

**AVSWCA**

Antelope Valley State Water Contractors Association

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COMMISSIONERS*ROBERT PARRIS, Chair**KATHY MAC LAREN-GOMEZ, Vice Chair**LEO THIBAUT, Treasurer-Auditor**DON WILSON, Secretary**KEITH DYAS, Commissioner**BARBARA HOGAN, Commissioner***OFFICERS***PETER THOMPSON II, General Manager**TOM BARNES, Resources Manager**DENNIS HOFFMEYER, Controller**ANGEL FITZPATRICK, Administrative Technician*

December 7, 2023

**Agenda for the Regular Meeting of the Commissioners
of the Antelope Valley State Water Contractors Association
to be held at Antelope Valley-East Kern Water Agency at
6450 West Avenue N, Palmdale 93551**

Teleconference: (669) 900-6833, Meeting ID 839 3795 7835, Passcode 0

Video Conference:

<https://us02web.zoom.us/j/83937957835?pwd=ak1XbmprdfBUQnRZOWszWU91VHdyUT09>

Thursday, December 14, 2023

6:00 p.m.

NOTICE: Pursuant to Government Code Section 54953, Subdivision (b), this Regular Meeting of the Commissioners will include teleconference participation by Commissioner Dyas from: 2856 Owens Way, Rosamond, CA 93560.

NOTE: To comply with the Americans with Disabilities Act, to participate in any Association meeting please contact Angel Fitzpatrick at 661-943-3201 x0211 at least 48 hours prior to an Association meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the Antelope Valley-East Kern Water Agency's office located at 6500 West Avenue N, Palmdale or at <https://www.avswca.org/commissioner-meetings>. Please call Angel Fitzpatrick at 661-943-3201 x0211 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the Association to conduct its meeting will not be permitted and offenders will be requested to leave the meeting.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance.
- 2) Roll Call.
- 3) Adoption of Agenda.

- 4) Public Comments for Non-Agenda Items.
- 5) Presentation on Antelope Valley Resource Conservation District (AVRCD) Lawn Reduction Program. (Vickie Rausch, AVRCD, Outreach Coordinator)
- 6) Consideration and Possible Action on Minutes of Regular Meeting held October 12, 2023.
- 7) Payment of Bills.
- 8) Presentation on Process, Timing, and Cost Estimate for Developing the Littlerock Creek Recharge Project. (General Manager Thompson II)
- 9) Consideration and Possible Action on Authorizing Staff to Work with the Member Agencies to Draft a MOU for the Development of the Littlerock Creek Recharge Project. (General Manager Thompson II)
- 10) Report of Resource Manager.
 - a) Antelope Valley Fair Conservation Garden.
 - b) Emergency Response Agreement.
- 11) Report of Controller.
 - a) Update on Revenue, Expenses, and Change in Net Position.
- 12) Report of General Manager Presentation.
 - a) Status Updates:
 - 1) Antelope Valley Watermaster Meetings.
 - 2) Watermaster Engineer's Use of the USGS Program.
 - 3) Antelope Valley and Fremont Basin IRWMP Stakeholder Meetings.
 - 4) ACWA JPIA Certificate of Recognition.
 - 5) Future Agenda Items.
- 13) Reports of Commissioners.
- 14) Report of Attorney.
- 15) Commission Members' Requests for Future Agenda Items.
- 16) Consideration and Action on Scheduling the Next Association Meeting February 13, 2023.
- 17) Adjournment.

MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, OCTOBER 12, 2023.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, October 12, 2023, at 6450 West Avenue N, Palmdale, CA 93551, at 2856 Owens Way, Rosamond, CA 93560, and via teleconference. Chair Parris called the meeting to order at 6:07 p.m.

1) Pledge of Allegiance.

At the request of Chair Parris, Commissioner Hogan led the pledge of allegiance.

2) Roll Call.

Attendance:

Robert Parris, Chair
Kathy Mac Laren-Gomez, V. Chr.
Don Wilson, Secretary
Leo Thibault, Treasurer
Barbara Hogan, Commissioner
Keith Dyas, Commissioner

Others Present:

Peter Thompson II, General Manager
Dennis Hoffmeyer, Controller
James Chaisson, LCID General Manager
Matthew Knudson, AVEK General Manager
Dennis LaMoreaux, PWD General Manager
Scott Kellerman, PWD Board Director
Scott Rogers, PWD Engineering Manager
Danielle Henry, Executive Assistant
Angel Fitzpatrick, Administrative Technician
Chandra Chilmakuri, SWP Asst. General Mgr.
0 Members of the Public

3) Adoption of Agenda.

