



APPLE VALLEY HEIGHTS COUNTY WATER DISTRICT  
9429 CERRA VISTA STREET  
APPLE VALLEY, CA 92308

**REGULAR MEETING – WEDNESDAY, JANUARY 17, 2024 – 6:00 P.M.**  
**BOARD OF DIRECTORS: P. Duwel, W. Woody, L. Hunter, M. Kaminsky, R. Roberson**

- A. Meeting Called to Order, Pledge of Allegiance.
- B. Roll Call:
- C. Public Comment: Members of the public will be allowed to address the Board of Directors for no more than five (5) minutes on any agenda item prior to the Board's decision on the item. Comments on any issues, which may or may not be on the agenda, are also welcome and subject to the five (5) minute limit. If anyone present wishes to be heard, please let the Board President know.
- D. General Manager Report:
1. January 2024.
  2. December 2023 Efficiency Report.
  3. Mesa Tank Repairs - "In-House" Repair Plan(s)
- E. Grant Funding Update & Progress/Discussion/Action Items:
1. Meeting Update – Conference Call Update / Email Update.
  2. Exhibit "C" – District Staff Requests BOD Guidance on Legal Review
- F. Discussion/Information:
1. December 2023 Delinquency – 50 Late Fees Applied; 4 Tags / SB 998 Packets Hung; 0 Services Turned Off (Verbal).
  2. Profit/Loss – December 2023.
  3. Revenue Report – December 2023.
  4. Account Aging Report – Receivables as of 1/17/24 (Account Holder Names Removed).
  5. Water Production Snapshot – Total Production as of 12/31/23.
  6. Well # 1 Site – Project Process Update (Verbal).
  7. Water Sales Snapshot – Total Water Sales as of 12/31/23.
  8. Update on Communication w/ Legal and Water Rate Study
  9. 2024 Mileage Reimbursement Rate
  10. Annual Form 700 – Signatures Needed
  11. Policy Revisions / Additions – DRAFT: 1040 Claims, 1060 Public Complaints, 3030 Fixed-Asset Accounting, 3032 Fixed- Asset Capitalization, 3080 Purchasing, 3085 Surplus Property – First Reading
  12. Policy Revision Review: DRAFT – Second Lien Criteria: Additional \$400.00 or Six (6) Months.
- G. Consent List: It is recommended that the Board of Directors consider approving a number of agenda items as a Consent List. Consent items are routine in nature and can be enacted in one motion without further discussion. This procedure conserves meeting time for a full discussion of significant issues.
1. Approve December 20, 2023, Regular meeting Minutes
  2. Accounts Payable/Pay Warrants (Bills to be paid).
- H. Discussion/Action Items:
1. Approve January 2024 Office Rent Payment
  2. Request BOD Authorization to Begin SB 998 Property Postings.
  3. Public Notification: District Staff Request BOD Approval to Distribute – Public Hearing Notice, Water Rate Memo, Cessation of PayClix E-Check Memo
- I. 1. Section 54957: Public Employee Performance Evaluation – General Manager
- J. Directors Comments:
- K. Adjournment: There being no further business to come before the Board of Directors, it is recommended that the meeting be adjourned.

**Next Regular Meeting Wednesday, February 21, 2024 @ 6:00 P.M.**