

# BOX SPRINGS MUTUAL WATER COMPANY

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

Tuesday, May 20, 2025 - 4:30 pm

## 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
- v. Meter Replacements

#### c. New Development Projects

- i. LDC – Day Street
- ii. SAWPA Grants
  - o New 1.5 MG
  - o New Well
- iii. Cottonwood Apartments

#### d. Home Purchase - 13142 Edgemont Street

#### e. Upcoming Annual Shareholders Meeting - Ballot / Proxy

### VI. CLOSED SESSION – Potential Litigation

### VII. ADJOURNMENT

# BOX SPRINGS MUTUAL WATER COMPANY

21740 Dracaea Avenue, Moreno Valley, CA 92553

(951) 653-6419

Tuesday, April 15, 2025 - 4:30 pm

## Board Meeting Minutes

### I. CALL TO ORDER – meeting was called to order at 4:29 pm

### II. ROLL CALL

President (Mac) John McDermott - present

Vice President Ron Gonzales - absent

Secretary Valentina Schafer - present

Treasurer Misty Rose - present

Director 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 from the March 18, 2025 meeting. The motion was seconded by Valentina Schafer. The minutes were unanimously accepted and approved.

### V.

### VI. GENERAL MANAGERS REPORT

#### a. Financial Review

- i. P&L Report – distributed and reviewed
- ii. Budget Status Report – distributed and reviewed
- iii. Bank Accounts – bank balances were reviewed and distributed upon request.

- b. A shareholder contacted the District Attorney regarding missing funds. We've supplied all the documentation the DA requested, including annual financial statements from 2022-2024. We will receive the findings back from the DA once the investigation is complete. One of the findings discovered in the process was the "work in progress" account was never updated from several years back. The accounts need to be closed and the work is then moved to an asset. Mark has contacted a CPA to complete a review of the work in progress and clean up the accounts. Once this work is complete the CPA will provide us with an annual review of the accounts.

#### c. Billing Update – 2/28/25 – 03/28/25

i. -Total Billed	\$103,536.09
ii. Total Received	\$ 86,679.65
iii. Past Due - Water Service	
o 30 to 60 days	\$ 1,723.03
o >60 days	\$ 1,252.03
iv. Past Due – Assessment Only	\$ 78,618.12

#### d. New Development Projects

- i. **LDC – Day Street** – no current update but progress at the site is visible.
- ii. **SAWPA Grants**
  - o New 1.5 MG – we received the bids from the tank, but they were close to \$1M higher than the available grant funds. We were able to strip the tank down to the basics which would allow us to proceed with the current bids. The work that will still need to be done includes connecting the WMWD line for blending, connecting the boosters, and painting. We should have an update on the award and funding by the next Board meeting. The Board questioned what we have planned to do with the existing tanks when the new tank is complete and in service. Mark will have the existing tanks inspected and determine what to do going forward once we have the basic information on the tank available.
  - o New Well – the well is on hold pending the tank bid process.
- iii. **Cottonwood Apartments** – we're still on hold to complete the work on Cottonwood Avenue pending the completion of Brill Road.

A court date has been scheduled with the City of Moreno Valley for April 24, 2025. Our lawyers will present a proposal for settlement.

## **VII. CLOSED SESSION – Potential Litigation**

## **VIII. ADJOURNMENT**

The meeting was adjourned at 5:10 pm.

**Next Board Meeting – Tuesday, May 20, 2025, at 4:30 pm**

# Statement of Activity

## Box Springs Mutual Water Company

April 1-30, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Income</b>	
700 Water Revenue	0
703 Service Charge	21,709.85
704 Water Charge	34,103.03
715 Add Unit Revenue	3,375.42
725 Other Revenue	0
720 Late Fees, Penalties	1,827.42
726 Member Other Revenue	288.70
<b>Total for 725 Other Revenue</b>	<b>\$2,116.12</b>
<b>Total for 700 Water Revenue</b>	<b>\$61,304.42</b>
735 Shareholder Assessments	21,396.17
736 Assessment-Late Penalty	212.68
<b>Total for Income</b>	<b>\$82,913.27</b>
<b>Cost of Goods Sold</b>	
<b>Gross Profit</b>	<b>\$82,913.27</b>
<b>Expenses</b>	
820 Parts, Supplies, Tools	682.52
830 Repairs & Maintenance	1,554.24
840 USAS	7.40
850 WMWD	14,863.01
860 Pumping-Electricity	10,658.08
870 Laboratory Fees	3,389.04
881 Outside Services -COGS	12,560.00
906 Auto, Truck Expenses	0
907 Fuel	429.60
913 Vehicle Repairs & Maintenance	23.03
<b>Total for 906 Auto, Truck Expenses</b>	<b>\$452.63</b>
908 Bank Service Charges	402.13
912 Dues, Subscriptions	10.00
915 Computer Fees & Services	2,687.29
932 Equipment Rental	1,829.70
934 Insurance	0
935 Insurance Auto	0
936 Workers Comp	1,312.09
937 Vision	42.06
939 Health	725.14
<b>Total for 935 Insurance Auto</b>	<b>\$2,079.29</b>
<b>Total for 934 Insurance</b>	<b>\$2,079.29</b>
944 Office Expense	1,539.94



