AGENDA REGULAR MEETING MT. VERNON WATER COMPANY BOARD OF DIRECTORS

Tuesday, March 11, 2025 – 9:30 a.m. (Following the Water Board Meeting)

CALL TO ORDE	ER:		a.m./p.m.
ROLL CALL:			
DIRECTORS:			
STAFF:			
OTHERS:			
		is the time and place specified for public common the agenda of general interest.	ents
2. <u>MINUTE</u>	S: Approve the minu	utes of meeting March 12, 2024.	
Me	OTION:	SECONDED:	
		AL MEETING: It is requested that the Board of Annual Meeting for 2025.	of Directors
Mo	OTION:	SECONDED:	
		In accordance with the By-Laws of Mount Veri 2, it is recommended that the Board of Directors	
The curren	nt officers are:		
		Toni Callicott – President Wayne Hendrix – Vice-President Miguel Guerrero – Secretary/Treasurer	
MOTION	: Elect officers t	to the Mt. Vernon Water Company Board of Dir	rectors.
Mo	OTION:	SECONDED:	

5.	MOUNT VERNON WATER COMPANY ASSESSMENT: The Mount Vernon Well is used to supplement the water supply for the 19 th Street Plant – Muscoy Operating Unit. The San Bernardino Municipal Water Department has invoiced for facility and equipment maintenance costs incurred during the past twelve months.
	The current cash balance of \$44,426.20 plus the proposed assessment of \$10,000 should be sufficient to cover expenditures until February 2026. The last assessment was approved in March 2023 in the amount of \$7,500.
	Sufficient funds for the assessment are budgeted in Account No. 103041-5704 in the FY 2024/25 Budget.

	MOTION:	Approve the proposed assessment from the Water Department to Mount Vernon Water Company in the amount of \$10,000.	th
	MOTI	ON:SECONDED:	
6.	<u>ADJOURNM</u>	ENT. The meeting adjourned at a.m./p.m.	

MINUTES OF THE ADJOURNED MEETING OF THE BOARD OF DIRECTORS MOUNT VERNON WATER COMPANY

The adjourned meeting of the Board of Directors of the Mt. Vernon Water Company was called to order by President Callicott at 10:07 a.m., on Tuesday, March 12, 2024, at the Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, CA 92408.

ROLL CALL:

Roll call was taken with the following being present: President Callicott, Directors Mlynarski and Johnson. Staff: Guerrero, Ohama, Shepardson, Stewart, Miller, Mouser; Albert Maldonado, Best Best & Krieger LLP, and Amy Smith, Executive Assistant to the General Manager.

Director Hendrix and Director Brickley were absent.

1. PUBLIC COMMENTS:

This was the time and place specified for public comments concerning specific items not on the agenda of general interest. There being no public present, the matter was closed.

2. MINUTES:

It was recommended that the Board of Directors approve the Minutes of the March 14, 2023 meeting.

Upon the motion by Director Mlynarski, duly seconded by Director Johnson, it was voted 3-0, to approve the Minutes from the meeting of March 14, 2023.

3. <u>DESIGNATION OF ANNUAL MEETING:</u>

It was requested that the Board designate this meeting as the Annual Meeting for 2024.

Upon motion by Director Johnson, duly seconded by Director Mlynarski, it was voted 3-0, to designate the meeting of March 12, 2024, as the Annual Meeting for 2024.

4. <u>ELECTION OF OFFICERS:</u>

It was recommended that an election of officers be held at this time.

Upon motion by Director Johnson, duly seconded by Director Mlynarski, it was voted 3-0, to re-elect Toni Callicott as President, re-elect Wayne Hendrix as Vice President, and re-elect Miguel Guerrero as Secretary/Treasurer of the Mt. Vernon Board.

MOUNT VERNON WATER COMPANY MEETING MINUTES MARCH 12, 2024 Page 2 of 2

5. <u>MOUNT VERNON WATER COMPANY ASSESSMENT:</u>

The Mount Vernon Well was used to supplement the water supply for the 19th Street Plant – Muscoy Operating Unit. The San Bernardino Municipal Water Department had invoiced for facility and equipment maintenance costs incurred during the past twelve (12) months.

The current cash balance of \$44,100.74 plus the proposed assessment of \$7,500 should be sufficient to cover expenditures until February 2025. The last assessment was approved in February 2022 in the amount of \$15,000.

Sufficient funds for the assessment were budgeted in Account No. 103041-5704 in the FY 2023/24 Budget.

MOTION: Approve the proposed assessment from the Water Department to the Mount Vernon Water Company in the amount of \$7,500.

Upon motion by Director Mlynarski, duly seconded by Director Johnson, it was voted 3-0, to approve the proposed assessment from the Water Department to the Mount Vernon Water Company in the amount of \$7,500.

6. <u>ADJOURNMENT:</u>

The meeting adjourned at 10:11 a.m.

