

G. 1.

Minutes of the Regular Board Meeting of the Board of Directors
Apple Valley Foothill County Water District

June 27, 2023

The Board of Directors of the Apple Valley Foothill County Water District met in regular session and meeting place, 22545 Del Oro Road, Apple Valley, California. The meeting was called to order at 10:00 A.M. BOD President Sharon Silva-Houts led the Pledge of Allegiance.

Roll Call: Suzi Smith, Scott Drake, Duane Penfold
Telephonically: None
Also Present: General Manager Daniel Smith & Office Secretary Lynn Thompson
Absent: Harold Nobles
Public Present: Karen Madison, Terry Locklear, and Christel Collins, Lynn Lindberg, Doug
Public Comment: None

Review of BOD Vacancy Candidates:

1. The GM informed the BOD that Janet Fonseca continues to be the only candidate that has shown interest in being on the Board of Directors for AVFCWD. To appoint Janet Fonseca onto the Board of Directors for the Apple Valley Foothill County Water District. Roll Call Vote: Aye; Suzi Smith, Scott Drake, Duane Penfold, Nay: none, Absent; Nobles.

General Manager Report:

1. Maintenance Report: General Manager Smith informed the BOD that all monthly water samples came back absent for contamination; 0 red shut-off tags hung; 0 services turned off. Maintenance staff continues to perform meter maintenance . Inventory check to be completed by the end of June 2023. One new water service installed.
2. Efficiency Report – General Manager Smith informed the BOD that the Efficiency for the month of May 2023 is over 90%. President Smith asked why the efficiency was over 100% for the month of October 2022. The GM informed the BOD's that water meter readings for October 2022 were read in error; which is why in November 2022 the efficiency was down to 71.30%. Since December 2022 the efficiency has been averaging in the 90's%. The GM informed the BOD that since January 2023 the GM has been reading the customer water meters.

Discussion/Information:

1. Delinquency Report – General Manager Smith informed the BOD on there were 18 yellow tag notices issued in May 2023. The district is continuing to follow SB998 for shut-off procedures.
2. Water Production Snapshot- General Manager Smith informed the BOD of the water production for WY 2023-2024.
3. Public Hearing Document Review - General Manager Smith briefed the BOD on the current versions of the DRAFT 2023-24 Standby Assessments and Budget. The GM informed the BOD that the 2023-2024 preliminary report has been submitted to the County.
4. The BOD reviewed Resolution 157-2023 Standby Assessment for 2023-24 in depth. Director Penfold asked if the district has a specific expenditure for funds collected from Standby Assessments. The GM informed the BOD that monies collected from standby are deposited into the Money Market Account but, the district does not currently have a policy on how these funds are to be spent.

Consent List: May 23,2023 Meeting Minutes and June bills to pay

1. Director Penfold made a motion to approve the consent list as presented. Seconded by Director Drake.

G. 1.

Discussion/ Action Items:

1. Director Penfold to table both the May 2023 Financial Report and May 2023 Operating Expenses to the July 2023 meeting. President Smith make a comment that the Tank Surcharge or Standby was not transferred into the Money Market Account. The GM informed the BOD that money was transferred on the 13th of June. The GM informed the BOD that monies collected for standby and the tank surcharge are transferred the following month that it is collected using the bank statement. In the past money wasn't transferred due to the money not available in the checking account to both cover the district's monthly expenses and the amount to transfer.
2. The GM informed the BOD that the policy number has been changed to keep in line with categories of certain policies. Director Penfold asked who decided to how this policy came into creation. The GM informed the BOD that the district normally would elect the Board President and Vice President in January each year, and that Director Nobles wanted the GM to create a policy and have it approved by the BOD. Director Drake made a motion to approve the Election of Officers Policy #4055. Seconded by Director Penfold.

Closed Session: Employee Performance Evaluation

1. By Director Penfold to go into closed session at 10:23 A.M. Seconded by Director Drake.
2. By Director Penfold to come out of closed session at 11:15 A.M. Seconded by Director Drake. Nothing to report from closed session discussion.

New Business:

President Smith asked about the fence repair expense. The GM informed the BOD that a hole was cut into the new water storage tank site. Nothing was vandalized or stolen. President Smith asked if CSC Engineer was going to remove their property from the property. The GM informed the BOD that he has made several calls and has sent numerous emails asking to have them remove their property. The GM informed the BOD that the gate lock chain was recently cut and a trailer was stolen from the property. The property was recovered by police.

Directors Comments:

Director Penfold asked about the district's water rights and free production allowance. The GM informed the BOD that he would email them information from the Mojave Water Agency website on the adjudication.

Adjournment:

There being no further business, the regular meeting was adjourned at 11:18 A.M.

Daniel Smith, General Manager

APPROVED:

Suzi Smith, President Board of Directors