# Statement of Activity

## Box Springs Mutual Water Company

April 1-30, 2025

DISTRIBUTION ACCOUNT	TOTAL
945 Payroll Expenses	0
810 Operator Salaries	11,006.98
904 Administrative Salaries	9,714.44
946 Payroll Processing Fees	1,293.26
948 Payroll Taxes	2,642.79
<b>Total for 945 Payroll Expenses</b>	<b>\$24,657.47</b>
950 Postage, Delivery	603.75
952 Telephone	435.99
958 Utilities	493.48
959 Professional Fees	0
902 Accounting	325.00
<b>Total for 959 Professional Fees</b>	<b>\$325.00</b>
<b>Total for Expenses</b>	<b>\$79,230.96</b>
<b>Net Operating Income</b>	<b>\$3,682.31</b>
Other Income	
Other Expenses	
<b>Net Other Income</b>	<b>0</b>
<b>Net Income</b>	<b>\$3,682.31</b>

# 2025

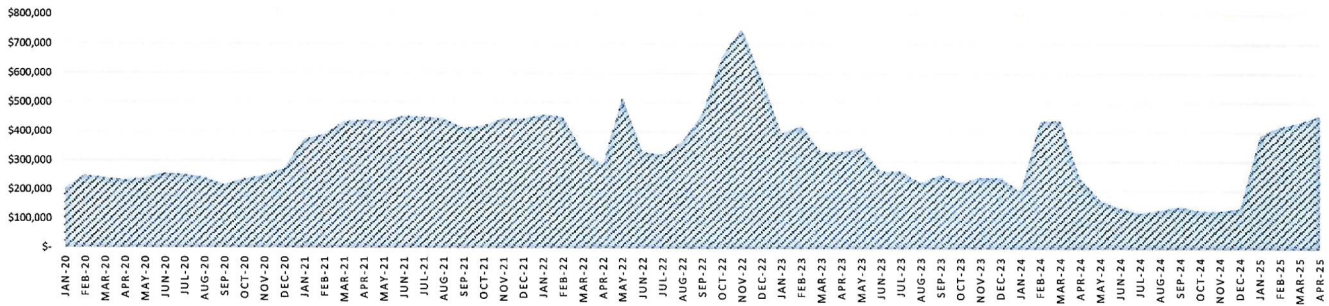
INCOME	Jan	Feb	Mar	Apr	2025 YTD	2024 YTD	2025 Budget
<b>Operating Income</b>							
700 Water Revenue	\$ (68)				\$ (68)	\$ 150,423	\$ 157,945
702 Non-Member Water					\$ -	\$ -	\$ -
703 Service Charge	\$ 19,980	\$ 19,588	\$ 18,697	\$ 21,710	\$ 79,976	\$ 14,519	\$ 173,976
704 Water Charge	\$ 40,322	\$ 43,020	\$ 33,169	\$ 34,103	\$ 150,614	\$ 29,330	\$ 368,248
710 Add Meter Revenue					\$ -	\$ -	\$ 3,818
715 Add Unit Revenue	\$ 3,349	\$ 3,520	\$ 3,771	\$ 3,375	\$ 14,016	\$ 11,699	\$ 37,237
717 Connection Fees					\$ -	\$ 222,805	\$ 222,805
720 Late Fees, Penalties	\$ 1,023	\$ 930	\$ 1,216	\$ 1,827	\$ 4,996	\$ 2,019	\$ 9,147
722 BS CC Payment Fee					\$ -	\$ -	\$ -
725 Other Revenue - Other					\$ -	\$ 175	\$ 1,858
726 Member Other Revenue	\$ 675	\$ 726	\$ 292	\$ 289	\$ 1,982	\$ 941	\$ 7,802
727 Non-Member Other Revenue					\$ -	\$ -	\$ -
735 Shareholder Assessment	\$ 21,833	\$ 20,881	\$ 20,866	\$ 21,396	\$ 84,977	\$ 80,844	\$ 247,716
736 Assessment - Late Penalty		\$ 19		\$ 213	\$ 232	\$ -	\$ -
990 Interest Revenue					\$ -	\$ 2	\$ 2

