



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

REGULAR MEETING – WEDNESDAY, DECEMBER 20, 2023 – 6:00 P.M.
BOARD OF DIRECTORS: P. Duwel, W. Woody, L. Hunter, M. Kaminsky, R. Roberson
REVISED

- 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. December 2023.
2. November 2023 Efficiency Report.
- E. Grant Funding Update & Progress/Discussion/Action Items:
1. Meeting Update – Conference Call Update / Email Update.
- F. Discussion/Information:
1. November 2023 Delinquency – 52 Late Fees Applied; 5 Tags / SB 998 Packets Hung; 0 Services Turned Off (Verbal).
2. Profit/Loss – November 2023.
3. Revenue Report – November 2023.
4. Account Aging Report – Receivables as of 12/20/23 (Account Holder Names Removed).
5. Water Production Snapshot – Total Production as of 11/30/23.
6. Well # 1 Site – Project Process Update (Verbal).
7. Water Sales Snapshot – Total Water Sales as of 11/30/23.
8. Internal Audit Report: G.A. Hunter – August 2023
9. Internal Audit Report: G.A. Hunter – September 2023
10. Update on Communication w/ Legal and Water Rate Study (Verbal).
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. Request for BOD Guidance – Second Lien Criteria (Verbal).
13. Kubota Sale Research Update (Verbal).
- 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 November 15, 2023 Regular meeting Minutes
2. Accounts Payable/Pay Warrants (Bills to be paid).
- H. Discussion/Action Items:
1. Approve December 2023 Office Rent Payment
2. Request BOD Authorization to Begin SB 998 Property Postings.
3. Internal Audit Report Payment: G.A. Hunter – August, September 2023
4. Motion to Ratify: Service Turn-off & Lien Placement
5. PayClix Echecks – Staff / Internal Auditor Recommendation: Not Allowing Echecks, Continue to Allow Debit/Credit Card Payments via PayClix
- I. Directors Comments:
- J. 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, January 17, 2024 @ 6:00 P.M.