



BOX SPRINGS MUTUAL WATER COMPANY

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

Wednesday, June 17th, 2026 – 6:00pm

Board Meeting Agenda

I. CALL TO ORDER

II. ROLL CALL

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

III. PUBLIC COMMENTS

IV. REVIEW PREVIOUS BOARD MEETING MINUTES

V. GENERAL MANAGERS REPORT

a. Financial Review

- i. P&L Report
- ii. Budget Status Report
- iii. Bank Accounts

b. Billing Update

- i. Total Billed
- ii. Total Received
- iii. Past Due - Water Service
 - o 30 to 60 days
 - o >60 days
- iv. Past Due – Assessment Only

c. New Development Projects

- i. LDC – Day Street
- ii. SAWPA Grants
 - o New 1.1 MG
 - o New Well
- iii. Cottonwood Apartments
- iv. New Apartments on Cottonwood

VI. CLOSED SESSION

VII. ADJOURNMENT

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

Box Springs Mutual Water Company

Statement of Activity

May 1-31, 2026

	TOTAL
Revenue	
700 Water Revenue	
703 Service Charge	20,333.65
704 Water Charge	45,079.01
715 Add Unit Revenue	4,180.25
725 Other Revenue	
720 Late Fees, Penalties	934.26
726 Misc. Fees	15.65
Total for 725 Other Revenue	\$949.91
Total for 700 Water Revenue	\$70,542.82
735 Shareholder Assessments	21,699.75
Total for Revenue	\$92,242.57
Gross Profit	
	\$92,242.57
Expenditures	
820 Parts, Supplies, Tools	1,543.55
830 Repairs & Maintenance	800.77
840 USAS	12.90
850 WMWD	16,683.46
860 Pumping-Electricity	5,674.48
870 Laboratory Fees	1,227.00
881 Outside Services -COGS	1,625.00
906 Auto, Truck Expenses	\$308.00
907 Fuel	1,160.75
Total for 906 Auto, Truck Expenses	\$1,468.75
908 Bank Service Charges	166.64
912 Dues, Subscriptions	10.00
915 Computer Fees & Services	3,034.91
932 Equipment Rental	267.71
934 Insurance	
935 Insurance Auto	
936 Workers Comp	960.09
939 Health	2,122.30
940 Dental	103.00
941 D&O, EPI	3,611.26
Total for 935 Insurance Auto	\$6,796.65
Total for 934 Insurance	\$6,796.65
944 Office Expense	1,298.56
945 Payroll Expenses	\$241.69
810 Operator Salaries	14,835.86
904 Administrative Salaries	12,849.01
930 Employee Benefits	-58.55
946 Payroll Processing Fees	113.56
948 Payroll Taxes	2,175.44
Total for 945 Payroll Expenses	\$30,157.01

