



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

**REGULAR BOARD MEETING
MINUTES**

Meeting Location:
14618 Broadway St.
Cabazon, CA 92230

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

Meeting Date:
Tuesday, September 17, 2024 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

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

Note: This meeting was recorded by the District

CONSENT CALENDAR

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

- 1. Approval of:**

- a. Finance and Audit Committee Meeting Minutes and Warrants of August 20, 2024
- b. Regular Board Meeting Minutes and Warrants of August 20, 2024

Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of August 20, 2024 and (b.) Regular Board Meeting Minutes and Warrants of August 20, 2024 made by Director Davis and 2nd by Director Carlin

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

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

UPDATES

1. **Update: CWD Operations Report (by GM Pollack)**
 - GM Pollack met with Glenn Chavez and Matt Howard at the sites of the planned heli-hydrants. The device at Tank #1 will likely be installed first, then the device at Tank #3.
 - Tank #1 and Tank #2 will be inspected this year. Quotes for the inspections range from ~\$4.2k-\$7.6k. The State recommends that tanks be inspected every 3-5 years, and has requested that all CWD tanks are inspected before the end of 2025.
 - GM Pollack and AO Aguilar met with VC3 (IT) to discuss a cybersecurity grant. The grant is expected to cover the costs of upgrading the servers.
 - As discussed in the FAC meeting, GM Pollack proposed doing a water rate study in-house rather than paying \$40k or more to have consultants conduct the study.
 - The Esperanza Waterline project is complete.
 - Water theft was discovered and reported to the Sheriff's Department on Dolores, between Magnolia and Orange.
 - A concrete saw was purchased for \$3.1k. \$8.7k was budgeted for this item.
 - GM Pollack will be attending a General Manager's meeting at the SGPWA on 09/23/2024.
 - New asphalt, sand, and gravel bins have been constructed at the Well #2 site by Masonry & Concrete Design for \$7.7k.

NEW BUSINESS

1. **Discussion: Report of the Audited Financial Statements for FY 2023/2024 as presented by CJ Brown & Company**
 - Jonathan Abadesco from CJ Brown & Company presented the financial statements. He acknowledged CWD and Eide Bailly staff for helping with such a smooth and quick audit. No deficiencies were discovered during the audit. Revenue appears to have decreased from 2022/2023 because that year included the dissolution of the RCEDA Loan, while there was an increase in investment returns and property taxes. Expenses have gone up due to an increase in G&A costs and pumping/water treatment costs, while there was a decrease in transmission & distribution costs. CWD's cash account ended strong at \$2.03 million.

2. Discussion/Action: Resolution 2024-03 – Authorized Representative for Grant Application, Assisted by Cal Rural Water Association

- This Resolution is to make the General Manager the representative for a grant consisting of pipeline replacements. Cal Rural Water Association is assisting with the grant application.

Motion to approve Resolution 2024-03 made by Board Vice Chair Tincher and 2nd by Director Davis

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

3. Discussion/Action: FY 25 Budget Amendment

- CWD received \$168k for the Main St. Yard sale. Due to the additional funds, a budget amendment was proposed to increase the budget for the Bonita Vault and the Well #2 New Facility Building. The Board asked that the GM put together a detailed list of the costs for the Well #2 site and then bring this item up again next month.

***This item was tabled for next month.**

4. Discussion: Direction for Water Rates Study

- Regarding what was discussed in the FAC meeting and the GM's Operation's Report about the rate study, the Board asked that Legal and Eide Bailly be contacted to find out if we are allowed to do a rate study in-house, and if so, what legal requirements need to be followed. The Board decided to table this item until next month so that the results from Legal and Eide Bailly can be discussed, and the quotes from rate study consultants can be shared.

***This item was tabled for next month.**

5. Discussion/Action: Reorganization of Agenda Layout

Motion to move Updates after Old & New Business on future agendas made by Director Carlin and 2nd by Director Davis

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

OLD BUSINESS

1. Discussion/Updates: Discussion/Updates with SGPWA Director(s) regarding various matters

- SGPWA Director Ron Duncan shared several dates of upcoming local city events. He stressed the importance of the Backbone Pipeline discussion that will be held at the SGPWA office on 09/30/2024 at 1:30 PM.

- He congratulated CWD on the audit results, and mentioned that he believes that the great financial position is due to a great Board and staff.
 - Duncan encouraged everyone to show support for Sarah Wargo running for the Division 1 seat.
2. Discussion/Action: **Community Involvement – Community Fair (09/21), Trunk or Treat (10/26)**
- GM Pollack and AO Aguilar will be handing out chips and water bottles at the Community Fair. Water bottles were donated by Arrowhead.
 - Victoria Burke had requested permission to use the parking lot for a Trunk or Treat on 10/26/2024 from 5:00 PM-8:30 PM. The Board did not believe that CWD could give permission (it probably has to go through the County), but they decided to vote just in case permission from CWD is needed.

Motion to approve use of the parking lot for Trunk or Treat if Cabazon Water District has the authority to do so made by Board Vice Chair Tincher and 2nd by Director Brock

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

PUBLIC COMMENTS

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

- Gerardo and Erica Nava explained that they are from Rialto, but have dreams of living in Cabazon at the lots that they own, but there is no main line available at their lots (Hattie, east of Elm). Gerardo said that he understands it would cost a lot of money to extend the main line, and that he is attending the Board meeting to learn more information about the water system. He said that he is encouraging his neighbors to also attend future Board meetings to learn about the status of the water system.
- A break was taken from 7:10 PM to 7:18 PM.

CLOSED SESSION at 7:18 PM

1. Discussion/Action **Public Employee Performance Evaluation (Government Code section 54957): (General Manager)**

OPEN SESSION at 8:00 PM

NEW BUSINESS (continued)

6. Discussion/Action: **Approval of Amendment to General Manager Employment Agreement**

- Board Chair Wargo reported that the proposed Amendment to the GM Agreement includes a salary increase to \$131,040, and an increase of Retirement Benefits to 17%.

Motion to approve the Amendment to the General Manager Employment Agreement made by Director Tincher and 2nd by Director Brock

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

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.

- Well #2 New Facility Building proposed costs
- Budget Amendment
- Rate Study

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)

- AO Aguilar shared that the AT&T Account still has the previous GM listed as the authorized representative, and that a letter by the Board Chair was drafted to replace the representative with GM Pollack and herself. If that letter is not sufficient, the account will be canceled and a new one will be opened.

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. 09/21/2024 (Saturday) at 10:00 AM: Community Fair at Cabazon Park
- b. 09/25/2024 (Wednesday) at 5:00 PM: San Geronio Pass Regional Water Alliance Committee Meeting
- c. 09/30/2024 (Monday) at 1:30 PM: San Geronio Pass Water Agency Backbone Pipeline Meeting

- d. 10/07/2024 (Monday) at 1:30 PM: San Geronio Pass Water Agency Meeting
- e. 10/15/2024 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- f. 10/15/2024 (Tuesday) at 6:00 PM: Regular Board Meeting
- g. 10/21/2024 (Monday) at 6:00 PM: San Geronio Pass Water Agency Meeting
- h. 10/24/2024 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- i. TBD: Community Action Committee at the Cabazon Library
- j. TBD: Personnel Committee Meeting

ADJOURNMENT

Motion to adjourn at 8:05 PM made by Director Davis and 2nd by Director Carlin

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

Meeting adjourned at 8:05 PM on Tuesday, September 17, 2024



Sarah Wargo, Board Chair
Board of Directors
Cabazon Water District



Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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