It was moved by Commissioner Mac Laren-Gomez, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to adopt the agenda, as written:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Presentation on the State of the State Water Project (Chandra Chilmakuri, Assistant General Manager-State Water Contractors)

Mr. Chandra Chilmakuri, Assistant General Manager of the State Water Contractors, provided a detailed presentation on the state of the State Water Project (SWP), including the members, mission statement and approach of the State Water Contractors (SWC), the proposed objectives and priorities for 2023/24, and the highlights from 2022 followed by a brief discussion of the SWP contract extension to year 2085.

Chair Parris then thanked Mr. Chalmakuri for the informative presentation.

6) Presentation on the East Avenue Q Recycled Water Pipeline (Scott Rogers, PWD Engineering Manager)

Mr. Rogers, PWD Engineering Manager, provided a detailed presentation on the East Avenue Q Recycled Water Pipeline located along East Avenue Q between 30th Street East and 20th Street East, including the recycled water use for the Pure Water AV Demonstration Facility, Palmdale Soar High School, and construction needs.

7) Consideration and Possible Action on Minutes of Regular Meeting Held August 10, 2023.

It was moved by Commissioner Mac Laren-Gomez, seconded by Commissioner Dyas, and carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve the minutes of the regular meeting held August 10, 2023, as written:

Chair Parris – aye
Vice Chair Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

8) Payment of Bills.

It was moved by Commissioner Thibault, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve payment and ratification of payment of the bills received from PWD in the amount of \$282.50 for staff services, from AVEK in the amount of \$895.90 for staff services, from Woodard and Curran in the amounts of \$6,983.75 and \$14,889.25 for professional services associated with the 2019 IRWM Update and Disadvantaged Community Involvement (DACI) Program Set Aside Grant, and to AVEK in the amount of \$37,782.50 and PWD in the amount of \$1,052,282.70 for advance Prop.1 grant funding received from the Department of Water Resources:

Chair Parris – aye
Vice Chair Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

9) Consideration and Possible Action on Resolution No. 2023-3 being a Resolution of the Board of Commissioners of the Antelope Valley State Water Contractors Association Changing the Location of the Association’s Principal Office, the Time of the Commencement of Regular Meetings of the Commissioners, and the Banking Institution to be Utilized by the Association. (General Manager Thompson II)

General Manager Thompson II stated that during the transition of administrative staff from PWD Executive Assistant Henry to AVEK Administrative Technician Fitzpatrick, it was recommended to update the Bylaws accordingly, including the change of the principal office location from PWD to AVEK allowing for documentation and official records to be held at the primary location of the Association’s Administrative staff, the meeting commencement time and dates to reflect the current schedule of bi-monthly meetings at 6:00 p.m., and the financial institute to reflect Citizens Business Bank as the current banking institute.

After clarification that these changes were reviewed with the Association’s legal counsel in rotation, it was moved by Commissioner Mac Laren-Gomez, seconded by Commissioner Wilson, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve

Resolution No. 2023-3 being a Resolution of the Board of Commissioners of the Antelope Valley State Water Contractors Association Changing the Location of the Association's Principal Office, the Time of the Commencement of Regular Meetings of the Commissioners, and the Banking Institution to be Utilized by the Association:

Chair Parris – aye
Vice Chair Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

Resolution 2023-3 is hereby made a portion of the minutes of this meeting.

10) Consideration and Possible Action on Retaining or Releasing the Remaining Restricted Funds Related to the Big Rock Creek Joint Groundwater Recharge Project (Controller Hoffmeyer)

General Manager Thompson II stated that funds remain in the Big Rock Creek Joint Groundwater Recharge Project Restricted Budget after the completion of the Project's feasibility study and that action must be taken to determine retention or disbursement of these funds, and after discussion of retaining and reclassifying the funds to utilize for future recharge projects and of distributing the funds to the member agencies proportionally, it was moved by Commissioner Thibault, seconded by Commissioner Mac Laren-Gomez, and carried on a 5-1-0 vote by members of the Board of Commissioners present at the meeting on the following roll call vote to approve retention of the remaining \$38,530.46 for the Big Rock Creek Joint Groundwater Recharge Project in the Restricted Budget:

Chair Parris – aye
Vice Chair Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – no
Commissioner Hogan – aye

11) Consideration and Possible Action on Approving the Restricted Funds Budget for Fiscal Year 2023/2024 (Controller Hoffmeyer)

Controller Hoffmeyer provided an overview of the United States Geological Survey (USGS) Program Budget for FY 2023/2024, including the shared contribution amounts from USGS, the Watermaster and the Antelope Valley Regional Water Management Group and clarification that the recommendation is to approve the Association's contribution of \$35,921.00, after which it was moved by Commissioner Thibault, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve the USGS Program Restricted Funds Budget for Fiscal Year 2023/2024:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

12) Report of Controller.

a) Update on Revenue, Expenses, and Change in Net Position.

