

Cabazon Water District

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

BOARD MEETING PACKET

February 18, 2025

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, February 18, 2025 – 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
 - Capital Detail
2. Discussion: Miscellaneous District Financial Matters
3. 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
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REGULAR BOARD MEETING

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Email: info@cabazonwater.org

Meeting Date:

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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 January 21, 2025
- b. Regular Board Meeting Minutes and Warrants of January 21, 2025

2. Warrants – None

3. Awards of Contracts – None

NEW BUSINESS

- 1. Discussion/Action: [\[TAB 1\]](#) Resolution 2025-01: Change of Authorizing Officer on CWD Chase Credit Card Account (Currently former Board Chair Sarah Wargo)
- 2. Discussion/Action: [\[TAB 2\]](#) Resolution 2025-02: Removal & Revision of Authorized Signers

OLD BUSINESS

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

2. Discussion/Action: Community Involvement

UPDATES

1. Update: **CWD Operations Report**
TAB 3 (by GM Pollack)

PUBLIC COMMENTS

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

GENERAL MANAGER/BOARD COMMENTS

1. Future Agenda Items

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

- Suggested agenda items from the Public.
- Suggested agenda items from Management.
- 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. 03/03/2025 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- b. 03/17/2025 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- c. 03/18/2025 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- d. 03/18/2025 (Tuesday) at 6:00 PM: Regular Board Meeting
- e. 03/26/2025 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- f. 04/10/2025 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- g. TBD: Personnel Committee Meeting

ADJOURNMENT

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Cabazon Water District
Balance Sheet
As of January 31, 2025

	<u>2025</u>
1 ASSETS	
2 Current Assets	
3 Checking/Savings	\$ 354,062
4 Investments - LAIF & CLASS	1,980,502
5 Total Cash & Investments	<u>2,334,564</u>
6 Accounts Receivable	846,680
7 Bank of New York Trustee Accounts	67,211
8 Prepaid Expenses	11,222
9 Inventory	<u>92,169</u>
10 Total Current Assets	3,351,846
11 Fixed Assets	
12 Total Fixed Assets	16,229,368
13 Accumulated Depreciation	<u>(7,475,455)</u>
14 Net Fixed Assets	<u>8,753,913</u>
15 Other Assets	
16 Lease Receivable-Cell Towers	<u>907,891</u>
17 Total Other Assets	<u>907,891</u>
18 TOTAL ASSETS	<u>\$ 13,013,649</u>
19 LIABILITIES, DIR & FUND BALANCE	
20 Liabilities	
21 Current Liabilities	
22 Accounts Payable	\$ 45,404
23 Due to Other Gov't SGPWA	388,410
24 Customer Deposits	11,109
25 Current Portion DWR Loan	45,825
26 Current RCAC (Well 4) Loan	13,268
27 Current Portion 2022 Ford	14,174
28 Accrued Expenses	<u>44,056</u>
29 Total Current Liabilities	562,246
30 Long Term Liabilities	
31 DWR Loan Payable	62,707
32 Ford Loan Payable	30,766
33 RCAC Loan Payable	<u>147,411</u>
34 Total Long Term Liabilities	<u>240,884</u>
35 TOTAL LIABILITIES	803,130
36 Deferred Inflow of Resources (DIR)	
37 Deferred Lease Inflows	<u>833,081</u>
38 Total Deferred Inflows	833,081
39 Total Fund Balance	<u>11,377,438</u>
40 TOTAL LIABILITIES, DIR & FUND BALANCE	<u>\$ 13,013,649</u>



