



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

**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, December 17, 2024 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Melissa Carlin - Present
Director Taffy Brock - Present
Director Alan Davis - Present
Board Vice Chair Terry Tincher - Present
Michael Pollack, General Manager - Present
Evelyn Aguilar, Board Secretary - Present

Board Chair Sarah Wargo resigned on 12/09/2024, after being elected to the SGPWA Board of Directors.

Note: This meeting was recorded by the District

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 November 19, 2024
- b. Regular Board Meeting Minutes and Warrants of November 19, 2024

Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of November 19, 2024 and (b.) Regular Board Meeting Minutes and Warrants of November 19, 2024 made by Director Davis and 2nd by Director Carlin

Director Carlin – Aye
Director Brock – Aye
Director Davis – Aye
Board Vice Chair Tincher – Aye

- 2. Warrants – None
- 3. Awards of Contracts – None

OLD BUSINESS

- 1. **Discussion/Action: Customer Concern – Jennifer Barajas, Aloma Dr.**
 - Jennifer Barajas' September bill was much higher than usual, then dropped down to lower than usual the following month. The Customer Accounts Lead had offered to combine then split the bills between the two months so that the majority of the September bill would not be billed at the highest tier rate, but Ms. Barajas did not believe that she used that much water so she did not want to pay for it. GM Pollack said that the old meter was replaced, and had been tested. Ms. Barajas requested a copy of the test results.
 - The Board did not officially vote on this item, but they all agreed that there would be no reduction of water usage on the customer's account, but the bill would be adjusted to reduce the highest tier rates. The Board also directed the GM to send Jennifer Barajas a copy of the meter test results.
- 2. **Discussion/Updates: Discussion/Updates with SGPWA Director(s) regarding various matters**
 - No representatives were present. Former CWD Board Chair Sarah Wargo was elected to the SGPWA Board of Directors and informed the Board Secretary that she plans on attending CWD Board Meetings in the future, but she was busy this month.
- 3. **Discussion/Action: Community Involvement**
 - There was a Christmas event at the Community Center over the weekend. CWD donated gifts.
- 4. **Discussion/Action: Quotes for Water Rates Study**
 - Water Resources Economics
 - IB Consulting
 - Black & Veatch
 - Water Resources Economics was the recommended choice by Eide Bailly. Black and Veatch was the lowest bidder, but the scope of work was lacking in some areas, so change orders would likely be needed.

Motion to accept Water Resources Economics to perform the Rate Study made by Director Davis and 2nd by Director Carlin

Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Vice Chair Tincher – Aye

NEW BUSINESS

1. Discussion/Action: Well #5: Approval to replace pump, up to \$180,000 - Work to be performed by Well Tec
 - This item was incorrectly listed as a discussion item, but was actually an action item.
 - Well #5 had to be pulled due to a concerning vibration. The initial cost to pull the well was about \$18,000, but an additional estimate of \$19,000 was received for brush & bail and a video log. There will be additional costs to replace some of the components. The GM asked for approval of up to \$180,000, using a high estimate based off of the work done on Well #1 and Well #4.

Motion to approve replacing the pump on Well #5 up to \$180,000 made by Director Davis and 2nd by Director Brock

Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Vice Chair Tincher – Aye

2. Discussion/Action: Quote for Air Conditioner Repair and Maintenance Contract by Retrofit Service Company, Inc.
 - Retrofit Service Company gave GM Pollack a quote to service CWD's Air Conditioner for \$1,848/year. The current contract is with Ontario Refrigeration for \$500/month. Retrofit would bill for additional hours and parts outside of the regular maintenance.

Motion to accept Retrofit Service Company, Inc. to service and maintain the air conditioner made by Director Davis and 2nd by Director Brock

Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Vice Chair Tincher – Aye

UPDATES

1. Update: CWD Operations Report (by GM Pollack)
 - A Notice of Exemption for CEQA was filed for the Heli-hydrants, which deals with environmental impact evaluation requirements. This project is exempt because the benefits outweigh the impacts. GM Pollack is meeting with SGPWA and the contractor on Thursday.
 - A retirement party for Ellen Koumparis will be held in January.
 - Cindy Byerrum from Eide Bailly is retiring in April. She has been CWD's accountant for years and has been very helpful. Scott Nelsen from Eide Bailly will be leaving the company as well in December. He has also been a huge help dealing with CWD's financials over the years.

- The Well #2 site building's wind/snow rating is 120 MPH + 20 PSF certified. The plans for the building should be available soon.
- Tanks #1 and #3 were cleaned and inspected on 12/09. There were no urgent concerns. A full report for each site will be provided by Inland Potable Services.
- One of CWD's Water Tech IIs resigned. His last day of employment is 01/02. The vacancy will be posted to CWD's website.
- The well levels are all in good shape.

PUBLIC COMMENTS

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District that is not listed on the agenda; 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))

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.
- A new Director will need to be appointed at the January meeting, otherwise the County will appoint someone.
 - The Board will be reorganized following the appointment.
 - The GM will provide updates on the heli-hydrants, Well #5, and the Well #2 site building.
- 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)

- A lot of changes are taking place around the office. The Customer Accounts Lead is retiring, the Customer Accounts Representative is going from part-time to full-time, and a Water Operator is resigning.

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. 12/16/2024 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- b. 01/06/2025 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- c. 01/21/2025 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- d. 01/21/2025 (Tuesday) at 6:00 PM: Regular Board Meeting
- e. 01/22/2025 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- f. 01/27/2025 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- g. **Tentative:** 02/13/2025 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- h. TBD: Community Action Committee at the Cabazon Library
- i. TBD: Personnel Committee Meeting

ADJOURNMENT

Motion to adjourn at 6:40 PM made by Director Carlin and 2nd by Director Davis

Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Vice Chair Tincher – Aye

Meeting adjourned at 6:41 PM on Tuesday, December 17, 2024



Terry Tincher, ~~Vice~~ Board Chair
Board of Directors
Cabazon Water District



Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

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 access.