



Western Heights Water Company

32352 Avenue D • Yucaipa, CA 92399-1899

Office (909) 790-1901 • Fax (909) 797-2619 • www.westernheightswater.org

Minutes of February 16, 2024, Board of Directors Meeting

A Regular Meeting of the Board of Directors was held at the office of Western Heights Water Company, 32352 Ave D, Yucaipa, CA, on Friday, February 16, 2024. President Duane Burk called the meeting to order at 8:01 AM. Directors present: Armando De La Paz, Benjamin Kelly; General Manager Mark Iverson, Office Manager Debbie Patrick. Director Robert Zappia M.D attended via conference call.

1. Public Comment – None
2. Minutes of Board Meeting – Minutes from the January 19, 2024 Board Meeting were reviewed and approved. Motion made by Director De La Paz, seconded by Director Zappia, and approved unanimously.
3. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported there was nothing pertinent to Western Heights to report.
4. Board Meeting Schedule – The Annual Shareholders meeting will be Wednesday, March 20, at 6:00 PM, with the Board meeting immediately following.
5. General Manager's Report
 - a) Discussion Items
 - a. Water Sold – Water sales for January 2024 are 6.5% higher than they were for January 2023.
 - b. Budget Status and Financials – Total revenues for 2024 are 88.3 percent higher than this time last year. Expenses are 11.6 percent higher than this time last year. Connection fees for the new Starbucks at Yucaipa Pointe and Phase 5 of the Artisan Homes totaling \$249,721 were paid, resulting in higher-than-normal revenue. Mr. Iverson noted the addition of a few accounts to break out items from miscellaneous income. Mr. Iverson reported the solar power has lowered the Edison bill. The CDs have been paying well, in the five-percent range.
 - c. South Booster Solar – The South Booster Solar installation is online now. There was a delay because the wrong size inverter was initially sent. They sent a single-phase inverter, and we require a three-phase. We ordered the replacement inverter in October, but we did not receive it until the end the end of January.
 - d. Tennessee Property – The final grading plans have been submitted to the City and County for final approval. The interest provisions of the purchase agreement took effect February 1, 2024. Mark Weaver has house plans for two houses in process for the lower lots on Tennessee Street.

- e. Yucaipa GSA – The first meeting of the GSA for 2024 was held January 24. The new board members were elected. The board of directors remains the same. The team will look at the rules regarding pumping credits.
- f. South Mesa Groundbreaking Ceremony – South Mesa was awarded a grant to construct a groundwater recharge basin. Mr. Burk, Mr. De La Paz, Mr. Iverson, and Ms. Patrick will attend.
- g. Lead Service Line Inventory – Mr. Iverson is looking for a vacuum extractor to purchase. This will assist with the inventory and have other uses in the field. The company with the Swordfish tool has not been able to get the tool to work in the service area. Nothing has been paid for this tool.
- h. An intern through IE Works has begun working with the field staff. IE Works covers his salary through the end of March. He may be hired after his internship.

6. Action Items

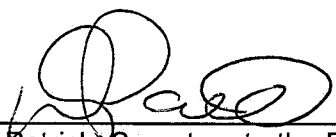
Mr. Iverson requested a Motion to update the approved signers at Citizens Business Bank.

Motion 02:24 – To approve updating the check signers for Citizens Business Bank, removing Timothy Green, adding Duane Burk, and retaining Robert Zappia, Mark Iverson, and Debra Patrick. Motion made by Director De La Paz, seconded by Kelly, and approved unanimously.

7. Directors' Matters

None

The meeting was adjourned at 08:37 AM.



Debbie Patrick, Secretary to the Board