Cabazon Water District
Budget to Actual
 For the Period Ended January 31, 2025

	A		B		C		D=B/C
	Jan-25		Current YTD		FY 24/25 Budget		YTD 58%
1 REVENUES							
2 OPERATING INCOME							
3 Base Rate - Water Bills	\$ 51,808	\$	351,135	\$	601,100		58%
4 Commodity Sales	70,730		642,207		900,600		71%
5 Fire Sales - Water Bills	294		2,007		3,500		57%
6 Fees & Charges	7,864		42,869		62,500		69%
7 Basic Facilities Fee	9,306		52,185		45,400		115%
8 Stand By Fees - Tax Revenue	69,682		80,262		122,600		65%
9 TOTAL OPERATING INCOME	209,684		1,170,665		1,735,700		67%
10 NON-OPERATING INCOME							
11 Property Taxes	58,764		63,366		111,600		57%
12 Cell Tower Lease Income	5,670		27,680		34,100		81%
13 Main St Yard Sale	-		168,098		-		N/A
14 Miscellaneous Non-Operating Income	-		1,084		-		N/A
15 Interest Income - Investment Accounts	7,669		55,083		62,600		88%
16 Interest Income - Water Bills	774		5,069		7,300		69%
17 TOTAL NON-OPERATING INCOME	72,877		320,381		215,600		149%
18 TOTAL REVENUES	282,561		1,491,046		1,951,300		76%
19 EXPENSES							
20 PAYROLL							
21 Directors Fees	1,200		7,100		20,000		36%
22 Management & Customer Service	17,902		169,224		270,200		63%
23 Field Workers	15,208		144,502		244,000		59%
24 Employee Benefits Expense	18,799		130,871		219,900		60%
25 Payroll Taxes	4,519		26,635		42,100		63%
26 TOTAL PAYROLL	57,627		478,332		796,200		60%
27 OPERATIONAL EXPENSES							
28 Facilities, Wells, Transmission & Distribution (T&D)							
29 Lab Fees	241		6,630		12,000		55%
30 Meter Testing & Repair	-		111		1,000		11%
31 Utilities - Wells	13,148		125,941		195,900		64%
32 Line R&M Materials	1,229		15,448		50,000		31%
33 Well Maintenance	7,734		12,702		45,000		28%
34 Security	170		9,975		17,800		56%
35 Engineering Services	-		2,716		40,000		7%
36 Facilities, Wells, T&D - Other	2,714		9,939		25,000		40%
37 Total Facilities, Wells, T&D	25,236		183,462		386,700		47%
38 Office Expenses							
39 Utilities - Office	2,012		18,729		37,900		49%
40 Water Billing System	252		1,775		4,100		43%
41 Supplies & Equipment	266		5,725		9,300		62%
42 Copier & Supplies	185		2,758		4,700		59%
43 Dues & Subscriptions	265		599		3,100		19%
44 Postage	943		5,724		10,000		57%
45 Printing & Publications	-		280		500		56%
46 Computer Services	2,995		19,945		34,900		57%
47 Air Conditioning Servicing	500		3,500		6,100		57%
48 Office Expenses - Other	-		507		800		63%
49 Total Office Expenses	\$ 7,418	\$	59,542	\$	111,400		53%



Cabazon Water District
Budget to Actual
 For the Period Ended January 31, 2025

	A	B	C	D=B/C
	Jan-25	Current YTD	FY 24/25 Budget	YTD 58%
50 Support Services				
51 Financial Audit	\$ 500	\$ 8,827	\$ 15,600	57%
52 Accounting	4,197	29,545	51,000	58%
53 Legal Services	-	1,778	20,000	9%
54 Payroll/Bank Service Charge	747	4,547	6,300	72%
55 Website Support	75	597	1,100	54%
56 Insurance	4,025	28,172	48,300	58%
57 Total Support Services	9,543	73,466	142,300	52%
58 Training/Travel	302	1,070	5,000	21%
59 Other Fees/State Water Resource Control Board	119	10,214	10,900	94%
60 Service Tools & Equipment				
61 Shop Supplies and Small Tools	269	7,087	11,000	64%
62 Vehicle Fuel	764	7,617	13,500	56%
63 Employee Uniforms	109	459	2,000	23%
64 Safety	-	1,193	2,000	60%
65 Tractor Expenses/ Maintenance	-	1,619	4,000	40%
66 Equipment Rental	-	-	3,000	0%
67 Service Trucks - Repair & Maintenance	7	4,697	11,000	43%
68 Water Operations On-Call Phones	293	2,407	4,500	53%
69 Total Service Tools & Equipment	1,862	25,077	51,000	49%
70 NON-OPERATING EXPENSES				
71 Loan Interest & Processing Fee	1,322	8,455	14,500	58%
72 Bad Debt Expense	-	-	1,400	0%
73 Miscellaneous	764	1,525	1,500	102%
74 TOTAL NON-OPERATING EXPENSES	2,086	9,980	17,400	57%
75 TOTAL EXPENSES	103,772	841,143	1,520,900	55%
76 INCOME BEFORE CAPITAL & DEBT SERVICE	178,789	649,903	430,400	151%
77 Capital Projects - Reserve Funded	(137,768)	(250,369)	(620,900)	40%
78 Debt Service - Principal	(2,394)	(39,327)	(74,600)	53%
79 NET INCOME / (LOSS)	\$ 38,628	\$ 360,207	\$ (265,100)	