Box Springs Mutual Water Company

Statement of Activity

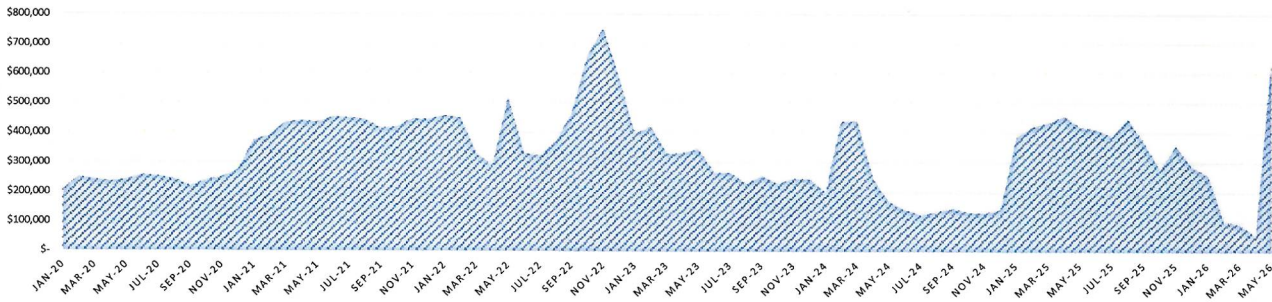
May 1-31, 2026

	TOTAL
950 Postage, Delivery	549.20
952 Telephone	287.33
956 Uniforms	175.00
958 Utilities	332.26
959 Professional Fees	
902 Accounting	325.00
961 Legal Services	13,556.28
Total for 959 Professional Fees	\$13,881.28
Total for Expenditures	\$85,992.46
Net Operating Revenue	\$6,250.11
Other Revenue	
990 Interest Revenue	107.90
991 Cashback Rewards	11.70
Total for Other Revenue	\$119.60
Net Other Revenue	\$119.60
Net Revenue	\$6,369.71

