QUAIL VALLEY WATER DISTRICT

A STATE OF CALIFORNIA PUBLIC AGENCY

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF QUAIL VALLEY WATER DISTRICT

Held at 24750 Sand Canyon Road, Tehachapi, CA
Saturday, August 23, 2025, at 8:30 AM.

1. Roll Call.
   Meeting called to order at 8:31 AM. There were present, representing a quorum:
   Director Biglay;
   Director Lopez;
   Director Sheills;
   Director Sweany.
   Director Tate joined meeting at 11:00.

2. Adoption of Agenda.
   Director Shiells moved, seconded by Director Sweany, to adopt agenda. Motion approved by unanimous assent.

3. Public comments for NON-agenda items.
   Ryan Dalmas, a local accountant, was present and expressed an interest in performing audits for the District. General Manager Hardenbrook will further discuss with Mr. Dalmas.

4. Consent Calendar:

   4.1. Approve Minutes from Regular Meeting of 05/31/2025.
   Director Shiells moved, seconded by Director Lopez, to approve consent calendar. Motion approved by unanimous assent.

5. Action Items:

   5.1. Discussion of monthly financial statements and consideration and possible action to approve payments for May, June, and July, 2025. (General Manager Hardenbrook)
   General Manager Hardenbrook led a review and explanation of financial statements. Director Sheills moved, seconded by Director Lopez, to approve payments for May, June, and July, 2025. Motion approved by unanimous assent.

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5.2. Discussion and possible action directing Secretary, with the assistance of Staff, to take actions necessary to hold General Election on November 4, 2025 for the purpose of electing two directors. (General Manager Hardenbrook)
No Declarations of Candidacy were received. Secretary has requested Board of Supervisors to make appointment of incumbents in lieu of an election. No action taken.

5.3. Discussion and possible action offering employee retirement plan. (General Manager Hardenbrook)
General Manager presented memo to Board explaining options to provide employees with a retirement plan. No action taken.

5.4. Discussion and possible action on COLA adjustment for 2026. (General Manager Hardenbrook)
General Manager presented a memo to Board explaining California minimum wage increase for 2026 and the impact on District pay scales. Director Biglay moved, seconded by Director Lopez, to approve an increase of 2.49% across all pay scales matching the California minimum wage increase for 2026. Motion approved by unanimous assent.

5.5. Discussion and possible action approving rate increase for 2026. (General Manager Hardenbrook)
General Manager presented a memo to Board explaining impact of cost increases to District finances and the need to increase water rates. Director Biglay moved, seconded by Director Lopez, to approve a 10% rate increase for 2026. Motion approved by unanimous assent.

5.6. Discussion and possible action to solicit proposals for FYE 2026 audit. (General Manager Hardenbrook)
General Manager presented a memo to Board explaining need to solicit proposals for performance of biennial audit. No action taken.

5.7. Discussion and possible action to replace Office computers not compatible with Windows 11. (General Manager Hardenbrook)
General Manager presented a memo to Board explaining Windows 10 end of life and impact on District computers. Director Biglay moved, seconded by Director Tate, to replace 1 office computer not compatible with Windows 11at this time and enroll in Extended Service for remaining non-compatible computers. Motion approved by unanimous assent.

5.8. Discussion and possible action approving budget for fiscal year 2025-2026 (General Manager Hardenbrook)
General Manager presented a memo to Board explaining proposed budget and assumptions used in preparation of budget. Director Sheills moved, seconded by Director Lopez, approving budget for fiscal year 2025 – 2026. Motion approved unanimous assent.

6. Reports of General Manager.

6.1. General Manager's report.
General Manager Hardenbrook provided an overview of written report.

6.2. Update on Cross Connection Control Program.

General Manager Hardenbrook provided an update on inspections performed and additional cost for providing residential hose bibb vacuum breakers.

6.3. Update on Lot 6 Parcel Split.
No update.

6.4. Update on Sand Canyon Well.
General Manager Hardenbrook provided an update on investigation of the use of the Sand Canyon well as a water source. General Manager Hardenbrook also provided an estimate of the non-budgeted capital cost of approximately $2,500 to remove pump and video-log the well.

6.5. Update on Prop 84 project.
General Manager Hardenbrook discussed the provided memo explaining progress on closing Prop 84 project.

6.6. Update on wells, reservoirs, and system status.
General Manager Hardenbrook discussed the provided memo on system status.

7. Board Members' Requests for Future Agenda Items:
Discussion of possible retirement of Secretary and succession plan.

8. Adjournment.
Director Biglay motioned to adjourn at 10:03am. Motion approved by unanimous assent.

I attest this is a true and complete copy of the minutes of a regular meeting of the Board as read and approved by the Board of Directors of the Quail Valley Water District.

Dawnette Boatman

Dawnette Boatman, Secretary