



Cabazon Water District

14618 Broadway Street • P.O. Box 297
Cabazon, CA 92230

BOARD MEETING PACKET

May 24, 2022

FAC Meeting at 5:00 PM
Regular Meeting at 6:00 PM



Cabazon Water District
14618 Broadway Street • P.O. Box 297
Cabazon, California 92230

FINANCE & AUDIT COMMITTEE MEETING

AGENDA

Meeting Location:

14618 Broadway St.
Cabazon, CA 92230

Teleconference:

Dial-in #: 978-990-5321
Access Code: 117188

Meeting Date:

Tuesday, May 24, 2022 – 5:00 PM

CALL TO ORDER,
PLEDGE OF ALLEGIANCE,
ROLL CALL
FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report
 - Balance Sheet
 - Profit and Loss Budget Comparison
2. Finance & Audit Committee District Payables Review and Approval/Signing

PUBLIC COMMENT

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. **Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))**

ADJOURNMENT

ADA Compliance Issues

In compliance with the Americans with Disabilities Act & Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Clerk of the Board at (951) 849-4442. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.



Cabazon Water District
14618 Broadway Street • P.O. Box 297
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REGULAR BOARD MEETING

AGENDA

Meeting Location:

14618 Broadway St.
Cabazon, CA 92230

Teleconference:

Dial-in #: 978-990-5321
Access Code: 117188
Email: info@cabazonwater.org

Meeting Date:

Tuesday, May 24, 2022 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

CONSENT CALENDAR

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

1. Approval of:

- a. Finance and Audit Committee Meeting Minutes and Warrants of April 19, 2022
- b. Regular Board Meeting Minutes and Warrants of April 19, 2022
- c. Special Board Meeting Minutes of April 21, 2022
- d. Reaffirmation of Resolution 04-2021, declaring the continuation of virtual meetings due to COVID-19

2. Warrants – None

3. Awards of Contracts – None

OLD BUSINESS

1. Discussion/Action: [TAB 1] Review or Adoption of Proposed FY 22/23 Budget
(by Scott Nelsen)
2. Discussion/Action: [TAB 2] Accent IT Computer Solutions adjusted rates - Board to approve or direct
Staff to research other IT support rates
(by the Board)

UPDATES

1. Update: San Gorgonio Pass Regional Water Alliance Update
(by Director Morris and Director Davis)
2. Update: Community Action Committee Update
(By CAC)
3. Update: CWD Operations Report
(by District Staff)

NEW BUSINESS

1. Discussion/Action: [TAB 3] Regular Updates Committee – Board to decide if 2 Board Members should
meet with legal counsel and engineering once per month, or as
needed, for updates on CWD activity
(by the Board)
2. Discussion/Action: [TAB 4] Unit #001 – Purchase used engine or sell for scraps?
(by the Board)
3. Discussion/Action: [TAB 5] CSDA 2022 Annual Conference & Exhibitor Showcase
(by the Board)
4. Discussion/Action: [TAB 6] Rescinding Resolution 01-2018: Adopting a “Weapons & Violence” Policy
(By the Board)

PUBLIC COMMENTS

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CLOSED SESSION

1. Discussion/Action: Public Employee Employment Agreement: (General Manager)

OPEN SESSION

- Discussion/Action: Public report of Action Taken in Closed Session

GENERAL MANAGER/BOARD COMMENTS

1. Future Agenda Items

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- Suggested agenda items from the Public.
- Suggested agenda items from Management.
- Suggested agenda items from Board Members.

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

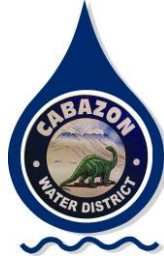
1. Future Board Items/Next Board Meeting Date(s)

- Finance & Audit Workshop – Tuesday – June 21, 2022, 5:00 pm**
- Regular Board Meeting – Tuesday – June 21, 2022, 6:00 pm**
- Personnel Committee – TBD**
- San Gorgonio Pass Regional Water Alliance – Meeting–Wednesday, May 25, 2022, 5:00 pm**

ADJOURNMENT

ADA Compliance Issues

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Cabazon Water District
14618 Broadway Street • P.O. Box 297
Cabazon, California 92230

FINANCE & AUDIT COMMITTEE MEETING

MINUTES

Meeting Location:
Cabazon Water District Office
14618 Broadway Street
Cabazon, California 92230

Teleconference:
Dial-in #: 978-990-5321
Access Code: 117188

Meeting Date:
Tuesday, April 19, 2022 – 5:00 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

Director Tincher - Present
Director Wargo - Present

Calvin Louie, General Manager - Absent
Evelyn Aguilar, Board Secretary - Present

*Note: This meeting was recorded by the District

FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report
 - Balance Sheet
 - Profit and Loss Budget Comparison

2. Finance & Audit Committee District Payables Review and Approval/Signing

Main Reports:

- Balance Sheet – depicts what the District owns and what the District owes.
- Profit & Loss – shows monthly revenue and expenses.

- Profit & Loss Budget Performance – shows how the District is performing against the budget, and the condition of the District fiscal year to date.

Balance Sheet: The District's combined Cash with Chase and LAIF balance was \$1,108,699 at month end. The District's total liabilities were approximately \$783,437 at month end.

Profit and Loss: - Year to date is 75% of the year

10. New Account Fees: This account represents the fees to set up a new utility account. These fees are currently at \$20 for residential accounts and \$65 for construction accounts. These fees are hard to predict and can trend under or over budget. YTD is currently at 53% of budget.

13. Basic Facilities Fee: These are fees charged for new service connections, meter installations & upgrades. These revenues are budgeted conservatively due to their unpredictable nature. YTD activity consists of (2) 3/4" meter installations in July, (1) during August, (1) in December, and (1) in January.

28. Customer Accounts: This account includes the amount of wages attributable to the Customer Service Supervisor. YTD is currently at 90% of budget due to a vacation cash out in November and retroactive pay in January.

34. Workers Compensation: The district makes worker's compensation installment payments in the first part of the fiscal year. YTD is currently at 89% of budget due to timing of installment payments.

43. Meters: This account includes the costs of meter repairs & meter testing. YTD is currently at 34% of budget.

49. Facilities, Wells, T&D – Other: This account includes the generator service contract expenses, site landscaping & maintenance, chlorinators, and SCADA. YTD is over budget due to a \$3.9K tree trimming service performed in November.

55. Trash Pickup & Office Cleaning: Includes trash service & office cleaning services. YTD is over budget due to a \$1.8K detail carpet cleaning performed in March.

59. Supplies & Equipment: This account includes the supply & equipment purchases for the District office. YTD is over budget due to timing of bulk billing material purchases.

63. Printing & Publications: This account includes the printing & publication costs for any District notices or reports. YTD is currently at 8% of budget due to timing of expenses.

74. Temporary Labor: This account includes the costs for temporary labor. YTD activity includes temporary customer service representative assistance.

82. Shop Supplies & Small Tools: This account includes various shop supply and small tool purchases. YTD is currently at 6% due to timing of purchases.

86. Tractor Expenses: This account includes tractor repair & maintenance expense. YTD is currently at 94% of budget due to \$1.2K charges for backhoe maintenance performed in July and \$1.6K for hydraulic line repairs in September.

107. Debt Service Principal – DWR: This account includes principal payments on the DWR loan. YTD is currently at 50% of budget due to timing of principal payments that occur in October and April.

108. Debt Service Principal – DHPO: This account includes principal payments on the DHPO loan. YTD is currently at 100% of budget due to timing of principal payments that occur in September and March.

As of March 31st, the fiscal year-to-date net income is \$218,808.

PUBLIC COMMENT

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ADJOURNMENT

Meeting adjourned at 5:25 PM on Tuesday, April 19, 2022

Robert Lynk, Board Chair
Board of Directors
Cabazon Water District

Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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Cabazon Water District
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REGULAR BOARD MEETING

MINUTES

Meeting Location:

14618 Broadway St.
Cabazon, CA 92230

Teleconference:

Dial-in #: 978-990-5321
Access Code: 117188
Email: info@cabazonwater.org

Meeting Date:

Tuesday, April 19, 2022 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Alan Davis - Present
Director Terry Tincher - Present
Director Diana Morris - Present
Director Sarah Wargo - Present
Director Robert Lynk - Present

Calvin Louie, General Manager - Present
Evelyn Aguilar, Board Secretary – Present

The following District consultants were also present:

Cindy Byerrum, Eide Bailly - Accounting
Travis Romeyn, Krieger & Stewart - Engineering
Ward Simmons, Best Best and Krieger - Legal

Note: This meeting was recorded by the District

CONSENT CALENDAR

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1. Approval of:

- a. Finance and Audit Committee Meeting Minutes and Warrants of March 15, 2022
- b. Regular Board Meeting Minutes and Warrants of March 15, 2022
- c. Reaffirmation of Resolution 04-2021, declaring the continuation of virtual meetings due to COVID-19

2. Warrants – None

3. Awards of Contracts – None

- Director Morris pointed out that the FAC Agenda in the Board Packet was dated as March 15, 2022. This does not affect any items in the consent calendar, but it was a mistake in the board packet.

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of March 15, 2022, (b.) Regular Board Meeting Minutes of March 15, 2022, and (c.) Reaffirmation of Resolution 04-2021, declaring the continuation of virtual meetings due to COVID-19 made by Director Morris and 2nd by Director Wargo.

**Director Davis - Aye
Director Tincher - Aye
Director Morris - Aye
Director Wargo - Aye
Director Lynk - Aye**

- 1. Warrants – None**
- 2. Awards of Contracts – None**

UPDATES

**1. Update: San Gorgonio Pass Regional Water Alliance Update
(by Director Morris and Director Davis)**

- Director Morris explained that she had a list of notes, but forgot to bring them. She said that she would share her notes at the May 24, 2022 meeting.

**2. Update: Manager’s Operations Report
(by GM)**

- The Consumer Confidence Report class follow-up was conducted. Staff is in the process of creating the 2021 CCR.
- On 05/26/22, District staff will be attending a free workshop titled “DWR Updated Drought Preparedness & Response”.
- On 03/31/22, there was a leak reported after-hours on Aloma Dr., but the response was delayed because the street was mispronounced as Ramona St. The issue was on the customer side of the meter.
- On 04/04/22, there was an after-hours call regarding low water pressure. The issue was on the customer side of the meter.
- The Main St. olive trees were trimmed.
- Riverside County has started their Cabazon Safe Routes to School project by installing a sidewalk on Broadway St.

