

# BOX SPRINGS MUTUAL WATER COMPANY

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Wednesday, January 18, 2023

6:00 pm

## Monthly Board Meeting Minutes

### I. CALL TO ORDER

### II. ROLL CALL

President (Mac) John McDermott, present  
Vice President Ron Gonzales, present via phone  
Secretary Vacant  
Treasurer Misty Rose, present  
Director Charles Campbell

Additional Individuals Present:

Mark Iverson, General Manager  
Yeymi Acosta, Office Assistant  
Karen Collins, Office Manager

### III. PUBLIC COMMENTS - none

### IV. REVIEW PREVIOUS BOARD MEETING MINUTES – None, there was no board meeting in December 2022.

### V. GENERAL MANAGERS REPORT

#### a. Financial Review

- i. P&L Report – the December Profit and Loss Report was reviewed along with the Year End Net Income equaling a \$371,000 profit.
- ii. Budget Status Report – the 2022 actual expenditures were reviewed along with the year-to-date totals from 2021. Question regarding what income is transferred from Box Springs Mutual Water Company (BSMWC) general income? 1. Connection fees, 2. Water supply reliability fees; and 3. Development improvements (booster, new pipelines as required, etc). BSMWC will begin to utilize assessment fees to purchase CD's and money market accounts. By doing this the funds will be better utilized to earn additional interest for future pipeline replacements.

- b. Proposed 2023 Budget - the 2023 budget projections were shared and approved. In January of 2024 the actuals will be analyzed and reviewed with the board. There are no planned pipeline replacements for BSMWC for 2023 other than those being done by the developers. We will begin pipeline replacements in 2024.

- c. Past Due Accounts – Yeymi to provide an update. Yeymi began a new process of mailing three past due notices (i.e., past due, second notice, third notice) to all past due accounts. Additionally she is checking Redfin to watch for homes and lots for sale and has been contacting the realtor to advise responsibility to collect for past due accounts during escrow. For assessment only accounts we will begin to charge an annual 3% late fee for all past due accounts. The past due amounts would need to be current prior to any site improvement.
- d. Third Party Bill Mailing – Karen & Yeymi to provide an update. We have experienced ongoing issues with the current third-party billing company, Aspen Signature. Karen and Yeymi will work with Mark to make the change to Data Prose.
- e. GIS mapping data – boundary and pipeline data including diameter, condition, hydrant information, etc. BSMWC will be borrowing the data collection unit from Western Heights Water Company (WHWC). BSMWC will pay \$1,000 annually to maintain the GIS site and for the ability to edit data. Question from shareholder regarding the safety of the data and the risks of data mining from hackers. Mark explained that the data is safe behind firewalls and nothing more than general data will be available so the risks are small.
- f. New Development Projects
  - i. Apollo – Dracaea - Installation of the new 12-inch pipeline is almost complete. Currently waiting for Bacti results; once obtained they will begin the cut-in.
  - ii. LDC – Day Street - The City of Moreno Valley approved LDC's project. However, the Sierra Club has filed a lawsuit against LDC. The lawsuit is delaying the project, and as a result we are still waiting for LDC to sign the reimbursement agreement. LDC is hoping that a settlement is reached by the middle to the end of February.
  - iii. Phelan – Old 215 & Bay Work is in progress. This project will pay for half the cost of the booster and will be installing roughly 4,000 +/- feet of pipe.
  - iv. DANBE/CASC – Old 215 & Cottonwood Nothing new to report.
  - v. SAWPA Grant – The new tank is scheduled to go to bid in February or March 2023.
- g. New Fire Flow Booster Status –The rain in December caused delays, and we are still waiting on the two additional pumps and electrical switch gear. Don Peterson and Mark talked about the project, and Mark asked Don to demobilize until March 1, 2023. The project will restart once the additional pumps and electrical switch gear is delivered. There is more rain forecast for January, so there likely be little progress this month. Waiting until March also allows time for LDC to work out a settlement and sign the reimbursement agreement.
- h. Annual Shareholder Meeting Agenda – presented to the Board and approved as is.
- i. Vacant Board Position

VI. **ANNUAL SHAREHOLDERS MEETING:** Wednesday, January 18, 2023

VII. **NEXT BOARD MEETING:** Tuesday, February 7, 2023, at 4:30 pm.

VIII. **ADJOURNMENT** – meeting adjourned at 6:43 pm.