

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

February 23, 2026

The meeting was geared towards the discussion and ratification of water rates for 2026, operational enhancements, financial management, policy amendments, resource staffing, and customer billing communications. Key discussion points included water rate adjustments, approval of infrastructure requirements, compliance with regulatory training, and policy evaluation. Public comments and operational management were addressed to ensure transparent and effective decision-making.

Actions:

1. **Water Rates Adjustment:**
 - Increase water rates from \$2.05 to \$4.10 per unit above 3,500 cubic feet and adjust the base rate from \$61.15 to \$62.56.
 - Reintroduce tiered water rates with an accompanying communication plan.
2. **Operational Enhancements:**
 - Implement ongoing weed management at well sites and evaluate safe chemical usage.
 - Initiate mid-month meter readings with billing by the third of each month.
3. **Financial and Infrastructure Decisions:**
 - Address erroneous payroll charges and obtain refunds.
 - Secure permits for generator installation to comply with Air Quality Management District requirements.
 - Confirm a \$30,000 down payment with a structured installment plan for new equipment.
4. **Compliance and Training:**
 - Board members to submit Form 700 electronically per Senate Bill 852.
 - Attend ethics training scheduled for March 2nd.
5. **Policy Amendments and Staffing:**
 - Approve Policy 4100 on meeting attendance and Policy 1020 on Board and Staff Communications.
 - Onboard Michaela Simmons at \$20/hour with a 90-day probationary period as the new office secretary.
6. **Customer and Billing Communication:**
 - Clarify customer billing responsibilities for services from Apple Valley contractors.

Responsible Parties:

- **Dan:** Oversee water rates implementation, operational adjustments, financial tasks, policy amendments, onboarding of new staff, and customer communications.
- **Joe:** Collaborate with Dan on-site maintenance and vegetation control.

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Deadlines:

1. Water rates implementation by April 1st, with immediate customer communication.
2. Complete weed management evaluation within the next month.
3. Address payroll charges and secure permits by the next board meeting.
4. Finalize generator needs and financial arrangements by the subsequent board meeting.
5. Complete Form 700 submissions by the next board meeting, with training on March 2nd.
6. Makayla Simmons' employment began in the first quarter.
7. Communicate contractor billing responsibilities by the end of the week.

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

APPROVED:

Duane Penfold, Vice-President of the Board of Directors
Apple Valley Foothill County Water District