- The District purchased a new truck with a service bed, which will be referenced as Unit #005.
- Well #1 is expected to be placed back in service by June, 2022, after required disinfecting and testing is completed.

NEW BUSINESS

**1. Discussion/Action: Review and Adoption of FY 22/23 Budget
(by Cindy Byerrum)**

- The Board requested that Mrs. Byerrum bring this item back next month, so they can review the details of the proposed budget.
- Director Wargo requested that the proposed budget be presented to the FAC prior to the full Board.

***This item was tabled until the May 24, 2022 meeting, so the Board can review the proposed budget in depth.**

**2. Discussion/Action: Eide Bailly adjusted rates – Board to approve or direct
Management to research other accountant consultant rates.
(by the Board)**

- Mrs. Byerrum explained that due to inflation, Eide Bailly, the District's accounting consultants, needed to raise their rates.

Motion to continue Eide Bailly's agreement with the adjusted rates made by Director Wargo and 2nd by Director Davis.

**Director Davis - Aye
Director Tincher - Aye
Director Morris - Aye
Director Wargo - Aye
Director Lynk - Aye**

**3. Discussion/Action: Subgrantee Agreement between the City of Banning and Cabazon
Water District – Isolation Valve project
(by GM)**

- GM Louie shared that the Gap Funding Agreement with the SGPWA has been approved and thanked everyone involved. One of the projects that funding is for is the isolation valves throughout Cabazon.
- Ward Simmons explained that there is new Indemnification language in the agreement for this project that is currently under review by Banning.

Motion to approve the Subgrantee Agreement between Cabazon Water District and Banning, pending the changes in the Indemnification language requested by legal, and subject to any changes Management and legal see fit made by Director Wargo and 2nd by Director Tincher.

**Director Davis - Aye
Director Tincher - Aye
Director Morris - Aye
Director Wargo - Aye
Director Lynk - Aye**

OLD BUSINESS

**1. Discussion/Action: Repair of Broadway/Main 3 cluster gate valve
(by GM and Mickey Valdivia)**

- GM Louie explained that the most recent quote for this project came out to around \$81,000. Mickey Valdivia was present and had some information about funding opportunities for the District.
- Mr. Valdivia explained that there is ARPA funding available and that most systems need to match funds, but due to Cabazon's disadvantaged community status, he recommended that Cabazon's projects are 100% funded.
- Mr. Valdivia explained that there would probably be more news in May, and that he expects no challenge.
- Director Lynk asked about adding water into an area in Cabazon that currently has no water. Mr. Valdivia said that there would be new funding opportunities soon, and that if adding water in that area supports fire suppression, it may qualify for the funding.

***There was a break from 7:10 PM until 7:27 PM.**

NEW BUSINESS

**4. Discussion/Action: Community Action Committee – Property Owners: Victor Diaz,
Corrine Gutierrez, Richard Rogers – Water Board to appoint up to
2 Directors (Ad Hoc) to attend various meetings with water district
Management.
(by GM)**

- Director Davis and Director Morris volunteered to be a part of this committee. A recurring day and time would be established at a later time.
- Mr. Diaz explained that he wants to set up a complete package for property owners and isn't only focused on water. He introduced Bret Kadel, who presented a slideshow on what the east side of Bonita could look like if it was fully developed, and also showed some affordable housing options.
- Mr. Valdivia shared that it would be a good idea to obtain a Pre-Application Review (PAR), since it details what is required by the County.
- Director Wargo voiced her concerns that if the District pays for this new infrastructure, it may need to raise the water rates for the existing community members to afford the project. She stated that while growth is good, it is important to also take care of those who have lived in Cabazon for years.

***A break was taken from 8:13 PM to 8:21 PM.**

**5. Discussion/Action: Accent IT Computer Solutions adjusted rates - Board to
approve or direct Management to research other IT support rates
(by the Board)**

- GM Louie stated that Accent is reliable and is available 24/7, and that Accent (IT) is increasing their rates due to inflation.
- The Board had questions relating to the specifics of the invoices.
- The Board asked the Board Secretary to reach out to other local agencies and find out who their tech support companies are.

***This item was tabled so that more details on Accent's bills could be determined and costs of other local tech companies is determined.**

6. Discussion/Action: Board Member Training: Ethics, Brown Act, and Sexual

Harassment Avoidance – Board to decide whether to attend online courses individually or in-person courses (by the Board and BAA Aguilar)

- Due to the convenience and affordability of the online courses, the board decided on that option and asked the Board Secretary to register each Director for the classes.

7. Discussion/Action: Construction Meter deposit rates (by GM)

- GM Louie recommended that the construction meter deposit cost increase from \$1,000 to \$2,000, due to the actual cost of the meter.

Motion to increase the construction meter deposit rates from \$1,000.00 to \$2,000.00 made by Director Wargo and 2nd by Director Tincher.

**Director Davis - Aye
Director Tincher - Aye
Director Morris - Aye
Director Wargo - Aye
Director Lynk - Aye**

8. Discussion/Action: Reschedule May, 2022 Board Meeting (by BAA Aguilar)

- The Board Secretary explained that she would be unavailable on 05/17/22, and requested that the Board Meeting be postponed until another date.

***No motion was made, but the May board meeting was rescheduled to 05/24/22 at the same times as normal.**

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CLOSED SESSION AT 8:41 PM

1. Discussion/Action: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: (General Manager)

OPEN SESSION AT 9:21 PM

Discussion/Action: Public report of Action Taken in Closed Session

- Director Lynk announced that the Board would not be renewing GM Louie's contract, and that he would be placed on Administrative Leave until the end of the month, effective immediately.
- Director Lynk gave GM Louie the option to resign, which he refused.
- GM Louie left the room after returning his District keys, per Director Lynk's request.

***A break was taken from 9:26PM – 9:31PM.**

GENERAL MANAGER/BOARD COMMENTS

1. Future Agenda Items

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- **Suggested agenda items from the Public.**
 - **Suggested agenda items from Management.**
 - **Suggested agenda items from Board Members.**
- A Special meeting would need to take place as soon as possible to install an interim decision-maker until a new GM is hired.
 - Director Wargo asked to look into other cleaning companies, since the cost for this line in the budget has increased greatly.
 - The District's Weapons policy will be discussed in a future closed session.

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

1. Future Board Items/Next Board Meeting Date(s)

- a. **Finance & Audit Workshop – Tuesday – May 24, 2022, 5:00 pm**
- b. **Regular Board Meeting – Tuesday – May 24, 2022, 6:00 pm**
- c. **Personnel Committee – TBD**
- d. **San Gorgonio Pass Regional Water Alliance–Meeting–Wednesday, March 23, 2022, 5:00 pm**

ADJOURNMENT

Motion to adjourn at 9:41 PM made by Director Morris and 2nd by Director Davis.

**Director Davis - Aye
Director Tincher - Aye**

Director Morris - Aye
Director Wargo - Aye
Director Lynk - Aye

Meeting adjourned at 9:41 PM on Tuesday, April 19, 2022

Robert Lynk, Board Chair
Board of Directors
Cabazon Water District

Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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**SPECIAL BOARD MEETING
MINUTES**

Meeting Location:

14618 Broadway St.
Cabazon, CA 92230

Teleconference:

Dial-in #: 978-990-5321
Access Code: 117188
Email: info@cabazonwater.org

Meeting Date:

Thursday, April 21 2022 – 3:30 PM

CALL TO ORDER at 3:38 PM

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Alan Davis – Present
Director Terry Tincher – Present
Director Diana Morris – Present
Director Sarah Wargo – Present
Director Robert Lynk – Present

Evelyn Aguilar, Board Secretary – Present

***Note – This meeting was recorded by the District**

PUBLIC COMMENTS

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CLOSED SESSION at 3:39 PM

1. Public Employee Employment/Appointment pursuant to Govt Code 54957
Title: General Manager”

OPEN SESSION at 5:20 PM

NEW BUSINESS

1. **Discussion/Action:** Delegation of Administrative Authority to Board President during Transition Period.

Motion to delegate administrative authority to the Board President during the Transition Period made by Director Morris and 2nd by Director Tincher.

Director Davis – Aye
Director Tincher – Aye
Director Morris – Aye
Director Wargo – Aye
Director Lynk – Aye

ADJOURNMENT

Motion to adjourn at 5:22 PM made by Director Tincher and 2nd by Director Morris.

Director Davis – Aye
Director Tincher – Aye
Director Morris – Aye
Director Wargo – Aye
Director Lynk – Aye

Meeting adjourned at 5:22 PM on Thursday, April 21, 2022

**Robert Lynk, Board Chair
Board of Directors
Cabazon Water District**

**Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District**

ADA Compliance Issues

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RESOLUTION NO. 04-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CABAZON WATER DISTRICT AUTHORIZING VIRTUAL BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361

WHEREAS, the Cabazon Water District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend and participate in the District’s meetings; and

WHEREAS, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor issued a number of executive orders aimed at containing the COVID-19 virus; and

WHEREAS, among other things, these orders waived certain requirements of the Brown Act to allow legislative bodies to meet virtually; and

WHEREAS, pursuant to the Governor’s executive orders, the District has been holding virtual meetings during the pandemic in the interest of protecting the health and safety of the public, District staff and Directors; and

WHEREAS, the Governor’s executive order related to the suspension of certain provisions of the Brown Act expires on September 30, 2021; and

WHEREAS, on September 16, 2021 the Governor signed AB 361 (in effect as of October 1, 2021 – Government Code Section 54953(e)), which allows legislative bodies to meet virtually provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a state of emergency has been proclaimed related to COVID-19, state or local officials are recommending measures to promote social distancing, and because of the ongoing threat of COVID-19, meeting in person would present imminent risks to the health and safety of attendees;

NOW, THEREFORE, BE IT RESOLVED THE BOARD OF DIRECTORS OF THE CABAZON WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.