Cabazon Water District
Capital Detail
 For the Period Ended January 31, 2025

	A	B	C	D=B/C
	Jan-25	Current YTD	FY 24/25 Budget	YTD 58%
1 CAPITAL PROJECTS				
2 RESERVE FUNDED				
3 Meter Replacement	-	(1,964)	(10,000)	20%
4 Main Replacements Fire Hydrant & Air Vac	-	-	(45,000)	0%
5 Bonita Vault	-	(44,263)	(20,200)	219%
6 New Truck	-	-	(10,000)	0%
7 Utility Billing	-	(12,600)	(30,000)	42%
8 Rate Study	-	-	(40,000)	0%
9 Well #4 Electrical Panel	-	-	(136,000)	0%
10 Well #2 New Facility Building	-	(30,786)	(130,000)	24%
11 Well #5 Emergency Repair	(137,768)	(156,518)	(180,000)	87%
12 Tank Maintenance	-	(4,238)	(3,700)	115%
13 TOTAL RESERVE FUNDED PROJECTS	(137,768)	(250,369)	(604,900)	41%
14 GRANT/DEBT FUNDED				
15 Department of Water Resources (DWR)				
16 Esperanza Waterline Improvements	(819)	(297,015)	(325,288)	91%
17 Grant Funding - DWR	-	294,628	309,288	95%
18 State Water Resource Control Board (SWRCB)				
19 Groundwater Well Improvements	-	(8,943)	(470,963)	2%
20 Grant Funding - SWRCB	-	8,943	470,963	2%
21 American Rescue Plan Act (ARPA)				
22 Heli-Hydrants	-	(120,000)	-	N/A
23 Grant Funding - ARPA	-	120,000	-	N/A
24 NET GRANT/DEBT FUNDED PROJECTS	(819)	(2,387)	(16,000)	
25 TOTAL NET COST OF CAPITAL PROJECTS	\$ (138,587)	\$ (252,756)	\$ (620,900)	

Total Project Activity Summary

Isolation Valve Project	Funding		Total Receivable
	Expenses	Received	
Total Budget	\$ 1,243,000	\$ 1,243,000	
Isolation Valve - FY 22	(33,117.73)	33,117.73	-
Isolation Valve - FY 23	(1,209,882)	1,102,056	107,826
Total	\$ (1,243,000)	\$ 1,135,174	\$ 107,826
Groundwater Well Improvement Project	Funding		Total Receivable
	Expenses	Received	
Total Budget	\$ 499,000	\$ 499,000	
Groundwater Well Improvements - FY 22	(42,466)	42,466	-
Groundwater Well Improvements - FY 23	(19,744)	19,744	-
Groundwater Well Improvements - FY 24	(12,935)	12,935	-
Groundwater Well Improvements - FY 25	(8,943)	4,515	4,428
Total	\$ (84,087)	\$ 79,660	\$ 4,428
Esperanza Waterline Project	Funding		Total Receivable
	Expenses	Received	
Total Budget			
Esperanza Waterline Improvements - FY 24	\$ (51,044)	\$ -	51,044
Esperanza Waterline Improvements - FY 25	\$ (297,015)	\$ -	297,015
Total	\$ (348,059)	\$ -	\$ 348,059
Heli-Hydrants Project	Funding		Total Receivable
	Expenses	Received	
Total Budget			
Heli-Hydrants - FY 25	\$ (120,000)	\$ -	120,000
Total	\$ (120,000)	\$ -	\$ 120,000



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FINANCE & AUDIT COMMITTEE MEETING

MINUTES

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Cabazon, California 92230

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Meeting Date:
Tuesday, January 21, 2025 – 5:00 PM

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

- Director Melissa Carlin – Present**
- Board Vice Chair Terry Tincher – Present**
- Michael Pollack, General Manager – 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
 - Capital Detail

Main Reports:

- Balance Sheet – depicts what the District owns and what the District owes.
- Profit & Loss Budget Performance – shows how the District is performing against the budget, and the condition of the District fiscal year to date.
- Capital Detail – shows activity pertaining to Capital Projects.