<b>Total INCOME</b>	<b>\$ 87,114</b>	<b>\$ 88,685</b>	<b>\$ 78,012</b>	<b>\$ 82,913</b>	<b>\$ 336,724</b>	<b>\$ 512,757</b>	<b>\$ 1,230,553</b>
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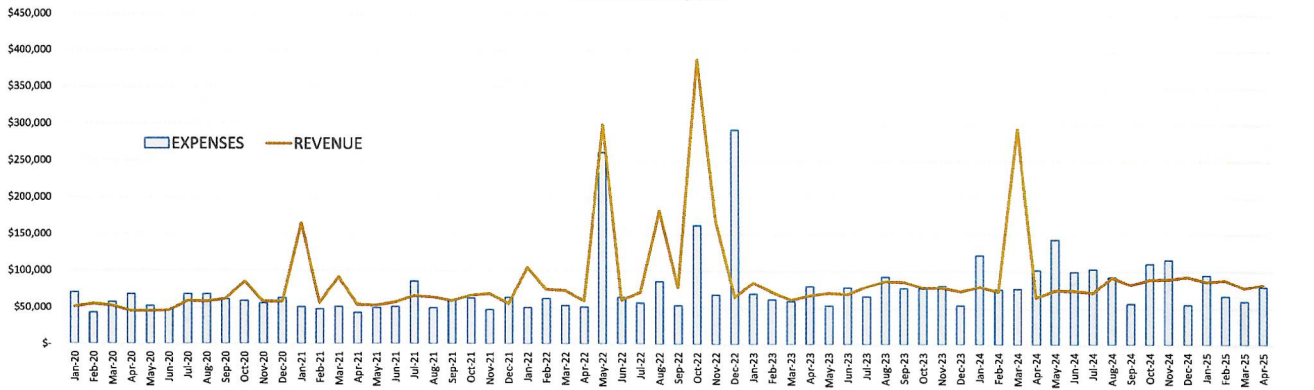
EXPENSES	Jan	Feb	Mar	Apr	2025 YTD	2024 YTD	2025 Budget
810 Operator Salaries	\$ 11,023	\$ 11,094	\$ 9,231	\$ 11,007	\$ 42,354	\$ 40,857	\$ 142,541
820 Parts, Supplies, Tools	\$ 1,696	\$ 933	\$ 459	\$ 683	\$ 3,771	\$ 2,689	\$ 12,505
830 Repairs & Maintenance				\$ 1,554	\$ 1,554	\$ 22,221	\$ 34,799
840 USAS	\$ 19	\$ 15	\$ 4	\$ 7	\$ 44	\$ 56	\$ 263
850 WMWD	\$ 14,278	\$ 15,188	\$ 13,718	\$ 14,863	\$ 58,047	\$ 65,377	\$ 225,348
860 Pumping - Electricity	\$ 16,873	\$ 5,880		\$ 10,658	\$ 33,411	\$ -	\$ -
870 Laboratory Fees		\$ 2,425		\$ 3,389	\$ 5,814	\$ 12,932	\$ 19,185
880 Chlorine		\$ 1,128			\$ 1,128	\$ 4,261	\$ 12,844
881 Outside Services	\$ 5,745	\$ 5,710	\$ 7,190	\$ 12,560	\$ 31,205	\$ 42,594	\$ 134,287
902 Accounting	\$ 325	\$ 325	\$ 325	\$ 325	\$ 1,300	\$ 3,525	\$ 5,475
904 Administrative Salaries	\$ 9,599	\$ 9,207	\$ 9,447	\$ 9,714	\$ 37,968	\$ 41,864	\$ 129,679
906 Auto, Truck Expenses			\$ 380		\$ 380	\$ 385	\$ 1,464
907 Fuel	\$ 448	\$ 811	\$ 6	\$ 430	\$ 1,695	\$ 4,145	\$ 10,650
908 Bank Service Charges	\$ 490	\$ 466	\$ 454	\$ 402	\$ 1,812	\$ 941	\$ 2,435
909 Cashier Over/Short					\$ -	\$ -	\$ -
910 Depreciation Expense					\$ -	\$ -	\$ -
912 Dues and Subscriptions	\$ 2,379	\$ 985	\$ 535	\$ 10	\$ 3,909	\$ 5,766	\$ 6,780
913 Vehicle Maint and Repairs		\$ 56	\$ 42	\$ 23	\$ 121	\$ -	\$ -
914 Square Merch Fee					\$ -	\$ 3	\$ -
915 Computer Fees and Services	\$ 2,689	\$ 3,005	\$ 9,205	\$ 2,687	\$ 17,586	\$ 10,738	\$ 33,293
925 Engineering					\$ -	\$ -	\$ -
930 Employee Benefits					\$ -	\$ -	\$ (520)
932 Equipment Rental	\$ 750	\$ 778	\$ 2,250	\$ 1,830	\$ 5,608	\$ 1,500	\$ 9,597
935 Insurance Auto					\$ -	\$ 4,315	\$ 14,078
936 Workers Comp	\$ 1,323	\$ 1,283	\$ 1,221	\$ 1,312	\$ 5,139	\$ 7,312	\$ 17,453
937 Vision	\$ 6	\$ 21	\$ 21	\$ 42	\$ 90	\$ 43	\$ 334
938 Liability					\$ -	\$ 3,605	\$ -
939 Health	\$ 2,883		\$ 107	\$ 725	\$ 3,715	\$ 18,305	\$ 46,574
940 Dental		\$ 107			\$ 107	\$ (84)	\$ 9,203
941 D&O, EPI	\$ 18,766	\$ (684)			\$ 18,082	\$ 6,022	\$ 24,668
942 Licenses, Permits, Fees	\$ 70				\$ 70	\$ 50	\$ 1,187
943 Meals & Entertainment	\$ 92	\$ 35			\$ 127	\$ 1,244	\$ 1,179
944 Office Expense	\$ 809	\$ 1,469	\$ 266	\$ 1,540	\$ 4,084	\$ 18,774	\$ 24,092
946 Payroll Processing Fee	\$ 1,487	\$ 1,275	\$ 1,275	\$ 1,293	\$ 5,331	\$ 3,976	\$ 14,769
947 Outside Services - General		\$ 750	\$ 1,000		\$ -	\$ -	\$ -
948 Payroll Taxes	\$ 2,968	\$ 2,228	\$ 1,519	\$ 2,643	\$ 9,358	\$ 3,415	\$ 17,707
950 Postage, Delivery		\$ 705	\$ 502	\$ 604	\$ 1,811	\$ 2,389	\$ 7,157
952 Telephone	\$ 184	\$ 451	\$ 168	\$ 436	\$ 1,239	\$ 1,748	\$ 3,653
956 Uniforms			\$ 449		\$ 449	\$ -	\$ (57)
958 Utilities	\$ 368		\$ 35	\$ 493	\$ 897	\$ 35,279	\$ 77,278
959 Professional Fees		\$ 298			\$ -	\$ -	\$ -
961 Legal Services		\$ 936	\$ 199		\$ 1,135	\$ 10,796	\$ 29,078
962 Attorney Settlement					\$ -	\$ -	\$ -
996 State Income Tax					\$ -	\$ -	\$ -
749 Property Tax					\$ 0	\$ -	\$ -
<b>Total EXPENSES</b>	<b>\$ 95,269</b>	<b>\$ 66,880</b>	<b>\$ 60,010</b>	<b>\$ 79,231</b>	<b>\$ 299,342</b>	<b>\$ 377,043</b>	<b>\$ 1,068,979</b>