Section 2. Remote Teleconference Meetings: Consistent with the provisions of Government Code Section 54953(e), the Board of Directors finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state or local officials have recommended measures to promote social distancing in connection with COVID-19; and (3) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees. Based on such facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board of Directors, including Committee meetings, under the provisions of Government Code Section 54953(e).


Section 3. Effective Date of Resolution. This Resolution shall take effect upon adoption and shall be effective for 30 days unless earlier extended by a majority vote of the Board of Directors in accordance with Section 4 of this Resolution.

Section 4. Extension by Motion. The Board of Directors may extend the application of this Resolution by motion and majority vote by up to 30 days at a time, provided that it makes all necessary findings consistent with and pursuant to the requirements of Section 54953(e)(3).

PASSED AND ADOPTED by the Board of Directors of the Cabazon Water District this 16th day of November 2021, by the following vote:

AYES: DIRECTOR SANDERSON, DIRECTOR MORRIS, DIRECTOR TINCHER, DIRECTOR WARGO, DIRECTOR LYNK
NOES: NONE.
ABSENT: NONE.
ABSTAIN: NONE.

BY: 
Sarah Wargo
Vice Board Chair
Cabazon Water District
Board of Directors

ATTEST: 
Evelyn Aguilar
Board Secretary
Cabazon Water District



Cabazon Water District

Balance Sheet

As of April 30, 2022

		Apr 30, 22	
1	ASSETS		
2	Current Assets		
3	Checking/Savings	\$ 296,826	296,826 Chase
4	Accounts Receivable	202,461	824,823 LAIF
5	LAIF	824,823	\$ 1,121,649 Cash & LAIF
6	Bank of NY Trustee Accounts	56,807	
7	Prepaid Expenses	46,349	
8	Inventory	110,471	
9	Total Current Assets	1,537,737	
10	Fixed Assets		
11	Total Fixed Assets	13,890,449	
12	Accumulated Depreciation	(6,316,059)	
13	Net Fixed Assets	7,574,390	
14	TOTAL ASSETS	\$ 9,112,127	
15	LIABILITIES & EQUITY		
16	Liabilities		
17	Current Liabilities		
18	Accounts Payable	\$ 23,177	
19	Other Current Liabilities		
20	Customer Deposits	12,161	
21	Current Portion DWR-H Loan	41,959	
22	Current Portion Zion's Bank Loan	84,949	
23	Accrued Expenses	28,557	
24	Employee Deductions	-	
25	Total Current Liabilities	190,804	
26	Long Term Liabilities		
27	DWR-H Loan Payable (2026)	196,228	
28	Zion's Bank Long Term (2023)	87,077	
29	RCEDA Loan Payable	300,000	
30	Total Long Term Liabilities	583,305	
31	Total Liabilities	774,109	
32	Total Equity	8,338,018	
33	TOTAL LIABILITIES & EQUITY	\$ 9,112,127	



Cabazon Water District

Profit & Loss

For the Period Ending April 30, 2022

	Apr-22	Current YTD	FY 21/22 Budget	YTD (83%)	
1	REVENUES				
2	OPERATING INCOME				
3	\$ 45,235	\$ 450,799	\$ 522,400	86%	Base Rate - Water Bills
4	39,561	612,979	800,900	77%	Commodity Sales
5	15,278	149,749	180,800	83%	DHPO Contract
6	(1,750)	(17,500)	(21,000)	83%	DHPO Capacity Credit
7	73	4,887	5,600	87%	Fire Sales - Water Bills
8	285	3,195	-	0%	Fire Flow Income
9	4,294	15,772	-	0%	Penalty Fees - Water Bills
10	80	1,350	2,400	56%	New Account Fees - Water Bills
11	-	250	-	0%	Incident Fees
12	30	210	200	105%	Returned Check Fees
13	-	68,209	10,000	682%	Basic Facilities Fee
14	-	66,272	126,800	52%	Stand By Fees - Tax Revenue
15	103,086	1,356,171	1,628,100	83%	TOTAL OPERATING INCOME
16	NON-OPERATING INCOME				
17	1,302	43,034	74,000	58%	Property Taxes
18	4,672	24,215	26,100	93%	Cell Tower Lease Income
19	-	8,563	-	0%	Miscellaneous Non-Operating Income
20	1,250	3,907	2,200	178%	Interest Income
21	-	46,864	-	0%	Grant Revenue
22	7,223	126,584	102,300	124%	TOTAL NON-OPERATING INCOME
23	110,309	1,482,755	1,730,400	86%	TOTAL REVENUES
24	EXPENSES				
25	PAYROLL & BENEFITS				
26	1,600	10,600	15,000	71%	Directors Fees
27	Management & Customer Service				
28	2,621	52,986	55,900	95%	Customer Accounts
29	2,081	2,081	-	0%	Customer Accounts - Cash Outs
30	2,804	30,619	36,200	85%	Business Admin Assistant
31	7,068	83,359	97,800	85%	General Manager
32	14,574	169,045	189,900	89%	Total Management & Customer Service
33	10,999	121,411	161,400	75%	Field Workers
34	Employee Benefits Expense				
35	113	5,639	6,200	91%	Workers Compensation
36	5,376	53,741	66,200	81%	Employee Health Care
37	5,308	56,418	75,200	75%	Pension
38	10,797	115,797	147,600	78%	Total Employee Benefits Expense
39	2,131	24,739	29,000	85%	Payroll Taxes
40	\$ 40,101	\$ 441,592	\$ 542,900	81%	TOTAL PAYROLL & BENEFITS

*No assurance provided on these financial statements. These financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.



Cabazon Water District

Profit & Loss

For the Period Ending April 30, 2022

		Apr-22	Current YTD	FY 21/22 Budget	YTD (83%)
41	OPERATIONAL EXPENSES				
42	Facilities, Wells, T&D				
43	Lab Fees	\$ 89	\$ 4,601	\$ 9,100	51%
44	Meters	50	1,700	4,900	35%
45	Utilities - Wells	4,709	85,774	103,300	83%
46	Line R&M Materials	2,173	28,213	52,000	54%
47	Well Maintenance	1,883	33,231	38,600	86%
48	Security	5,151	23,016	25,300	91%
49	Engineering Services	5,681	79,273	113,000	70%
50	Facilities, Wells, T&D - Other	183	13,070	11,500	114%
51	Total Facilities, Wells, T&D	19,919	268,878	357,700	75%
52	Utilities - Office				
53	Electricity	1,050	12,885	15,000	86%
54	Gas	15	568	1,100	52%
55	Telephone	430	8,393	10,400	81%
56	Trash Pickup & Office Cleaning	153	5,519	4,700	117%
57	Total Utilities - Office	1,648	27,365	31,200	88%
58	Office Expenses				
59	Water Billing System	196	1,956	2,100	93%
60	Supplies & Equipment	291	10,735	10,300	104%
61	Copier Lease & Printing Supplies	373	4,298	5,000	86%
62	Dues & Subscriptions	95	1,326	2,500	53%
63	Postage	696	7,112	8,300	86%
64	Printing & Publications	-	506	6,400	8%
65	Computer Services	3,640	31,765	42,100	75%
66	Office Storage	-	3,500	6,300	56%
67	Air Conditioning Servicing	453	4,332	5,100	85%
68	CA Water Systems Alliance	-	1,000	3,000	33%
69	Office Expenses - Other	140	1,359	2,100	65%
70	Total Office Expenses	5,884	67,890	93,200	73%
71	Support Services				
72	Financial Audit	-	14,854	23,500	63%
73	Accounting	3,333	34,972	40,000	87%
74	Legal Services	3,322	49,696	71,000	70%
75	Temporary Labor	2,187	4,896	-	0%
76	Bank/Payroll Service	392	4,303	5,500	78%
77	Website Support	-	75	500	15%
78	General Liability Insurance	3,126	25,444	26,100	97%
79	Total Support Services	\$ 12,360	\$ 134,239	\$ 166,600	81%



Cabazon Water District

Profit & Loss

For the Period Ending April 30, 2022

		FY 21/22			
		Apr-22	Current YTD	Budget	YTD (83%)
80	Training/Travel	\$ 842	\$ 8,443	\$ 10,500	80%
81	Other Fees/SWRCB	144	8,305	8,900	93%
82	Service Tools & Equipment				
83	Shop Supplies and Small Tools	440	1,104	11,900	9%
84	Vehicle Fuel	269	10,681	16,600	64%
85	Employee Uniforms	267	1,500	2,000	75%
86	Safety	426	1,441	1,900	76%
87	Tractor Expenses	-	3,464	3,700	94%
88	Equipment Rental	-	6,274	6,900	91%
89	Service Trucks - R&M	1,636	14,287	14,500	99%
90	Water Ops Phone & Internet	300	3,007	4,800	63%
91	Total Service Tools & Equipment	3,339	41,756	62,300	67%
92	NON-OPERATING EXPENSES				
93	Grant & Loan Processing Fee	-	1,325	1,400	95%
94	DWR Interest Expense	3,203	6,732	6,700	100%
95	2022 Ford Purchase Interest Expense	-	-	-	0%
96	DHPO Interest Expense	-	3,742	3,800	98%
97	Bad Debt Expense	-	-	1,200	0%
98	Miscellaneous	401	1,151	3,300	35%
99	TOTAL NON-OPERATING EXPENSES	3,604	12,951	16,400	79%
100	TOTAL EXPENSES	87,840	1,011,419	1,289,700	78%
101	TOTAL INCOME BEFORE CAPITAL & GSA	22,469	471,336	440,700	107%
102	CAPITAL PROJECTS				
103	Main Street Improvements (Icehouse Imp.)	(674)	(15,087)	(50,000)	30%
104	Meter Replacements & Other Capital	-	-	(20,000)	0%
105	Well & Tank Repairs	-	(77,776)	(270,000)	29%
106	Fire Hydrants	-	-	(72,500)	0%
107	TOTAL CAPITAL PROJECTS	(674)	(92,863)	(412,500)	23%
108	DEBT - PRINCIPAL				
109	Debt Service Principal - 2022 Ford	(1,479)	(1,479)	-	0%
110	Debt Service Principal - DWR	(21,143)	(41,959)	(42,000)	100%
111	Debt Service Principal - DHPO (Zion)	-	(84,949)	(84,900)	100%
112	TOTAL DEBT - PRINCIPAL	(22,622)	(128,388)	(126,900)	101%
113	SGMA / GSA	-	(32,784)	(35,000)	94%
114	NET INCOME / (LOSS)	\$ (827)	\$ 217,302	\$ (133,700)	

