



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, March 15, 2022 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

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

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

Note: This meeting was recorded by the District

NEW BUSINESS

1. **Discussion/Action:** Reorganization of the CWD Board of Directors (Board Chair, Vice Chair, Ad Hoc Committees, etc.) (by the Board)
- After each election, the Board votes on a Board Chair and Board Vice Chair, then the Board Chair appoints Directors to each committee.

Board Chair: 1 Board Member

Motion to appoint Director Lynk as the Board Chair made by Director Morris and 2nd by Director Davis.

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

Board Vice Chair: 1 Board Member

Motion to appoint Director Wargo as the Board Vice Chair made by Director Morris and 2nd by Director Davis.

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

Finance and Audit Committee (Ad hoc): 2 Board members

➤ Director Wargo and Director Tincher, with Director Morris as an alternate

Personnel Committee (Ad hoc): 2 Board members

➤ Director Lynk and Director Tincher, with Director Wargo as an alternate

Community Water System Alliance Committee (CWSA - Ad hoc): 2 Board members

➤ Director Morris and Director Davis

San Gorgonio Pass Regional Water Alliance Committee (SGPRWA - Ad hoc): 2 Board members

➤ Director Morris and Director Davis

Special Projects Committee (Ad hoc): 2 Board members

➤ Director Lynk and Director Wargo

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

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

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

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

UPDATES

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

➤ No updates. The meeting is scheduled for March 23.

2. Update: Manager's Operations Report (by GM Louie)

- Staff training regarding report writing format, outlook calendar, and color coding is earmarked for April, 2022.
- District staff attended a Consumer Confidence Report training class.
- One of Paul Oshideri's tenant's water was shut off due to non-payment. The tenant spoke to GM Louie, and shared that the balance was accrued prior to her living there. GM Louie informed her that that is an issue between the tenant and the property owner, not the water district.
- Another one of Oshideri's tenants contacted the water district stating that Oshideri connected her water connection to a neighboring connection, also owned by Oshideri, after the neighbor's water was shut off due to non-payment. This neighboring connection has 2 lots with only one meter, which is being researched by legal.
- There was an unlawful connection on Pamela Way. This was reported to the Sheriff's department.
- A leak was found on the PRV on Apache Trails. It will be inspected by CLA-VAL.
- The District has collected over \$9,000.00 in Interest and Penalty fees since these fees resumed in February.
- The Post Office bulletin board was restored by District Staff.

NEW BUSINESS

**2. Discussion/Action: Water on Bonita
(by Victor Diaz and others)**

- Over 25 people were present for this item.
- Victor Diaz shared a presentation explaining why he believed adding water to the east side of Bonita would benefit the District.

- Mr. Diaz introduced Dennis Fletcher, an independent writer for various news agencies. Mr. Fletcher shared that he would be taking notes and photos throughout the meeting.
- Some members of the public had questions and statements for the Board. Most asked where the process would begin to add water to this area. Director Lynk responded that showing up to this board meeting is a good start, but that the District is unable to afford to put a distribution line in that area without grants from the county or state.
- Director Morris said she had a contact from the County of Riverside Board of Supervisors, and that she would share this information with Mr. Diaz.
- Director Lynk told Mr. Diaz that it would be a good idea to put together a map of the properties that have already been purchased, so the density of the purchased lots can be seen.

A break was taken from 7:35 PM until 7:50 PM.

*No Motion was made on this item.

*Since Steve Anderson from BBK and Travis Romeyn from K&S were waiting on the phone, Old Business Item #1 was discussed next.

OLD BUSINESS

1. Discussion/Action: **Gap Funding Draft Agreement – Isolation Valve Project
(by GM Louie, K&S, and BBK)**
 - Travis Romeyn stated that the SGPWA Board of Directors expressed their support in this agreement.
 - Director Morris shared that there was still discussion on the SGPWA Board to be done about the repayment timeline and interest.
 - Steve Anderson stated that he did not notice any concerns with the Agreement as it is.
 - There was some discussion about whether or not 15 days from the time of the receipt of the State reimbursements would be enough time to pay back SGPWA.

Motion to approve the Gap Funding Agreement with the San Gorgonio Pass Water Agency, subject to any changes requested by Management and Legal made by Director Tincher and 2nd by Director Morris.

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

NEW BUSINESS

3. Discussion/Action: **Review and Approve Cal Mutuals/JPRIMA Quote 04/01/22 - 04/01/23
(by the Board)**
 - This quote is for the District's general liability insurance. The amount has increased since previous years, due to the District being in a high brush area prone to wildfires.

Motion to Approve the CalMutuals/JPRIMA quote for 04/01/2022 – 04/01/2023 made by Director Tincher and 2nd by Director Wargo.

Director Davis - Aye

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

2. Discussion/Action: Tesco Controls – SCADA
(by GM Louie)

- All concerns about the contract that were brought to the attention by Legal have been addressed.
- GM Louie recommended that the Board approve the Tesco contract for the next fiscal year.

Motion to approve the Tesco Controls SCADA contract for fiscal year 22/23 made by Director Wargo and 2nd by Director Tincher.

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

3. Discussion/Action: Repair of Broadway 3 cluster gate valve
(by GM Louie)

- GM Louie recommended tabling this item until the April board meeting, so he can determine if this project can be done in the next fiscal year.

*This item was tabled until the April, 2022 Board Meeting.

4. Discussion/Action: Purchase of a Service Truck (Unit #005)
(by GM Louie)

- GM Louie explained that he and District staff have found a few options for service trucks, but without board approval for the purchase, the trucks have been sold. He asked for a range of an amount, and approval to purchase a service truck.
- The majority of the board approved the purchase, and decided on up to \$90,000, as long as the service bed is included in the cost.

Motion to approve the General Manager to purchase a service truck up to \$90,000.00, and apply for a loan for this vehicle made by Director Davis and 2nd by Director Morris.

Director Davis - Aye
Director Tincher - Aye
Director Morris - Aye
Director Wargo - No
Director Lynk - Aye

*Since the board would soon be entering closed session, public comments were held now.

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))

- No public had comments for this section.

Another break was taken from 8:20 PM until 8:30 PM, then the board entered closed session immediately afterwards.

CLOSED SESSION at 8:30 PM

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

OPEN SESSION at 9:12 PM

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

- No reportable actions were taken during 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.
- Construction meter deposit increase.
 - Suggested agenda items from Board Members.
 - Closed session for GM contract.

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)

- GM Louie said he would be requesting to strip unit #001 for all usable parts for unit #002. Director Morris asked if it would be worth it to sell the vehicle. The other Directors told GM Louie to check with Toyota or auction companies.

3. Board Member Comments

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

- The Board informed the Board Secretary to look into the required training for the Board Members, including Ethics, Sexual Harassment avoidance, and Brown Act training. The Board Secretary was instructed to reach out to local water districts so the District could possibly host a joint training session.

MISCELLANEOUS

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

- Finance & Audit Workshop – Tuesday – April 19, 2022, 5:00 pm
- Regular Board Meeting – Tuesday – April 19, 2022, 6:00 pm
- Personnel Committee – Saturday, March 19, 2022
- San Geronio Pass Regional Water Alliance–Meeting–Wednesday, March 23, 2022, 5:00 pm


ADJOURNMENT

Motion to adjourn at 9:21 hr. made by Director Tincher and 2nd by Director Morris.

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

Meeting adjourned at 9:21 PM on Tuesday, March 15, 2022


Robert Lynk, 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.