



*Cabazon Water District*

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

## BOARD MEETING PACKET

June 21, 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, June 21, 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  
Cabazon, California 92230

**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](mailto:info@cabazonwater.org)

**Meeting Date:**

Tuesday, June 21, 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 May 24, 2022
- b. Regular Board Meeting Minutes and Warrants of May 24, 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**

**OLD BUSINESS**

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

**NEW BUSINESS**

1. Discussion/Action: Proposition 1 Test Well project:
  - Authorization for Krieger & Stewart to prepare the bidding documents and the District to secure bids for the drilling of a temporary 1,200-foot deep exploratory well on an undeveloped property in northeastern Cabazon as part of the Prop 1-funded project
  - Acceptance of the CEQA Notice of Exemption document and authorization for Krieger & Stewart to sign and file the document on behalf of the District
  - Authorization for the Board President to sign the Right of Entry agreement with property owner William Estanislau to access his property for the drilling of the exploratory well
2. Discussion/Action: Authorization for the District to submit funding applications for Proposition 1 Round 2 IRWM Implementation Grant funding for the following projects:
  - Waterline replacement in the Jensen area on Esperanza Avenue between Elm Street and Lemon Street in the amount of \$500,000
  - Waterline replacement in the Jensen area on Esperanza Avenue between Lemon Street and Lime Street in the amount of \$350,000
3. Discussion/Action: Customer Concern: High Water Bill – Dolores Ave.  
(by Banesa Torres & Marquice Washington)

**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)

**OLD BUSINESS (continued)**

2. Discussion/Action: Unit #001 – Purchase used engine or sell for scraps?  
(by the Board)
3. Discussion/Action: CSDA 2022 Annual Conference & Exhibitor Showcase  
(by the Board)

**PUBLIC COMMENTS**

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**CLOSED SESSION**

1. Discussion/Action: Employee Contract/SEIU MOU

**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)

- a. Community Action Committee Meeting – July 19, 2022, 3:00 pm
- b. Finance & Audit Workshop – Tuesday – July 19, 2022, 5:00 pm
- c. Regular Board Meeting – Tuesday – July 19, 2022, 6:00 pm
- d. San Gorgonio Pass Regional Water Alliance Meeting – Wednesday, July 27, 2022, 5:00 pm
- e. Personnel Committee – TBD

**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, May 24, 2022 – 5:00 PM

**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**Director Tincher - Present**  
**Director Wargo - Present**  
**Scott Nelsen, Financial Consultant - Present**  
**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 \$1,121,649 at month end. The District's total liabilities were approximately \$774,109 at month end.

Profit and Loss: - Year to date is 83% of the year

3. Base Rate: This is the flat, fixed monthly charge to all residents for water service. YTD is at 86% of budget.

4. Commodity Sales: This is variable income from water consumption charges. YTD is at 77% of budget.

5. DHPO Contract: This the variable charge to the Desert Hills Premium Outlets (DHPO), which is segregated until their contract expires in December 2022. YTD is at 83% 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.

14. Standby Fees: This accounts for standby fees accessed to all parcels in the District. The minimum fee is \$5/acre and can be more depending on the location and nature of the parcel. The bulk of these receipts often occur around January and May and can occasionally cause YTD to trend over or under budget.

17. Property Taxes: This account includes Ad Valorem tax revenues apportioned by Riverside County. Property Tax receipts are mainly received after December 10th and May 10th when property tax payments are due to the County of Riverside Tax Collector's Office. YTD is at 58% of budget.

20. Interest Income: This account includes interest earnings in the District's LAIF and other investment accounts, and interest charged on overdue customer balances. YTD is over budget due to the resumption of changing interest on unpaid water bills.

60. Supplies & Equipment: This account includes the supply & equipment purchases for the District office. YTD is over budget due to bulk billing material purchases not budgeted for.

103. Main Street Improvements: This accounts for the improvements and development of the Main Street property. YTD is at 30% of budget.

104. Meter Replacements & Other Capital: Budget in this account includes meter replacements and fire hydrant relocation project. YTD has no activity thus far.

105. Well & Tank Repairs: Budget in this account includes Well and Tank #1 rehabilitation. YTD is at 29% of budget.

As of April 30th, the fiscal year-to-date net income is \$217,302.

## PUBLIC COMMENT

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## ADJOURNMENT

Meeting adjourned at 5:15 PM on Tuesday, May 24, 2022

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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

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Evelyn Aguilar, Secretary  
Board of Directors  
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](mailto: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**

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

Scott Nelsen, Financial Consultant – Present

Ellen Koumparis, Customer Accounts Lead - Present  
Evelyn Aguilar, Board Secretary - Present

**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 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**

**Motion to approve following consent calendar item(s) (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, and (d) Reaffirmation of Resolution 04-2021, declaring the continuation of virtual meetings due to COVID-19 made by Director Morris and 2<sup>nd</sup> by Director Davis.**

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

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

#### **OLD BUSINESS**

1. **Discussion/Action: Review or Adoption of Proposed FY 22/23 Budget  
(by Scott Nelsen, Eide Bailly)**

- Mr. Nelsen went through the proposed budget line by line. The majority of expenses are proposed at a 5% increase, due to inflation.
- The Board expressed that they still had some details that they would be discussing in closed session later in the meeting, so they did not want to adopt the budget just yet.
- It was brought up that the budget would need to be adopted at the June 21 board meeting.

**\*This item was tabled to the June 21, 2022 Board Meeting**

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

- After some research was done on recent Accent bills, it was determined that the District was paying for some additional user accounts that should've been inactive, and that the monthly bill would be decreasing by over \$650.00.

**Motion to approve the new Accent Computer contract rates, with the adjustments made as mentioned above made by Director Wargo and 2<sup>nd</sup> by Director Tincher.**

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

Director Lynk - Aye

**UPDATES**

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

- The next SGPRWA meeting is scheduled for May 25, 2022.

**2. Update: Community Action Committee Update  
(By Director Morris and Director Davis)**

- Director Morris and Director Davis shared that there's still a lot of work to be done before any real progress can begin on the development of the area east of Bonita. Although an exact number was not given for the minimum of interested landowners needed, it was implied that somewhere between 60-75 landowners on Bonita would need to be involved before the progress can begin.

**3. Update: CWD Operations Report  
(by Ellen Koumparis)**

Mrs. Koumparis presented the operations report for the month:

- A service was installed on Bonita/Olive.
- Steve Thomas's service was reinstalled.
- There are several services on Date that are scheduled to be reinstalled on 05/25/2022.
- The annual state water board report was sent to Manuel Delgado.
- The IRWM subgrantee agreement has been executed.
- Inventory for the audit has been completed.
- A meeting with the property owner of a potential site for the test well was conducted and seemed to go well.
- The Consumer Confidence reports are completed and ready to be mailed with the monthly water bills.
- The annual EAR report was submitted.
- Ms. Aguilar attended a cybersecurity class and shared details with the rest of District staff.
- The Chick-Fil-A development is back in progress. The updated plans have been sent to K&S.
- The Date blow off was repaired.
- The insurance claim for Well #2's control panel damages back in July was submitted. The District will be receiving a reimbursement of \$16,033.00.
- The ARPA Funding for the Broadway/Main cluster gate valve repair and the recoating of Tanks has been approved by the County of Riverside Board of Supervisors. The District is awaiting the legal agreement details.
- Overall a lot has been done and staff is getting along well.

**NEW BUSINESS**

**\*New items #1 and #2 were discussed in a different order than on the agenda**

**2. Discussion/Action: Unit #001 – Purchase used engine or sell for scraps?  
(by the Board)**

- Director Lynk had asked District staff to look into the costs of putting a used engine into Unit #001, so that vehicle could be kept as backup. Mrs. Koumparis explained that the details from Toyota on what was wrong with the vehicle have not been provided yet.

**\*No action was made on this item, but Director Lynk asked that District staff continue pursuing this further.**

- 1. Discussion/Action: 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)**

**\*No formal action was made, but the Board agreed that the District staff is capable of sharing necessary information with the Board.**

- 3. Discussion/Action: CSDA 2022 Annual Conference & Exhibitor Showcase (by the Board)**
  - Director Wargo pointed out that the details in the packet did not show which classes would be offered at this conference. The Board agreed that it was difficult to know if this conference would be beneficial to the Directors without more information.
  - The “early bird” discounted rates for this conference are available until July 22.

**\*This item was tabled to the June 21 Board Meeting, so more information about the conference could be obtained.**

- 4. Discussion/Action: Rescinding Resolution 01-2018: Adopting a “Weapons & Violence” Policy (By the Board)**
  - This resolution was adopted in 2018, and allowed certain employees with a CCW to carry a weapon in the workplace.

**Motion to rescind Resolution 01-2018: Adopting a “Weapons & Violence” made by Director Wargo and 2<sup>nd</sup> by Director Morris.**

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

#### **PUBLIC COMMENTS**

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**\*A short break was taken at 6:57 PM, then the Board immediately entered closed session.**

#### **CLOSED SESSION**

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

#### OPEN SESSION 7:41 PM

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

- There were no reportable actions 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.
- CSDA Conference will be on the next agenda with more details.
  - If the ARPA Funding details are available by the June meeting, it will likely be on the agenda.

##### 2. Management Comments

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##### 3. Board Member Comments

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

- Director Lynk asked that Ms. Aguilar reach out for recruitment of a new GM.
- Director Wargo said that the District staff is doing great.
- The Board acknowledged that the operations report was great.

#### MISCELLANEOUS

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

- a. San Gorgonio Pass Regional Water Alliance – Meeting–Wednesday, May 25, 2022, 5:00 pm
- b. Community Action Committee Meeting – Tuesday – June 21, 2022, 3:00 pm
- c. Finance & Audit Workshop – Tuesday – June 21, 2022, 5:00 pm
- d. Regular Board Meeting – Tuesday – June 21, 2022, 6:00 pm
- e. Personnel Committee – TBD

**ADJOURNMENT**

Motion to adjourn at 7:54 PM made by Director Wargo and 2<sup>nd</sup> by Director Davis.

