

BOX SPRINGS MUTUAL WATER COMPANY

21740 DRACAEA AVE
MORENO VALLEY, CA 92553
951.653.6419

Board Meeting Minutes

Thursday, August 11, 2022

4:30PM

I. **CALL TO ORDER** – *Meeting called to order 4:45*

II. **ROLL CALL**

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

III. **PUBLIC COMMENTS** - *No public comments*

IV. **REVIEW PREVIOUS BOARD MEETING MINUTES** – Previous board meeting minutes were reviewed and approved.

V. **GENERAL MANAGERS REPORT**

a. Financial Review

- i. P&L Report – *P&L Report was not available. P&L numbers are reflexed in the budget status report.*
- ii. Budget Status Report – *Mark reviewed the budget status report for July. Expenses are up 8 to 10 percent due to inflation. The board should consider a rate increase in December based on the CPI. Mark will provide backup information and proposed a rate increase for the board to review.*
- iii. Billing and Payments Summary – *Yeemi has started and is working to contact all customers with overdue and to collect past due amounts.*

- b. **Past Due Accounts** – *Mark presented draft letters to customers with past due amounts. There are two letters. One is for customers with water service and the other is for customers with assessments only. The board reviewed and approved the letter. Yeemi will attempt to contact customers by phone and will mail certified letters to notify them of the past due amounts and the actions BSMWC will take if the past due amounts are not paid.*
- c. **New Logo** – *The new logo was reviewed and approved.*
- d. **New Legal Consul** – *The board approved as legal counsel Wayne Lemieux for BSMWC. Mark will sign the retainer agreement.*
- e. **Information for Website** – *Mark will add the board members names and BSMWC history to the website. And the new logo will be used. The new website should be ready by September.*
- f. **New Development Projects Status**
 - i. **Apollo – Dracaea** *Nothing new to report. Still waiting for the contractor to start the pipeline construction.*
 - ii. **LDC – Day Street** *Mark was on a conference call with the LDC investors on August 31 to answer some final questions about the reimbursement agreement. We expect to have the final agreement to sign in the next week or two.*
 - iii. **Phelan – Old 215 & Bay** *A second deposit of approximately \$80,000 for electrical equipment is expected in the next week or two.*
 - iv. **DANBE/CASC – Old 215 & Cottonwood** *Nothing new to report.*
 - v. **SAWPA Grant** – *BSMWC was awarded a grant from SAWPA for the construction of a new 1.5 MG reservoir. CalRural is managing the project, and Mark is working with them to make any final changes to the design and to coordinate the construction schedule.*
- g. **GIS** – *Hillwig-Goodrow has begun work. They are currently planning to do the field work and to start entering our existing piping lines. The GIS website should be ready by the end of December.*
- h. **Employee Handbook Update** – *Deferred until later.*

VIII: ADJOURNMENT