

**RECORD OF THE REGULAR
MEETING MINUTES FOR THE
BOARD OF DIRECTORS OF THE
HIGH VALLEYS WATER DISTRICT
June 14th, 2022**

1. Call to Order & Pledge of Allegiance

President Hughes called the meeting to order at 3:03 p.m. and then proceeded to lead everyone in the Pledge of Allegiance.

2. Board of Directors Roll Call

Secretary/Office Administrator Thornton called the roll. President Hughes, Vice President Roberts, Director Belwish, Director Kalani, Director Williams and General Manager Houghton were all present. Also present were Jeff Davis representing Provost & Pritchard, as well as Twin Pines residents Steve and Claudia Chittenden

3. Adoption and Adjustment of Agenda (additions and/or deletions)

No changes were noted.

Motion to approve the Agenda for June 22nd, 2022 as presented made by Director Belwish and seconded by Director Kalani. Directors voted to approve the Agenda for June 22nd, 2022 as presented as follows;

Belwish – Yes Kalani – Yes Hughes – Yes Roberts—Yes Williams – Yes

**Moved to accept the Agenda for June 22nd, 2022 as presented.*

4. Public Input

There were no Request to Speak forms submitted to address the Board.

5. Provost & Pritchard Update – Presented by Jeff Davis

Jeff Davis went over the different grants that are available to the District. He went over the three options that would best suit the District's needs. He stated that it would benefit the District if they changed from base rates to tiered rates, however, a rate study would need to be conducted before that change can be made. After explaining the difference between the three options, he suggested that the District go with the option of applying for a grant with the State Water Resource Control Board (SWRCB), as the chances of the application being approved is greater than the other available options. The District will need to fill out a Technical Assistance (TA) application to start the process. Once approved, the State will assign help to act as an extension of the District's staff and will start the paperwork and planning process. Although this option is the most likely to be approved, the down side is that there are a lot more District's that are not in as good of a financial standing as HVWD and they will be helped first. The paperwork review could take approximately 6 months or longer. If the Board decides to start the process now, money could be available for projects as soon as the end of the year but more likely to be available the beginning of 2023. The District could also apply with Integrated Regional Water Management (IRWM) to help increase chances of being approved sooner. After questions were asked and all the options were clarified, the Board directed General Manager Houghton to move forward with

filing out the TA form through SWRCB and report back with updates as the arrive.

6. Adoption of the Regular Meeting Minutes for May 18th, 2022

On page 5, item 8 under General Update, the last sentence should read “... easement that exists...” No other changes were noted.

Motion to approve the Regular Meeting Minutes for May 18th, 2022 as corrected, made by Director Belwish and seconded by Vice President Roberts. Directors voted to approve the Regular Meeting Minutes for May 18th, 2022 as corrected, as follows;

Belwish – Yes Kalani – Yes Hughes – Yes Roberts—Yes Williams – Yes

**Moved to approve the Regular Meeting Minutes for May 18th, 2022 as corrected.*

7. Discuss and Vote on Reinstating Delinquency Fees

After a brief discussion, the Board decided to follow suit with other Agencies by reinstating all delinquency fees to include but are not limited to late fees, final notice fees, door hanger fees and any fees associated with filing and removing liens. The amounts will remain the same as previous years. The amount of each fee can be located under the services section of the District’s website at <https://www.highvalleyswater.com/services-and-fees.html>

Motion to approve Reinstating Delinquency Fees as presented, made by Director Belwish and seconded by Director Kalani. Directors voted to approve Reinstating Delinquency Fees as presented, as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts – Yes Williams – Yes

**Moved to approve Reinstating Delinquency Fees as presented.*

8. Discuss and Vote on the Proposed Fiscal Year 2022-2023 Budget

Earlier in the month the appointed budget committee met at the office. General Manager Houghton, Secretary/Office Administrator Thornton, President Hughes and Director Belwish worked on compiling the upcoming Fiscal Year budget, which is projected to be an increase of \$3,000.00 more than last year.

Motion to approve the Proposed Budget for Fiscal Year 2022-2023 as presented made by Vice President Roberts and seconded by Director Williams. Directors voted to approve the Proposed Budget for Fiscal Year 2022-2023 as presented made, as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts – Yes Williams – Yes

**Moved to approve the Proposed Budget for Fiscal Year 2022-2023 as presented.*

9. Discuss and Vote on Prop 218 Letter to the Riverside County Auditor Controller

Secretary/Office Administrator Thornton explained that this is the same letter that must be approved every year by the Board and included with the Ordinance when submitting it to the County of Riverside. No actions or changes were noted.