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

Meeting adjourned at 7:54 PM on Tuesday, May 24, 2022

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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

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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.

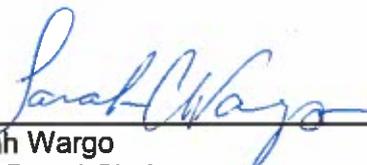
**Section 2. Remote Teleconference Meetings:** Consistent with the provisions of Government Code Section 54953(e), the Board of Directors finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; (2) state or local officials have recommended measures to promote social 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

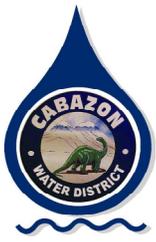
ATTEST:   
Evelyn Aguilar  
Board Secretary  
Cabazon Water District



**Cabazon Water District**  
**Balance Sheet**  
 As of May 31, 2022

		May 31, 22	
1	<b>ASSETS</b>		
2	Current Assets		
3	Checking/Savings	\$ 337,643	337,643 Chase
4	Accounts Receivable	222,230	824,823 LAIF
5	LAIF	824,823	<b>\$ 1,162,467</b> Cash & LAIF
6	Bank of NY Trustee Accounts	60,865	
7	Prepaid Expenses	44,856	
8	Inventory	110,471	
9	Total Current Assets	1,600,888	
10	Fixed Assets		
11	Total Fixed Assets	13,967,156	
12	Accumulated Depreciation	(6,316,059)	
13	Net Fixed Assets	7,651,097	
14	<b>TOTAL ASSETS</b>	<b>\$ 9,251,985</b>	
15	<b>LIABILITIES &amp; EQUITY</b>		
16	Liabilities		
17	Current Liabilities		
18	Accounts Payable	\$ 15,320	
19	Other Current Liabilities		
20	Customer Deposits	11,111	
21	Current Portion DWR-H Loan	41,959	
22	Current Portion Zion's Bank Loan	84,949	
23	Current Portion 2022 Ford	76,707	
24	Accrued Expenses	28,557	
25	Employee Deductions	-	
26	Total Current Liabilities	258,604	
27	Long Term Liabilities		
28	DWR-H Loan Payable (2026)	196,228	
29	Zion's Bank Long Term (2023)	87,077	
30	RCEDA Loan Payable	300,000	
31	Total Long Term Liabilities	583,305	
32	Total Liabilities	841,909	
33	Total Equity	8,410,076	
34	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 9,251,985</b>	

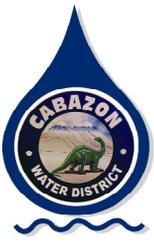
\*No assurance provided on these financial statements. These financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.



**Cabazon Water District**  
**Profit & Loss**  
 For the Period Ending May 31, 2022

	May-22	Current YTD	FY 21/22 Budget	YTD (92%)
<b>1 REVENUES</b>				
<b>2 OPERATING INCOME</b>				
3 Base Rate - Water Bills	\$ 45,509	\$ 495,907	\$ 522,400	95%
4 Commodity Sales	61,210	674,189	800,900	84%
5 DHPO Contract	21,547	171,295	180,800	95%
6 DHPO Capacity Credit	(1,750)	(19,250)	(21,000)	92%
7 Fire Sales - Water Bills	73	4,960	5,600	89%
8 Fire Flow Income	285	3,480	-	0%
9 Penalty Fees - Water Bills	4,800	20,572	-	0%
10 New Account Fees - Water Bills	80	1,430	2,400	60%
11 Incident Fees	-	250	-	0%
12 Returned Check Fees	30	240	200	120%
13 Basic Facilities Fee	-	68,209	10,000	682%
14 Stand By Fees - Tax Revenue	34,044	100,316	126,800	79%
<b>15 TOTAL OPERATING INCOME</b>	<b>165,828</b>	<b>1,521,598</b>	<b>1,628,100</b>	<b>93%</b>
<b>16 NON-OPERATING INCOME</b>				
17 Property Taxes	42,737	85,771	74,000	116%
18 Cell Tower Lease Income	2,172	26,387	26,100	101%
19 Miscellaneous Non-Operating Income	-	8,563	-	0%
20 Interest Income	697	4,604	2,200	209%
21 Grant Revenue	-	46,864	-	0%
<b>22 TOTAL NON-OPERATING INCOME</b>	<b>45,605</b>	<b>172,189</b>	<b>102,300</b>	<b>168%</b>
<b>23 TOTAL REVENUES</b>	<b>211,433</b>	<b>1,693,787</b>	<b>1,730,400</b>	<b>98%</b>
<b>24 EXPENSES</b>				
<b>25 PAYROLL &amp; BENEFITS</b>				
26 Directors Fees	-	10,600	15,000	71%
27 Management & Customer Service				
28 Customer Accounts	5,070	58,056	55,900	104%
29 Customer Accounts - Cash Outs	-	2,081	-	0%
30 Business Admin Assistant	2,804	33,423	36,200	92%
31 Office Assistant	394	394	-	0%
32 General Manager	23,021	106,380	97,800	109%
33 Total Management & Customer Service	31,289	200,334	189,900	105%
34 Field Workers	11,250	132,661	161,400	82%
35 Employee Benefits Expense				
36 Workers Compensation	122	5,760	6,200	93%
37 Employee Health Care	5,376	59,117	66,200	89%
38 Pension	7,241	63,659	75,200	85%
39 Total Employee Benefits Expense	12,739	128,536	147,600	87%
40 Payroll Taxes	3,254	27,993	29,000	97%
<b>41 TOTAL PAYROLL &amp; BENEFITS</b>	<b>\$ 58,533</b>	<b>\$ 500,125</b>	<b>\$ 542,900</b>	<b>92%</b>

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**Cabazon Water District**  
**Profit & Loss**  
 For the Period Ending May 31, 2022

		FY 21/22			
		May-22	Current YTD	Budget	YTD (92%)
42	<b>OPERATIONAL EXPENSES</b>				
43	Facilities, Wells, T&D				
44	Lab Fees	\$ 214	\$ 5,038	\$ 9,100	55%
45	Meters	30	1,730	4,900	35%
46	Utilities - Wells	21,859	107,633	103,300	104%
47	Line R&M Materials	6,428	34,641	52,000	67%
48	Well Maintenance	-	33,231	38,600	86%
49	Security	1,557	24,920	25,300	98%
50	Engineering Services	9,954	89,227	113,000	79%
51	Facilities, Wells, T&D - Other	7,755	20,888	11,500	182%
52	Total Facilities, Wells, T&D	47,798	317,308	357,700	89%
53	Utilities - Office				
54	Electricity	1,163	14,048	15,000	94%
55	Gas	14	582	1,100	53%
56	Telephone	429	8,822	10,400	85%
57	Trash Pickup & Office Cleaning	708	6,752	4,700	144%
58	Total Utilities - Office	2,315	30,205	31,200	97%
59	Office Expenses				
60	Water Billing System	216	2,171	2,100	103%
61	Supplies & Equipment	584	11,320	10,300	110%
62	Copier Lease & Printing Supplies	349	4,648	5,000	93%
63	Dues & Subscriptions	42	1,368	2,500	55%
64	Postage	208	7,979	8,300	96%
65	Printing & Publications	-	506	6,400	8%
66	Computer Services	3,639	35,534	42,100	84%
67	Office Storage	-	3,500	6,300	56%
68	Air Conditioning Servicing	453	4,785	5,100	94%
69	CA Water Systems Alliance	500	1,500	3,000	50%
70	Office Expenses - Other	104	1,464	2,100	70%
71	Total Office Expenses	6,096	74,775	93,200	80%
72	Support Services				
73	Financial Audit	-	14,854	23,500	63%
74	Accounting	3,333	38,306	40,000	96%
75	Legal Services	2,764	52,460	71,000	74%
76	Temporary Labor	582	5,477	-	0%
77	Bank/Payroll Service	662	4,965	5,500	90%
78	Website Support	375	450	500	90%
79	General Liability Insurance	3,155	28,598	26,100	110%
80	Total Support Services	\$ 10,872	\$ 145,111	\$ 166,600	87%

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**Cabazon Water District**  
**Profit & Loss**  
 For the Period Ending May 31, 2022

		FY 21/22			
		May-22	Current YTD	Budget	YTD (92%)
81	Training/Travel	\$ 155	\$ 8,598	\$ 10,500	82%
82	Other Fees/SWRCB	-	8,305	8,900	93%
83	Service Tools & Equipment				
84	Shop Supplies and Small Tools	-	1,104	11,900	9%
85	Vehicle Fuel	2,107	12,788	16,600	77%
86	Employee Uniforms	-	1,500	2,000	75%
87	Safety	-	1,441	1,900	76%
88	Tractor Expenses	-	3,464	3,700	94%
89	Equipment Rental	4,866	12,020	6,900	174%
90	Service Trucks - R&M	409	14,696	14,500	101%
91	Water Ops Phone & Internet	300	3,307	4,800	69%
92	Total Service Tools & Equipment	7,683	50,319	62,300	81%
93	<b>NON-OPERATING EXPENSES</b>				
94	Grant & Loan Processing Fee	-	1,325	1,400	95%
95	DWR Interest Expense	-	6,732	6,700	100%
96	2022 Ford Purchase Interest Expense	430	940	-	0%
97	DHPO Interest Expense	-	3,742	3,800	98%
98	Bad Debt Expense	-	-	1,200	0%
99	Miscellaneous	120	870	3,300	26%
100	<b>TOTAL NON-OPERATING EXPENSES</b>	550	13,609	16,400	83%
101	<b>TOTAL EXPENSES</b>	134,001	1,148,355	1,289,700	89%
102	<b>TOTAL INCOME BEFORE CAPITAL &amp; GSA</b>	<b>77,432</b>	<b>545,432</b>	<b>440,700</b>	<b>124%</b>
103	<b>CAPITAL PROJECTS</b>				
104	Main Street Improvements (Icehouse Imp.)	-	(15,087)	(50,000)	30%
105	Meter Replacements & Other Capital	-	-	(20,000)	0%
106	Well & Tank Repairs	(1,498)	(79,274)	(270,000)	29%
107	Fire Hydrants	-	-	(72,500)	0%
108	<b>TOTAL CAPITAL PROJECTS</b>	(1,498)	(94,361)	(412,500)	23%
109	<b>DEBT - PRINCIPAL</b>				
110	Debt Service Principal - 2022 Ford	(1,050)	(2,019)	-	0%
111	Debt Service Principal - DWR	-	(41,959)	(42,000)	100%
112	Debt Service Principal - DHPO (Zion)	-	(84,949)	(84,900)	100%
113	<b>TOTAL DEBT - PRINCIPAL</b>	(1,050)	(128,927)	(126,900)	102%
114	<b>SGMA / GSA</b>	-	(32,784)	(35,000)	94%
115	<b>NET INCOME / (LOSS)</b>	<b>\$ 74,884</b>	<b>\$ 289,360</b>	<b>\$ (133,700)</b>	

