

BOX SPRINGS MUTUAL WATER COMPANY

21740 Dracaea Avenue, Moreno Valley, CA 92553
(951) 653-6419

Tuesday, April 21, 2026

Board Meeting Minutes

I. **CALL TO ORDER** – called to order at 4:29 pm

II. **ROLL CALL**

<u>President</u>	(Mac) John McDermott – present (phone)
<u>Vice President</u>	Ron Gonzales – present (phone)
<u>Secretary</u>	Valentina Schafer - present
<u>Treasurer</u>	Misty Rose - present
<u>Director</u>	Charles Campbell – present

Others also in attendance: Mark Iverson – General Manager, Nancy Law – Office Assistant.

Mac stated that he appreciates the email sent with the agenda and prior meeting minutes, as it allows him to review the materials in advance and better understand the overall context of the meeting. He also asked directors to acknowledge the accompanying text message when it is sent out.

III. **PUBLIC COMMENTS** – none

IV. **REVIEW PREVIOUS BOARD MEETING MINUTES** – The Board minutes from the March 24th, 2026, were distributed and reviewed. Misty Rose motioned to accept, and Mac McDermott seconded. The minutes were approved 5-0.

V. **GENERAL MANAGERS REPORT**

a. **Financial Review**

- i. P&L Report - distributed and reviewed
- ii. Budget Status Report - distributed and reviewed
 - o Mark noted that the organization is on the right track. Although bank balances have shown a downward trend, incoming funds are being received as follows:
 - a. New well work – approx. \$200,000.00
 - b. LDC - \$341,238.50
 - c. PFAS – (2) - \$55,000.00 – other is larger.
 - d. Cottonwood - \$200,000.00
 - e. Grants - \$783,710.84 (pass through money, to pay contractors)
- iii. Bank Accounts – distributed and reviewed
- iv. Insurance - distributed and reviewed

- Mark presented an insurance comparison to the Board following questions raised during the March meeting. The analysis showed that the organization is currently paying three separate companies a total of \$57,487.57 annually. He then presented a quote from CalMutuals, which would consolidate coverage into a single policy with higher coverage limits and an annual cost of \$33,100.00. Following the presentation of the comparison, the Board unanimously agreed to move forward with the switch.
- v. Paychex/ADP, Frontier, Postage
 - Mark presented a payroll comparison to the Board following questions raised during the March meeting. Staff noted that efforts to contact Paychex for a cost breakdown were unsuccessful, despite daily calls and emails over the course of a week. Mark added that the organization upgraded to the HR Pro service in June 2023 to address staff-related issues, but that this level of service is no longer necessary. Staff then reviewed available pricing information from ADP and identified significant potential cost savings. After discussion, the Board unanimously agreed to explore switching to ADP, citing both the cost savings and the lack of responsiveness from Paychex.
 - After discussing Frontier's increased costs from last month with Misty, staff contacted the company to request a discount. After obtaining login information to access and print the bills, staff secured initial savings of \$4.50. During the same call, Frontier's Resolution Center applied an additional discount of \$45.50 per month for one year, resulting in an annual savings of \$600.00 for the organization.
 - Staff explained to the Board, in response to questions raised at the March meeting, that the postage line showed no expense because no additional postage was added to the machine that month, as the existing balance was sufficient to cover usage.

b. Billing Update

- | | |
|---|--------------|
| i. Total Billed February 2026 | \$ 87,317.18 |
| ii. Total Received | \$ 90,262.30 |
| iii. Past Due - Water Service | |
| ○ 30 to 60 days | \$ 6,689.71 |
| ○ >60 days | \$ |
| iv. Past Due – Assessment Only | \$ 81,508.25 |
| ○ Staff commented again that the difference between Current received and QB received is due to a delay on ACH deposits. | |

c. Shareholder Meeting

- i. **Date June:**
 - Mark stated that the Shareholder Meeting is scheduled for the third Wednesday in June, which falls on June 17, 2026.
- ii. **Proxy tallies**
 - Mark stated that the organization previously used Patricia to handle proxy tallies, but she has since retired. He noted that at the most recent meeting, Western sent the proxy information to Karen, who tallied the results and presented the numbers to the

Board. It was then stated that Debbie at Western would handle the organization's proxy tallies and present them to the Board at the June meeting.

iii. **Proxy letter (English & Spanish)**

- Staff stated that the current proxy letter is provided in English, and if the Board would like to send a version in Spanish as well, Mac noted that, given that a large portion of the community is Spanish-speaking, the letter should include a statement in Spanish.

d. **New Development Projects**

i. **LDC – Day Street –**

- Grating has started

ii. **SAWPA Grants**

- New 1.1 MG –

a. Awaiting expected funding from the state, as previously discussed.

- New Well –

a. Mark noted that bid packages will be ready to be submitted around June or July. He also stated his intention to investigate CalRural Design and indicated that two separate contractors may be needed—one for drilling and another for equipment. He added that while a custom block building was previously considered, a prefabricated metal building would likely be sufficient.

iii. **Cottonwood Apartments –**

iv. **New Apartments on Cottonwood –**

- Mark noted that development on this project is expected to begin within a month. He added that the process should be easier since no street excavation will be required. He is also looking into bringing Bob back for the project, noting that having four workers on site would be more effective.

VI. **CLOSED SESSION** – regular session closed at 4:55 pm
closed session opened at 4:55 pm

VII. **ADJOURNMENT** Closed session adjourned at 5:00 pm
Adjourned at 5:01 pm

Next Meeting *May 19th, 2026, at 4:30 pm*