



## Western Heights Water Company

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### Minutes of March 19, 2025, 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 19, 2025. President Duane Burk called the meeting to order at 6:32 PM. Directors present: Robert Zappia M.D., Benjamin Kelly, Armando De La Paz, Chris Venable; General Manager Mark Iverson, Office Manager Debbie Patrick, Engineering Assistant Brooke Shorey.

1. Public Comment – None
2. Minutes of Board Meeting – Minutes from the February 21, 2025 Board Meeting were reviewed and approved. Motion made by Director De La Paz, seconded by Director Zappia, and approved unanimously.
3. Election of Officers – The Officers of the Board will remain the same. Motion from Director Venable, seconded by Director Kelly, and approved unanimously.
4. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported the Table A water allocation is at 35%. Director Kelly brought copies of Muni's Strategic Plan and Climate Adaptation and Resilience Plan to have at the office.
5. Board Meeting Schedule – The April Board of Directors meeting will be Friday, April 18 at 8:00 AM.
6. General Manager's Report
  - a) Discussion Items
    - a. Water Sold – Water sales for February 2025 are 62.7% higher than they were for February 2024, and 40% higher than for this time in 2024. The higher water sales are due to the warm temperatures and the lack of rainfall.
    - b. Budget Status and Financials – Total revenues for 2025 are 22.3 % lower than year-to-date in 2024. Expenses are 13.3% higher than this time last year. There was \$206,000 in Acquisition of Service Fees in 2024, resulting in higher-than-normal revenue for the time period. In February 2025, \$55,800 was paid in annual fees for billing software in the amount of \$23,000, Cal Mutuals membership \$12,000, and the State Water System \$20,800. There were no questions on the Accounts Payable Register and Major Projects.
    - c. Corporate Insurance – The renewal notice for the company's insurance has been received. This includes vehicle, property, commercial crime, commercial liability, public officials and management liability, and commercial excess liability. Rates are increased due to wildfire capacity/exposure and a mandatory increase from

the State of California. Western Heights' premium will increase by 8.8 %. The annual premium for 2025-2026 will be \$48,565, an increase of \$5,835.

- d. Solar at North Booster and 11<sup>th</sup> & D Booster – Installation of the solar panels is complete and the solar systems are online and producing power. As with the South Booster, the solar system is sized to provide power for the one pump that runs continuously. The North Booster is a 3,200 kW (4.3 hp) system, and 11<sup>th</sup> & D is a 1,600 kW (2.2 hp) system. The solar panels also provide sunshade for the equipment, which protects the equipment from direct sunlight.
- e. Backflow / Cross Connection Ordinance – Mr. Iverson is working with a company to update the ordinance in compliance with the State's new regulations. This will include a public outreach plan in the community. The plan has to be submitted to the state by July 1, 2025. One of the requirements is a site assessment on each property in the service area. Western Heights can complete this using the GIS system.
- f. Bruce Dickenson Issue – Mr. Dickenson was not at the meeting. The Board discussed the situation and agreed not to pursue this matter any further. This may be discussed at a future meeting if Mr. Dickenson requests to speak to the Board. The Board instructed Mr. Iverson to set forth a policy regarding development deposits and payments.

7. Action Items

None

8. Directors' Matters

The Board expressed their appreciation for the staff at Western Heights.

The meeting was adjourned at 07:10 PM.



Debbie Patrick, Secretary to the Board