

**AGENDA
REGULAR MEETING
MT. VERNON WATER COMPANY
BOARD OF DIRECTORS**

Tuesday, February 22, 2022 – 9:30 a.m.
(Following the Water Board Meeting)
Web-Conference

CALL TO ORDER: _____ a.m./p.m.

ROLL CALL:

DIRECTORS: _____

STAFF: _____

OTHERS: _____

1. PUBLIC COMMENTS: This is the time and place specified for public comments concerning specific items not on the agenda of general interest.
2. MINUTES: Approve the minutes of meeting April 27, 2021.

MOTION: _____ SECONDED: _____

3. DESIGNATION OF ANNUAL MEETING: It is requested that the Board of Directors designate this meeting as the Annual Meeting for 2022.

MOTION: _____ SECONDED: _____

4. ELECTION OF OFFICERS: In accordance with the By-Laws of Mount Vernon Water Company, Article III Section 2, it is recommended that the Board of Directors elect officers.

The current officers are:

Toni Callicott – President
Wayne Hendrix – Vice-President
Miguel Guerrero – Secretary/Treasurer

MOTION: Elect officers to the Mt. Vernon Water Company Board of Directors.

MOTION: _____ SECONDED: _____

5. MOUNT VERNON WATER COMPANY ASSESSMENT: The Mount Vernon Well is used to supplement 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 \$49,487.06 plus the proposed assessment of \$5,000 should be sufficient to cover expenditures until February 2023. The last assessment was approved in April 2021 in the amount of \$2,000.

Sufficient funds for the assessment are budgeted in Account No. 100-3041-500-7120 in the FY 2021/22 Budget.

MOTION: Approve the proposed assessment from the Water Department to the Mount Vernon Water Company in the amount of \$5,000.

MOTION: _____ SECONDED: _____

6. ADJOURNMENT. 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 10:01 a.m., on Tuesday, April 27, 2021, via web-conference.

ROLL CALL:

Roll call was taken with the following being present: President Callicott, Directors Hendrix, Johnson, and Brickley; staff Guerrero, Ohama, Shepardson, Stewart, Miller and Mouser; Thomas Rice, Best Best & Krieger LLP; Warren Huang, Joanna Stewart; Amy Smith, Executive Assistant to the General Manager.

Director Mlynarski – Absent.

1. PUBLIC COMMENTS:

This is 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 10, 2020 meeting.

Upon the motion by Director Johnson, duly seconded by Director Hendrix, it was voted 4-0 with 1 absent, to approve the Minutes from the meeting of March 10, 2020.

3. DESIGNATION OF ANNUAL MEETING:

It was requested that the Board designate this meeting as the Annual Meeting for 2021.

Upon motion by Director Hendrix, duly seconded by Director Johnson, it was voted 4-0 with 1 absent, to designate the meeting of April 27, 2021 as the Annual Meeting for 2021.

4. ELECTION OF OFFICERS:

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

Upon motion by Director Johnson, duly seconded by Director Brickley, it was voted 4-0 with 1 absent, 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.

5. **MOUNT VERNON WATER COMPANY ASSESSMENT:**

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 months.

The current cash balance of \$52,109.71 plus the proposed assessment of \$2,000 should be sufficient to cover expenditures until February 2022. The last assessment was approved in February 2020 in the amount of \$5,000.

Upon motion by Director Brickley, duly seconded by Director Hendrix, it was voted 4-0 with 1 absent, to approve the proposed assessment from the Water Department to the Mount Vernon Water Company in the amount of \$2,000.


6. **ADJOURNMENT:**

The meeting adjourned at 10:06 a.m.

TONI CALLICOTT
President

MIGUEL J. GUERRERO
Secretary/Treasurer

**CITY OF SAN BERNARDINO
MUNICIPAL WATER DEPARTMENT
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: February 14, 2022

BACKGROUND:

A meeting of the Mount Vernon Water Company Board of Directors is requested at this time to discuss an assessment for operating expenses. The Mount Vernon Well is used to supplement 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 \$49,487.06 plus the proposed assessment of \$5,000 should be sufficient to cover expenditures until February 2023. The last assessment was approved in April 2021 in the amount of \$2,000.

GOALS AND OBJECTIVES:

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

FISCAL IMPACT:

Sufficient funds for the assessment are budgeted in (100-3041-500-7120) in the FY 2021-22 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 in the amount of \$5,000.

Miguel J. Guerrero

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February 14, 2022

Subject: MOUNT VERNON WATER COMPANY ASSESSMENT

Respectfully submitted,

Cynthia Mouser

Cynthia Mouser (Feb 14, 2022 15:28 PST)

Cynthia Mouser

Director of Finance

Attachments: Cash Summary- February 2022

Expenditures- April 2021- January 2022

MOUNT VERNON WATER CO.
February 22, 2022

CASH SUMMARY

PREVIOUS CASH BALANCE AT MARCH 31, 2021	\$ 52,012.59
DEPOSITS TO DATE	2,000.00
EXPENDITURES TO DATE	<u>(4,525.53)</u>
CASH BALANCE AS OF JANUARY 31, 2022	<u>\$ 49,487.06</u>
CURRENT ASSESSMENT	5,000.00
BALANCE OF EXPENDITURES NOT COVERED BY ASSESSMENTS	<u>(10,173.44)</u>
AVAILABLE TO COVER FUTURE EXPENSES	<u>\$ 44,313.62</u>

ASSESSMENT FOR OPERATIONS

<u>CURRENT OPERATIONS:</u>	<u>NET OF ACTUAL EXPENDITURES</u>	<u>ASSESSMENTS PAID TO DATE</u>	<u>BALANCE</u>
2020 OPERATIONS - BALANCE DUE	8,664.73	5,000.00	(3,664.73)
2021 OPERATIONS - BALANCE DUE	5,508.71	2,000.00	(3,508.71)
2022 PROJECTED OPERATIONS	<u>8,000.00</u>	<u>5,000.00</u>	<u>(3,000.00)</u>
TOTALS	22,173.44	12,000.00	(10,173.44)
ADJUSTMENT TO EQUAL TOTAL ASSESSMENT			<u>(5,173.44)</u>
CURRENT ASSESSMENT:			<u>\$ 5,000.00</u>

DATE OF LAST ASSESSMENT - April 2, 2021 - \$2,000.00