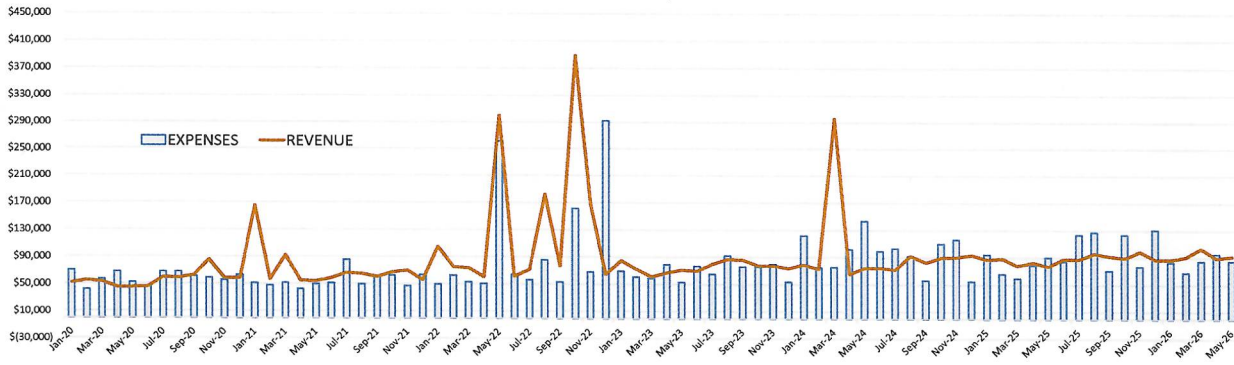
2026 Budget

INCOME	Jan	Feb	Mar	Apr	May	2026 YTD	2025 YTD	2026 Budget
Operating Income								
700 Water Revenue						\$ -	\$ -	\$ -
702 Non-Member Water		\$ 300				\$ 300	\$ -	\$ -
703 Service Charge	\$ 20,106	\$ 21,419	\$ 20,995	\$ 20,364	\$ 20,334	\$ 103,217	\$ 79,976	\$ 253,793
704 Water Charge	\$ 39,279	\$ 38,984	\$ 33,776	\$ 40,357	\$ 45,079	\$ 197,475	\$ 150,614	\$ 528,736
710 Add Meter Revenue			\$ 13,279			\$ 13,279	\$ -	\$ -
715 Add Unit Revenue	\$ 4,114	\$ 4,178	\$ 3,959	\$ 4,269	\$ 4,180	\$ 20,700	\$ 14,016	\$ 48,751
717 Connection Fees						\$ -	\$ -	\$ 100,000
720 Late Fees, Penalties	\$ 1,324	\$ 1,386	\$ 285	\$ 1,402	\$ 934	\$ 5,331	\$ 4,996	\$ 15,754
722 BS CC Payment Fee						\$ -	\$ -	\$ -
725 Other Revenue - Other			\$ 6,178			\$ 6,178	\$ -	\$ -
726 Member Other Revenue	\$ 304	\$ 2,879	\$ 1,900	\$ 720	\$ 16	\$ 5,818	\$ 1,982	\$ 5,386
727 Non-Member Other Revenue						\$ -	\$ -	\$ -
735 Shareholder Assessment	\$ 21,842	\$ 22,513	\$ 23,151	\$ 22,181	\$ 21,700	\$ 111,386	\$ 84,977	\$ 273,768
736 Assessment - Late Penalty						\$ -	\$ 232	\$ 446
990 Interest Revenue			\$ 113	\$ 105	\$ 108	\$ 326	\$ -	\$ -
991 Cash Back Rewards			\$ 5		\$ 11.7	\$ 17	\$ -	\$ -
Total INCOME	\$ 86,967	\$ 91,658	\$ 103,640	\$ 89,399	\$ 92,362	\$ 464,027	\$ 336,792	\$ 1,226,635
EXPENSES	Jan	Feb	Mar	Apr	May	2026 YTD	2026 Budget	
810 Operator Salaries	\$ 13,530	\$ 10,200	\$ 16,382	\$ 25,215	\$ 14,836	\$ 80,163	\$ 42,354	\$ 167,581
820 Parts, Supplies, Tools	\$ 1,576	\$ 208	\$ 1,577	\$ 1,415	\$ 1,544	\$ 6,319	\$ 3,771	\$ 15,287
830 Repairs & Maintenance		\$ 2,375	\$ 2,500	\$ 2,523	\$ 801	\$ 8,199	\$ 1,554	\$ 7,763
840 USAS	\$ 12	\$ 13	\$ 17	\$ 24	\$ 13	\$ 79	\$ 44	\$ 173
850 WMWD	\$ 14,994	\$ 14,560	\$ 14,984	\$ 18,119	\$ 16,683	\$ 79,340	\$ 58,047	\$ 209,775
860 Pumping - Electricity	\$ 5,976		\$ 12,183	\$ 6,403	\$ 5,674	\$ 30,236	\$ 33,411	\$ 86,518
870 Laboratory Fees	\$ 3,920	\$ 722	\$ 1,908	\$ 1,202	\$ 1,227	\$ 8,979	\$ 5,814	\$ 17,158
880 Chlorine				\$ 1,158		\$ 1,158	\$ 1,128	\$ 5,297
881 Outside Services	\$ 2,200	\$ 4,575	\$ 4,160	\$ 2,553	\$ 1,625	\$ 15,112	\$ 31,205	\$ 132,392
902 Accounting		\$ 2,860	\$ 325	\$ 325	\$ 325	\$ 3,835	\$ 1,300	\$ 18,602
904 Administrative Salaries	\$ 10,113	\$ 13,529	\$ 12,300	\$ 16,959	\$ 12,849	\$ 65,751	\$ 37,968	\$ 152,474
