

BOX SPRINGS MUTUAL WATER COMPANY

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

Tuesday, May 19th, 2026

Board Meeting Minutes

I. **CALL TO ORDER** – called to order at 4:31 pm

II. **ROLL CALL**

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

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

III. **PUBLIC COMMENTS** – none

IV. **REVIEW PREVIOUS BOARD MEETING MINUTES** – The Board minutes from the April 21st, 2026, were distributed and reviewed. Charles Campbell motioned to accept, and Valentina Schafer seconded. The minutes were approved 3-0.

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 performing well based on the following year-to-date comparisons:
 - a. Income YTD (25/26) – 336,792 / 371,664
 - b. Expenses YTD (25/26) – 301,390 / 334,548
 - o Mark also noted that higher expenses for 2026 were primarily due to an additional payroll processed in April, as well as a 10% increase in Western's rates.
- iii. Bank Accounts – distributed and reviewed
- iv. Switch to ADP Update
 - o The organization transitioned to ADP on 5/15/2026 and discontinued services with Paychex. This change is expected to save the organization approximately \$20,119.
- v. JPRIMA Update
 - o Mark commented that the insurance forms have been submitted, and the new insurance coverage is expected to begin on 8/6/2026, resulting in an estimated annual savings of approximately \$20,000.00.

- vi. **Current software renewal options**
 - o Mark noted that there were two renewal options for the organization's current utility billing software. The year-to-year option would cost \$7,500.00 for the upcoming year. The multi-year option would begin at a rate of \$7,200.00 annually, with a 5% increase each year over a three-year term. After discussion, the Board agreed to commit to the multi-year option.

b. Annual Shareholders Meeting (June)

- i. **Proxy Ballot**
 - o Staff presented the Board with two options for the proxy ballots to be distributed for the annual shareholders meeting. One option combined both English and Spanish on a single form, while the second option provided two separate sheets, one in English and Spanish. After discussion, the Board agreed that staff should proceed with the two-sheet version in both languages.

c. Billing Update

- i. Total Billed March 2026 \$ 98,260.32
- ii. Total Received \$ 112,656.91
- iii. Past Due - Water Service
 - o 30 to 60 days \$ 7,576.73
 - o >60 days \$ 317.70
- iv. Past Due – Assessment Only \$ 82,563.06.

d. New Development Projects

i. LDC – Day Street –

- o LDC has made its first payment for the project. Staff has been working with the company regarding fire flow requirements and the installation of fire hydrants. Once they connect, the organization will receive connection fees.

ii. SAWPA Grants

- o New 1.1 MG –
 - a. Funding received from the state went into bank, and out to Crosno Construction Inc.
- o New Well –
 - a. Mark noted that the bid packages are expected to be ready for submission around June or July. Advertisements for bids are anticipated to go out in July, with construction expected to begin later this year. The first bid package will cover the drilling portion of the project, while the second bid package will be for the equipment.

iii. Cottonwood Apartments –

- o Completed final paving.

iv. New Apartments on Cottonwood –

- o Mark noted that construction for this project is projected to begin on May 19, 2026. The project is expected to take approximately 6–7 weeks to complete. Upon completion, an additional payment will be due, with the final payment required at the time of final connection.

VI. CLOSED SESSION – regular session closed at 4:47 pm
closed session opened at 4:47 pm

VII. ADJOURNMENT Closed session adjourned at 4:53 pm
Adjourned at 4:54 pm

Next Meeting June 17th, 2026, at 6:00 pm
Annual Shareholder Meeting to follow at 7:00 pm