- Prepared 2023 Economic Roundtable Report Request for Information and submitted to AV Edge
- Prepared and approved AVEK Fall-Winter 2022 Customer Newsletter

Recap of Agenda Items

Board Approved Agenda Items in November - December 2022

- Monthly Activities Report for October 2022
- Minutes of the Regular Board Meetings of October 5 and 25, 2022 and November 22, 2022
- Check Register Lists covering the period from October 15, 2022 through December 9, 2022
- Treasurer's Report for month ending October 31, 2022
- Treasurer's Report for month ending November 30, 2022
- Revenue and Expense Report for the 1st Quarter of Fiscal Year 2022/2023
- Resolution No. R-22-35; extending authorization for continuing meetings by teleconference
- Announcement of appointment of Antelope Valley-East Kern Water Agency General Manager, effective January 1, 2023
- Purchase Order with Brax Process and Pump Equipment for replacement of one Backwash Pump & Motor at the QHWTP in the amount of \$64,319.78
- Purchase Order with Douglass Truck Bodies to fabricate and install a stake bed with crane and lift gate in the amount of \$76,993.62
- Purchase Order with Global Alliance Protection to provide onsite security at the Westside Water Bank facility for a period of six months, beginning 12/01/22 in the amount of \$37,740.00
- AVEK's comment letter regarding draft EIR/EIS for the California High Speed Rail – Palmdale to Burbank Section
- Property Tax Analysis and Forecast Report & Presentation – David Schey, HdL Coren & Cone (Information Only)
- Proposal from Raftelis Financial Consulting, Inc. to provide financial planning and rate-setting services for the Agency and enter into a Professional Services Agreement for same (\$45,171.00)
- Announcement of Amendment to Dwayne Chisam's Employment Agreement; Accepting Appointment as Director of Special Projects, effective January 1, 2023, through April 30, 2023
- Organizational reporting structure and areas of responsibility
- Updated job descriptions for General Manager and Assistant General Manager
- AVEK Fall-Winter 2022 Customer Newsletter
- Authorize staff to advertise a Notice Inviting Bids for the High Desert Water Bank Recovery Well Drilling Package #3
- Resolution No. R-22-36 being the Adoption of Addendum No. 2 to the 2017 Mitigated Negative Declaration for the High Desert Water Bank
- 2023 Economic Roundtable Report Request for Information from AV Edge
- Emergency Response Agreement between the AVSWCA and Antelope Valley Mutual Water Companies

Upcoming and Future Items for Board Consideration

- Treasurer's Report for Month ending December 31, 2022
- Swearing in of Directors
- Election of Board Officers
- Update on statewide hydrology
- Informational presentation by CSDA on California CLASS, a Joint Powers Authority investment pool that provides public agencies the opportunity to invest funds on a cooperative basis
- Review and recommendation on Lab fees