<b>Net Income</b>	<b>\$ (8,155)</b>	<b>\$ 21,805</b>	<b>\$ 18,002</b>	<b>\$ 3,682</b>	<b>\$ 37,382</b>	<b>\$ 135,714</b>	<b>\$ 161,575</b>
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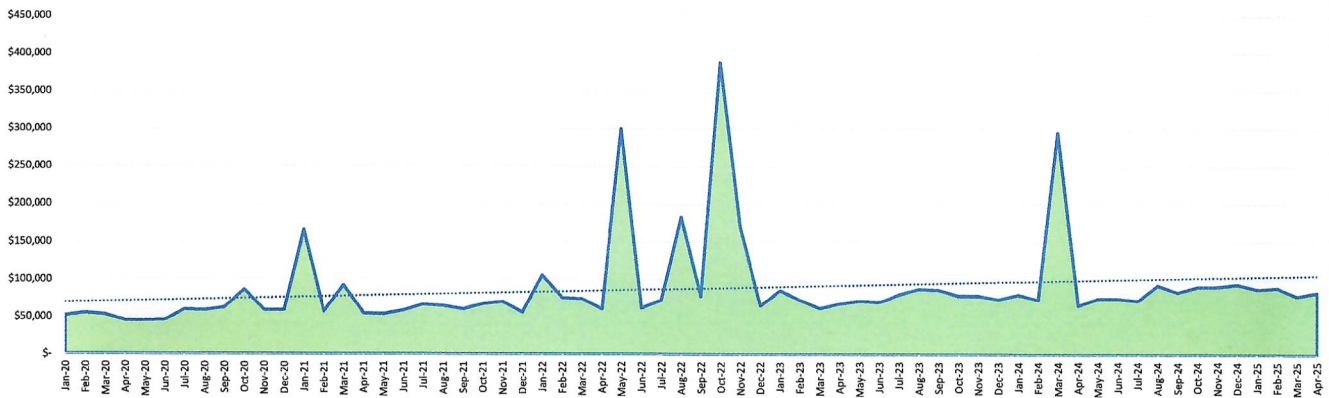
## TOTAL BANK BALANCE



