

## MINUTES OF AUGUST 18, 2017 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 18, 2017, President Zappia called the meeting to order at 8:00 AM. Directors present: Kelly, Dahlke, Burk, Green, Manager Iverson, and Secretary-Treasurer Sufficool.

1. Public Comment – Shareholder Thomas Shalhoub attended the meeting but had no comment.
2. Minutes of Board Meeting – Held on July 14, 2017 were reviewed and approved. Motion by Director Green and seconded by Director Burk.
3. San Bernardino Valley Municipal (MUNI) Report – Director Kelly had nothing to report pertinent to WHWC.
4. September Board Meeting – The September Board Meeting is scheduled for September 15, 2017 at 8:00 AM.
5. Financial Statement – The Financial Statement for July 31, 2017 and the Cash Balance Sheet for July 31, 2017, were reviewed and approved. Motion by Director Green. Seconded by Burk. Motion passed.

### FUNDS DRAWING INTEREST:

\$ 49,229.10	Bank of America - IMMA	0.02%
\$ 1,000.00	Bank of America (Franchise Agreement Bond)	5.12%
\$ 244,695.99	Capital One 360 - Savings Acct	0.40%
\$ 105,265.51	Pacific Western Bank - CD	0.5000%
\$ 451,865.30	Community Bank - Checking Acct	N/A
\$ 144,667.10	Community Bank - IMMA / Capital Reserve	0.3500%
\$ 491,591.48	Community Bank - IMMA / Assessment	0.3500%
\$ 301,457.44	Community Bank - IMMA	0.3500%
\$ 282,468.95	Community Bank - IMMA / East Reservoir	0.3500%
\$ 206,785.82	Community Bank - IMMA / 1825	N/A
\$ 140,283.40	US Bank - IMMA / Assessment	0.15%
\$ 100,741.84	US Bank - IMMA / Capital Reserve	0.15%
<u>\$ 2,520,051.93</u>	<u>TOTAL GENERAL ACCOUNTS</u>	

### 5. Manager's Report:

a) GSA/GSP UPDATE – Manager Iverson updated the Board on the status of the GSA/GSP. He stated that he needed a motion from the Board designating himself as a primary contact and Director Green as a secondary contact.

**MOTION 10:17** – Director Burk moved to designate Manager Iverson as a primary contact and Director Green as a secondary contact for the GSA/GSP. Director Kelly seconded. Motion passed.

- b) GIS PROJECT STATUS – Manager Iverson updated the Board on the status of the GIS Project. He handed out screenshots of the maps. He stated he thinks it will be up in running by October.
- c) SAFETY PROGRAM UPDATE – Manager Iverson discussed with the Board about the safety program that would be starting at the end of the month. It will be held on Tuesdays for 4 weeks.
- d) ACQUISITION OF SERVICE CHARGES - Manager Iverson asked that the Board approve his proposal and chart to change the acquisition of service charges and the way they are currently charged to the customers.  
**MOTION 11:17** – Director Green made a motion to adopt Manager Iverson’s chart for charging the acquisition of service charge. Director Burk seconded with the amendment that anything that is outside the scope of the chart will be brought back to the Board for approval. Motion passed.

Meeting adjourned at 8:45 AM.

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Nicole Sufficool, Secretary-Treasurer