Balance Sheet:

The District's combined Cash with Chase Bank, Local Agency Investment Fund (LAIF), and California Cooperative Liquid Assets Securities System (CLASS) balance was \$2,280,782 at month end. The District's total liabilities were approximately \$777,619 at month end.

Profit and Loss: - Year to date (YTD) is 50% of the year.

7. Basic Facilities Fee: These are fees charged for new service connections, meter installations, and upgrades. These revenues are budgeted conservatively due to their unpredictable nature.

YTD is trending over budget at 94% due to multiple service installations.

8. Standby Fees – Tax Revenue: This accounts for standby fees accessed to all parcels in the District. The minimum fee is \$5/acre; rates vary per location and nature of the parcel. The majority of these receipts occur in January and May. YTD is trending under budget at 9%.

11. Property Taxes: This account includes Ad Valorem tax revenues apportioned by Riverside County. Property Tax receipts are received in January and May when property tax payments are due to the County of Riverside Tax Collector's Office. YTD is trending under budget at 4%.

12. Cell Tower Lease Income: This accounts for the monthly lease payment for use of District property for cell towers. YTD is trending over budget at 65% due to \$5K for signing bonus per amendment received in October.

15. Interest Income-Investment Accounts: This account includes interest earnings in the District's LAIF and other investment accounts. YTD is trending over budget at 76% due to rising interest rates.

30. Meter Testing & Repair: This account includes the costs of meter repairs and meter testing. Expenses vary throughout the year. YTD is trending under budget at 6%.

33. Well Maintenance: This account includes repairs, maintenance, and chemical expenses relating to the District wells. Expenses vary throughout the year. YTD is trending under budget at 11% to the timing of expenses.

35. Engineering Services: This account includes general engineering services required by the District. YTD is trending under budget at 7% due to the timing of expenses.

48. Office Expenses – Other: This account includes miscellaneous office expenses. YTD is trending over budget at 63% due to various notary charges in August.

54. Payroll/Bank Service Charge: This account includes payroll processing fees. YTD is trending over budget at 60% higher cost than anticipated.

59. Other Fees/State Water Resource Control Board: This account includes annual LAFCO fees, State Water Resource Control Board (SWRCB) fees, and other various county fees. YTD is trending over budget at 93% due to timing of fees.

63. Employee Uniforms: This account includes employee uniform purchases and reimbursements. YTD is trending under budget at 18% due to timing of purchases.

As of December 31th, the fiscal year-to-date net income is \$318,473.

Capital Detail:

5. Bonita Vault: This account is for new vault and materials. YTD is over budget due to material purchases of \$44.2K in July being higher than anticipated.

7. Utility Billing: This account is budgeted for \$30K for FY 25 and expected to spread over three years. YTD includes up-front cost for UB4 billing system upgrade.

10. Well #2 New Facility Building: This account is budgeted for \$30K for FY 25 for a new facility building at Well #2. YTD is trending under budget at 24% due to timing of expenses.

11. Well #5 Emergency Repair: This account is budgeted for \$180K for FY 25 for pump replacement at Well #5. YTD is trending under budget at 10% due to majority of work to be completed in January.

12. Tank Maintenance: This account is for tank inspections. The District plans to inspect 1 tank per year for the next 4 years with a 1-year gap between cycles. YTD activity includes cleaning and inspection of tank #1 and tank #3 for

\$4.2K.

Lines 15-19 Grant/Debt Funded Capital Projects: Projects to be funded by grant/debt revenues.

16. Esperanza Waterline Improvements: Includes the Esperanza Waterline project which is expected to be primarily grant funded with the project costing \$359,700 and the grant funding being \$343,700.

17. Grant Funding – DWR: Includes grant funding received from the DWR for the isolation valves project and Esperanza Waterline improvement project. Grant reimbursements are invoiced and paid quarterly.

