

Highlands Water Company
14580 Lakeshore Drive
Clearlake, California 95422

AGENDA

Posted January 21, 2019

Regular Monthly Meeting

Wednesday- January 23, 2019

1. CALL TO ORDER – 6 PM
2. PUBLIC INPUT/GUESTS
3. ACCEPTANCE OF THE MINUTES
 - Regular Meeting – December 19, 2018
4. OPERATIONS REPORT – JEFF DAVIS, General Manager / Water Master
5. BUSINESS OFFICE MANAGER'S REPORT – Magen Estep
6. FINANCIAL STATEMENTS
 - Check Register (General Checking Acct# **3141) - December 31, 2018
 - Income Statement-Unaudited - December 31, 2018
 - Balance Sheet-Unaudited - December 31, 2018
 - Cash Flow Analysis - January 21, 2019
 - Accumulated Payroll Benefits - December 3, 2018 thru December 30, 2018
 - Proposed Budget Income & Expense - *Should be Adopted by January, 2019 for Acceptance During Review of Dec 31, 2018 Year-End Unaudited Financial Reports as set forth in AB 240; Corporations Code Section 14306 (a):*

“The board of a mutual water company that operates a public water system shall adopt, in an open meeting, an annual budget on or before the start of each fiscal year of the mutual water company.”
 - Budget Capital Expenditures - Draft Presentation
 - Sage/Peachtree Depreciation Schedule - Estimated Dec. 31, 2018
 - Bank Reconciliation Report - Dec. 31, 2018 Completed & Balanced
7. OLD BUSINESS
8. UNFINISHED/UNRESOLVED ITEM(S) OF BUSINESS
 - *Mary Hill-Spurlock letter of request, shareholder of property at 4312 Lasky Avenue, extreme water usage.*
 - ❖ *Directors review of letter of explanation prior to mailing to Mary Hill-Spurlock*
 - *AMR Reassessment April 24, 2019/14820 Cresta Ave/Mark Kitch*
9. NEW BUSINESS
10. REPORT OF THE BOARD
11. ADJOURN