Controller Hoffmeyer provided an overview of the Association's revenue, expenses, and change in net position for the month ending September 30, 2023.

13) Report of General Manager.

a) Status Updates:

1) Antelope Valley Watermaster Meetings.

General Manager Thompson II reported that the Watermaster Board approved the storage agreement for AVEK's High Desert Water Bank; that an Ad Hoc Committee was formed to negotiate a single-year contract extension with the Hallmark Group for administrative services; and that USGS provided a presentation on their groundwater monitoring program.

The use of the USGS Program data by the Watermaster Engineer was then discussed after which it was determined that staff will provide information on this use at the next regular meeting.

2) Antelope Valley and Fremont Basin IRWMP Stakeholder Meetings.

He then reported that the eighth quarterly invoice for the Proposition 1 Round 1 grant funding has been submitted; that \$2.5 Million has been distributed to the grantees to date; that the Proposition 1 Round 2 Agreement has been finalized with the Department of Water Resources (DWR); and that \$1 Million in grant funding was awarded to support the Antelope Valley Resource Conservation District Lawn Reduction Rebate Program and the Palmdale Water District E. Avenue Q Recycled Water Extension.

He then stated that AVEK staff applied for Proposition 1 Round 2 grant funding through the Fremont IRWMP and that \$625,000 was awarded to rehab the North Region Pump Station followed by a brief discussion of climate bond opportunities.

3) Big Rock Creek Recharge Project.

He then reported that Metropolitan Water District (MWD) reviewed the Big Rock Creek Recharge Project feasibility study but are not interested in partnering at this time; that staff reviewed future siphon use with DWR and received approval of single-year agreements; that long-term agreements would require upgrading the siphon to an official turnout; and that there are strong grant opportunities for the culvert options in 2024.

4) Littlerock Creek Recharge Project.

He then reported that the Littlerock Creek Recharge Project has been active for 25 weeks; that approximately 6,400 acre feet of water has been recharged; that a letter was submitted to Todd Groundwater regarding the Project; that the continuance of the Project beyond 2023 will require improved metering, CEQA work, a Watermaster Storage Agreement, and a long-term agreement between the parties and DWR; and that staff will provide options for continuing the Project at the December Association meeting followed by a review of future agenda items.

14) Reports of Commissioners.

There were no reports of Commissioners.

15) Report of Attorney.

No attorney was present at the meeting.

16) Commission Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

17) Consideration and Possible Action on Scheduling the Next Association Meeting on December 14, 2023.

It was determined that the next regular meeting of the Association will be held on December 14, 2023, at 6:00 p.m.

18) Adjournment.

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 7:41 p.m.

Secretary



COMMISSION MEMORANDUM

DATE: December 14, 2023
TO: AVSWCA COMMISSIONERS
VIA: Mr. Peter Thompson II, General Manager
RE: *AGENDA ITEM 9 – CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING STAFF TO WORK WITH THE MEMBER AGENCIES TO DRAFT A MEMORANDUM OF UNDERSTANDING FOR THE DEVELOPMENT OF THE LITTLEROCK CREEK RECHARGE PROJECT. (GENERAL MANAGER THOMPSON II)*

RECOMMENDATION:

Staff recommends that the Commissioners authorize staff to work with the member agencies to draft a Memorandum of Understanding (MOU) for the development of the Littlerock Creek Recharge Project.

BACKGROUND:

In response to the abundant water supply available through the State Water Project in 2023, Antelope Valley East Kern Water Agency, Palmdale Water District, and Littlerock Creek Irrigation District worked together with the Department of Water Resources to pilot test instream recharge of AVEK and PWD's SWP water. This simple project utilized LCID's SWP turnout and bypassed LCID's recharge pond to deliver water directly to Littlerock Creek for recharge. Monitoring of the flow and recharge was conducted in accordance with guidance from DWR and the Antelope Valley Water Master Engineer. This pilot is anticipated to successfully recharge almost 9,000 acre-feet of combined SWP supply by the end of the year. This success has led to an interest in developing this project into a permanent option for SWP recharge for the member agencies.

