



Western Heights Water Company

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Minutes of March 18, 2026, 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 18, 2026. 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 13, 2026 Board Meeting were reviewed and approved. Motion made by Director Zappia, seconded by Director Venable, and approved unanimously.
3. Election of Officers – The Officers of the Board will remain the same. Motion from Director Venable, seconded by Director De La Paz, and approved unanimously.
4. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported the Table A water allocation is at 30%. The State Water Project Tour is in April and September. Ms. Patrick will register the Board members to attend one of the tours. MUNI is meeting with Yucaipa Valley regarding water allocations. Joe Zoba represents WHWC, since we purchase treated water from Yucaipa Valley.
5. Board Meeting Schedule – The April Board of Directors meeting will be Friday, April 17 at 8:00 AM.
6. General Manager's Report
 - a) Discussion Items
 - a. Water Sold – Water sales for February 2026 are 17.3% lower than they were for February 2025, and 18.5% lower than for this time in 2025.
 - b. Budget Status and Financials – Total revenues for 2026 are 8.3 percent lower than year-to-date in 2025. Expenses are 23.7 percent higher than this time last year. There are several major expenses due at the beginning of the year. One of which is the annual permit for the State for \$20,000. There were no questions on the Accounts Payable Register and Major Projects.
 - 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. Western Heights' premium will increase by 8.9 %. The annual premium for 2026-2027 will

be \$54,723, an increase of \$6,158. Mr. Iverson will invite Paul Fuller from JPRIMA to the next Board Meeting to discuss the policy and services provided.

Motion 03:26 – To approve the insurance as presented. Motion by Director De La Paz, seconded by Director Kelly. Motion is tabled until the next meeting.

- d. Salary Survey – Mr. Iverson presented salary recommendations for the staff. He proposed staff fall into the middle tier of what other agencies are paying staff.

Motion 04:26 – To approve the salary recommendations as presented by the General Manager. Motion by Director Burk, seconded by Director De La Paz and passed unanimously.

7. Action Items


None

8. Directors' Matters

Director Venable noticed work being done at 12th Street and Avenue E. They are preparing to import dirt. Ms. Patrick reported several calls coming to the office from companies bidding on the project. There has been discussion with the developer about the property.

Director Burk asked Mr. Iverson to survey other agencies regarding Board compensation. The last adjustment was six years ago.

The meeting was adjourned at 06:50 PM.



Debbie Patrick, Secretary to the Board