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## Old Business

### 1. Discussion/Action Item:

[TAB 1]

Review or Adoption of Proposed FY 22/23 Budget  
(by Cindy Byerrum)



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

**Schedule A**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
	<b>FY 21/22 Adopted Budget</b>	<b>FY 21/22 Projected Year-End</b>	<b>FY 22/23 Proposed Budget</b>	<b>\$ Difference (C - B)</b>	<b>% Difference (D / B)</b>
<b>1 REVENUES</b>					
<b>2 OPERATING INCOME</b>					
3 Base Rate - Water Bills	\$ 522,400	\$ 546,900	\$ 563,300	\$ 16,400	3%
4 Commodity Sales	800,900	773,900	757,300	(16,600)	-2%
5 DHPO Contract	180,800	186,500	182,500	(4,000)	-2%
6 DHPO Capacity Credit	(21,000)	(21,000)	(10,500)	10,500	-50%
7 Fire Sales - Water Bills	5,600	5,400	5,600	200	4%
8 Fees & Charges	2,600	25,200	51,000	25,800	102%
9 Basic Facilities Fee	10,000	68,200	18,600	(49,600)	-73%
10 Stand By Fees - Tax Revenue	126,800	104,900	105,900	1,000	1%
<b>11 TOTAL OPERATING INCOME</b>	<b>1,628,100</b>	<b>1,690,000</b>	<b>1,673,700</b>	<b>(16,300)</b>	<b>-1%</b>
<b>12 NON-OPERATING INCOME</b>					
13 Property Taxes	74,000	85,800	86,700	900	1%
14 Cell Tower Lease Income	26,100	26,100	26,600	500	2%
15 Miscellaneous Non-Operating Income	-	10,300	-	(10,300)	-100%
16 Interest Income	2,200	5,000	7,600	2,600	52%
<b>17 TOTAL NON-OPERATING INCOME</b>	<b>102,300</b>	<b>127,200</b>	<b>120,900</b>	<b>(6,300)</b>	<b>-5%</b>
<b>18 TOTAL REVENUES</b>	<b>1,730,400</b>	<b>1,817,200</b>	<b>1,794,600</b>	<b>(22,600)</b>	<b>-1%</b>
<b>19 EXPENSES</b>					
<b>20 PAYROLL</b>					
21 Directors Fees	15,000	16,100	25,000	8,900	55%
22 Management & Customer Service	189,900	199,000	240,200	41,200	21%
23 Field Workers	161,400	141,900	197,700	55,800	39%
24 Employee Benefits Expense	147,600	146,900	163,700	16,800	11%
25 Payroll Taxes	29,000	30,100	36,600	6,500	22%
<b>26 TOTAL PAYROLL</b>	<b>542,900</b>	<b>534,000</b>	<b>663,200</b>	<b>129,200</b>	<b>24%</b>
<b>27 OPERATIONAL EXPENSES</b>					
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	33,900	35,600	1,700	5%
33 Well Maintenance	38,600	38,600	40,400	1,800	5%
34 Security	25,300	28,100	29,500	1,400	5%
35 Engineering Services	113,000	101,300	80,000	(21,300)	-21%
36 Facilities, Wells, T&D - Other	11,500	15,800	16,600	800	5%
<b>37 Total Facilities, Wells, T&amp;D</b>	<b>357,700</b>	<b>353,900</b>	<b>370,700</b>	<b>16,800</b>	<b>5%</b>
38 Office Expenses					
39 Utilities - Office	31,200	31,300	36,800	5,500	18%
40 Water Billing System	2,100	2,300	2,400	100	4%
41 Supplies & Equipment	10,300	12,600	13,200	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	10,100	10,600	500	5%
45 Printing & Publications	6,400	600	600	-	0%
46 Computer Services	42,100	38,300	38,400	100	0%



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

**Schedule A**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
	<b>FY 21/22 Adopted Budget</b>	<b>FY 21/22 Projected Year-End</b>	<b>FY 22/23 Proposed Budget</b>	<b>\$ Difference (C - B)</b>	<b>% Difference (D / B)</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	1,600	2,100	500	31%
51 <b>Total Office Expenses</b>	<b>124,400</b>	<b>116,100</b>	<b>120,600</b>	<b>4,500</b>	<b>4%</b>
52 <b>Support Services</b>					
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	59,600	63,500	3,900	7%
56 Payroll Service	5,500	5,200	5,500	300	6%
57 Website Support	500	400	500	100	25%
58 Insurance	26,100	30,500	37,500	7,000	23%
59 <b>Total Support Services</b>	<b>166,600</b>	<b>159,200</b>	<b>173,700</b>	<b>14,500</b>	<b>9%</b>
60 Training & Travel	10,500	10,300	10,500	200	2%
61 Other Fees/SWRCB	8,900	9,600	9,700	100	1%
62 <b>Service Tools &amp; Equipment</b>					
63 Shop Supplies and Small Tools	11,900	6,000	6,300	300	5%
64 Vehicle Fuel	16,600	15,800	17,400	1,600	10%
65 Employee Uniforms	2,000	1,000	1,100	100	10%
66 Safety	1,900	1,700	1,800	100	6%
67 Tractor Expenses/Maintenance	3,700	3,700	3,900	200	5%
68 Equipment Rental	6,900	8,600	9,000	400	5%
69 Service Trucks - R&M	14,500	13,100	13,800	700	5%
70 Water Operations On-Call Phones	4,800	3,600	3,800	200	6%
71 <b>Service Tools &amp; Equipment</b>	<b>62,300</b>	<b>53,500</b>	<b>57,100</b>	<b>3,600</b>	<b>7%</b>
72 <b>NON-OPERATING EXPENSES</b>					
73 Loan Interest & Processing Fee	11,900	13,200	12,600	(600)	-5%
74 Bad Debt Expense	1,200	1,200	1,300	100	8%
75 Miscellaneous	3,300	1,400	1,500	100	7%
76 <b>TOTAL NON-OPERATING EXPENSES</b>	<b>16,400</b>	<b>15,800</b>	<b>15,400</b>	<b>(400)</b>	<b>-3%</b>
77 <b>TOTAL EXPENSES</b>	<b>1,289,700</b>	<b>1,252,400</b>	<b>1,420,900</b>	<b>168,500</b>	<b>13%</b>
78 <b>INCOME BEFORE CAPITAL &amp; DEBT SERVICE</b>	<b>440,700</b>	<b>564,800</b>	<b>373,700</b>	<b>(191,100)</b>	<b>-34%</b>
79 Capital Projects (From Schedule B)	(412,500)	(231,900)	(285,000)	(53,100)	23%
80 Debt Service - Principal	(126,900)	(128,900)	(144,000)	(15,100)	12%
81 SGMA / GSA	(35,000)	(35,000)	(35,000)	-	0%
82 <b>NET INCOME / (LOSS)</b>	<b>\$ (133,700)</b>	<b>\$ 169,000</b>	<b>\$ (90,300)</b>	<b>\$ (259,300)</b>	
83 <b>PROJECTED BEGINNING CASH - 7/1/22</b>			<u>\$ 1,162,600</u>		
84 <b>PROJECTED ENDING CASH - 6/30/23</b>			<u><b>\$ 1,072,300</b></u>		



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

	<b>A</b>	<b>B</b>	<b>C</b>
	<b>FY 21/22 Adopted Budget</b>	<b>FY 21/22 Projected Year-End</b>	<b>FY 22/23 Proposed Budget</b>
<b>1 CAPITAL PROJECTS</b>			
<b>2 RESERVE FUNDED</b>			
3 Well & Tank Repairs	\$ (270,000)	\$ (127,800)	\$ (225,000)
4 Fire Hydrants	(72,500)	-	-
5 Main Street Property (Icehouse-Improvements)	(50,000)	(15,100)	-
6 Customer Shut-Off Valves	-	-	(40,000)
7 Meter Replacements	(20,000)	-	(20,000)
8 Service Utility Truck	-	(89,000)	-
<b>9 TOTAL RESERVE FUNDED PROJECTS</b>	<b>(412,500)</b>	<b>(231,900)</b>	<b>(285,000)</b>
<b>10 GRANT FUNDED</b>			
<b>11 DWR</b>			
12 Isolation Valves	-	-	(1,243,000)
13 Grant Funding - DWR	-	-	1,243,000
<b>14 SWRCB</b>			
15 Groundwater Well Improvements	-	-	(499,000)
16 Grant Funding - SWRCB	-	-	499,000
<b>17 ARPA</b>			
18 Broadway & Main St. Gate Valve	-	-	(100,000)
19 T2, T3, & T4 Recoating	-	-	(500,000)
20 Grant Funding - ARPA	-	-	600,000
<b>21 NET GRANT FUNDED PROJECTS</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>22 TOTAL NET COST OF CAPITAL PROJECTS</b>	<b>\$ (412,500)</b>	<b>\$ (231,900)</b>	<b>\$ (285,000)</b>



## 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 DHPO 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 DHPO 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 7% (5% general inflation, 10% used for fuel).