Old Business

1. Discussion/Action Item:

[TAB 1]

Review or Adoption of Proposed FY 22/23 Budget
(by Scott Nelsen)



**Cabazon Water District
Proposed Budget
FY 2022-23**

Schedule A

	A	B	C	D	E
	FY 21/22 Adopted Budget	FY 21/22 Projected Year-End	FY 22/23 Proposed Budget	\$ Difference (C - B)	% Difference (D / B)
1 REVENUES					
2 OPERATING INCOME					
3 Base Rate - Water Bills	\$ 522,400	\$ 547,800	\$ 564,200	\$ 16,400	3%
4 Commodity Sales	800,900	799,700	782,500	(17,200)	-2%
5 DHPO Contract	180,800	184,100	180,200	(3,900)	-2%
6 DHPO Capacity Credit	(21,000)	(21,000)	(10,500)	10,500	-50%
7 Fire Sales - Water Bills	5,600	5,600	5,800	200	4%
8 Fees & Charges	2,600	21,800	51,200	29,400	135%
9 Basic Facilities Fee	10,000	68,200	18,600	(49,600)	-73%
10 Stand By Fees - Tax Revenue	126,800	117,500	118,700	1,200	1%
11 TOTAL OPERATING INCOME	1,628,100	1,723,700	1,710,700	(13,000)	-1%
12 NON-OPERATING INCOME					
13 Property Taxes	74,000	84,700	85,500	800	1%
14 Cell Tower Lease Income	26,100	26,100	26,600	500	2%
15 Miscellaneous Non-Operating Income	-	11,400	-	(11,400)	-100%
16 Interest Income	2,200	3,000	6,200	3,200	107%
17 TOTAL NON-OPERATING INCOME	102,300	125,200	118,300	(6,900)	-6%
18 TOTAL REVENUES	1,730,400	1,848,900	1,829,000	(19,900)	-1%
19 EXPENSES					
20 PAYROLL					
21 Directors Fees	15,000	15,300	25,000	9,700	63%
22 Management & Customer Service	189,900	199,300	240,200	40,900	21%
23 Field Workers	161,400	141,200	197,700	56,500	40%
24 Employee Benefits Expense	147,600	147,900	163,700	15,800	11%
25 Payroll Taxes	29,000	30,000	36,600	6,600	22%
26 TOTAL PAYROLL	542,900	533,700	663,200	129,500	24%
27 OPERATIONAL EXPENSES					
28 Facilities, Wells, T&D					
29 Lab Fees	9,100	9,100	13,100	4,000	44%
30 Meters	4,900	4,900	5,100	200	4%
31 Utilities - Wells	103,300	122,200	150,400	28,200	23%
32 Line R&M Materials	52,000	34,700	36,400	1,700	5%
33 Well Maintenance	38,600	38,600	40,400	1,800	5%
34 Security	25,300	23,800	25,000	1,200	5%
35 Engineering Services	113,000	100,100	80,000	(20,100)	-20%
36 Facilities, Wells, T&D - Other	11,500	17,200	18,100	900	5%
37 Total Facilities, Wells, T&D	357,700	350,600	368,500	17,900	5%
38 Office Expenses					
39 Utilities - Office	31,200	31,600	37,100	5,500	17%
40 Water Billing System	2,100	2,300	2,400	100	4%
41 Supplies & Equipment	10,300	12,700	13,300	600	5%
42 Copier and Supplies	5,000	5,200	5,500	300	6%
43 Dues & Subscriptions	2,500	2,400	2,500	100	4%
44 Postage	8,300	9,400	9,900	500	5%
45 Printing & Publications	6,400	700	700	-	0%
46 Computer Services	42,100	37,500	41,700	4,200	11%



**Cabazon Water District
Proposed Budget
FY 2022-23**

Schedule A

	A	B	C	D	E
	FY 21/22 Adopted Budget	FY 21/22 Projected Year-End	FY 22/23 Proposed Budget	\$ Difference (C - B)	% Difference (D / B)
47 Office Storage	6,300	3,500	-	(3,500)	-100%
48 Air Conditioning Servicing	5,100	5,200	5,500	300	6%
49 Community Water Systems Alliance (CWSA)	3,000	3,000	3,000	-	0%
50 Office Expenses - Other	2,100	1,900	2,100	200	11%
51 Total Office Expenses	124,400	115,400	123,700	8,300	7%
52 Support Services					
53 Financial Audit	23,500	23,500	24,700	1,200	5%
54 Accounting	40,000	40,000	42,000	2,000	5%
55 Legal Services	71,000	61,800	65,800	4,000	6%
56 Payroll Service	5,500	5,200	5,500	300	6%
57 Website Support	500	400	500	100	25%
58 Insurance	26,100	29,800	37,500	7,700	26%
59 Total Support Services	166,600	160,700	176,000	15,300	10%
60 Training & Travel	10,500	10,400	10,500	100	1%
61 Other Fees/SWRCB	8,900	9,600	9,700	100	1%
62 Service Tools & Equipment					
63 Shop Supplies and Small Tools	11,900	6,000	6,300	300	5%
64 Vehicle Fuel	16,600	13,900	14,600	700	5%
65 Employee Uniforms	2,000	1,000	1,100	100	10%
66 Safety	1,900	1,400	1,500	100	7%
67 Tractor Expenses/Maintenance	3,700	3,700	3,900	200	5%
68 Equipment Rental	6,900	8,400	8,800	400	5%
69 Service Trucks - R&M	14,500	12,900	13,500	600	5%
70 Water Operations On-Call Phones	4,800	3,600	3,800	200	6%
71 Service Tools & Equipment	62,300	50,900	53,500	2,600	5%
72 NON-OPERATING EXPENSES					
73 Loan Interest & Processing Fee	11,900	12,700	12,600	(100)	-1%
74 Bad Debt Expense	1,200	1,200	1,300	100	8%
75 Miscellaneous	3,300	1,000	1,100	100	10%
76 TOTAL NON-OPERATING EXPENSES	16,400	14,900	15,000	100	1%
77 TOTAL EXPENSES	1,289,700	1,246,200	1,420,100	173,900	14%
78 INCOME BEFORE CAPITAL & DEBT SERVICE	440,700	602,700	408,900	(193,800)	-32%
79 Capital Projects (From Schedule B)	(412,500)	(181,200)	(285,000)	(103,800)	57%
80 Debt Service - Principal	(126,900)	(128,900)	(144,000)	(15,100)	12%
81 SGMA / GSA	(35,000)	(35,000)	(35,000)	-	0%
82 NET INCOME / (LOSS)	\$ (133,700)	\$ 257,600	\$ (55,100)	\$ (312,700)	
83 PROJECTED BEGINNING CASH - 7/1/22			<u>\$ 1,090,700</u>		
84 PROJECTED ENDING CASH - 6/30/23			<u>\$ 1,035,600</u>		



**Cabazon Water District
Proposed Capital Budget
FY 2022-23**

	A	B	C
	FY 21/22 Adopted Budget	FY 21/22 Projected Year-End	FY 22/23 Proposed Budget
1 CAPITAL PROJECTS			
2 RESERVE FUNDED			
3 Well & Tank Repairs	\$ (270,000)	\$ (77,800)	\$ (225,000)
4 Fire Hydrants	(72,500)	-	-
5 Main Street Property (Icehouse-Improvements)	(50,000)	(14,400)	-
6 Customer Shut-Off Valves	-	-	(40,000)
7 Meter Replacements	(20,000)	-	(20,000)
8 Service Utility Truck	-	(89,000)	-
9 TOTAL RESERVE FUNDED PROJECTS	(412,500)	(181,200)	(285,000)
10 GRANT FUNDED			
11 DWR			
12 Isolation Valves	-	-	(1,243,000)
13 Grant Funding - DWR	-	-	1,243,000
14 SWRCB			
15 Groundwater Well Improvements	-	-	(499,000)
16 Grant Funding - SWRCB	-	-	499,000
17 ARPA			
18 Broadway & Main St. Gate Valve	-	-	(100,000)
19 T2, T3, & T4 Recoating	-	-	(500,000)
20 Grant Funding - ARPA	-	-	600,000
21 NET GRANT FUNDED PROJECTS	-	-	-
22 TOTAL NET COST OF CAPITAL PROJECTS	\$ (412,500)	\$ (181,200)	\$ (285,000)



Cabazon Water District FY 22/23 Proposed Budget

Schedule A: FY 22/23 Proposed Budget

Column (A) is the Adopted Budget for FY 21/22. Column (B) represents projected year-end balances for Fiscal Year 21/22. These amounts are estimates; actual results will vary. Column (C) displays the Proposed Budget for FY 22/23. Columns (D) and (E) display \$ and % differences from Projected FY 21/22 results to the FY 22/23 Proposed Budget.

REVENUES

Line 3 Base Rate: Fixed water charges including residential, commercial & construction connections. Revenues are budgeted for a 3% increase in accordance with the scheduled rate increase.

Line 4 Commodity Sales: Volumetric water sales including residential, commercial & construction water sales. Revenues are budgeted for a 2% decrease based on a 5% decrease in consumption due to conservation, which is partially offset by the 3% scheduled rate increase.

Line 5 DPHO Contract: Revenues are budgeted for a 2% decrease based on a 5% decrease in consumption due to conservation, which is partially offset by the 3% scheduled rate increase.

Line 6 DPHO Capacity Credit: Per the District's agreement with DHPO, this is the credit given on their monthly bill. This credit is set to expire in December 2022.

Line 7 Fire Sales: This is the flat, fixed monthly charge for all private fire service connections. Budget for FY 22/23 is in accordance with the scheduled rate increase.

Line 7 Fire Flow Income: This account is for fire flow test fees relating to new development. This account is not budgeted due to unpredictable activity.

Line 8 Fees & Charges: Includes penalty fees, fire flow tests, new account fees, incident fees, and returned check fees. Penalty revenue was not budgeted for FY 21/22 due to uncertainty regarding when these charges will be allowed to resume. Budget for FY22/23 is based on FY18/19 results for penalty fees, assuming full collection of fees resumes.