19. Groundwater Well Improvements: Includes the Groundwater Well Improvements project, expected to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

20. Grant Funding – SWRCB: Includes grant funding received from SWRCB for Groundwater Well Improvement projects. Grant reimbursements are invoiced and paid quarterly.

22. Heli-Hydrants: Includes the Heli-Hydrant project for the construction of two heli-hydrants costing \$600,000 (\$300,000 each heli-hydrant), expected to be 100% grant funded. YTD activity.

23. Grant Funding – ARPA: Includes grant funding received from American Recue Plan Act (ARPA) for the construction of two heli-hydrants. Grant reimbursements are invoiced and paid quarterly.

2. Discussion: Miscellaneous District Financial Matters

➤ Cabazon Water District was not selected for the grant to upgrade the servers. A meeting with VC3 is scheduled for 01/22/2025 to discuss these upgrades.

3. The power was out all day, so checks could not be printed in time for the FAC Meeting. Check signing will be scheduled on another day.

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ADJOURNMENT

Meeting adjourned at 5:16 pm on Tuesday, January 21, 2025.

Terry Tincher, Board Chair
Board of Directors
Cabazon Water District

Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

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**REGULAR BOARD MEETING
MINUTES**

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Tuesday, January 21, 2025 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Melissa Carlin - Present

Director Taffy Brock - Present

Director Alan Davis - Present

Board Vice Chair Terry Tincher - Present

Michael Pollack, General Manager - Present

Evelyn Aguilar, Board Secretary - Present

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1. Approval of:

- a. Finance and Audit Committee Meeting Minutes and Warrants of December 17, 2024

b. Regular Board Meeting Minutes and Warrants of December 17, 2024

Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of December 17, 2024 and (b.) Regular Board Meeting Minutes and Warrants of December 17, 2024 made by Director Davis and 2nd by Director Brock.

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

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

NEW BUSINESS

1. Discussion/Action: Appointment of New Director to fill vacant seat

- Guillermo “Gill” Perez had submitted an application for the vacant Board seat. The Board asked him a few questions about his background and why he would like to join the Board. He said he would like to help improve the community.

Motion to appoint Gill Perez as the next Board member made by Director Davis and 2nd by Director Carlin.

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

- Mr. Perez immediately took his Oath of Office, then attended the rest of the meeting as a Director.

2. Discussion/Action: Reorganization of the Board of Directors

Motion to appoint Director Terry Tincher as Board Chair made by Director Davis and 2nd by Director Carlin.

**Director Perez - Aye
Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Vice Chair Tincher - Aye**

Motion to appoint Director Taffy Brock as Board Vice Chair made by Director Davis and 2nd by Director Carlin.

**Director Perez - Aye
Director Carlin - Aye
Director Brock - Aye
Director Davis - Aye
Board Chair Tincher - Aye**

Community Action Committee: No longer necessary. Dissolved.

Finance & Audit Committee:	1st: Tincher	2nd: Carlin	Alt: Perez
Personnel Committee:	1st: Tincher	2nd: Carlin	Alt: Brock
SGPRWA Committee:	1st: Brock	2nd: Davis	Alt: Carlin
San Gorgonio Pass Water Agency:	1st: Brock	2nd: Davis	Alt: Perez
Special Projects Committee:	1st: Tincher	2nd: Carlin	Alt: Perez

3. Discussion: Well #5: Well Tec Invoices

- At the December Board Meeting, the Board authorized up to \$180,000 for the repairs to Well #5 (which was pulled due to a “wobble”). The pump needs to be replaced. So far, the total invoices received add up to \$144,518. An additional estimate of \$12,000 was provided in the morning to remove debris from blocking the perforations. This brings the total up to \$156,518.

4. Discussion: Bank Transfer – Transferred \$85,000 from Chase General to CA CLASS

- Since the Chase-General account balance was exceeding \$250,000, \$85,000 was transferred to the CA CLASS account so that more interest could be earned.