**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.

## New Business

### 1. Discussion/Action Item: [TAB 2]

#### Proposition 1 Test Well project:

- Authorization for Krieger & Stewart to prepare the bidding documents and the District to secure bids for the drilling of a temporary 1,200-foot deep exploratory well on an undeveloped property in northeastern Cabazon as part of the Prop 1-funded project
- Acceptance of the CEQA Notice of Exemption document and authorization for Krieger & Stewart to sign and file the document on behalf of the District
- Authorization for the Board President to sign the Right of Entry agreement with property owner William Estanislau to access his property for the drilling of the exploratory well

## NOTICE OF EXEMPTION

<b>TO:</b> <input checked="" type="checkbox"/> Riverside County Clerk 2720 Gateway Drive Riverside, CA 92507	<b>FROM:</b> (Public Agency) Name: Cabazon Water District Address: 14618 Broadway Street Cabazon, CA 92230 Telephone: (951) 849-4442
---	---

1. Project Title:	<b>Exploratory Well Drilling, Geophysical Logging, and Zone Testing</b>
2. Project Applicant:	<b>Cabazon Water District</b>
3. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15’ or 7 1/2’ topographical map identified by quadrangle name):	The project is located on a privately-owned parcel located north of Interstate 10 and Seminole Drive and west of Deep Creek Road in the northeastern portion of the unincorporated community of Cabazon, Riverside County, California. Refer also to attached Figure 1.
4. (a) Project Location – City: Cabazon	(b) Project Location – County: Riverside County
5. Description of nature, purpose, and beneficiaries of Project:	The project generally consists of collection of geophysical and hydrogeological data. A temporary 1,200-foot deep, exploratory borehole will be drilled on an undeveloped parcel in northeastern Cabazon. Geophysical data will be gathered via a downhole electrical survey. Groundwater quality sampling and testing will be performed at various levels within the borehole. Upon completion of data collection, the borehole will be fully backfilled using soil cuttings from the original boring operation. The information collected will contribute to an evaluation of the suitability of the local area for future siting of a new water supply well. The project benefits the water customers of the Cabazon Water District.
6. Name of Public Agency approving project:	Cabazon Water District
7. Name of Person or Agency undertaking the project, including any person undertaking an activity that receives financial assistance from the Public Agency as part of the activity or the person receiving a lease, permit, license, certificate, or other entitlement of use from the Public Agency as part of the activity:	Cabazon Water District
8. Exempt status: (check one)	
(a) <input type="checkbox"/> Ministerial project.	(Pub. Resources Code § 21080(b)(1); State CEQA Guidelines § 15268)
(b) <input type="checkbox"/> Not a project.	
(c) <input type="checkbox"/> Emergency Project.	(Pub. Resources Code § 21080(b)(4); State CEQA Guidelines § 15269(b),(c))
(d) <input checked="" type="checkbox"/> Categorical Exemption. State type and section number:	<b>Class 6: Information Collection State CEQA Guidelines § 15306</b>
(e) <input type="checkbox"/> Declared Emergency.	(Pub. Resources Code § 21080(b)(3); State CEQA Guidelines § 15269(a))

(f) <input type="checkbox"/> Statutory Exemption. State Code section number:	
(g) <input checked="" type="checkbox"/> Other. Explanation:	<b>No possibility of significant environmental impact.</b>
9. Reason why project was exempt:	The project consists of resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.
10. Lead Agency Contact Person: Telephone:	Evelyn Aguilar (951) 849-4442, Ext. 2
11. If filed by applicant: Attach Preliminary Exemption Assessment (Form "A") before filing.	
12. Has a Notice of Exemption been filed by the public agency approving the project? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
13. Was a public hearing held by the Lead Agency to consider the exemption? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, the date of the public hearing was: <a href="#">Click to enter date</a>	

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Name

Title: \_\_\_\_\_

Signed by Lead Agency

Signed by Applicant

Date Received for Filing:

(Clerk Stamp Here)

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

**PRELIMINARY EXEMPTION ASSESSMENT**

(Certificate of Determination  
When Attached to Notice of Exemption)

1. Name or description of project:	Exploratory Well Drilling, Geophysical Logging, and Zone Testing	
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15' or 7 1/2' topographical map identified by quadrangle name):	The project is located on a privately-owned parcel located north of Interstate 10 and Seminole Drive and west of Deep Creek Road in the northeastern portion of the unincorporated community of Cabazon, Riverside County, California. Refer also to attached Figure 1.	
3. Entity or person undertaking project:	A. Cabazon Water District	
	B. Other (Private)	
	(1) Name	
	(2) Address	
4. Staff Determination:	<p>The Lead Agency's Staff, having undertaken and completed a preliminary review of this project in accordance with the State "Guidelines for Implementation of the California Environmental Quality Act (CEQA)" has concluded that this project does not require further environmental assessment because:</p>	
a. <input type="checkbox"/>	The proposed action does not constitute a project under CEQA.	
b. <input type="checkbox"/>	The project is a Ministerial Project.	
c. <input type="checkbox"/>	The project is an Emergency Project.	
d. <input type="checkbox"/>	The project constitutes a feasibility or planning study.	
e. <input checked="" type="checkbox"/>	The project is categorically exempt.	
	Applicable Exemption Class:	Class 6: Information Collection CEQA Guidelines Section 15306
f. <input type="checkbox"/>	The project is statutorily exempt.	
	Applicable Exemption:	
g. <input checked="" type="checkbox"/>	The project is otherwise exempt on the following basis:	
		No possibility of significant environmental impact. CEQA Guidelines Section 15061(b)(3)
h. <input type="checkbox"/>	The project involves another public agency which constitutes the Lead Agency.	
	Name of Lead Agency:	

Date: \_\_\_\_\_

Staff: \_\_\_\_\_



683-11P20\_F1.DWG

**K&S KRIEGER & STEWART**  
 Engineering Consultants  
 3602 University Avenue • Riverside, CA 92501  
 www.kriegerandstewart.com • 951 • 684 • 6900

**CABAZON WATER DISTRICT**

**CABAZON TEST WELL  
 SITE LAYOUT**

**FIGURE  
 1  
 OF 1**

**SCALE: 1"=30'    DATE: 06/15/22    DRAWN BY: TMW    CHECKED BY: FMD    W.O.: 683-11.20**

## **RIGHT OF ENTRY AGREEMENT**

This Right of Entry Agreement (“Right of Entry”) is entered into by WILLIAM ESTANISLAU (referred to herein as "GRANTOR") and the CABAZON WATER DISTRICT (referred to herein as “GRANTEE”). GRANTOR and GRANTEE are sometimes individually referred to as “Party” and collectively as “Parties.”

### RECITALS

- A. GRANTOR is the owner of certain real property commonly referred to as Assessor Parcel Number 519-190-033-05 (the "Property").
- B. GRANTEE desires to obtain GRANTOR's permission to enter onto the Property, on a temporary basis, for the purpose of drilling a test well (“Activity”).
- C. The Parties wish to enter into this Right of Entry whereby GRANTOR will allow GRANTEE to enter onto the Property, on a temporary basis, for the above stated purpose.
- D. The Parties anticipate that if the test well successfully produces sufficient water GRANTEE will seek to obtain a permanent easement or fee title interest from GRANTOR for fair market value in order to install, construct and maintain a permanent well on the site.

NOW, THEREFORE, GRANTOR and GRANTEE do hereby agree as follows:

### AGREEMENT

1. Right of Entry. GRANTOR hereby grants to GRANTEE and its agents, employees and contractors the temporary right to enter onto the Property for the purpose the Activity.
2. Term. The term of this Right of Entry shall commence on the date of the last signature on this Right of Entry, assuming that the Right of Entry is executed by all the Parties hereto ("Effective Date"). This Right of Entry shall terminate at the conclusion of the demobilization of the site after completion of the test well, or December 31, 2022, whichever comes first. The term may be extended by written notice from GRANTOR to GRANTEE.
3. Indemnification. GRANTEE shall indemnify and hold harmless GRANTOR from claims arising from GRANTEE's, its agent's or its contractor's negligent acts or omissions or willful misconduct related to entry onto the Property pursuant to this Right of Entry.
4. Restoration of the Property. Upon the termination or revocation of this Right of Entry, GRANTEE shall, at its own cost and expense, restore the Property to the same condition in which it was prior to GRANTEE's entry.
5. Authority to Enter Agreement. GRANTOR hereby warrants that it is the owner of the Property and that the undersigned is authorized to grant GRANTEE permission to enter onto the Property for the use specified in this Right of Entry. GRANTEE hereby warrants that the undersigned is authorized to execute this Right of Entry on behalf of GRANTEE.

6. Entire Agreement. This Right of Entry is the result of negotiations between the Parties. This Right of Entry is intended by the Parties as a full and final expression of their understanding with respect to the matters contained in this Right of Entry.

7. Amendment; Modification. No supplement, modification, or amendment of this Right of Entry shall be binding unless executed in writing and signed by both Parties.

8. Attorneys' Fees, Governing Law, Venue. In the event of a dispute between the Parties with respect to the terms or conditions of this Right of Entry, the prevailing Party shall be entitled to collect from the other its reasonable attorneys' fees as established by the judge or arbitrator presiding over such dispute. This Right of Entry shall be governed by the laws of the State of California. Venue shall be in Riverside County.

9. Counterparts. This Right of Entry may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have executed this Right of Entry on the date as indicated beside each Party's signature.

**GRANTOR:**

WILLIAM ESTANISLAU

By: \_\_\_\_\_ Date: \_\_\_\_\_

Its: \_\_\_\_\_

**GRANTEE:**

CABAZON WATER DISTRICT

By: \_\_\_\_\_ Date: \_\_\_\_\_

## New Business

### 2. Discussion/Action Item:

[TAB 3]

Authorization for the District to submit funding applications for Proposition 1 Round 2 IRWM Implementation Grant funding for the following projects:

- Waterline replacement in the Jensen area on Esperanza Avenue between Elm Street and Lemon Street in the amount of \$500,000
- Waterline replacement in the Jensen area on Esperanza Avenue between Lemon Street and Lime Street in the amount of \$350,000



# San Gorgonio Integrated Regional Water Management

June 8, 2022

## San Gorgonio IRWM Region’s Proposition 1 Round 2 Implementation Grant Call-For-Projects

### Deadlines for Project Submittal

The San Gorgonio IRWM Program is conducting a “Call-For-Projects” to be considered for inclusion in the Region’s upcoming Proposition 1 Round 2 IRWM Implementation Grant. Projects submitted by the deadline of **July 6, 2022** will be evaluated for inclusion in the Region’s grant application.