Line 9 Facility Fees: These are fees charged to connect to the District water system. Receipt of these fees are unpredictable and therefore this account is budgeted conservatively. Budgeted based on 2 anticipated 5/8" meter installations.

Lines 10, 13 Standby Fees, Property Taxes: Annual property tax and standby fee assessment through Riverside County. FY 22/23 is budgeted in line with projected results from FY 21/22 with a 1% increase.

Line 14 Cell Tower Lease Income: Monthly cell tower lease revenues. Budget for FY 22/23 includes a 2% contractual increase.

Line 15 Miscellaneous Non-Operating Income: Include miscellaneous fees, refunds/reimbursements, and recycling revenues. These revenues are budgeted conservatively at zero due to their unpredictable nature.



Line 16 Interest Income: Interest revenue is earned primarily on District investments in the State of California’s Local Agency Investment Fund (LAIF) and interest charges on customer bills. Interest revenues are projected to increase for FY22/23 based on resuming interest charges on customer bills.

EXPENSES

Lines 21-26 Payroll: Lists the detail of salaries and wages, paid leave, employee benefits, payroll taxes and worker’s compensation. Major assumptions include:

Line 21 Director’s Fees: This includes board of director’s stipends. Budget for FY 22/23 is increased to \$25K assuming increased meeting and conference activity.

Line 22 Management & Customer Service: Includes general manager, business admin supervisor, customer accounts supervisor and new part time customer accounts rep. Budget for FY 22/23 is increased based on COLA for union employees, the new union, part time Customer Service Rep position, and promotion for the admin supervisor position.

Line 23 Field Workers: Increased due planned COLA and merit increases and filling of vacant Field Worker I (FWI) position.

Line 24 Employee Benefit Expense: Includes employee medical, dental, vision insurance and pension expense. This line is expected to increase due to the hiring of the vacant Field Worker I health benefits and increased retirement due to annual merit/COLA increases.

Line 25 Payroll Taxes: Payroll taxes are expected to increase due to higher salaries expense.

Lines 28-37 Facilities, Wells, T&D: Includes expenses relating to water quality testing, meter purchases, source of supply, facility maintenance and engineering services. Notable assumptions include:

Line 29 Lab Fees: Includes increased testing costs relating to bringing Well 1 back online.

Line 31 Utilities – Wells: Includes electricity costs relating to pumping at the District well sites. FY 22/23 is budget based on projected results for FY 21/22 and a 6.7% increase (per estimate from SCE), and \$20,000 more added for Well 1 going back online.

Line 33 Well Maintenance: Includes repairs, maintenance and chemical expenses relating to the District wells. Budget for FY 22/23 is based on the FY 21/22 projected results with a 5% inflation increase.

Line 35 Engineering Services: Includes general engineering services required by the District. Budget for FY 22/23 is decreased due to FY 21/22 having increased activity relating to rehabilitation inspections and other one-time services.

Lines 38-51 Office Expenses: All expenses relating to operating the District office. Notable assumptions below:

Line 39 Utilities – Office: Includes expenses for office electricity, gas, telephones, trash service and office cleaning. Budget for FY 22/23 is based on 21/22 actuals with a 5% inflation increase, and the addition of a new office cleaning contract for \$525 monthly.

Line 41 Supplies & Equipment: Includes office supplies and small equipment purchases. Budget for FY 22/23 is based on FY 21/22 budgeted amounts with a 5% inflation increase.



Line 43 Dues & Subscriptions: Budget includes the following: annual P.O. box fees, CalMutuals dues, CA Rural Water Association dues, and SDRMA dues.

Line 45 Printing & Publications: Budget for FY 21/22 assumed increased costs relating to recruitment for FWI position. FY 22/23 budget is based on 21/22 actuals.

Line 47 Office Storage: Included \$500 per month for equipment storage at county property in FY 21/22. As of February 2022, the rental of this space has been discontinued.

Lines 52-59 Support Services: Includes consultants, outside services, audit, information technology and property/liability insurance. Notable assumptions below:

Line 53 Financial Audit: Annual Financial audit services. FY 22/23 budget is increased from FY 21/22 by 5% in line with inflation.

Line 54 Accounting: Accounting consulting from Eide Bailly. FY 22/23 budget is increased from FY 21/22 by 5% in line with inflation.

Line 55 Legal Services: Includes legal fees from BB&K. Budget for FY 22/23 is based on projected results for FY 21/22 and a 5% increase.

Line 56 Payroll Service: Includes bi-weekly payroll processing fees. Budget for FY 22/23 is based on actual results for FY 21/22 with a 5% inflation increase.

Line 58 Insurance: Budget for FY 22/23 is based on actual premium renewal received in April 2022. Increase is due to overall industry increase due to wildfires, as well as the District's risk due to the wind in the area.

Line 60 Training & Travel: Includes seminar, training, travel and meal expenses. Budget for FY 22/23 is notably increased from FY 21/22 anticipating improved travel conditions relating to the Covid-19 pandemic and certification training for new FWI position.

Lines 62-71 Service Tools & Equipment: Includes small tools, equipment/vehicle repair and maintenance, fuel, and on-call phones for field employees. Overall, this category is schedule to increase with inflation of 5%.

Lines 72-76 Non-Operating Expenses: Non-operating expenses include DWR/DHPO interest and loan fees, bad debt expense and other miscellaneous expenses.

Lines 79 Capital Projects: Reserve funded capital projects. Detail shown on Schedule B.

Lines 80 Debt – Principal: Includes principal payment on the DWR debt, Zion debt and vehicle financing. FY 22/23 budget is based on corresponding debt repayment schedules. The Zion loan is scheduled to be fully repaid in FY 22/23.

Line 81 SGMA/GSA: Includes legal, engineering, and other costs relating to the Sustainable Groundwater Management Act. Budget for FY 22/23 is based on FY 21/22 budgeted amounts.



Schedule B: FY 22/23 Proposed Capital Budget

Column (A) is the Adopted Budget for FY 21/22. Column (B) represents projected year-end balances for Fiscal Year 21/22. These amounts are estimates; actual results will vary. Column (C) displays the Proposed Budget for FY 22/23.

Lines 2-9 Reserve Funded Capital Projects: Projects to be funded by District reserves.

Line 3 Well & Tank Repair: FY 21/22 budget included \$150K budgeted for Bonita Vault Rehabilitation and \$120K for Tank 2 recoating. The Bonita Vault Rehabilitation was postponed to FY 22/23, with its estimated cost increase to \$225K.

Line 4 Fire Hydrants: FY 21/22 included \$72.5K budget for fire hydrant installations on Dolores & Almond, not anticipated to be completed.

Line 5 Main Street Property: FY 21/22 included \$50K budgeted for continued property improvements. Final improvements were completed totaling \$14.4K.

Line 6 Customer Shut-Off Valves: Budgeted at \$40K for FY 22/23, total project cost estimate of \$120K to be spread over next three years.

Line 7 Meter Replacements: Includes annual \$20K budget for the Water Meter Replacement Program.

Line 8 Service Utility Truck: FY 21/22 activity includes the purchase of a new field service truck, originally anticipated in FY 22/23 budget.

Lines 10-21 Reserve Funded Capital Projects: Projects to be funded by grant revenues.

Lines 11-13 DWR: Includes the Isolation Valves project, 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

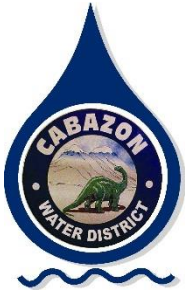
Lines 14-16 SWRCB: Includes the Groundwater Well Improvements project, 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

Lines 17-20 ARPA: Includes the Broadway & Main Gate Valve (\$100K) and Tank Recoating for T1, T2 & T4 (\$500K), anticipated to be 100% grant funded.

Old Business

2. Discussion/Action Item: [TAB 2]

Accent IT Computer Solutions adjusted rates -
Board to approve or direct Staff to research other IT
support rates
(by the Board)



MEMORANDUM

DATE: May 24, 2022
TO: Board of Directors
FROM: Evelyn Aguilar, BAA
SUBJ: RE: Accent Bill – Rate Adjustment and Invoice Details
cc: Board Meeting Packet

STATEMENT OF FACTS

- During the regular Board meeting on 04/19/22, the Board discussed the new rates of Accent (technology support). The Board asked me to find out what the extra details on the invoice were for. Specifically the items in the categories of:
 - Protect All IT – QTY: 12-13, Price: \$170-196.93
 - Mail & Office – QTY: 13-27, Price: \$20-20.35
- After reaching out to Accent about the details on the invoices, the following was discovered:
 - Protect All IT refers to the amount of users that the District has. After asking for a list of users, it was discovered that the District has been paying for users (employees) that haven't worked for the District for years. These extra users have since been removed.
 - Mail & Office is how many Email Licenses the District has. Accent made a mistake on this line for the past 3 months, which should have been only 13, but was mistakenly doubled. This has been corrected, and the District will be credited appropriately. There was also a couple of these email licenses for previous employees and Board Members that have been removed.
- With the decrease of users and email licenses, the May bill for Accent decreased over \$650.00.
- The Board also asked that I find out which companies some other local agencies use for tech support. I reached out to San Gorgonio Pass Water Agency (SGPWA), Mission Springs Water District (MSWD), and a few others, although I only heard back from the first two.
 - SGPWA uses Lenity Tech, and pays \$1500/month. They recently switched from an independent consultant. I am not sure what their service agreement includes.
 - MSWD has been using Umetech for at least 15 years. Umetech charges MSWD \$85/hour plus somewhere around \$20/user and \$60/server. There are other costs too that I was not given the amount for.
- Please note that the above costs are based specifically off of the needs of those agencies, and might not be an accurate estimate of what the District would pay.