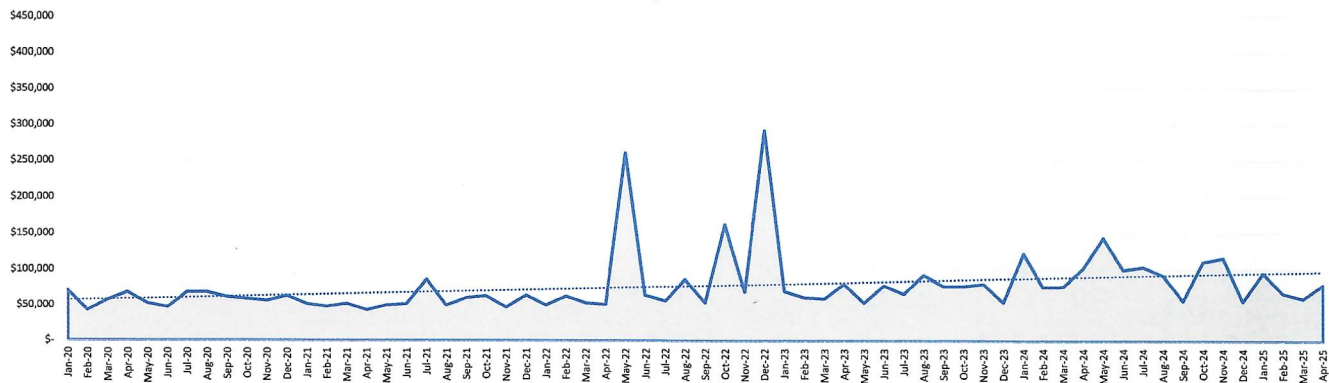
## Revenue and Expense



## Revenue



## Expense



# 2025

## Meter Reads and Payment Data

Prior Read	End Read	# Days in Cycle	Accts	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
12/27	1/29	33	639	1/27	\$ 100,277.92	\$ 95,937.05	\$ 4,340.87	\$ 95,937.05	\$ 441.77	636	1/29/2025		\$ 1,022.83	\$ 10,116.69	\$ 6,687.42	\$ 75,931.08
1/29	2/27	29	639	2/24	\$ 87,308.24	\$ 96,215.21	\$ (8,906.97)	\$ 96,215.21	\$ 476.69	667	2/27/2025		\$ 948.56	\$ 669.13	\$ 683.37	\$ 77,588.00
2/28	3/28	30	639	3/26	\$ 103,536.09	\$ 86,679.65	\$ 16,856.44	\$ 86,697.78	\$ 458.74	656	3/31/2025		\$ 525.00	\$ 1,723.03	\$ 1,252.03	\$ 78,618.12
3/29	4/29	30	653	4/24	\$ 74,730.31	\$ 89,807.52	\$ (15,077.21)	\$ 89,807.52	458.74	656	4/30/2025	72	\$ 1,827.42	\$ 1,648.33	\$ 266.02	\$ 76,259.32



**Tuesday, May 20, 2025**

[illegible]



## AUTHORIZING RESOLUTION/ORDINANCE

### RESOLUTION NO: 2025-01

**WHEREAS** A grant from DDW was awarded to BSMWC for the construction of a new 1-MGD water storage reservoir.

**WHEREAS** Bids for the construction of the reservoir were received Wednesday, May 14, 2025.

**WHEREAS** the low bid for the project was Crosno Construction Inc, 819 Sheridan Road Arroyo Grande. CA 93420

**WHEREAS** the low bid amount was \$1,457,000.

**RESOLVED BY THE** Board of Directors **OF THE** Box Springs Mutual Water Company **AS FOLLOWS:**

The General Manager to sign and file on behalf of the BSMWC the notice of award, the construction contract and all other required documents for the award of the construction contract to Crosno Construction Inc.

### CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Box Springs Mutual Water Company held on September 17, 2024.

  
\_\_\_\_\_  
**Valentina Schafer**  
**Board of Directors, Secretary**