OLD BUSINESS

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

- New SGPWA Director Sarah Wargo was present and shared some updates:
 - She congratulated Gill Perez on being appointed to the Board of Directors.
 - She said the Heli-Hydrants project is moving forward, and memorial plaques are expected to be placed on the two Heli-Hydrants.
 - SGPWA hosted a GM Meeting with GMs from local water agencies, and preparedness for fires was a big topic. There was discussion of having generators available, and ensuring that enough water is available in case of a fire. Being prepared for fires has been tricky with the frequent power outages.
 - She also said that she is the Chair for the conservation committee, which she is very excited for.

2. Discussion/Action: Community Involvement

- Nothing to discuss.

UPDATES

**1. Update: CWD Operations Report
(by GM Pollack)**

- GM Pollack met with Emmett Campbell and Erik Howard to discuss the engineering aspects of the Heli-Hydrants. It was determined that each tank can easily be filled in less than 10 minutes. There had been concern that the device at Tank #1 would take longer to fill, so the pipe size was increased to increase the pressure.

- The olive trees on Main St. were trimmed by Romberg Tree Service for \$3,850, which is the same price that they charged 3 years ago.
- Well #5 has been brushed & bailed, and the new equipment with an additional 40' will be installed.
- The Water Tech II position was posted to the District website, and a new employee has been hired.
- Ellen Koumparis retired, and Kaitlynn Nouwels has taken over as Customer Accounts Representative.
- The District was not selected for the Cyber Security grant that would have funded the replacement of the servers. The District will end up paying for the upgrades. Director Carlin suggested finding out why the District was not selected.
- The SGPWA GM Meeting was held on 01/14/2025. Management from Banning, Beaumont, MBMI, and Cabazon Water District were present.
- Babcock Laboratories' prices are not increasing this year. Krieger & Stewart, Eide Bailly, and several other vendors will likely be increasing their rates this year.
- This is the 3rd week in a row with multiple days of no power. GM Pollack is looking into purchasing a generator for the office. If the total cost is under \$20,000 (the GM's spending limit), he will purchase it ASAP.

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))

- Rosemarie Vasquez shared that this was the first Board meeting she has attended, and she found it very interesting.

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)

- GM Pollack reiterated that there is a great need for generators to power the office and Wells in the event of a power outage.

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 Carlin said that at Ellen Koumparis' retirement party, a staff member brought up safety concerns. This topic will be discussed at a personnel meeting in the near future.

MISCELLANEOUS

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

- a. 01/22/2025 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- b. 01/27/2025 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- c. 02/03/2025 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- d. 02/13/2025 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- e. 02/18/2025 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- f. 02/18/2025 (Tuesday) at 6:00 PM: Regular Board Meeting
- g. TBD: Community Action Committee at the Cabazon Library
- h. TBD: Personnel Committee Meeting

ADJOURNMENT

Motion to adjourn at 6:46 PM made by Director Carlin and 2nd by Director Davis.

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

Meeting adjourned at 6:46 PM on Tuesday, January 21, 2025

**Terry Tincher, 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.

New Business

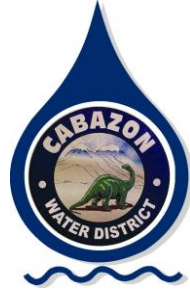
1. Discussion/Action Item:

[TAB 1]

Resolution 2025-01: Change of Authorizing Officer on
CWD Chase Credit Card Account (Currently former
Board Chair Sarah Wargo)

Attachments:

1. Resolution 2025-01



Cabazon Water District

14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

Resolution No. 2025-01

Change of Authorizing Officer on CWD Chase Credit Card Acct.

February 18, 2025

Cabazon Water District Board of Directors has concluded that the Cabazon Water District's Company Chase credit cards have the following individual(s) removed from being listed as the Authorizing Officer:

1. Sarah Wargo

Cabazon Water District Board of Directors has concluded that the following individual be added to the Cabazon Water District's Company Chase credit card as the Authorizing Officer:

1. _____

Cabazon Water District Board of Directors has concluded that the following specific Chase credit card account is to be updated with the changes made herein:

- Existing Corporate Liability Business Card Account Number: **** * 9274
- Business Name: Cabazon Water District

PASSED AND ADOPTED by the Board of Directors of the Cabazon Water District, Riverside County, State of California, this ____ day of _____, 2025.

