

BOX SPRINGS MUTUAL WATER COMPANY

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

Tuesday, December 16, 2025 - 12:30 pm

Board Meeting Minutes

I. **CALL TO ORDER** - called to order at 12:32 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 - present
<u>Director</u>	Charles Campbell - absent

III. **PUBLIC COMMENTS** - none

IV. **REVIEW PREVIOUS BOARD MEETING MINUTES** – The Board Minutes from the November 18, 2025, and the December 9, 2025, Zoom meeting were distributed and reviewed. Misty Rose motioned to accept and Valentina Schafer seconded. The minutes were unanimously approved.

V. **GENERAL MANAGERS REPORT**

a. **Financial Review**

- i. P&L Report - distributed and reviewed
- ii. Budget Status Report - distributed and reviewed
- iii. Bank Accounts – distributed and reviewed

b. **Billing Update**

- i. Total Billed November 2025 \$101,089.63
- ii. Total Received \$ 96,716.27
- iii. Past Due - Water Service
 - o 30 to 60 days \$ 11,993.39
 - o >60 days \$ 2,375.33
- iv. Past Due – Assessment Only \$ 77,554.20

c. **New Development Projects**

- i. **LDC – Day Street** – Mark recently received contact directly from the City of Moreno Valley who reached out to convince us to work with LDC on getting their project going. Mark agreed to a \$10,000 upfront payment, with a written, signed agreement acknowledging a second payment of \$350,000 when the building permit is issued by the City, followed by a final payment of the balance (roughly another \$400,000).
- ii. **SAWPA Grants**
 - o New 1.1 MG – tank exterior is complete. The inside coating and disinfection and exterior painting are all that's left to complete the project. The state will schedule an inspection soon. The contractor has yet to be paid, which is quickly becoming an issue. We have contacted legal to get assistance in obtaining the funding

that goes from the State to CalRural and then ultimately to us so that we can pay all the expenses. The tank will be completed by the end of 2025.

- New Well – soon after the tank is complete the work will begin on the new well.
 - iii. **Cottonwood Apartments** – the waterline up to the hydrant has been completed. After the first of the year the remaining 250' will be installed and each individual service line connected.
 - iv. **New Apartments on Cottonwood** – Mark continues to provide construction and connection data during general inquiry.
- d. **Employee Manual Revisions** – a marked-up copy from the attorney will be sent to each Board Member along with a final for review and approval toward the beginning of next year.

VI. Directors Matters

- a. General Manager Raise and Bonus – Each Board member received a proposal from Mac. Mark started in April of 2022 for an agreed annual pay of \$59,000. Since that date there hasn't been any increase – no COLA, pay raise, bonus, etc. Mark is proposing an increase to \$75,000 annually with a bonus of \$15,000. Mac proposed approving the increase for the requested \$75,000 and agreement for the bonus as requested. Mac motioned to approve the salary and increase as requested and the motion was seconded by Misty Rose. The motion passed unanimously.

VII. CLOSED SESSION –

VIII. ADJOURNMENT Adjourned at 1:12 pm

Next Meeting *January 20, 2026, at 4:30 pm*