



Western Heights Water Company

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Minutes of March 15, 2023 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 Wednesday, March 15, 2023. President Green called the meeting to order at 6:26 PM. Directors present: Robert Zappia, Benjamin Kelly, Duane Burk, Armando De La Paz; General Manager Mark Iverson, Office Manager Debbie Patrick.

1. Public Comment – None
2. Minutes of Board Meeting – Minutes from the February 17, 2023 Board Meeting were reviewed and approved. Motion made by Director Burk, seconded by Director Kelly, and approved unanimously.
3. Election of Officers – The Officers of the Board will remain the same. Motion by Director Zappia and seconded by Director Burk and approved unanimously.
4. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported snowpack is up to 217 percent of normal.
5. Board Meeting Schedule – The next Board meeting will be Friday, April 21 at 8:00 AM.
6. General Manager's Report
 - a) Discussion Items
 - a. Water Sold – Water sales for February 2023 are 12% lower than they were for February 2022, and 5.4% lower than for this time in 2022. The lower water sales are due to the cool temperatures and the amount of rainfall we had.
 - b. Budget Status and Financials – Total revenues for 2023 are 8.2 percent higher than year to date in 2022. Expenses are 12.1 percent higher from this time last year. Financial reserves are good. The CD market has improved. As CDs are maturing, they are being rolled over to new CDs with higher rates, at four and five percent. The remaining ETF funds are being sold and rolled into CDs.
 - c. Corporate Insurance – We have received the renewal notice for the company's insurance. This includes vehicle, property, commercial crime, commercial liability, public officials and management liability, and commercial excess liability. While the industry is seeing upwards of 30 percent increases in premiums, Western Heights' premium will increase 9 percent. This is due to our relationship with JPRIMA and their recognition of the way we do business and the efforts we have made to reduce our liability and protect our funds and investments. The annual premium for 2023-2024 will be \$35,278.

- d. Internship Program – Mr. Iverson has been working with Cal Mutuals, IE Works Skilled Trades Internship Program, and Jewish Vocational and Career Counseling Service (JVS) on an apprenticeship program for the company. This program will allow us to hire an intern to train for potential full-time employment. JVS will pay one-third of the intern’s salary in addition to the tuition, training, and exam costs. This is a six-month program with the option to extend it to one year. At the end of the internship the company will have the option to hire the intern. Western Heights can terminate the intern during the program if we feel they are not able to do the job.

Motion 05:23 – Approval to move forward with the internship program as presented by the General Manager. Motion was made by Director Burk, seconded by Director Zappia, and approved unanimously, with Director Green abstaining.

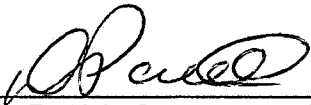
7. Action Items

None

8. Directors’ Matters

None

The meeting was adjourned at 6:45 PM.



Debbie Patrick, Secretary to the Board