Adjusted Bill



Invoice 151229

Bill To:
 Cabazon Water District
 Attention: Evelyn Aguilar
 PO Box 297,
 Cabazon, CA 92230

Our Contact Information
 Accent Computer Solutions, Inc.
 8438 Red Oak St.
 Rancho Cucamonga, CA 91730
 (909) 481-4368

Total
 \$2,980.84

Due Date
 5/1/2022

Invoice Date
 5/1/2022

Centralized Services	Network Administration	Technology Consulting	Technology Upgrades	Reactive Support Services
UNLIMITED: Microsoft Patch Management Antivirus Solution Virus Activity Monitoring Workstation Maintenance Spam Filtering Solution Priority Downtime Response Automated Hardware & Software Inventory Performance Reporting CPU Utilization, Memory & Drive Space Windows System Service Availability Monitoring Event Log Monitoring Monitoring and Maintenance of Exchange Domain User Account Admin Backup Management & Administration Firewall Management	UNLIMITED: Dedicated Network Administrator Scheduled On-site Maintenance Technology Checklist Best Practices Centralized Service Report Review Proactive Automation and Management Root Cause Investigation	UNLIMITED: Dedicated Virtual Chief Information Officer (vCIO) Technology Planning and Guidance Regular IT Business Reviews Project Management Vendor Management IT Huddles IT Status Updates	UNLIMITED: Dedicated Technology Architect Technology Infrastructure Design Project Management & Coordination Priced Per Project: Infrastructure Upgrades Technology Rollouts & Implementation	UNLIMITED: Remote Support On-Site Support Problem Isolation & Resolution "How To" Questions Crash Support Customer Portal 24x7 Available IT Technical Support ISP Management and Support PBX/VoIP Telephone System Triage Support
INFRASTRUCTURE			STRATEGY	SUPPORT

Managed Services Details

	Quantity	Price	Amount
Agreement: Cabazon Water District ALL IT 24/7 + Projects Service Agreement			
Protech All IT	11	\$196.93	\$2,166.23
Spam Filtering & Support	13	\$0.00	\$0.00
Web Content Filtering & Malware Protection - OpenDNS	13	\$0.00	\$0.00
Managed Firewall	1	\$250.00	\$250.00
Managed Backup	1	\$275.00	\$275.00
Current Image Offsite Storage (Over 500GB)	16	\$0.30	\$4.71
Mailbox & Office	14	\$20.35	\$284.90
Vendor Increased Cost by .35			

Workstation ShadowProtect License: SCADA_SYSTEM	0	\$49.02	\$0.00
Hosted Antivirus	11	\$0.00	\$0.00
Server ShadowProtect License: SERVER2 & SERVER1	0	\$49.07	\$0.00

Terms First of the Month		Subtotal	\$2,980.84
Reference: Monthly Billing for May		Tax	\$0.00
PO Number:		Total	\$2,980.84

Please make checks payable to Accent Computer Solutions, Inc.

Thank you for your business! We Can Handle IT!

Managed Services Details	Quantity	Price	Amount	NOTES
Agreement: Cabazon Water District ALL IT 24/7 + Projects Service Agreement			\$0.00	
Protech All IT	13	\$170.00	\$2,210.00	This is the user count for the company, If you would like to have a list sent over monthly I can add you to the list
Spam Filtering & Support	13	\$0.00	\$0.00	Based on users
Web Content Filtering & Malware Protection – Open DNS	13	\$0.00	\$0.00	Based on users
Managed Firewall	1	\$250.00	\$250.00	
Managed Backup	1	\$275.00	\$275.00	
Current Image Offsite Storage (Over 500GB)	8	\$0.30	\$2.42	Backup usage, currently your agreement includes 500GB so we recorded 508GB this month only charging for the 8GB over
Mailbox & Office	27	\$20.00	\$540.00	Email Licenses
Workstation Shadow Protect License: SCADA_SYSTEM	0	\$49.02	\$0.00	Workstation Backup License Agreement covers 1
Hosted Antivirus	11	\$0.00	\$0.00	
Server Shadow Protect License: SERVER2 & SERVER1	0	\$49.07	\$0.00	Server Backup Licenses Agreement Covers 2

Subject: RE: Your IT service agreement

From: Marty Kaufman <martyK@teamaccent.com>

Date: March 18, 2022 at 13:52:31 PDT

To: Calvin Louie <CLouie@cabazonwater.org>

Subject: Your IT service agreement

Hi Calvin,

First off, thank you for trusting your technology management to our team. Your loyalty means the world to us.

I'm writing you today to let you know that your base monthly support agreement will be increasing.

I don't want to, but I have no choice.

We're in an inflationary economy, as I'm sure you've read in the news and experienced directly. This has created unstable prices, material shortages, and many supply chain issues. The repercussions are being felt everywhere.

Our market is impacted by rising prices as well.

In a technology services provider business, the two main cost drivers are labor and software licenses for the tools we use to support you. As I'm sure you know, the market for qualified employees is very competitive. To attract and retain qualified technical talent to continue serving you, our compensation must be competitive as well.

Many other cost areas are also impacted, ranging from facilities to healthcare. Perhaps the most obviously impacted is the hardware supply chain, which is experiencing both price inflation and material shortages – that affects both of our businesses.

The January 2021 to January 2022 Consumer Price Index (CPI) increased by 7.5%, the highest 12-month increase since 1982 – and it's still climbing.

For these reasons, your monthly agreement will be increasing by \$350. You will see it reflected on your next agreement invoice.

I hope you understand that this is what needs to be done to keep up the level of support we provide to your organization. It's a privilege to be your trusted IT partner and we thank you for your continued business.

Please reach out to me directly if you have any questions or concerns.

Marty Kaufman

President

[Accent Computer Solutions, Inc.](http://www.TeamAccent.com)

HQ - 8438 Red Oak Street, Rancho Cucamonga, CA 91730

Office (800) 481-4369

Cell (951) 316-3837

MartyK@TeamAccent.com



Invoice 150503



Bill To:
 Cabazon Water District
 Attention: Evelyn Aguilar
 PO Box 297,
 Cabazon, CA 92230

Our Contact Information
 Accent Computer Solutions, Inc.
 8438 Red Oak St.
 Rancho Cucamonga, CA 91730
 (909) 481-4368

Total
 \$3,639.78

Due Date
 4/1/2022

Invoice Date
 4/1/2022

Centralized Services	Network Administration	Technology Consulting	Technology Upgrades	Reactive Support Services
UNLIMITED: Microsoft Patch Management Antivirus Solution Virus Activity Monitoring Workstation Maintenance Spam Filtering Solution Priority Downtime Response Automated Hardware & Software Inventory Performance Reporting CPU Utilization, Memory & Drive Space Windows System Service Availability Monitoring Event Log Monitoring Monitoring and Maintenance of Exchange Domain User Account Admin Backup Management & Administration Firewall Management	UNLIMITED: Dedicated Network Administrator Scheduled On-site Maintenance Technology Checklist Best Practices Centralized Service Report Review Proactive Automation and Management Root Cause Investigation	UNLIMITED: Dedicated Virtual Chief Information Officer (vCIO) Technology Planning and Guidance Regular IT Business Reviews Project Management Vendor Management IT Huddles IT Status Updates	UNLIMITED: Dedicated Technology Architect Technology Infrastructure Design Project Management & Coordination Priced Per Project: Infrastructure Upgrades Technology Rollouts & Implementation	UNLIMITED: Remote Support On-Site Support Problem Isolation & Resolution "How To" Questions Crash Support Customer Portal 24x7 Available IT Technical Support ISP Management and Support PBX/VoIP Telephone System Triage Support
INFRASTRUCTURE			STRATEGY	SUPPORT

Managed Services Details	Quantity	Price	Amount
Agreement: Cabazon Water District ALL IT 24/7 + Projects Service Agreement			\$0.00
Protech All IT	13	\$196.93	\$2,560.09
Spam Filtering & Support	13	\$0.00	\$0.00
Web Content Filtering & Malware Protection - OpenDNS	13	\$0.00	\$0.00
Managed Firewall	1	\$250.00	\$250.00
Managed Backup	1	\$275.00	\$275.00
Current Image Offsite Storage (Over 500GB)	17	\$0.30	\$5.24
Mailbox & Office	27	\$20.35	\$549.45
Vendor Increased Cost by .35			

Workstation ShadowProtect License: SCADA_SYSTEM	0	\$49.02	\$0.00
Hosted Antivirus	11	\$0.00	\$0.00
Server ShadowProtect License: SERVER2 & SERVER1	0	\$49.07	\$0.00

Terms First of the Month		Subtotal	\$3,639.78
Reference: Monthly Billing for April		Tax	\$0.00
PO Number:		Total	\$3,639.78

Please make checks payable to Accent Computer Solutions, Inc.

Thank you for your business! We Can Handle IT!

Invoice 150085



Bill To:
 Cabazon Water District
 Attention: Evelyn Aguilar
 PO Box 297,
 Cabazon, CA 92230

Our Contact Information
 Accent Computer Solutions, Inc.
 8438 Red Oak St.
 Rancho Cucamonga, CA 91730
 (909) 481-4368

Total \$3,277.42	Due Date 3/1/2022	Invoice Date 3/1/2022
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Centralized Services	Network Administration	Technology Consulting	Technology Upgrades	Reactive Support Services
UNLIMITED: Microsoft Patch Management Antivirus Solution Virus Activity Monitoring Workstation Maintenance Spam Filtering Solution Priority Downtime Response Automated Hardware & Software Inventory Performance Reporting CPU Utilization, Memory & Drive Space Windows System Service Availability Monitoring Event Log Monitoring Monitoring and Maintenance of Exchange Domain User Account Admin Backup Management & Administration Firewall Management	UNLIMITED: Dedicated Network Administrator Scheduled On-site Maintenance Technology Checklist Best Practices Centralized Service Report Review Proactive Automation and Management Root Cause Investigation	UNLIMITED: Dedicated Virtual Chief Information Officer (vCIO) Technology Planning and Guidance Regular IT Business Reviews Project Management Vendor Management IT Huddles IT Status Updates	UNLIMITED: Dedicated Technology Architect Technology Infrastructure Design Project Management & Coordination Priced Per Project: Infrastructure Upgrades Technology Rollouts & Implementation	UNLIMITED: Remote Support On-Site Support Problem Isolation & Resolution "How To" Questions Crash Support Customer Portal 24x7 Available IT Technical Support ISP Management and Support PBX/VoIP Telephone System Triage Support
INFRASTRUCTURE		STRATEGY		SUPPORT

Managed Services Details	Quantity	Price	Amount
Agreement: Cabazon Water District ALL IT 24/7 + Projects Service Agreement			\$0.00
Protech All IT	13	\$170.00	\$2,210.00
Spam Filtering & Support	13	\$0.00	\$0.00
Web Content Filtering & Malware Protection - OpenDNS	13	\$0.00	\$0.00
Managed Firewall	1	\$250.00	\$250.00
Managed Backup	1	\$275.00	\$275.00
Current Image Offsite Storage (Over 500GB)	8	\$0.30	\$2.42
Mailbox & Office	27	\$20.00	\$540.00

Workstation ShadowProtect License: SCADA_SYSTEM	0	\$49.02	\$0.00
Hosted Antivirus	11	\$0.00	\$0.00
Server ShadowProtect License: SERVER2 & SERVER1	0	\$49.07	\$0.00

Terms First of the Month	Subtotal	\$3,277.42
Reference: Monthly Billing for March	Tax	\$0.00
PO Number:	Total	\$3,277.42

Please make checks payable to Accent Computer Solutions, Inc.