MOTION:
SECOND:
AYE:
NAY:

BY: _____
Terry Tincher – Board Chair
Cabazon Water District
Board of Directors

ATTEST: _____
Evelyn Aguilar
Board Secretary
Cabazon Water District

New Business

2. Discussion/Action Item:

[TAB 2]

Resolution 2025-02: Removal & Revision of Authorized Signers

Attachments:

1. Resolution 2025-02



Cabazon Water District

14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

Resolution No. 2024-01

Removal & Revision of Authorized Signers

February 18, 2025

Cabazon Water District Board of Directors has concluded that the following individual(s) be removed from all Cabazon Water District (the “District”) bank accounts.

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-
-

Cabazon Water District Board of Directors has concluded that the following individual(s) be added to all Cabazon Water District (the “District”) bank accounts.

- Guillermo Perez
-
-

Cabazon Water District Board of Directors has concluded that the following specific Chase Bank accounts are to be updated.

- General ** *** 2623
- Payroll ** *** 2631
- Trust ** *** 8975

BY: _____
Terry Tincher – Board Chair
Cabazon Water District
Board of Directors

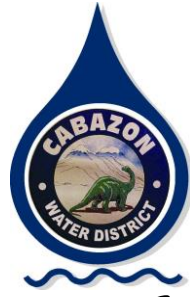
ATTEST: _____
Evelyn Aguilar
Board Secretary
Cabazon Water District

Updates

CWD Operations Report: [TAB 3]

Attachments:

1. Monthly Operations Report



Cabazon Water District

14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

February 18, 2025

CWD Board Meeting Operations Update

- Heli Hydrant construction began at Tank 1 on January 28, 2025. The excavation was completed, and scheduled for the hot tap completed February 5th. Excavation started at the Tank 3 location, January 29, 2025, and is also scheduled for the hot tap February 10th, 2025. A CWIP Meeting with SGPWA on January 29, 2025. Pipelines from the CWD Tanks to the Heli Hydrants have been completed, and currently waiting for the completion of the heli tanks to be completed by the vendor, with a 3 week lead time.
- Well 5 Arcwave (\$12,000) was completed on January 23, 2025. The new equipment installation began January 27, 2025 and will be completed on February 10, 2025 (\$106,068), adding an additional 40 feet for a new pump setting of 710 feet. With the initial cost of \$18,750 for mobilization and pulling equipment, and the second cost for brushing, bailing a video log in the amount of \$19,700, the entire cost of the Well 5 rehab is \$156,518. The Arcwave procedure was successful in cleaning the casing perforations, and increasing the static water level by 35 feet. However, the combination of increasing the static water level by 35 feet, and lowering the bowl assembly did increase the demand of the motor. Currently, adjustments are being made to the equipment to operate within the designed range, and will be at the cost of the contractor. The electrical equipment and panel will be updated, and the current 200hp motor will be replaced with a reconditioned 250 hp.
- Quotes received for a Standby Generator at the District Office are as follows: M Bray \$ (Awaiting Bid) an alternative is an APC Backup Battery with 48 Hours run time and 3 Hour recharge time: \$7,799.89
- Quinn Cat provided a quote for a Portable Generator that will be installed at Well 1. \$287,168.54 for 375 KW
- A meeting was attended on January 29, 2025 by members of the San Geronio Pass Water Agency, Upper Management of the Riverside County Fire Department, Cal Fire, General Managers of local water agencies, and Juan Perez- The Chief Operating Officer / provides operational support for the County of Riverside. Subjects covered during the discussion:
 - *A ribbon cutting ceremony for the dedication of the Heli Hydrants – remembering fallen fire fighters, and loss of life in the Cabazon Water District during the Esperanza Fire.*
 - *Preparing to overcome the challenges of water districts during Edison PSPS Events*
 - *The Importance of the Heli Hydrants*

Business (951) 849-4442 • FAX (951) 849-2519

- *Proper maintenance of fire hydrants*
- *Addressing the Edison PSPS Events with portable generators, and changing the requirements for air quality management, by allowing generators to exceed the limits of 200 hours per year.*
- On February 6, 2025, a meeting with Tam of Arrowhead Bottling requesting the service reconnection from the Cabazon Water District. They are currently being served by the Morongo Band of Mission Indians well on Elm St just north of Adele Ave.