### Eligible Projects

Projects must provide **two quantified benefits**.

Eligible project types include:

- Water reuse/recycling
- Water efficiency and conservation
- Water storage, including groundwater
- Regional conveyance facilities that integrate separate systems
- Watershed protection and restoration, including wildfire risk reduction and water supply reliability
- Stormwater resource management
- Conjunctive use
- Water desalination
- Decision support tools to account for climate change and changes in regional demand and supplies
- Water quality improvement
- Regional projects defined by IRWM Planning Act

### Who Can Submit

Eligible project sponsors include public agencies, 501(c)(3) non-profit organizations, public utilities, federally recognized Indian Tribes, California State Indian Tribes, and mutual water companies.

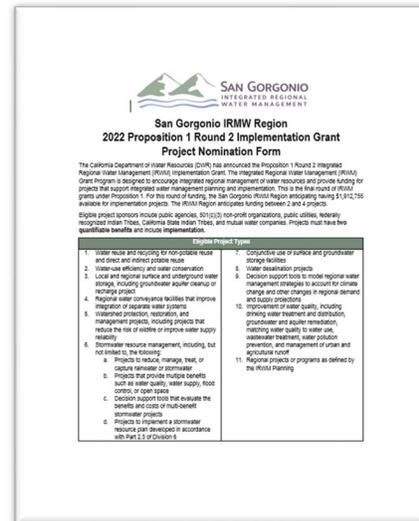
### How to Submit Projects

The Project Nomination Form can be downloaded from the San Gorgonio IRWM website ([www.sgirwm.org](http://www.sgirwm.org)) under the **Projects** heading.



The completed Project Nomination Form can be emailed as an attachment to the San Gorgonio IRWM Program Manager at the City of Banning using the following email address: [SGIRWM@ci.banning.ca.us](mailto:SGIRWM@ci.banning.ca.us)

### Project Nomination Form



## New Business

### 3. Discussion Item:

[TAB 4]

Customer Concern: High Water Bill – Dolores Ave.  
(by Banesa Torres & Marquice Washington)



WO Number 00000015789

WO Code & Description: 201 RERead

**INFORMATION ASSIGNED BY OFFICE**

NAME: BANESA TORRES  
 SERVICE ID: 4-526170009  
 ACCOUNT NO: 2-50430BT  
 ROUTE NO: 7 READ SEQ: 00044  
 ADDRESS: DOLORES  
 METER NUMBER: 232015

PHONE NO.: (951)             
 ISSUE DATE: 05/17/2022  
 PROCESS DATE: 05/17/2022  
 PROCESS TIME: 12:30 PM  
 REQUESTED BY: ELLEN  
 ASSIGNED TO: DW

**Comments:**

RERead /HIGH/ LEAVE TAG/58800

**INFORMATION FROM THE FIELD**

OLD METER READING: 58800.00000 OLD METER #: 232015 REMOTE METER #:             
 NEW METER READING:            NEW METER #:            SEAL #:           

**Comments:**

READ CORRECT/ METER SPINNING/ LEFT TAG

UTILITY NOTES:            PREVIOUS READ: 58800.00000 DATE: 05/16/2022

WORK DONE BY:            DATE COMPLETED: //

Labor Charges			
Position	Rate	Hours	Amount
Total Labor Charges			

Equipment Charges			
Description	Rate	Hours	Amount
Total Equipment Charges			

Material Charges				
Part #	Item	Qty.	Unit Price	Total
Total Material Charges				

Outside Vendor Charges			
Vendor	PO Number	Job Date	Amount
Total Vendor Charges			

Charge Summary	
Labor Charges	
Equipment Charges	
Material Charges	
Vendor Charges	
Total	

WO Number 000000015826

WO Code & Description: 201 REREAD

**INFORMATION ASSIGNED BY OFFICE**

NAME: BANESA TORRES  
 SERVICE ID: 4-526170009  
 ACCOUNT NO: 2-50430BT  
 ROUTE NO: 7 READ SEQ: 00044  
 ADDRESS: DOLORES  
 METER NUMBER: 232015

PHONE NO.: (951)             
 ISSUE DATE: 06/06/2022  
 PROCESS DATE: 06/06/2022  
 PROCESS TIME: 03:30 PM  
 REQUESTED BY: EA  
 ASSIGNED TO: CM

**Comments:**

READ METER. CUSTOMER WANTS TO SEE IF USAGE IS STILL EXTREME.  
 CALL (951)            WITH RESULTS

**INFORMATION FROM THE FIELD**

OLD METER READING: 58800.00000 OLD METER #: 232015 REMOTE METER #:             
 NEW METER READING:            NEW METER #:            SEAL #:           

**Comments:**

METER SPINNING PRETTY GOOD WHEN RE-READ METER.  
 USAGE STILL REALLY HIGH - 7500 CUBIC FT USED. READ: 66300  
 CALLED OWNER AND LET HIM KNOW.

UTILITY NOTES:            PREVIOUS READ: 58800.00000 DATE: 05/16/2022

WORK DONE BY:            DATE COMPLETED: 05/17/2022

Labor Charges			
Position	Rate	Hours	Amount
Total Labor Charges			

Equipment Charges			
Description	Rate	Hours	Amount
Total Equipment Charges			

Material Charges				
Part #	Item	Qty.	Unit Price	Total
Total Material Charges				

Outside Vendor Charges			
Vendor	PO Number	Job Date	Amount
Total Vendor Charges			

Charge Summary	
Labor Charges	
Equipment Charges	
Material Charges	
Vendor Charges	
Total	

**Customer Transaction Summary**

**Customer Information**

Account No: 2-50430BT  
 BANESA TORRES  
 [REDACTED]  
 PERRIS, CA 92571-

**Location Information**

Location No: 4-526170009  
 [REDACTED] DOLORES  
 CABAZON, CA 92230

Date	Type	More Info	Reading	Usage	Prior Balance	Transaction Amount	Balance
06/20/2021	Payment	CREDIT CARD			45.22	-45.22	0.00
06/30/2021	Charge	06/14/2021	42000 0	600	0.00	45.22	45.22
07/23/2021	Payment	CREDIT CARD			45.22	-45.22	0.00
07/29/2021	Charge	07/14/2021	42700 0	700	0.00	47.20	47.20
08/19/2021	Payment	CREDIT CARD			47.20	-47.20	0.00
08/31/2021	Charge	08/11/2021	43300 0	600	0.00	45.22	45.22
09/20/2021	Payment	CREDIT CARD			45.22	-45.22	0.00
09/30/2021	Charge	09/13/2021	43800 0	500	0.00	43.24	43.24
10/21/2021	Payment	CREDIT CARD			43.24	-43.24	0.00
10/28/2021	Charge	10/13/2021	44400 0	600	0.00	45.22	45.22
11/24/2021	Payment	CREDIT CARD			45.22	-45.22	0.00
11/30/2021	Charge	11/15/2021	45000 0	600	0.00	45.22	45.22
12/21/2021	Payment	CREDIT CARD			45.22	-45.22	0.00
12/29/2021	Charge	12/14/2021	45400 0	400	0.00	41.26	41.26
01/20/2022	Payment	CREDIT CARD			41.26	-41.26	0.00
01/27/2022	Charge	01/13/2022	45800 0	400	0.00	41.26	41.26
02/22/2022	Penalty				41.26	4.13	45.39
02/22/2022	Interest				45.39	0.62	46.01
02/23/2022	Payment	CREDIT CARD			46.01	-46.01	0.00
02/28/2022	Charge	02/14/2022	46400 0	600	0.00	46.53	46.53
03/21/2022	Penalty				46.53	4.65	51.18
03/21/2022	Interest				51.18	0.70	51.88
03/30/2022	Charge	03/16/2022	47100 0	700	51.88	48.56	100.44
04/20/2022	Payment	CREDIT CARD			100.44	-100.44	0.00
04/28/2022	Charge	04/14/2022	49900 1	2800	0.00	284.11	284.11
05/23/2022	Penalty				284.11	28.41	312.52
05/23/2022	Interest				312.52	4.26	316.78
05/31/2022	Charge	05/16/2022	58800 1	8900	316.78	1090.53	1407.31

P

## Old Business

### 2. Discussion/Action Item: [TAB 5]

Unit #001 – Purchase used engine to install or sell  
for scraps?

(by the Board)

\*No update as of 06/16/2022. Toyota of Redlands has not  
returned any phone calls.

## Old Business

### 3. Discussion/Action Item: [TAB 6]

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



**California Special  
Districts Association**  
*Districts Stronger Together*

# **2022 CSDA Annual Conference & Exhibitor Showcase**

*The Leadership Conference  
for Special Districts*

**August 22–25, 2022  
Palm Desert, California**





## JW Marriott **Desert Springs Resort & Spa**

Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at \$139 plus tax plus discounted \$15 resort charge and are based on availability. The room reservation cut-off is July 22, 2022; however, space is limited and may sell out before this date. Information with the link to book hotel reservations in the CSDA room block will be emailed to the attendee within 24 hours of registration.

### **SDRMA Credit Incentive Points**



Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points (CIPs) can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase, reducing SDRMA members' annual contribution amounts.

## **Monday, August 22, 2022**



8:00 a.m.

### **Pre-Conference Program Events**

(pre-registration/payment required)



#### **SDLF Scramble for Scholarships Golf Tournament**

Join special district elected officials, staff, and business affiliates at this optional fun event. Great golf skills are not necessary!

Proceeds benefit the Special District Leadership Foundation scholarship fund.

