

**WESTERN HEIGHTS WATER COMPANY
32352 AVENUE D
YUCAIPA, CA 92399-1899**

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

8:00 a.m. Friday, June 13, 2025

CALL TO ORDER / PERSONS IN ATTENDANCE

1. **PUBLIC COMMENT**

2. **APPROVAL OF MINUTES**

May 16, 2025 Board Meeting

3. **SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT**

Report – Ben Kelly

4. **BOARD MEETING SCHEDULE**

July Board Meeting – Friday, July 18 at 8:00 AM

5. **GENERAL MANAGER'S REPORT:**

a) Discussion Items

a. Water Sold – Exhibit 1

Water sales for May 2025 are 16.9% higher than they were for May 2024.

b. Budget Status and Financials – Exhibit 2

Total Bank Balance	\$6,086,399
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Total Revenues:	\$257,575
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Total Expenses	<u>\$210,157</u>
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Net Income	\$ 47,418
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Total revenues for 2025 are 22.1% higher than this time last year. Expenses are 9.4% higher than this time last year.

Accounts Payable Register – Exhibit 3

Major Projects – Exhibit 4

b) Updates

- a. Proposed Deposit and Fee Schedule and Draft Policy Language – The draft policy has been updated to include information on construction meter fees (Tab 7). We will bring the final policy back to the board later this year for review and adoption.
- b. 32598 Oak Glen – This project includes a gas station, car wash, restaurant and retail store. Approximately 700 feet of new 12-inch water line from 13th Street south toward 14th Street will be installed to replace the existing old 8-inch water line. This is part of the connection requirement for the project. The new line will be installed by WHWC crews and the agreed cost for the improvements is \$241,604. The developer will sign an agreement for us to do the work, and work is scheduled to begin in late June or early July 2025.
- c. Cross-Connection Control Update – In response to the State Water Resources Control Board's **Cross-Connection Control Policy Handbook (CCCPH, March 2025 Edition)**, Western Heights Water Company (WHWC) has drafted a comprehensive ordinance to serve as its **Cross-Connection Control Plan**, as required for all community water systems. The ordinance outlines enforceable standards, procedures, and responsibilities to protect the public water supply from actual or potential contamination due to backflow events (Tab 8).

The Updated cross-connection control plan will be submitted to the State by the July 1, 2025, deadline.

We have approximately 12 months to complete the site surveys which will include GIS review of each connection and site visits for specific properties. Staff will present to the board proposed policies for future cross-connection control in the coming months.

- d. Year End Audit – The 2024 audit is complete. There were two recommendations from the auditor. The investment policy needs to be updated to include the company's property investments. I am working with the auditor to develop the revised policy. The second item is the inability of the current billing system to post journal entries to a prior year. Staff are looking into upgrading the current software or moving to different software that will meet the company's needs.

6. ACTION ITEMS:

7. DIRECTORS' MATTERS