	TONI CALLICOTT	
	President	
MIGUEL J. GUERRERO		
Secretary/Treasurer		

CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT

Received 03-04-25 Mt. Vernon Water Co. General Manager

MOUNT VERNON WATER COMPANY
STAFF REPORT

TO:

Miguel J. Guerrero, P.E., General Manager

FROM:

Cynthia Mouser, Director of Finance

SUBJECT:

MOUNT VERNON WATER COMPANY ASSESSMENT

DATE:

March 4, 2025

BACKGROUND:

A meeting of the Mount Vernon Water Company Board of Directors is requested to discuss an assessment of operating expenses. The Mount Vernon Well supplements the water supply for the 19th Street Plant - Muscoy Operating Unit. The San Bernardino Municipal Water Department has invoiced for facility and equipment maintenance costs incurred during the past twelve months.

The current cash balance of \$44,426.20 plus the proposed assessment of \$10,000 should be sufficient to cover expenditures until February 2026. The last assessment was approved in March 2024 for \$7,500.

GOALS AND OBJECTIVES:

This assessment aligns with the Department's Strategic Plan under Target #5: Fiscal Responsibility. This action is consistent with the Department's Key Values, specifically to "Require ethical business practices."

FISCAL IMPACT:

Sufficient funds for the assessment are budgeted in (103041-5704) in the FY 2024-25 Budget.

RECOMMENDATION:

It is recommended that the Water Board make the following motion:

 Approve the proposed assessment from the Water Department to the Mount Vernon Water Company for \$10,000.

		5	
Agenda	Item		

Miguel J. Guerrero, P.E., General Manager Page 2 March 4, 2025 Subject: MOUNT VERNON WATER COMPANY ASSESSMENT

Respectfully submitted,

Cypthia Mouses

Cynthia Mouser Director of Finance

Attachments: Mt Vernon Water Co. Cash Summary- March 11, 2025

Mt Vernon Water Co. Report of Expenditures- March 21, 2024- February 19, 2025

MOUNT VERNON WATER CO. March 11, 2025

CASH SUMMARY

AVAILABLE TO COVER FUTURE EXPENSES	\$ 51,691.21
BALANCE OF EXPENDITURES NOT COVERED BY ASSESSMENTS	 (2,734.99)
CURRENT ASSESSMENT	10,000.00
CASH BALANCE AS OF FEBRUARY 28, 2024	\$ 44,426.20
EXPENDITURES TO DATE	 (7,174.54)
DEPOSITS TO DATE	7,500.00
PREVIOUS CASH BALANCE AT FEBRUARY 28, 2024	\$ 44,100.74

ASSESSMENT FOR OPERATIONS

CURRENT OPERATIONS:	NET OF ACTUAL EXPENDITURES	ASSESSMENTS PAID TO DATE	E	BALANCE
2023 OPERATIONS - BALANCE DUE	18,507.00	15,000.00		(3,507.00)
2024 OPERATIONS - BALANCE DUE	6,727.99	7,500.00		772.01
2025 PROJECTED OPERATIONS	10,000.00_	10,000.00_		<u> </u>
TOTALS	35,234.99	32,500.00		(2,734.99)
ADJUSTMENT TO EQUAL TOTAL ASSESSMENT				7,265.01
CURRENT ASSESSMENT:			\$	10,000.00

DATE OF LAST ASSESSMENT - March 4, 2024 - \$7,500.00

MOUNT VERNON WATER CO. REPORT OF EXPENDITURES - MARCH 01, 2024 TO FEBRUARY 28, 2025

0321024	DATE	CHECK	VENDOR	DESCRIPTION	AMOUNT
03/20/24 2694 Southern California Edison Power Cost 02/14/24-03/14/24 161.55 04/16/24 2695 Franchise Tax Board 2024 Form 100-ES 800.00 04/22/24 2696 Southern California Edison Power Cost 03/15/24-04/15/24 80.53 05/20/24 2697 Southern California Edison Power Cost 04/16/24-05/14/24 162.51 06/17/24 2698 Southern California Edison Power Cost 05/15/24-06/13/24 182.51 07/24/24 2699 Southern California Edison Power Cost 06/14/24-07/16/24 237.15 08/19/24 2700 Southern California Edison Power Cost 07/17/24-08/14/24 1,571.10 10/07/24 2701 SBC Tax Collector Property Tax-1955 W. Highland Ave-0269-061-08-0-000 537.47 10/17/24 2702 SBC Tax Collector Property Tax-1955 W. Highland Ave-0269-061-08-5-000 856.71 10/11/24 2703 Southern California Edison Power Cost 08/15/24-09/15/24 200.23 10/21/24 2705 Southern California Edison Power Cost 11/18/24-10/14/24 103.75 11/08/24					(7,500_00)
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TOTAL EXPENDITURES TO DATE \$ 7,174.54