Thank you for your business! We Can Handle IT!

Invoice 142604



Bill To:
 Cabazon Water District
 Attention: Evelyn Aguilar
 PO Box 297,
 Cabazon, CA 92230

Our Contact Information
 Accent Computer Solutions, Inc.
 8438 Red Oak St.
 Rancho Cucamonga, CA 91730
 (909) 481-4368

Total \$2,874.02	Due Date 4/1/2021	Invoice Date 4/1/2021
----------------------------	-----------------------------	---------------------------------

Centralized Services	Network Administration	Technology Consulting	Technology Upgrades	Reactive Support Services
UNLIMITED: Microsoft Patch Management Antivirus Solution Virus Activity Monitoring Workstation Maintenance Spam Filtering Solution Priority Downtime Response Automated Hardware & Software Inventory Performance Reporting CPU Utilization, Memory & Drive Space Windows System Service Availability Monitoring Event Log Monitoring Monitoring and Maintenance of Exchange Domain User Account Admin Backup Management & Administration Firewall Management	UNLIMITED: Dedicated Network Administrator Scheduled On-site Maintenance Technology Checklist Best Practices Centralized Service Report Review Proactive Automation and Management Root Cause Investigation	UNLIMITED: Dedicated Virtual Chief Information Officer (vCIO) Technology Planning and Guidance Regular IT Business Reviews Project Management Vendor Management IT Huddles IT Status Updates	UNLIMITED: Dedicated Technology Architect Technology Infrastructure Design Project Management & Coordination Priced Per Project: Infrastructure Upgrades Technology Rollouts & Implementation	UNLIMITED: Remote Support On-Site Support Problem Isolation & Resolution "How To" Questions Crash Support Customer Portal 24x7 Available IT Technical Support ISP Management and Support PBX/VoIP Telephone System Triage Support
INFRASTRUCTURE		STRATEGY		SUPPORT

Managed Services Details	Quantity	Price	Amount
Agreement: Cabazon Water District ALL IT 24/7 + Projects Service Agreement			\$0.00
Protech All IT	12	\$170.00	\$2,040.00
Spam Filtering & Support	12	\$0.00	\$0.00
Web Content Filtering & Malware Protection - OpenDNS	12	\$0.00	\$0.00
Managed Firewall	1	\$250.00	\$250.00
Managed Backup	1	\$275.00	\$275.00
Current Image Offsite Storage (Over 500GB)	0	\$0.30	\$0.00
Mailbox & Office	13	\$20.00	\$260.00

Workstation ShadowProtect License: SCADA_SYSTEM	1	\$49.02	\$49.02
Hosted Antivirus	12	\$0.00	\$0.00
Server ShadowProtect License: SERVER2 & SERVER1	0	\$49.07	\$0.00

Terms First of the Month		Subtotal	\$2,874.02
Reference: Monthly Billing for April		Tax	\$0.00
PO Number:		Total	\$2,874.02

Please make checks payable to Accent Computer Solutions, Inc.

Thank you for your business! We Can Handle IT!

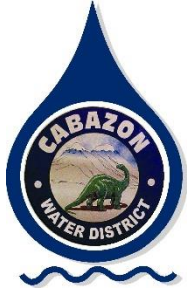
Accent Computer Solutions billing history from 2019-present						
Far right column is the amount increase or decrease from the previous month's bill.						
	Date	Num	Name	Memo	Amount	Inc/Dec
2022	04/01/2022	Inv. 150503	Accent Computer Solutions, Inc.	Computer support services - April 2022	3,639.78	362.36
	03/01/2022	Inv. 150085	Accent Computer Solutions, Inc.	Computer support services - March 2022	3,277.42	-136.78
	02/01/2022	Inv. 149525	Accent Computer Solutions, Inc.	Computer support services - March 2022	3,414.20	450.00
	01/01/2022	Inv. 149005	Accent Computer Solutions, Inc.	IT Support - January 2022	2,964.20	0.00
2021	12/01/2021	Inv. 148471	Accent Computer Solutions, Inc.	December2021	2,964.20	18.20
	11/01/2021	Inv. 147943	Accent Computer Solutions, Inc.	November 2021	2,946.00	4.20
	10/01/2021	Inv. 147230	Accent Computer Solutions, Inc.	October 2021	2,941.80	-19.40
	09/01/2021	Inv. 146283	Accent Computer Solutions, Inc.	September 2021	2,961.20	3.30
	08/01/2021	Inv. 145584	Accent Computer Solutions, Inc.	Monthly Billing for August 2021	2,957.90	-48.42
	07/01/2021	Inv. 144904	Accent Computer Solutions, Inc.	Monthly Billing for July 2021	3,006.32	132.30
	06/01/2021	June 2021	Accent Computer Solutions, Inc.	Monthly Billing for June 2021	2,874.02	0.00
	05/01/2021	Inv. 143424	Accent Computer Solutions, Inc.	Monthly Billing for May 2021	2,874.02	0.00
	04/01/2021	April 2021	Accent Computer Solutions, Inc.	Monthly Billing for April 2021	2,874.02	190.00
	03/01/2021	March 2021	Accent Computer Solutions, Inc.	Monthly Billing for March	2,684.02	0.00
	02/01/2021	Inv. 140979	Accent Computer Solutions, Inc.	Monthly Billing for February	2,684.02	0.00
	01/01/2021	Inv. 140182	Accent Computer Solutions, Inc.	Monthly support for January	2,684.02	49.02
	2020	12/01/2020	Inv. 139443	Accent Computer Solutions, Inc.	December monthly service	2,635.00
11/01/2020		Inv. 138738	Accent Computer Solutions, Inc.	Monthly billing for November	2,635.00	0.00
10/01/2020		Inv. 138062	Accent Computer Solutions, Inc.	October 2020	2,635.00	0.00
08/31/2020		Inv. 137493	Accent Computer Solutions, Inc.	Monthly Billing for September	2,635.00	0.00
08/01/2020		Inv. 136878	Accent Computer Solutions, Inc.	Monthly billing for August	2,635.00	-20.00
06/01/2020		Inv. 135651	Accent Computer Solutions, Inc.	Monthly service	2,655.00	0.00
05/01/2020		Inv. 135015	Accent Computer Solutions, Inc.	Monthly service	2,655.00	0.00
04/01/2020		Inv. 134211	Accent Computer Solutions, Inc.	Monthly service	2,655.00	-20.00
03/01/2020		Inv. 133583	Accent Computer Solutions, Inc.	monthly services - march	2,675.00	0.00
02/01/2020		Inv. 132990	Accent Computer Solutions, Inc.	February monthly services	2,675.00	0.00
01/01/2020		Inv. 132495	Accent Computer Solutions, Inc.	monthly support	2,675.00	20.00
2019	12/01/2019	Inv. 131880	Accent Computer Solutions, Inc.	monthly support	2,655.00	0.00
	11/01/2019	Inv. 131285	Accent Computer Solutions, Inc.	monthly support	2,655.00	0.00
	10/01/2019	Inv. 130689	Accent Computer Solutions, Inc.	Monthly Billing for October 2019	2,655.00	0.00
	09/01/2019	Inv. 130025	Accent Computer Solutions, Inc.	Monthly Billing for September 2019	2,655.00	0.00
	08/01/2019	Inv. 129448	Accent Computer Solutions, Inc.	Monthly Billing for August 2019	2,655.00	-160.00
	06/01/2019	Inv. 128236	Accent Computer Solutions, Inc.	Monthly Billing for June 2019	2,815.00	0.00
	04/25/2019	Inv. 127563	Accent Computer Solutions, Inc.	Monthly Billing for May 2019	2,815.00	165.00
	04/01/2019	Inv. 127079	Accent Computer Solutions, Inc.	Monthly Billing for April 2019	2,650.00	0.00
	03/01/2019		Accent Computer Solutions, Inc.	Monthly Billing for March 2019	2,650.00	0.00
	01/01/2019	January 2019	Accent Computer Solutions, Inc.	Monthly computer support package: January 2019	2,650.00	
Total Increase since 01/01/2019:					989.78	

New Business

1. Discussion/Action Item:

[TAB 3]

Regular Updates Committee – Board to decide if 2 Board Members should meet with legal counsel and engineering once per month, or as needed, for updates on CWD activity
(by the Board)



MEMORANDUM

DATE: May 24, 2022
TO: Board of Directors
FROM: Evelyn Aguilar, BAA
SUBJ: RE: Regular Updates committee – 2 Board Directors, Legal, and Engineering
cc: Board Meeting Packet

STATEMENT OF FACTS

- On 04/21/22, Chuck Krieger from Krieger & Stewart engineering reached out to me in regards to former GM Louie's departure. Mr. Krieger explained that he had been in touch with Steve Anderson from Best Best & Krieger law about this.
- Mr. Krieger shared that he and Mr. Anderson agreed that with the absence of a General Manager, the Board may want to receive regular updates in the engineering and legal fields of operations, and that a recurring meeting could be set up with an ad hoc committee, if that is something that the Board would like to see happen.
- This conversation was just 2 days after the last Board meeting on 04/19/2022, which was when the Board publicly announced that they would not be renewing the GM's contract and that he would be placed on administrative leave immediately. At that point in time, it was uncertain how the loss of the GM would affect operations.