906 Auto, Truck Expenses		\$ 590	\$ 82	\$ 380	\$ 308	\$ 1,360	\$ 380	\$ 1,947
907 Fuel	\$ 931	\$ 441	\$ 399	\$ 688	\$ 1,161	\$ 3,620	\$ 1,695	\$ 6,873
908 Bank Service Charges	\$ 459	\$ 383			\$ 167	\$ 1,009	\$ 1,812	\$ 5,261
912 Dues and Subscriptions	\$ 610	\$ 385	\$ 549	\$ 10	\$ 10	\$ 1,564	\$ 3,909	\$ 7,347
913 Vehicle Maint and Repairs		\$ 125	\$ 2,603	\$ 54		\$ 2,782	\$ 121	\$ 1,809
915 Computer Fees and Services	\$ 2,776	\$ 3,453	\$ 2,992	\$ 3,280	\$ 3,035	\$ 15,536	\$ 17,586	\$ 31,829
925 Engineering		\$ 2,000				\$ 2,000	\$ -	\$ -
930 Employee Benefits					\$ (59)	\$ (59)	\$ -	\$ -
932 Equipment Rental				\$ 294	\$ 268	\$ 562	\$ 5,608	\$ 7,041
935 Insurance Auto	\$ 11,095	\$ 1,286				\$ 12,380	\$ -	\$ 14,477
936 Workers Comp	\$ 1,508	\$ 21	\$ 1,710	\$ 2,441	\$ 960	\$ 6,640	\$ 5,139	\$ 15,964
937 Vision			\$ 21	\$ 42		\$ 63	\$ 90	\$ 256
938 Liability						\$ -	\$ -	\$ -
939 Health	\$ 1,990	\$ 2,069	\$ 2,196	\$ 1,990	\$ 2,122	\$ 10,369	\$ 3,715	\$ 21,891
940 Dental					\$ 103	\$ 103	\$ 107	\$ 116
941 D&O, EPI	\$ 2,431	\$ 2,468	\$ 2,468	\$ 2,468	\$ 3,611	\$ 13,446	\$ 18,082	\$ 43,496
942 Licenses, Permits, Fees						\$ -	\$ 70	\$ 1,365
943 Meals & Entertainment			\$ 104			\$ 104	\$ 127	\$ 1,013
944 Office Expense	\$ 1,131	\$ 1,147	\$ 1,079	\$ 866	\$ 1,299	\$ 5,521	\$ 4,084	\$ 14,960
945 Payroll Expense					\$ 242			
946 Payroll Processing Fee	\$ 1,749	\$ 1,559	\$ 1,577	\$ 2,481	\$ 114	\$ 7,479	\$ 5,331	\$ 18,551
947 Outside Services - General	\$ 1,600					\$ 1,600	\$ 1,750	\$ 10,000
948 Payroll Taxes	\$ 3,921	\$ 2,687	\$ 2,554	\$ 3,445	\$ 2,175	\$ 14,782	\$ 9,358	\$ 26,678
950 Postage, Delivery	\$ 1,195		\$ 502	\$ 1,016	\$ 549.20	\$ 3,262	\$ 1,811	\$ 6,185
952 Telephone	\$ 174	\$ 239	\$ 349	\$ 562	\$ 287	\$ 1,612	\$ 1,239	\$ 3,936
956 Uniforms					\$ 175	\$ 175	\$ 449	\$ 814
958 Utilities	\$ 262	\$ 86	\$ 388	\$ 194	\$ 332	\$ 1,262	\$ 897	\$ 3,660
959 Professional Fees						\$ -	\$ 298	\$ -
961 Legal Services		\$ 398				\$ 13,556	\$ 13,954	\$ 41,265
962 Attorney Settlement						\$ -	\$ -	\$ -
996 State Income Tax						\$ -	\$ -	\$ -
749 Property Tax						\$ -	\$ -	\$ -
Total EXPENSES	\$ 84,152	\$ 68,380	\$ 85,910	\$ 96,106	\$ 85,992	\$ 420,299	\$ 301,390	\$ 1,099,752
Net Income	\$ 2,815	\$ 23,279	\$ 17,730	\$ (6,708)	\$ 6,370	\$ 43,727	\$ 35,403	\$ 126,882
Cash Reserves (In Bank)	\$ 258,028	\$ 102,738	\$ 93,074	\$ 53,401	\$ 642,604		\$ 420,527	