Motion to approve the Prop 218 Letter to the Riverside County Auditor Controller as presented made by Vice President Roberts and seconded by Director Kalani. Directors voted to approve the Prop 218 Letter to the Riverside County Auditor Controller as presented, as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts – Yes Williams – Yes

**Moved to approve the Prop 218 Letter to the Riverside County Auditor Controller as presented.*

10. Discuss and Vote on Ordinance #56: Establishing Water Standby Charges for FY2022-2023

Every year, the Board has to vote to approve the Standby Tax and present it to the County of Riverside. The dollar amounts per zone has not changed since they have been established, however, the County requires a new Ordinance annually. General Manager Houghton explained that the four zones have different charges that were determined by the distance of the area/property from the water lines. He also stated that he would provide a map of the District’s jurisdiction which would have the different zones marked upon request. No actions were noted.

Motion to adopt Ordinance #56: Establishing Water Standby Charges for FY2022-2023 as presented made by Director Belwish and seconded by Director Williams. Directors voted to adopt Ordinance #56: Establishing Water Standby Charges for FY2022-2023 as presented, as follows;

Belwish – Yes Hughes – Yes Kalani – Yes Roberts – Yes Williams – Yes

**Moved to adopt Ordinance #56: Establishing Water Standby Charges for FY2022-2023 as presented.*

11. Discuss and Vote on the Checks Paid Report & Monthly Financial Review

No actions were required.

Motion to approve the Checks Paid Report & Monthly Financial Review as presented, made by Director Kalani and seconded by Director Belwish. Directors voted to approve the Checks Paid Report & Monthly Financial Review as presented, as follows;

Belwish – Yes Kalani – Yes Hughes – Yes Roberts—Yes Williams – Yes

**Moved to approve the Checks Paid Report & Monthly Financial Review as presented.*

12. General Manager’s Update & Maintenance Report

TEST RESULTS

Babcock: **Good**
System Testing: **Good**

WATER QUALITY COMPLAINTS

Color: **0** Odor: **0** Other: **0**
Taste: **0** Pressure: **0** (high) **1*** (low) * *caused by leak*

WATER CONSUMPTION

Date	Purchased	Consumed	Sold
04/22/22-05/25/22	265,910 cf	258,360 cf	178,323 cf
03/23/22-04/22/22	178,217 cf	174,780 cf	112,306 cf

02/22/22-03/23/22 177,660 cf 169,190 cf 109,617 cf

Transmission Line Loss: 3.00% (↑1.00%)

Distribution Line Loss: 31.00% (↓4.74%) **Leak Adjustment:** 29.00% (↑0.5%)

LOSS BREAKDOWN

	Consumed	Sold	Water Loss
Poppet Flats	102,680 cf	64,090 cf	37.50% (↓5.63%)
Twin Pines/Mt. Edna	155,680 cf	114,233 cf	25.00% (↓5.05%)

OPERATIONS & MAINTENANCE – work completed by the crew

- Read Meters
- Routine Maintenance
- Delivered Notices
- Took and Delivered Water Samples
- Prepped for State Sanitary Survey
- Repaired Chevy Colorado Shocks
- Check List for State Survey
- Meter Testing
- Weed Abatement

LEAKS

- Main Line (2)

TO BE DISCUSSED

Letter received from Attorney Alec Harshey – Update and Review: After reviewing the letter, President Hughes stated that the District’s position is that they will not be pursuing the option of going through a resident’s property to extend the Twin Pines Line as stated in previous minutes. The Board considers this matter closed and the minutes shall serve as official record.

13. Old and New Business

- a. **SGPWA Update:** President Hughes stated that the discussion at this meeting was about the 20 year plan for sustainable water and conservation. They also discussed the current drought conditions and executive order number 2022-0018 by Governor Newsom, as well as more information on the new Chromium 6 standard. To review approved meeting minutes and agendas, please visit the San Gorgonio Pass Regional Water Alliance’s website at www.passwateralliance.com.

14. Adjournment

President Hughes adjourned the meeting at 4:19 p.m.