*\$120 includes golf with cart, lunch, and prizes!*



9:00 a.m. – 3:30 p.m.

### **Pre-Conference Workshops**

(pre-registration/payment required)

#### **Special District Leadership Academy Module 1: Governance Foundations**

 **CIP ELIGIBLE**

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

*\$225 CSDA Member / \$340 Non-member\**

## So, You Want to Be a General Manager?

This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skillsets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices.

*\$100 CSDA Member and Non-member\**

## NEW! Special District Finance Professionals Forum

Join industry experts and special district professionals for a full-day forum with education and information specifically for special district finance professionals ahead of the CSDA Annual Conference & Exhibitor Showcase. Topics include local government investing, GFOA best practices, long-range financial planning and modeling, GASB reporting, cost-saving measures, and managing pension costs.

*\$50 CSDA Member / \$100 Non-member\**

*\*Pre-Conference Workshop Registration Fee includes continental breakfast and lunch. Limited class size, register early!*



5:15 – 7:30 p.m.

## Conference Officially Begins! President's Reception with the Exhibitors

Join us in the exhibit hall as we network with business professionals who provide all types of goods and services to special districts. Appetizers, refreshments, and entertainment are provided.

*(all registered attendees welcome)*



11:30 a.m. – 3:00 p.m.

## Pre-Conference Tour:

### Southern California Edison (SCE) Green Energy Tour

Join your fellow attendees and representatives of Southern California Edison (SCE) for lunch and a tour of the Devers Substation. Attendees will learn about SCE operations as well as green energy efforts in the area including solar and wind.

*\$10 per person, includes transportation to/from the hotel, lunch, and tour*

*Early registration is encouraged. Limited to 50 attendees.*



1:30 – 3:30 p.m.

## Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation

*(optional, must be scheduled prior to conference)*



3:45 – 5:15 p.m.

## Chapter Roundtable Discussion

*(optional, no fee but must be attending the conference)*

Join CSDA board members and local chapter leaders from across the state to share best practices and discuss issues and opportunities.



CSDA Board President  
Ryan Clausnitzer, CSDM



CSDA CEO  
Neil McCormick



7:30 – 8:30 a.m.

### CSDA Board Meeting



7:30 a.m. – 6:30 p.m.

### Exhibitor Showcase Open



7:30 – 8:30 a.m.

### Continental Breakfast in the Exhibit Hall (Raffle)



8:45 – 10:45 a.m.

### Opening General Session and Keynote

#### The Courage to Go Together: Three Questions to Change How You Work, Live and Lead

CEO and Founder of Go Together Global and best-selling author, Shola Richards presents “The Courage to Go Together: Three Questions to Change How You Work, Live and Lead.”

In his inspiring flagship keynote, Shola will introduce the transformative concept of Ubuntu (pronounced, “oo-BOON-too”) which translates to “I am, because we are.” The Ubuntu philosophy, along with three powerful questions, will provide the audience with actionable strategies to transform their work culture, amplify team civility, and inspire themselves and others to consistently bring their best to their work.

The audience will leave with:

- The three key questions that they need to ask themselves to increase the likelihood of civil, engaged, and productive work culture.
- The answers to the most common objections to beginning the important (and challenging) work of positively transforming their work culture.
- The self-awareness to become mindful of how their words, actions, and behaviors affect others.

#### Awards Presented

General Manager of the Year, Board Member of the Year, and Staff Member of the Year, SDLF New and Renewing CSDM, and SDLF Certificate in Special District Governance.





11:00 a.m. – 12:00 p.m.

## Breakout Sessions

### It's All About the Projects

*Probolsky Research, Orange County Sanitation District, Santa Margarita Water District*

Special districts spend billions of dollars every year on infrastructure projects from pipe replacements and building retrofitting to treatment plants and new trail systems. The public likes to know where their tax and ratepayer dollars are going.

- Learn how to gain public trust by promoting your projects, big and small
- See how other agencies have successfully highlighted infrastructure projects
- Get unique insight from recent research on how to best communicate your infrastructure successes with the public

### Violence in the Workplace—Mitigating Risk and Proactively Responding to Threats

*Renne Public Law Group*

This session will address how special districts can develop policies and procedures aimed at both preventing workplace violence from occurring and responding promptly to threats that do arise.

- The legal standard for obtaining a workplace violence temporary restraining order (TRO) and related court procedures
- How or whether a special district may respond to threatening

- behavior from an employee at work.
- What type of threatening behavior (i.e., on or off duty) warrants a response from the special district
- Guidance on developing workplace violence and related policies to mitigate and manage risk

### Lessons Learned from a Disrupted Redistricting Process

*Best Best & Krieger LLP and Goleta Sanitary District*

The 2021 Redistricting Cycle saw challenges at every turn. From delayed data releases to a lack of qualified demographers to handle the increased workload due to changes in the California Voting Rights Act, Redistricting 2021 has taxed teams and organizations across the state. Participants in this informative session can share their own stories while hearing the good, bad, and ugly about how this massive statewide endeavor unfolded. Revisiting this topic will provide insight into how agencies may plan for other future projects that involve collaboration with a limited number of vendors, as well as how they can interact with other agencies going through the same process, share resources, and solve problems with creativity and optimism.

In this session, participants will learn about:

- redistricting strategies that do or do not work

- how to leverage successful strategies from redistricting to solve other agency problems
- how the legislature impacted key decision making at the local level
- what to plan for in the future

### Change of Course: Master Plan Mini-Updates Using Internal Knowledge

*Monte Vista Water District*

Staff has first-hand knowledge of a district's infrastructure needs and vulnerabilities. In 2020, Monte Vista Water District put this knowledge to use in reevaluating and updating its capital improvement strategy. Through a series of structured workshops with field and administrative staff, MVWD developed a water system master plan "mini-update," including a prioritized five-year capital improvement and pipeline replacement program. Staff then developed and presented to the Board of Directors funding options based on prioritized needs, resulting in an updated five-year financial master plan. Finally, the results of these updated plans were integrated into MVWD's annual budget and five-year strategic plan, ensuring consistency between near- and long-term goals. The presenters will demonstrate how conducting a structured re-evaluation of master plans using internal knowledge led to a successful reorientation of its capital program.

Learning outcomes:

- re-evaluation of capital and

- financial master plans
- use of internal staff knowledge
- near- and long-term planning integration

### Social Media Issues: Free Speech, Public Records, and Public Meetings *Meyers Nave*

The use of social media by public entities, elected officials, and employees presents significant legal and regulatory issues. The session will address the three most important social media issues facing special districts:

1. First Amendment – Does a public official violate First Amendment rights by blocking someone from the official’s social media account?
2. Public Records – Are electronic communications through a social media account provided by a government entity, such as a special district’s Facebook page, subject to the Public Records Act?
3. Public Meetings – What social media activities do and do not comply with public notice,

public access, and public comment requirements of the Brown Act?

### MCLE CREDIT

*This presentation has been approved for 1 hour of MCLE credit by the State Bar of California.*

*Meyers Nave, a Professional Law Corporation, is a MCLE licensed provider. PN #10416*

### Post Pandemic COVID-19 Workplace Accommodation Challenges *Atkinson, Andelson, Loya, Ruud & Romo*

California public employers have adjusted and adapted to the evolving workplace during the pandemic. As it becomes more likely that employers will now have to work and live side-by-side with COVID-19, employers will be challenged with the new expectations and accommodation requests from the workforce. We will begin with a refresher of the reasonable accommodation process and best practices, and move to a discussion of COVID-19 related

requests for accommodations and how to navigate the process to ensure compliance, maintain productivity, and limit missteps.

### How the General Manager Performance Evaluation Can Make a Real Difference for both the Manager and the Board *Rauch Communication Consultants, Inc.*

*Rauch Communication Consultants, Inc.*

This session details a proven process that will improve communication and understanding between the manager and board, incorporates both subjective and objective metrics, and ensures there is policy level direction to clarify the manager’s goals for the coming year.

### Learning Outcomes:

- How to plan and implement a general manager performance evaluation
- The role of the board, manager, and legal counsel
- How and when to consider a 360-degree evaluation
- How to set up goals, use of forms, and more



12:15 – 1:30 p.m.

## Lunch with the Exhibitors

All conference attendees are welcome to attend lunch in the exhibit hall. Enjoy your lunch while taking time to learn more about our exhibitors and the valuable services they provide. From risk management to accounting, HR, legal, banking services, and more – our exhibitors have some of the best of what you’re looking for!

Lunch is included in conference registration.





1:45 – 3:00 p.m.

## Breakout Sessions

### Required Ethics Compliance Training – AB 1234 (Part 1)

*Meyers Nave*

AB 1234 mandates agency officials receive two hours of ethics training every two years. This training covers all required topics, including conflicts, financial gain, prerequisites of office, transparency, and fair process.

#### MCLE CREDIT

*This presentation has been approved for 2 hours of MCLE credit by the State Bar of California. Meyers Nave, a Professional Law Corporation, is a MCLE licensed provider. PN #10416*

### It's Easier Than You Think! Building and Maintaining an Effective Investment Program for Your Special District

*Public Trust Advisors / California CLASS*

A comprehensive investment program for public agencies should strive to optimally balance safety, liquidity, and yield considerations. This session will explore some possible ways to evaluate and utilize the different investment vehicles and structures available to California special districts: stable \$1.00 Net Asset Value investment pools; variable Net Asset Value investment pools; and separately managed accounts (SMAs). The session will discuss the application of pools and SMAs in establishing a cash management and investment program at a public agency. Attendees will leave

this session with a more holistic understanding of the role that an investment adviser can fill in helping establish and operate an investment program, both through an investment pool and an SMA.

### Setting Your Agency Up for Success: Building Goals and Priorities

*Tripepi Smith*

As new issues and challenges arise every day, agencies may find themselves shifting and changing policies, processes, service delivery, and more. To set themselves on the right track, these agencies would benefit from reestablishing organizational goals, narrowing their focus on priorities, and reviewing the progress made on current goals. By doing so effectively, agencies can identify areas for improvement and make significant progress towards success and growth.