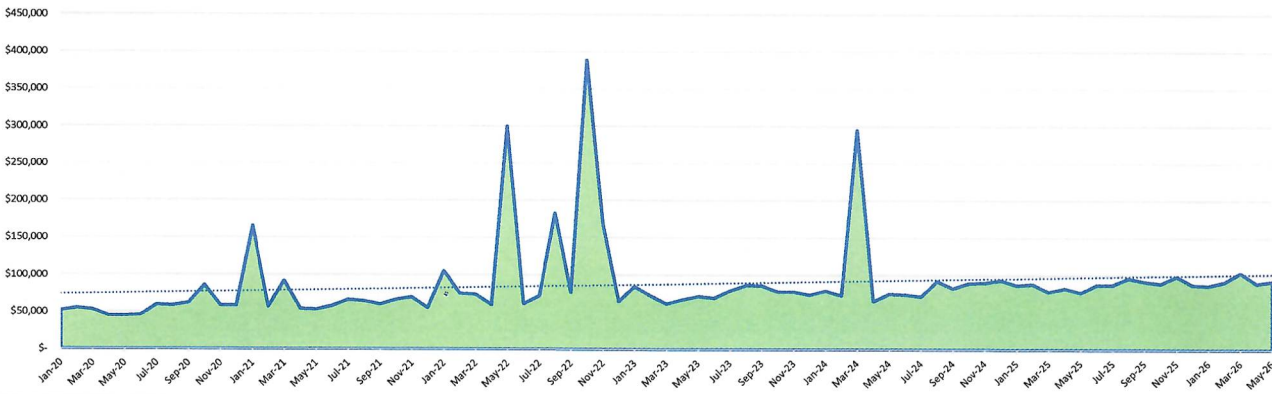
TOTAL BANK BALANCE



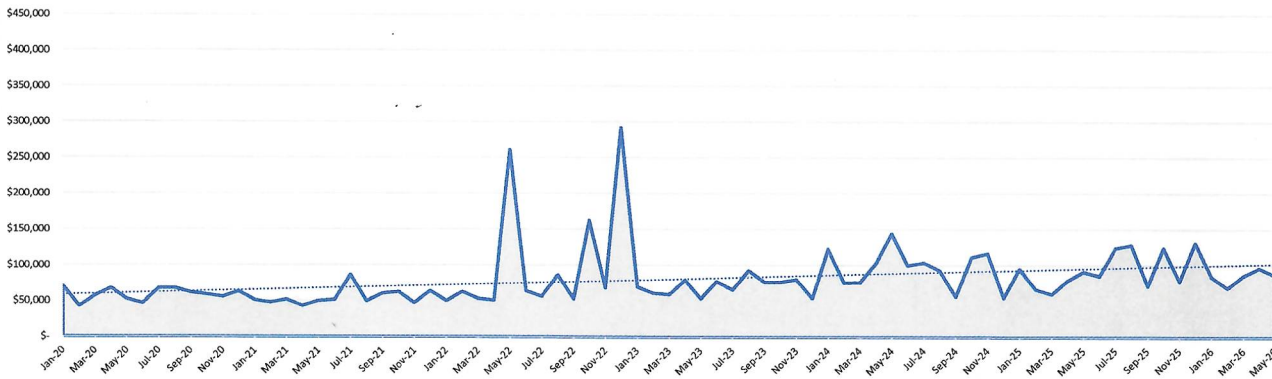
Revenue and Expense



Revenue



Expense



2026

Meter Reads and Payment Data

Prior Read	End Read	# Days in Cycle	Water Accts	Total Accts	Total Started Reads	Closing Totals	\$ Received	Difference	QB Rcv'd	Postage	Pieces Sent	Bills Sent	E-Bills Sent	Total Penalties Applied	Accts Past Due 30-60 Days	Accts Past Due >60 Days	Asmnt Past Due
12/31	1/29	29	642	642	1/28	\$ 89,156.30	\$ 100,352.93	\$ (4,698.59)	\$ 95,654.34	\$ 498.15	641	1/30	40	\$ 1,323.69	\$ 4,153.85	\$ 344.83	\$ 80,652.23
1/30	2/28	30	645	833	2/24	\$ 87,317.18	\$ 90,262.30	\$ 5,118.01	\$ 95,380.31	\$ 454.43	602	2/27	31	\$ 1,410.00	\$ 6,689.71	\$ -	\$ 81,508.25
3/1	3/26	26	646	752	3/25	\$ 98,260.32	\$ 112,656.91	\$ (3,990.57)	\$ 108,666.34	\$ 453.59	611	3/27	31	\$ 1,395.00	\$ 7,576.73	\$ 317.70	\$ 82,563.06
3/27	4/28	33	646	752	4/27	\$ 107,532.72	\$ 108,264.85	\$ (2,898.11)	\$ 105,366.74	\$ 453.59	611	4/30	38	\$ 990.00	\$ 4,764.41	\$ 357.95	\$ 84,403.27