



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

**REGULAR MEETING – WEDNESDAY, DECEMBER 17, 2025 – 6:00 P.M.**

**BOARD OF DIRECTORS: P. Duwel, B. Lincoln, M. Kaminsky, R. Roberson, W. Woody**

- 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. Election of Offices:  
1. BOD President.  
2. BOD Vice-President.
- E. Field / Operations / Maintenance Report:  
1. November/December 2025.  
2. November 2025 Efficiency Report.  
3. Existing Project Updates: Infrastructure Punch Lists, Well # 4, Mesa Tank Site (Verbal).  
4. New Project(s) / Needs Discussion (Verbal).
- F. AVHCWD Finance Committee:  
1. Finance Committee Meeting: 12/17/25 Meeting Update (Verbal).
- G. IGM Report / Discussion / Information:  
1. November 2025 Delinquency – 21 Initial Tag Notices; 0 Services Turned Off (1 Remains Off) (Verbal).  
2. Profit/Loss – November 2025.  
3. Revenue Report – November 2025.  
4. Account Aging Report – Receivables as of 12/17/25 (Account Holder Names Removed).  
5. Water Production Snapshot – Total Production as of 11/30/25.  
6. Water Sales Snapshot – Total Water Sales as of 11/30/25.  
7. Sequoyah Billing Software / Nex Bill Pay Update (Verbal).  
8. CalSavers Retirement Savings Program Update (Verbal).  
9. Annual Form 700 (Verbal).  
10. ACWA-JPIA Program Grant Submittal (Verbal).  
11. Post Card Stamp Increase – Mid 2026: From \$0.62 to \$0.78 (Verbal).
- H. 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 19, 2025 Regular Meeting Minutes  
2. Accounts Payable/Pay Warrants (Bills to be paid).
- I. Discussion/Action Items:  
1. Request BOD Authorization to Begin SB 998 Property Postings.  
2. Eagle Drilling Quote for Well # 3 Removal & Inspection - \$30,000.00 (CIRF Funded)
- J. Closed Session:  
1. Section 54957: Public Employee Performance: Maintenance Worker  
2. Section 54957: Public Employee Performance: Interim General Manager
- K. Directors Comments:

**Next Regular Meeting Wednesday, January 21, 2026 @ 6:00 P.M.**

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the District may be obtained from the District office, 9429 Cerra Vista Street, Apple Valley, CA 92308