In this session, Tripepi Smith President Ryder Todd Smith, Director Mike Egan and Director Jennifer Fitzgerald will reflect on their experiences in public service and in assisting agencies with processes such as this to:

- Consider the purpose and benefits of establishing goals for agency staff and the communities they serve
- Review how to remain effective in the goal-setting process
- Discuss accountability and goal measurement practices

- Analyze how building goals can impact the agency's culture

### Seriously? Crucial Conversations in a Stressful Environment

*Best Best & Krieger LLP*

Everyone has experienced a difficult conversation at work, some of their own making and some the result of another person's behavior. This session will both entertain and educate the participants on how to handle crucial conversations, manage stressful situations without regrets and deal with various communication styles of today's multi-generational workplace.

### Brown Act: Principles, Traps and Avoiding Unintentional Violations

*Lozano Smith, Attorneys at Law*

This workshop will use entertaining hypotheticals to engage participants in a wide-ranging, hands-on overview of the Brown Act to help board members stay in compliance when it comes to closed sessions, public comments, serial meetings, and e-communications.

### Promoting Civility in Times of Heightened Partisanship and Polarization

*Panel moderated by Institute for Local Government*

In the wake of contentious elections, local officials statewide are faced with navigating polarization and partisanship at the federal, state, and local levels. Local governments are working

hard to balance this while also managing new board dynamics, continued uncertainty resulting from the COVID crisis and a myriad of other challenges local governments face daily. Join a panel of special district officials to hear strategies and lessons learned about how to manage relationships, increase civility, continue operations, and

communicate effectively with your community.

### **The Five Functions That Drive Team Success**

*David Aranda, CSDM*

Special districts face unique challenges with individual board members coming together as a unified board and working as a team along with the general

manager. This presentation will discuss the five best practices of an effective team, as based on Patrick Lencioni's book, "The Five Dysfunctions of a Team." The instructor will also share insights and lessons learned from over three decades of serving as a general manager and board member.



3:45 – 4:45 p.m.

## **Breakout Sessions**

### **Required Ethics AB 1234 Compliance Training (Part 2)**

*Meyers Nave*

See previous session description.

*(Must attend both sessions for certificate)*

### **You Need It. How Do You Do it? A Step-by-Step Guide to Building an Effective Multi-Year Strategic Plan**

*Rauch Communication Consultants, Inc.*

Whatever the challenges facing your district, it is critical to build a realistic, step-by-step, and well-supported plan to get there. This session will provide concrete guidance on evaluating the issues, challenges, and opportunities facing your district and developing clear board direction for the future. This lively session will feature sharing of actual experiences (good and bad) by the participants and seminar leader. The session will provide numerous practical tips that you can bring home to your district. It will also demonstrate how staff

can develop implementation plans and successfully engage the board, executive team, staff, and the public in this process. You will also learn how to pin down clear direction in plain English, measure results, and more.

### **Mastering the Art of Crucial Conversations Around DEI**

*CPS HR Consulting*

It is essential to learn how to have hard conversations that address the current environment of social justice and racial equity. We will explore topics like cultural intelligence, acknowledgment vs. agreement, Black Lives Matter vs. All Lives Matter, how to be an ally, and the best way to address employees. This session will share practical and timely guidance on how to engage employees around the complex and passionate issues related to systemic racism, the need for transparency and accountability in organizational practices, and the need for civil discourse.

### **The Road Ahead for Managing Rising Pension Costs**

*PARS*

As public agencies continue to navigate through the challenges created by the COVID-19 Pandemic, rising pension costs continue to loom like a dark cloud that keeps growing. Pension systems face an uncertain economic outlook with discount rate targets that are mismatched with future expected returns. Recent changes to asset allocations also risk further increasing the gap for funding these obligations. How are agencies addressing their pension liabilities during uncertain times such as these? In this session, industry experts will discuss common questions and concerns related to this topic to help you prepare for the road ahead.

### **Boards Behaving Badly: How to Stay Out of Trouble**

*Renne Public Law Group*

This session will explain the duties of trust and loyalty board members owe their district and constituents.

**Tuesday, August 23, 2022**

Using real-life examples, the session will cover the topics board members need to understand to avoid allegations of misconduct, including:

- The roles of boards and individual members serving on the board
- Handling confidential material
- Safeguarding attorney-client privileged information
- Understanding public contracting requirements
- The relevance and impact of conflict-of-interest laws in the above-contexts

**Special Taxes by Majority Voter Approval: How, When, and Why**  
*Colantuono Highsmith & Whatley, PC*

Based on recent court opinions, special taxes proposed by initiative may be approved by a simple majority vote (50% + 1). This is a

dramatic change from prior law that required all special taxes to be approved by a supermajority (2/3rds) of voters. This session will discuss the process and law related to this change in special taxes.

**10 Cybersecurity Practices to Keep Special Districts Safe**  
*Meriplex, Streamline*

Special districts are increasingly becoming a target of cyberattacks. With insurance rates skyrocketing and cyber coverage increasingly hard to qualify for, now is the time to be ready and safe. Join our presenters as they walk you through ten easy steps that will protect you from 99% of threats. They promise to speak plain English and leave you with an easy checklist to protect yourself and the community you serve.



5:00 – 6:30 p.m.

## **Mix and “FlaMingle” in the Exhibit Hall**

Stop by the exhibit hall for a cocktail and hors d’oeuvres. Be sure to enter for one more chance to win one of our fabulous prizes!

The exhibit hall closes on Tuesday, August 23rd at 6:30 p.m.



# Taste of the City *Casino Night*

Wednesday, August 24, 2022  
from 6 to 9 p.m.





8:00 – 8:45 a.m.

## SDRMA Sponsored Full Plated Breakfast

All registered attendees and exhibitors are welcome.



8:45 – 10:30 a.m.

## SDRMA General Session Keynote

### Good Anxiety: Harnessing the Power of the Most Misunderstood Emotion



Dr. Wendy Suzuki, professor and author presenting “Good Anxiety: Harnessing the Power of the Most Misunderstood Emotion.” You know when you get that ambiguous email from your boss or your constituent and you start to feel sweaty palms and that empty, freaked-out sensation in your stomach? Then you know, it’s back again.... Anxiety. But what if anxiety isn’t always a bad thing? What if, by using tools from neuroscience and psychology, you could learn to turn down the volume on your anxiety and transform all that activation energy that’s making your mind race into something that’s actually helpful? That jujitsu move of transforming anxiety into something productive and helpful is the topic of Professor Suzuki’s talk.

### Awards Presented

SDRMA Safety Awards, New and Renewing Transparency Certificate of Excellence, New and Renewing District of Distinction



10:45 a.m. – 12:00 p.m.

## Breakout Sessions

### The Bond Market 101: Access, Interest Rates, and Costs

*CSDA Finance Corporation*

Debt financing can be a useful tool for funding capital improvements, but it isn’t a one-size-fits-all solution. Different types of financing can mean different interest rates and different costs of issuance. In this panel discussion, CSDA Finance Corporation consultants explain how financings are priced (and interest rates are set) in the bond market vs the bank market. Learn about different

types of financings and how they are secured, the difference between tax-exempt and taxable transactions, and the related costs and fees.

### Back to Basics –The Power of Your Injury & Illness Prevention Program (IIPP)

*Special District Risk Management Authority*

While the IIPP seems like one of the most basic Cal/OSHA standards, it is actually the essential foundation of an effective safety program. It is a step-by-

step guide on how to protect your employees. When all elements of the IIPP are in sync, the result is a powerful safety program that identifies the hazards and exposures employees face, detects required prevention measures to protect employees, and then systematically realigns when conditions change.

During this session, participants will gain a fresh perspective on how the elements of the IIPP work together. Taking a fresh look at your IIPP is no easy feat, but

its value comes from protecting your employees, reducing risks associated with workplace injuries and illnesses, and reducing costs through prevention.

### **Telling Your Organization's Story** *Cucamonga Valley Water District* *Coachella Valley Mosquito and Vector Control District*

Special districts do important work for communities, but if we don't tell our story throughout the year, our customers won't understand the need for rate increases, usage decreases, or power adjustments when needed. Messaging proactively with a plan will help your district foster relationships with your stakeholders that will come back in key times. This session will cover how to incorporate strategic communications into your agency's general plan, and you will hear case studies from special districts that have successfully told their story and developed an awareness within their community to gain trust and inspire impactful engagement.

### **Homelessness: What Special Districts Need to Know and What They Can Do** *Meyers Nave*

California continues to have the largest increase in homelessness each year now accounting for 28% of the homeless population in the U.S. and 51% of all unsheltered homeless individuals. The Ninth Circuit Court of Appeals' landmark decision in *Martin v. City of Boise* held that enforcement of sleep, lie, camping, or similar ordinances where there is insufficient shelter

space to accommodate all homeless people violates the Eighth Amendment right against cruel and unusual punishment. This session focuses on the challenges and best practices for addressing homelessness and its impact on special districts.

### **MCLE CREDIT**

*This presentation has been approved for 1.25 hours of MCLE credit by the State Bar of California. Meyers Nave, a Professional Law Corporation, is a MCLE licensed provider. PN #10416*

### **Best in Class: Collaborations of Individual District's Strengths Forge Regional Excellence** *Palmdale Water District* *United Water Conservation District*

Following nearly a year of exploratory meetings, Palmdale Water District and United Water Conservation District agreed to share resources and work on large-scale projects that are of mutual benefit. These include the coordinated development and use of water resources, recreation areas, intern and apprenticeship programs, and advanced water treatment. This promising collaboration, while unique, will provide numerous benefits to the communities served by both agencies.

### **Wage and Hour Law Update for California Special Districts** *Slovak Baron Empey Murphy & Pinkney LLP*

California's wage and hour laws are notoriously some of the strictest in the nation for employers. These

laws are complex and constantly evolving, intermingling various sources of state and federal statutes, regulations, and advisory opinions from state agencies. Simple and inadvertent mistakes in payroll and timekeeping practices can quickly expose employers to significant liability from class-action lawsuits and representative claims under the Private Attorneys General Act (PAGA).