An MOU would lay out cost sharing and responsibilities for moving this project from pilot to permanent. Elements of the MOU would include:

- Project CEQA
- LCID's SWP Turnout Meter Upgrade
- Project Construction and Maintenance
- Watermaster Storage Agreement
- Use of Facilities Compensation for LCID

SUPPORTING DOCUMENTS:

N/A



COMMISSION MEMORANDUM

DATE: December 14, 2023
TO: AVSWCA COMMISSIONERS
FROM: Mr. Tom Barnes, Resources Manager
VIA: Mr. Peter Thompson II, General Manager
RE: *AGENDA ITEM NO. 10 – REPORT OF RESOURCES MANAGER. (RESOURCES MANAGER BARNES)*

REPORT ITEMS:

10 a) Antelope Valley Fair Conservation Garden

- **Conservation Garden Funding:**
 - Began in 2018 with executed Funding Contract
 - Contract Amendment approved in August 2023
 - Current Funding Contract extended one (1) year, through December 2024
 - Includes Final (of three) \$25,000 Payments
 - Additional \$5,000 per year for maintenance (years 2025 & 2026)
 - Funded through the AVSWCA General Operating Funds, Contract Services.
- **Conservation Garden Areas:**
 - Two community areas have been developed:
 - Back Yard – Across from H.W. Hunter Pavilion: \$25,000
 - La Plaza area – Rear of Primrose Stage area: \$25,000
 - Drought tolerant landscaping & signage

10 b) Emergency Response Agreement (ERA)

- **ERA Background:**
 - ERA completed in February 2023
 - Based on local Mutual Response Agreement (MRA)
 - Created to include local Mutual Water Companies
 - Provides access to resources during emergencies
- **Participation in the ERA:**
 - (23) Mutual Water Companies notified
 - Four (4) ERA's have been executed
 - Five (5) non-participants
 - (14) others still under review

ANTELOPE VALLEY STATE WATER CONTRACTORS
Balance Sheet
For the Five Months Ending 11/30/2023

	YTD
ASSETS	
Cash - General Fund	\$114,822.20
Restricted - AVRWMG	53,014.30
Accounts Receivable	40,804.57
Prepaid Insurance (Premium Period 10/1 - 9/30)	1,818.34
Prepaid Expense	0.00
Total Assets	\$210,459.41
 LIABILITIES AND FUND BALANCE	
LIABILITIES	
Accounts Payable	\$8,457.05
Pass-Through Grant Funding	0.00
Total Liabilities	8,457.05
 FUND BALANCE	
Unassigned	202,002.36
Total Fund Balance	202,002.36
 Total Liabilities and Fund Balance	 \$210,459.41

ANTELOPE VALLEY STATE WATER CONTRACTORS
Profit & Loss Statement
For the Five Months Ending 11/30/2023

	<u>November</u>	<u>YTD</u>
Revenues:		
Contributions - Member Agency		\$30,000.00
Contributions - Member Programs (USGS & CASGEM)		
Contributions - Member Programs (Financial Analysis PSA)		
Contributions - Member Programs (Big Rock Creek)		
Contributions - Member Programs (AV Fair-Conservation Garden)		
Contributions - Non-Member Programs (USGS)		
Contributions - Others (AVRWMG)		
Contributions - Others (DACI)		
Water Sales - Replacement Water Assessments		
Miscellaneous Refund		
Interest Earnings	4.07	32.07
Total Revenue		<u>\$30,032.07</u>
Expenditures:		
General Government		
Bank Fees		\$95.00
Insurance	181.83	1,009.38
Memberships		3,060.00
Outreach		
Purchased Water		
Miscellaneous		
		<u>4,164.38</u>
Public Resource		
Contract Services - Administration	987.55	2,811.90
Contract Services - USGS & CASGEM		
Contract Services - AVRWMG		
Contract Services - IRWMP 2013 Update	5,287.50	15,996.75
Contract Services - DACI		
Contract Services - BIG ROCK CREEK		
Contract Services - FINANCIAL ANALYSIS		
Contract Services - General Projects		
Contract Services - AV Fair Conservation Garden		
Contract Services - Home Show/WaterSmart Expo		
Contract Services - Rural Museum		
Contract Services - Other		
		<u>18,808.65</u>
Total Expenditures		<u>\$22,973.03</u>
Change in Net Position		<u>\$7,059.04</u>
Net Position - Beginning of Year		<u>194,943.32</u>
Net Position - End of Year		<u>\$202,002.36</u>