



Minutes of August 16, 2024 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, August 16, 2024. President Duane Burk called the meeting to order at 8:03 AM. Directors present: Armando De La Paz, Benjamin Kelly, Robert Zappia M.D.; General Manager Mark Iverson, Office Manager Debbie Patrick. Wen Huang and Adekunle Ojo from San Bernardino Valley Municipal Water District were present. Director Chris Venable was absent.

1. Public Comment – None
2. Minutes of Board Meeting – Minutes from the June 21, 2024 Board of Directors Meeting were reviewed and approved. Motion made by Director De La Paz, seconded by Director Zappia, and approved unanimously.
3. San Bernardino Valley Municipal (MUNI) Report – Mr. Huang and Mr. Ojo presented information regarding the State Water Project Table A Allocation. Director Kelly reported the allocation remains at 40%.
4. Board Meeting Schedule – The July Board of Directors meeting will be Friday, July 19 at 8:00 AM.
5. General Manager's Report
 - a) Discussion Items
 - a. Water Sold – Water sales for June 2024 are 3.3% higher than they were for June 2023. Sales for July were 11.2% higher than July 2023. Year to date sales are 3.2% higher than this time in 2023.
 - b. Budget Status and Financials – Total revenues for 2024 are 18.3% higher than this time last year. Expenses are 14.2% higher than this time last year. Connection fees for one development were paid resulting in revenue higher than expected.

The Accounts Payable Register and Major Projects were reviewed.
 - c. New Development Update – Mr. Iverson gave an update on the following new developments in the service area.
 - i. Alpine Storage on Dunlap – Paid \$25,000 on 6/13 to relocate a meter.
 - ii. Raising Canes – Connection fees in the amount of \$50,194 and line improvement costs in the amount of \$139,147 were received August 1. Bill Brown is working with the developer to install the service.

- iii. 31264 Tarryton – Fees paid in August in the amount of \$37,471 for an Accessory Dwelling Unit on the property.
- iv. Staff are working on a quote for development at 32598 Oak Glen Road. This will include a line upgrade on Oak Glen Road between 13th and 14th Streets.

Mr. Iverson reported there are more requests for connections for Accessory Dwelling Units (ADU). He will work on a policy and fees for ADUs to reflect the impact they have on the system.

- d. Board Member Shareholder Requirements – Per the Company’s By-Laws, a Board member must be a shareholder. There is no provision for property ownership in the service area. There was a proposed change to the bylaws that board members have to live in the service area. No action was taken as there was not a quorum. Director Burk would like this discussed at the next meeting when all board members are present. Mr. Iverson will consult with legal counsel if the requirement can be changed with a resolution.
- e. GSA Update – A GSA meeting was held Wednesday, July 31. An update of the basin conditions, addressing comments from the State about the GSP, development of pumping credits, and other topics were discussed. There were about 25 private well owners at the meeting. They were there in response to a letter mailed to them requesting information about their wells to include in the update of the GSP. As a result of their concerns and questions raised at the meeting, a private well owner workshop is scheduled for September 25, 2024 at 6:00 pm Banquet Room, Yucaipa Community Center, 34900 Oak Glen Road, Yucaipa. The next GSA meeting is October 30 at the Yucaipa City Hall community room.
- f. Tennessee Street Property Update – A project kickoff meeting with YVWD for the offsite sewer was held July 17. The project review fees for the sewer have been paid. The grading plan should be approved soon.

Action Items

None

6. Directors’ Matters

Director De La Paz asked about the status of the lead pipe survey. Mr. Iverson reported the survey is done and ready to submit.

The meeting was adjourned at 9:25 AM.


Debbie Patrick, Secretary to the Board