Learning outcomes for this session will include:

- Understanding the latest developments and trends in California wage and hour laws
- Developing management strategies to mitigate exposure to wage and hour claims
- Appreciating the risks and benefits of using arbitration agreements to protect against class

### **Changing Climate – Changing Times** *Panel Discussion*

Hear from special districts and other experts at the forefront of climate adaptation issues. Our expert panel includes the Rosamond Community Services District as well as the Resource Conservation District of Greater San Diego County. Rosamond will highlight their innovative water recycling solution, "Water Reuse," and RCD of Greater San Diego County will discuss how they support their community and homeowners through 40+ fire-safe councils and work toward regional wildfire resiliency through a suite of forest health and fire prevention programs.



11:00 a.m. – 12:00 p.m.

## SDLF Board and Annual Meeting



12:15 – 1:45 p.m.

## Legislative Update Luncheon

(All attendees welcome)

CSDA's legislative and legal affairs team will present attendees with the most up-to-date information on the outcome of the biggest state and federal budgetary, legislative, and legal issues impacting special districts in 2022, as well as a sneak peek of what to expect in 2023. Learn about significant new laws coming your way and what they mean for special districts going forward.



## Awards Presented

- Innovative Project/Program of the Year Award (large district)
- Innovative Project/Program of the Year Award (small district)
- Exceptional Public Outreach & Advocacy Award (large district)
- Exceptional Public Outreach & Advocacy Award (small district)
- Recognition of Previous and Outgoing Board Members
- Ralph Heim Exceptional Outreach & Advocacy Award
- William Hollingsworth Award of Excellence



2:00 – 3:00 p.m.

## CSDA Finance Corporation Board and Annual Meeting



2:00 – 3:15 p.m.

## Breakout Sessions

### Sexual Harassment Prevention (Part 1) *Richards Watson Gershon*

This two-hour training addresses the prevention of sexual harassment and other forms of workplace harassment. It fulfills the requirements for supervisory and non-supervisory employees, as well as elected officials.

### Contracting for Indemnification *Special District Risk Management Authority*

This session will provide attendees with information on how to evaluate contracts specifically as they related to indemnity and hold harmless agreements to ensure that your agency is protected.

We will go over recommended limits and template language for contracts. We will also go over the importance of being named as an Additional Insured by your contractors/vendors to protect your agency and how to avoid issues when a claim occurs.

## Ballot Measure 101 – Legal Requirements and Processes for Ballot Measures

*Richards Watson Gershon*

Ballot measures that affect special districts might be infrequent, but the stakes can be quite high. This session will provide an overview of some of the basic issues relating to local ballot measures, including what district staff and officials can and can't do in connection with a ballot measure.

## Healthier Local Democracies through Lottery-Selected Panels

*Healthy Democracy*

Democratic lotteries are being used around the world to guarantee diversity, representation, and inclusion of new voices in public policymaking. Healthy Democracy will provide an introduction to this concept, sharing recent case studies from Oregon and California, followed

by an interactive workshop in which participants will imagine how lottery-selected panels could transform tricky policy decisions in their communities.

## Legislative Update - Post Script

*CSDA*

Can't get enough of the advocacy and public affairs inside scoop? Attended the Legislative Update Luncheon and still have more questions? We have you covered. Here's your chance to meet with CSDA's advocacy experts in a smaller setting designed to expand upon and answer questions about topics presented at the luncheon. Bring your inner #advocageek.

## Special Districts and LAFCo – Past Successes and Future Challenges

*Colantuono, Highsmith and Whatley, PC and LAFCo of Riverside County*

This session will discuss the role of special districts on LAFCo,

the municipal service review (MSR) and sphere of influence process and why it's important, and different types of changes of organization and the procedures for each, with specific, real-world examples of special district/LAFCo actions.

## Town Hall - Legal Eagles

*Liebert Cassidy Whitmore*

Join us this year to get your questions answered! Special districts deal with a number of issues on a daily basis, and it is best to be prepared. Share your questions with others who probably have the same problems, concerns, and issues. This is a great opportunity to get some great legal answers - without those annoying billable hours!



3:30 – 5:00 p.m.

## Breakout Sessions

### Sexual Harassment Prevention (Part 2)

*Richards Watson Gershon*

See previous session description. (Must attend both sessions for certificate)

### What New in Prevailing Wage Compliance

*Contractor Compliance and Monitoring Inc.*

Prevailing wage in California continues to change each year. Attend this session to learn about the latest changes, how the

California DIR is enforcing these requirements, and best practices for your public agency.

### Neurodiversity Employment Programs: Appreciating the Dandelions

*Valley Sanitary District*

Public employers are losing ground in hiring and retaining the next generation of workers. This may be due to outdated recruitment and hiring practices that discourage individuals with neurodivergent conditions. In this session, you'll

learn about best practices for transforming the workplace into a neuro-inclusive environment. This session's presenter will broaden your understanding of neurodiversity and highlight successful programs for inclusion.

### Five Steps to Successful Community Support

*East Valley Water District*

East Valley Water District developed a five-step roadmap to successfully receive authorization for reorganization to include

## Wednesday, August 24, 2022

wastewater treatment authority and began constructing the Sterling Natural Resource Center. The roadmap outlined the following process: know your audience, develop key messages, engage with the target audience through formal and informal interactions, outline a feedback loop and develop a localized community benefit program to enhance the quality of life.



5:00 – 6:00 p.m.

### **SDRMA Member Reception**

Light appetizers and drinks to be served

*Electronic invitation to SDRMA Members to follow – approximately one month prior to the event*



6:00 – 9:00 p.m.

### **Taste of the City Casino Night**

Sample local food and beverages while enjoying casino games, music from our DJ, and a silent auction.



## Thursday, August 25, 2022



8:00 – 10:00 a.m.

### **Closing Breakfast: Connect and Collaborate**

Here's your chance to enjoy a light breakfast and connect with similar districts and discuss some of your most pressing issues!

#### **Awards Presented**

- Excellence in Technology
- Chapter of the Year
- ILG Beacon Awards



10:00 a.m.

### **Conference Adjourns**

\*Guest registration includes all meal functions, receptions (including Taste of the City), and Keynote sessions. We also offer a Taste of the City-only guest registration.

Not sure if you are a member? Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership, contact Member Services Specialist Eric Spencer at [erics@csda.net](mailto:erics@csda.net) or call toll-free 877-924-2732.



# Attendee Registration Form

INCLUDE FORM WITH PAYMENT.

## Hotel Reservations

### JW Marriott Desert Springs Resort & Spa

Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at \$139 plus tax plus discounted \$15 resort fee. The room reservation cut-off is July 22, 2022; however, space is limited and may sell out before this date.

Information regarding hotel reservations and link to book in the CSDA room block will be emailed to the registered attendee within 24 hours of registration.

## Registration Fees Include:

- ◆ President's Reception with the Exhibitors
- ◆ Keynote Sessions
- ◆ Continental Breakfast with the Exhibitors
- ◆ Lunch with the Exhibitors
- ◆ Mix and FlaMingle in the Exhibit Hall
- ◆ SDRMA Full Plated Breakfast
- ◆ Legislative Update Luncheon
- ◆ All Breakout Sessions
- ◆ "Taste of the City" Reception
- ◆ Closing Breakfast

Name:		Title:	
District:			
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email:		Website:	
Special Needs (include dietary):			
Emergency Contact:			
Conference Registration Fees		Early Bird (on /before July 22, 2022)	Regular (after July 22, 2022)
<input type="checkbox"/> CSDA Member - Full Conference		\$ 650.00	\$ 725.00
<input type="checkbox"/> Non-member - Full Conference		\$ 975.00	\$ 1,085.00
<input type="checkbox"/> Guest of a Member - Full Conference (Cannot be from a district/company) <input type="checkbox"/> Vegetarian		\$ 350.00	\$ 425.00
<input type="checkbox"/> Guest of a Non-member - Full Conference (Cannot be from a district/company) <input type="checkbox"/> Vegetarian		\$ 525.00	\$ 635.00
<input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$ 375.00 each day	\$ 400.00 each day
<input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$ 560.00 each day	\$ 600.00 each day
Separate Registration Fees		Member	Non-member
<input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Aug. 22		\$ 225.00	\$ 340.00
<input type="checkbox"/> Pre-Conference Workshop: So, You Want to Be a General Manager - Aug. 22		\$ 100.00	
<input type="checkbox"/> Pre-Conference Workshop: Special District Finance Professionals Forum - Aug. 22		\$ 50.00	\$ 100.00
<input type="checkbox"/> Pre-Conference Tour: SCE Green Energy Tour (includes lunch) - Aug. 22		\$ 10.00	
<input type="checkbox"/> SDLF Scramble for Scholarships Golf Tournament (includes lunch) - Aug. 22		\$ 120.00	
<input type="checkbox"/> SDLF "Taste of the City" Casino Night Reception (Guests only) - Aug. 24		\$ 80.00 CSDA Member Guest	\$ 120.00 Non-member Guest
			TOTAL
Payment Information			
Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover			
Account name:		Account Number:	
Expiration date:	CVC:	Authorized Signature:	
<b>3 Ways to register:</b> 1. ONLINE by visiting <a href="http://conference.csdanet.net">conference.csdanet.net</a> . 2. FAX 916-520-2465. 3. MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Check should be made payable to: California Special Districts Association.			

**Cancellations/Substitution Policy:** Cancellations must be in writing and received by CSDA no later than Thursday, 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 later than August 12, 2022 at 5:00 p.m. Please submit any cancellation notice or substitution request to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.

**Consent to Use Photographic Images:** Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

**Anti-Discrimination and Harassment Policy:** CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at [www.csdanet.net/about-csda/who-we-are](http://www.csdanet.net/about-csda/who-we-are).



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## **ATTENDEE REGISTRATION**

*2022 CSDA Annual Conference and Exhibitor Showcase*

August 22 - 25, 2022 Palm Desert, California



*Come join your flock... Register Today!*