

BOX SPRINGS MUTUAL WATER COMPANY

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

Tuesday, November 19, 2024 - 4:30 pm

Board Meeting Minutes

I. **CALL TO ORDER** – Meeting called to order at 4:32 pm

II. **ROLL CALL**

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

Other attendees: Mark Iverson, Karen Collins

III. **PUBLIC COMMENTS - none**

IV. **REVIEW PREVIOUS BOARD MEETING MINUTES** - Misty Rose motioned to accept the minutes and Valentina Schafer seconded the motion. The minutes were unanimously accepted.

V. **GENERAL MANAGERS REPORT**

a. **Financial Review**

- i. P&L Report – Reviewed Financials and discussed specifics behind higher than expected costs, however, we are still under budget for the year.
- ii. Budget Status Report - Reviewed expenses vs. revenue.
- iii. Bank Accounts - \$131,000 total balance

b. **Past Due Accounts Update**

Past due accounts:	\$4,861.38
Total collected:	\$2,432.60

Discussed various paperwork and the process of finding important documents. There were several years of documentation, reporting, etc. that were left out in the elements and or never properly filed. Finding documents when we need and/or want them can still be difficult although it is significantly better than it was even just a year ago. Karen is continuing to work on sorting and properly storing the documentation we do have available.

- c. **Employee Handbook** – Copies of the employee handbook will be emailed to the Board Members. The employee handbook has been reviewed by our lawyer with recommended updates shown as a redline version (meaning the original text is still present along with mark-ups in red and recommended deletions have been struck through with red lines). The Board will review the recommendations for a future discussion.

d. New Development Projects

- i. **LDC – Day Street** - Will continue to reach out after the first of the year.
- ii. **SAWPA Grants** – WMWD will be the lead agency for environmental, so we are moving forward with processing the CEQA (California Environmental Quality Act) paperwork. We will be filing a notice of exemption which states this is the lowest reportable impact. We have asked Maria Kennedy to assist with requesting additional information from SAWPA.
 - o New 1.5 MG
 - o New Well

Lead Service Line Letters were sent out to all customers that were identified as having lead or galvanized piping. Mac feels that his home should be included in the list. We will send Joseph back out to check the second meter.

December 11 at 10:30 we will have a short Board Meeting and will have a Christmas lunch for the staff immediately following.

VI. CLOSED SESSION – Potential Litigation

VII. ADJOURNMENT – at 5:00 pm