

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

Monday November 24, 2025

The Board of Directors of the Apple Valley Foothill County Water District met in regular session and held the regular meeting at the regular meeting place, 22545 Del Oro Road, Apple Valley, California. The meeting was called to order at 1:00 P.M. BOD President Smith led the Pledge of Allegiance.

**ROLL CALL:**

Directors Present: Directors Smith, Penfold, Fonseca, Miller  
Absent: Director Nobles  
Also Present: General Manager Smith  
Public Present: Sharon Silva-Houts

**PUBLIC COMMENT:**

None.

**CONSENT LIST:**

1. Approve October 1, 2025 Regular Meeting Minutes
2. Approve October 27, 2025 Regular Meeting Minutes
3. Approve Accounts Payable/Pay Warrants (November 2025 Bills to be Paid).

By Vice-President Penfold to approve the Consent List, as presented by staff; second by Director Miller.  
Yes: Smith, Penfold, Fonseca, Miller. No: None. Abstain: None. Absent: Nobles.

**GENERAL MANAGER REPORT:**

1. October 2025 – General Manager Smith informed the BOD that all water sample results were absent of contamination. The GM briefed the BOD on a variety of topics, to include field maintenance & administrative work performed during the month of October 2025. The Efficiency report was not available at this time.

**DISCUSSION/INFORMATION/ACTION:**

1. October 2025 – General Manager Smith briefed the BOD on the items listed on the agenda which included Financial reports, Capital Improvement Projects, District Work Truck, District Staff & Board Training, Mileage Reimbursement, Repairs & Maintenance. No action to be taken by the Board.
2. September & October 2025 Disbursements were discussed in detail.

By Director Miller to approve both the September & October 2025 Disbursements, as presented by staff; second by Vice-President Penfold. Yes: Smith, Penfold, Fonseca, Miller. No: None. Abstain: None. Absent: Nobles.

3. Several revised and new district policies were reviewed as a first readings; Policies 4200 Board Actions and Decisions, 4210 Meeting Conduct, 4215 Brown Act, 4220 Minutes of the Board Meetings, 4225 Review of Decisions, 4230 Rules of Order. These policies are to be presented at the next meeting as a second reading for Board review and approval.

**CLOSED SESSOIN SECTION 54957:** Public Employee Performance

1. By Director Miller to open the closed session. Second by Director Fonseca.
2. By Director Miller to close the closed session. Second by Director Fonseca. No action to report from the closed session.

**NEW BUSINESS:**

None.

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**DIRECTORS COMMENTS:**

None.

**ADJOURNMENT:**

There being no further business to discuss, the regular meeting be adjourned

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Daniel B. Smith, General Manager  
Apple Valley Foothill County Water District

APPROVED:

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Suzi Smith, President of the Board of Directors  
Apple Valley Foothill County Water District