



## Western Heights Water Company

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### Minutes of April 18, 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 Friday, April 18, 2025. President Duane Burk called the meeting to order at 8:00 AM. 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, Superintendent Bill Brown. Director Armando De La Paz attended telephonically. Dan Haskins and shareholder Bruce Dickinson were also in attendance.

1. Public Comment – Director Burk apologized for giving the incorrect date to Mr. Dickinson and Mr. Haskins for the March board meeting. He invited them to the April meeting to discuss Mr. Dickinson's project. Mr. Dickinson and Mr. Haskins shared information on Mr. Dickinson's project from 2005 and requested reimbursement of a deposit made to Western Heights Water Company. The Directors are concerned about how long ago the project was started and the lack of documentation. Mr. Iverson will provide the Board with the invoices and expenses related to the project. The Board will take the matter under submission and discuss it at a future Board Meeting.
2. Minutes of Board Meeting – Minutes from the March 19, 2025 Board Meeting and Annual Shareholders Meeting were reviewed and approved. Motion made by Director Venable, seconded by Director Zappia, and approved unanimously.
3. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported the Table A water allocation is at 40% and likely to increase. The San Gorgonio Reservoir is full but not spilling. MUNI formed a committee to monitor legislative bills pertaining to them.
4. Board Meeting Schedule – The May Board of Directors meeting will be Friday, May 16 at 8:00 AM.
5. General Manager's Report
  - a) Discussion Items
    - a. Water Sold – Water sales for March 2025 are 39.6% higher than they were for March 2024. The higher sales are due to drier weather.
    - b. Budget Status and Financials – Total revenues for 2025 are 10.2% lower than this time last year. Expenses are 10.9% higher than this time last year. Mr. Iverson noted there was \$200,000 in connection fees in 2024, which skews the budget numbers. Taking the connection fees into consideration, revenues are slightly higher than last year. Expenses for repair and maintenance are higher year to date because of the timing of some asphalt repairs and final paving for work done last year. Ms. Shorey is looking into the Edison charges. There looks to be a

billing error for Well 14. Permit expenses are higher due to a permit that was charged to administrative expense last year rather than operational expense. Additionally, there was an error made in calculating the county water permit. The County will reimburse WHWC approximately \$20,000.

- c. Yucaipa GSA – The next GSA meeting is Wednesday, April 23, 10:30 am at the City of Yucaipa. The committee will work on pumping credits, how they accumulate, and how they are accounted for moving forward.
- d. Yucaipa Point – Additional retail space is being constructed next to Trader Joe's. The developer hasn't said who will be the tenants. Ms. Patrick gave them preliminary connection fee information, but it won't be finalized until we know what businesses will be in the spaces. Mr. Iverson will keep the Board informed on the progress.
- e. 8-inch Pipeline Replacement Yucaipa Blvd – Staff replaced 700 ft of 8-inch pipeline in Yucaipa Blvd for Raising Cane's project offsite work.
- f. Will Serve Letter – Proposed changes in will-serve letters and improvement agreements will include language that administration fees and improvement fees are not refundable. We will also include information and approximate costs of line improvements and connection fees. Director Burk would like legal to look at the agreements.

6. Action Items

None

7. Directors' Matters

Director Burk suggested having an evening Christmas party this year where employees can bring their spouse/significant other.

Director Kelly inquired about why taxes are not withheld for Board member compensation. Ms. Patrick noted typically these payments are reported on a 1099, since the board member is not an employee. Ms. Patrick will check on the process and report back to the Board.

The meeting was adjourned at 09:12 AM.



Debbie Patrick, Secretary to the Board