



Western Heights Water Company

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Minutes of October 20, 2023, 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, September 15, 2023. Vice-President Robert Zappia M.D called the meeting to order at 8:00 AM. Directors present: Benjamin Kelly, Duane Burk, Armando De La Paz; General Manager Mark Iverson, Office Manager Debbie Patrick. Director Burk arrived at the beginning of Item 4.

1. Public Comment – None
2. Minutes of Board Meeting – Minutes from the September 15, 2023 Board Meeting were reviewed and approved. Motion made by Director De La Paz, seconded by Director Kelly, and approved unanimously.
3. San Bernardino Valley Municipal (MUNI) Report – Director Kelly reported there was nothing pertinent to Western Heights to report.
4. Board Meeting Schedule – The next Board meeting will be Friday, November 17 at 8:00 AM.
5. General Manager's Report
 - a) Discussion Items
 - a. Water Sold – Water sales for September 2023 are 7.6% lower than they were for September 2022, and 20.1% lower than for this time in 2022.
 - b. Budget Status and Financials – Total revenues for 2023 are 10.4 percent higher than this time last year. Expenses are 2.9 percent lower than this time last year. Mr. Iverson showed the breakdown of the expense and revenue categories.
 - c. 0 Tennessee Property – The property sale closed Friday, October 13. Weaver Estates owns the property. The payment schedule doesn't start until February 1, 2024 or when the grading permit is issued, whichever comes first.
 - d. GAC System – The GAC system is working well. We still have not seen 123 TCP breakthrough at the 50% point in the media. The system has run longer than anticipated without a media change, which is very good. Mr. Iverson is expecting that a media change will be required in late 2024 or early 2025. Don Peterson still owes us some fencing work at the GAC site which he plans to do by the end of this year.
 - e. Pipeline Work – The City of Yucaipa has some street paving planned on Dunlap Blvd and 18th Street. Staff will replace some of the old 8-inch line with new 12-inch line on Dunlap west of 18th Street before the city does their paving work.

Additionally, staff will replace about 650 feet of old 4-inch line on Loma Vista. This is a private street that the residents are going to re-pave. The pipeline work will be done before they repave the street. Other pipeline work completed this year is the relocation of the recycled water line for the Dangermond Property.

6. Action Items

Appoint New Board President – With Tim Green gone, a new Board President needs to be selected. The signers on the bank account cannot be updated until paperwork for the company is filed with the State of California.

Motion 09:23 – To select Duane Burk as Board President. Motion was made by Director Kelly, seconded by Director De La Paz.

Motion 10:23 – To select Armando De La Paz as Corporate Secretary. Motion was made by Director Burk, seconded by Director Kelly.

Both motions were voted on together and passed unanimously.

Ms. Patrick will file the appropriate papers with the State and schedule a time with Director Burk to update the bank signature card.

7. Directors' Matters

None

The meeting was adjourned at 8:29 AM.



Debbie Patrick, Secretary to the Board