

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

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

8:00 a.m. Friday, October 18, 2019

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CALL TO ORDER / PERSONS IN ATTENDANCE

1. PUBLIC COMMENT

2. APPROVAL OF MINUTES

September 20, 2019 Board Meeting

3. SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

Report - Ben Kelly

4. BOARD MEETING SCHEDULE

There will not be a meeting in November. The next Board Meeting will be Thursday, December 12, 2019 at 10:00 am. The company Christmas lunch will follow the Board Meeting.

5. GENERAL MANAGER'S REPORT:

a) Discussion Items

a. Water Sold – Exhibits 1 & 2

Water sales overall for 2019 are approximately 2.4 percent above what they were last year.

b. Budget Status and Financials – Exhibit 3

Total Bank Balance	\$1,994,888
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Total Revenues:	\$267,732
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Total Expenses	<u>\$145,016</u>
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Net Income	\$122,716
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Total revenues for 2019 are down slightly year to date from this time in 2018 due to the lower water sales for January through April. There are no unexpected variances in the budget.

c. Water System Improvements

- 11<sup>th</sup> & D Booster – Work has begun to install the new electrical switch gear. The new booster pumps were delivered. New pumps should be online by the end of year.
  - YVWD Connection – We completed automation of the valve controlling flow from YVWD. The new controls allow us to set a specific setpoint remotely. We can also schedule different setpoints throughout the day.
- d. Yucaipa GSA Update – The next GSA meeting is Wednesday, October 23, 2019 at 10:00 am at the City of Yucaipa. The main topic of discussion will be developing a request for proposals for the data management system.
- e. CalMutuals Annual Meeting – The annual meeting was held on October 3 and 4 in Paso Robles. The key topics were updates on various legislative issues, implementation of SB998 – Discontinuation of Residential Water Service for Non-Payment, and new federal requirements for vulnerability assessments and emergency response plans. The meeting was very informative and worthwhile.
- f. SB998 Discontinuation of Water Residential Water Service for Non-Payment – This new law changes the requirements and procedures relating to the discontinuation of water services to a residence. We have to comply with the new law on April 1, 2020. We are required to have a Service Discontinuation Policy. One of the major components of the policy is an account must be delinquent for at least 60 days before service is disconnected. There are notices that must be delivered to the customers before service is disconnected. The policy and notices also must be written in English along with five other languages (Spanish, Chinese, Korean, Vietnamese, and Tagalog) and any other language spoken by 10% or more of the customers in our service area. A brief outline of the required changes is attached in a separate general manager's report.

b) Action Items

- a. Insurance Premium Increases – See attached general manager's report.
- b. Assessment Amount Increase – See attached general manager's report

6. DIRECTORS' MATTERS

7. CLOSED SESSION