CONCLUSION

- If the Board would like to set up a recurring meeting with legal and engineering, 2 Directors will need to be selected for this committee, and a recurring day and time will need to be decided. "Regular Updates committee" is just a suggested name. If another name for this committee seems more fitting, that name can be selected.
- If the Board would not like to set up this recurring meeting, District staff can continue to share an operations report monthly, like the one done in this Board Meeting.

New Business

2. Discussion Item:

[TAB 4]

Unit #001 – Purchase used engine to install or sell
for scraps?
(by the Board)

*Attached is a rough estimate from Hemet Transmission/Auto Care for the removal and installation of a used engine. They need more information of the problems with the vehicle for a more accurate quote.

The District is awaiting a detailed report from Toyota of Redlands about what exactly is wrong with Unit #001.

RECEIVED
MAY 03 2022

Hemet Transmission/Auto Care

115 N. Hamilton Ave.
Hemet, CA. 92543
Phone: 951-929-2220 Fax: 951-929-9879
Personalized Service Based On Honesty & Integrity

Sub Estimate

ARD00254349
RC00254349

Estimate fBT Services.....

Estimate Date : 4/29/2022

Cabazon Water Distri - Dave Cabazon Water Distri
14618 Broadway St
Cabazon, CA 92230
Office #1: 951-849-4442 2 Cell #1: 951-880-5257

2009 Toyota - Tundra SR5 - 5.7L,V8 (346CI) VIN(V)
Lic # : - CA Odom. In: 0
VIN # : 5TFBV5418 9X085782

Part Description / Number	Qty	Sale	Ext	Labor Description	Extended
Good Used 5.7L <i>USED</i>	1.00	7,790.00	7,790.00	ENGINE ASSEMBLY - Removal & Installation - V8,5.7L Eng,4WD w/Aux Trans Cooler - [Includes: R&I Transmission Assembly.] - [Includes: R&I only those components necessary for the removal of the complete Engine Assembly. DOES NOT include transfer components o	2,100.00
Full Synthetic Oil Per Qt. (DEXOS Approved) 5W20Syn	8.50	11.18	95.03		
Napa Oil Filter Cartridge 27041	1.00	9.04	9.04	Hazard Waste Disposal	2.99
Coolant 50/50 Per Gallon (Green) <i>Coolant</i>	4.00	12.00	48.00		
Radiator 8012994	1.00	317.85	317.85		

Approved for Payment: _____
G/L Account: _____
Check # _____ Date _____

Parts/Supplies: 8,259.92 Labor: 2,100.00 HazMat/Fees: 2.99 Tax: 722.74 **Total : \$ 11,085.65**

THANK YOU FOR YOUR BUSINESS

I Authorize Hemet Trans/Auto Care To Perform A Road Test,Applicable Diagnostic Test At The Cost Of \$_____ Hemet Trans/Auto Care May Operate This Vehicle For The Purpose Of Testing,Inspection And Delivery At My Own Risk. YES SAVE MY OLD PARTS.

SIGNATURE.....

Date..... Time..... Ph#..... By..... To..... Text.....
E-Mail.....

I Authorize Hemet Transmission/Auto Care To Remove, Teardown And Inspect My Transmission Or Other Automotive Component At A Cost Of \$..... And Yes I Understand That If I Do Not Authorize The Repairs To My Transmission Or Other Automotive Component It Will Be Reassembled And Installed In My Vehicle Within 4 Business Days From This Date. Not responsible for loss or damage to cars or articles left in cars in case of fire, theft or any other cause.

Signature _____ Date _____ Time _____

New Business

3. Discussion/Action Item: [TAB 5]

CSDA 2022 Annual Conference & Exhibitor
Showcase
(by the Board)



**California Special
Districts Association**

Districts Stronger Together

2022 Annual Conference & Exhibitor Showcase

The leadership conference for special districts.

The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.

For more information and conference schedule visit the conference website.

Eligible for SDRMA Credit Incentive Points.

\$650 Early / \$725 CSDA Member

\$975 Early / \$1085 Non-member

Early bird registration is available through Friday, July 22, 2022

Need help paying for this Conference? Scholarship

funds are available from the Special District Leadership Foundation (SDLF). There's no district budget limit and you do not need to be a CSDA member to receive funds.

Apply [here](#)

HOTEL ROOM RESERVATIONS: The CSDA room rate at the JW Marriott is \$139 plus tax. Rooms are also subject to a \$15.00 + tax daily discounted Resort charge. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is July 22, 2022; however, space is limited and may sell out before this date.

Cancellation Policy:

Cancellations must be in writing and received by CSDA no later than July 22, 2022. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after July 22, 2022. Substitutions are acceptable and must be done in writing no than later August 12, 2022. Please submit any cancellation notice or substitution request to meganh@csda.net or fax to 916-520-2465.

[Exhibitor Terms and Conditions](#)

When 8/22/2022 - 8/25/2022

Where JW Marriott
74-855 Country Club Drive
Palm Desert 92260

REGISTER MYSELF

REGISTER SOMEONE ELSE

Last day to register is 8/12/2022

My registration status: Not registered

Registration Options	Price
<input type="radio"/> Register as a Full Conference Attendee	975.00
<input type="radio"/> Register as an Exhibitor/Sponsor (select below)	0.00
<input type="radio"/> Register for Pre-Conference Event ONLY (select below)	0.00
<input type="radio"/> Register for Single Day(s) ONLY (select below)	0.00

Program Options

Select programs by ▼

Only display program items in registrant's itinerary

No records to display.

New Business

4. Discussion/Action Item: [TAB 6]

Rescinding Resolution 01-2018: Adopting a
“Weapons & Violence” Policy
(By the Board)

RESOLUTION NO. 01-2018

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CABAZON WATER DISTRICT
ADOPTING THE DISTRICT'S
"WEAPONS & VIOLENCE" POLICY**

WHEREAS, the threat of violence, and more specifically gun-related violence, is a matter of public concern; and

WHEREAS, it is the intent of the District to provide a workplace that is free from weapons and violence; and

WHEREAS, the Board of Directors wishes to adopt a Weapons & Violence policy to make express its intended practice.

NOW THEREFORE, the Board of Directors of the Cabazon Water District does hereby **RESOLVE, DETERMINE, and ORDER** as follows:

1. *Adoption of the Cabazon Water District "Weapons & Violence" Policy.*

The Board of Directors hereby adopts the Weapons & Violence Policy. The policy is attached hereto as Exhibit "A," incorporated herein and made part of this Resolution by reference.

2. *Authorization for Minor Amendments to Exhibit "A".*

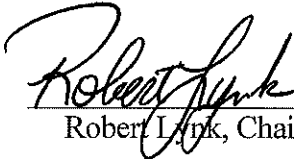
The District's General Counsel and General Manager are hereby authorized to make minor amendments to the Weapons & Violence policy without further action by the Board of Directors. Minor amendments include improvements in descriptions, changes in comments, and other non-substantive changes. Substantial amendments such as changes in the Weapons & Violence policy must be presented to the Board of Directors for approval.

3. *Incorporation Into Personnel Manual*

Staff is directed to revise the District's Personnel Manual, upon completion and adoption of such Personnel Manual, to accurately reflect its Weapons & Violence policy.

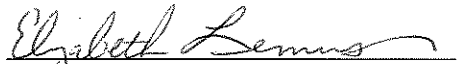
Adopted at a regular meeting of the Board of Directors held February 20th, 2018 by the following roll call vote:

- Ayes: Sanderson, Israel, Davis, Lynk
- Noes: Wargo
- Absent: -none-
- Abstain: -none-



Robert Lynk, Chair

ATTEST:



Elizabeth Lemus, Secretary

EXHIBIT "A" TO RESOLUTION 01-2018

Weapons & Violence Policy

[Attached]

WEAPONS & VIOLENCE.

1.01.1 *Zero Tolerance.* The District has adopted a “zero tolerance” Policy regarding workplace violence. Consistent with this Policy, acts or threats of physical violence, including intimidation, harassment, or coercion, which involve or affect the District or which occur on District property will not be tolerated. Acts or threats of violence include conduct which is sufficiently severe, offensive, or intimidating to alter the employment conditions at the District or to create a hostile, abusive, or intimidating work environment for one or several District employees.

1.01.2 *Weapons.* Generally, employees and guests shall not carry firearms or any other deadly weapons in District vehicles or on District property. Those who feel that they require personal protection shall discuss same with their supervisor or General Manager. Management will then review the conditions and determine what action, if any, is appropriate.

The general weapons prohibition shall be consistent with the terms of Penal Code section 171b and shall not apply to a duly appointed peace officer or retired peace officer with authorization to carry concealed weapons. Employees who lawfully carry shall comply with all terms of their CCW license and adhere to all other relevant laws. Employees who lawfully carry shall also keep their weapons secured during business hours unless there is a reasonable apprehension of imminent harm.

1.01.3 *Workplace Violence - Definition.* Workplace violence includes, but is not limited to the following:

- (1) All threats or acts of violence occurring on District premises, regardless of the relationship between the District and the parties involved in the incident.
- (2) All threats or acts of violence occurring off the District premises involving someone who is acting in the capacity of a representative of the District.
- (3) All threats or acts of violence occurring off the District premises involving an employee of the District if the threats or acts affect the legitimate interests of the District.
- (4) Any acts or threats resulting in the conviction of an employee or agent of the District, or of an individual performing services for the District on a contract or temporary basis, under any criminal code provision relating to violence or threats of

violence which adversely affect the legitimate interests and goals of the District.

1.01.4 *Specific Examples.* Specific examples of conduct which may be considered threats or acts of violence include, but are not limited to, the following:

- (1) Hitting or shoving an individual.
- (2) Threatening an individual or his or her family, friends, associates, or property with harm.
- (3) The intentional destruction or threat of destruction of District property.
- (4) The intentional damage or destruction or threat of destruction of a co-worker's personal property.
- (5) Harassing or threatening phone calls.
- (6) Harassing surveillance or stalking.
- (7) The suggestion or intimation that violence is appropriate.
- (8) Unauthorized possession or inappropriate use of firearms or weapons.