



*Cabazon Water District*

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

## BOARD MEETING PACKET

June 18, 2024

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 18, 2024 – 5:00 PM

**CALL TO ORDER,**  
**PLEDGE OF ALLEGIANCE,**  
**ROLL CALL**  
**FINANCE & AUDIT COMMITTEE**

1. Discussion: Review of FY 24/25 Proposed Budget [TAB 1]
2. Discussion: Finance & Audit Committee Report
  - Balance Sheet
  - Profit and Loss Budget Comparison
  - Capital Detail
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**  
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 18, 2024 – 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 21, 2024
  - b. Regular Board Meeting Minutes and Warrants of May 21, 2024
2. **Warrants – None**
3. **Awards of Contracts – None**

**NEW BUSINESS**

1. **Discussion/Action:** Review/Adoption of Proposed Fiscal Year 2024/2025 Budget  
[\[TAB 1\]](#)
2. **Discussion:** Incident Reporter Site for Blocked Railroad Crossings  
<https://www.fra.dot.gov/blockedcrossings/>

**UPDATES**

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

**OLD BUSINESS**

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

**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. 07/15/2024 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
  - b. 07/16/2024 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
  - c. 07/16/2024 (Tuesday) at 6:00 PM: Regular Board Meeting
  - d. 07/24/2024 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
  - e. 08/08/2024 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
  - f. TBD: Community Action Committee at the Cabazon Library
  - g. TBD: Personnel Committee Meeting

**ADJOURNMENT**

*ADA Compliance Issues*

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## Cabazon Water District

### Balance Sheet

As of May 31, 2024

	<u>2024</u>
<b>1 ASSETS</b>	
2 Current Assets	
3 Checking/Savings	\$ 350,228
4 Investments - LAIF & CLASS	<u>1,597,357</u>
5 Total Cash & Investments	1,947,585
6 Accounts Receivable	332,314
7 Bank of New York Trustee Accounts	62,176
8 Prepaid Expenses	39,980
9 Inventory	<u>109,238</u>
10 Total Current Assets	2,491,293
11 Fixed Assets	
12 Total Fixed Assets	15,556,108
13 Accumulated Depreciation	<u>(6,987,985)</u>
14 Net Fixed Assets	8,568,123
15 <b>TOTAL ASSETS</b>	<b><u>\$ 11,059,416</u></b>
<b>16 LIABILITIES &amp; FUND BALANCE</b>	
17 Liabilities	
18 Current Liabilities	
19 Accounts Payable	\$ 25,175
20 Due to Other Gov't SGPWA	95,746
21 Customer Deposits	8,731
22 Deferred Revenue - Tower Lease	2,779
23 Current Portion DWR Loan	44,487
24 Current Portion 2022 Ford	13,358
25 Accrued Expenses	45,424
26 Employee Deductions	<u>177</u>
27 Total Current Liabilities	235,877
28 Long Term Liabilities	
29 DWR Loan Payable	108,532
30 Ford Loan Payable	46,191
31 RCAC Loan Payable	<u>163,894</u>
32 Total Long Term Liabilities	318,618
33 <b>TOTAL LIABILITIES</b>	554,494
34 Total Fund Balance	<u>10,504,922</u>
35 <b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 11,059,416</u></b>



**Cabazon Water District**  
**Budget to Actual**  
 For the Period Ended May 31, 2024

	A	B	C	D=B/C
	May-24	Current YTD	FY 23/24 Budget	YTD 92%
1 <b>REVENUES</b>				
2 <b>OPERATING INCOME</b>				
3 Base Rate - Water Bills	\$ 49,405	\$ 534,203	\$ 595,900	90%
4 Commodity Sales	66,735	792,357	993,900	80%
5 Fire Sales - Water Bills	286	3,069	4,900	63%
6 Fees & Charges	4,315	57,485	58,600	98%
7 Basic Facilities Fee	9,695	63,785	9,300	686%
8 Stand By Fees - Tax Revenue	38,781	117,360	123,600	95%
9 <b>TOTAL OPERATING INCOME</b>	169,216	1,568,260	1,786,200	88%
10 <b>NON-OPERATING INCOME</b>				
11 Property Taxes	6,205	65,120	102,000	64%
12 Cell Tower Lease Income	2,779	30,574	33,400	92%
13 Insurance Reimbursement	-	27,538	-	N/A
14 Miscellaneous Non-Operating Income	198	1,798	-	N/A
15 Interest Income - Investment Accounts	7,512	57,357	27,600	208%
16 Interest Income - Water Bills	560	6,476	8,100	80%
17 <b>TOTAL NON-OPERATING INCOME</b>	17,255	188,864	171,100	110%
18 <b>TOTAL REVENUES</b>	186,471	1,757,124	1,957,300	90%
19 <b>EXPENSES</b>				
20 <b>PAYROLL</b>				
21 Directors Fees	-	11,900	20,000	60%
22 Management & Customer Service	21,074	250,730	277,300	90%
23 Field Workers	17,764	202,428	230,100	88%
24 Employee Benefits Expense	21,337	174,115	184,900	94%
25 Payroll Taxes	2,875	38,116	41,100	93%
26 <b>TOTAL PAYROLL</b>	63,051	677,288	753,400	90%
27 <b>OPERATIONAL EXPENSES</b>				
28 Facilities, Wells, Transmission & Distribution (T&D)				
29 Lab Fees	1,098	17,800	12,000	148%
30 Meter Testing & Repair	-	819	2,500	33%
31 Utilities - Wells	17,984	163,253	170,000	96%
32 Line R&M Materials	2,547	11,767	65,000	18%
33 Well Maintenance	-	11,633	42,000	28%
34 Security	915	21,620	25,900	83%
35 Engineering Services -	226	11,358	40,000	28%
36 Facilities, Wells, T&D - Other	770	8,547	24,000	36%
37 Total Facilities, Wells, T&D	23,539	246,796	381,400	65%
38 Office Expenses				
39 Utilities - Office	2,551	29,814	35,100	85%
40 Water Billing System	505	2,828	2,800	101%
41 Supplies & Equipment	477	3,870	11,100	35%
42 Copier & Supplies	182	4,132	5,600	74%
43 Dues & Subscriptions	864	2,611	2,400	109%
44 Postage	961	8,789	10,600	83%
45 Printing & Publications	-	184	500	37%
46 Computer Services	2,764	30,797	34,300	90%
47 Air Conditioning Servicing	500	5,365	5,800	93%
48 Office Expenses - Other	192	716	900	80%
49 Total Office Expenses	\$ 8,997	\$ 89,106	\$ 109,100	82%



**Cabazon Water District**  
**Budget to Actual**  
 For the Period Ended May 31, 2024

	A	B	C	D=B/C
	May-24	Current YTD	FY 23/24 Budget	YTD 92%
50	Support Services			
51	\$ -	\$ 8,912	\$ 15,600	57%
52	3,850	42,503	46,200	92%
53	-	5,258	20,000	26%
54	443	5,575	5,800	96%
55	75	825	1,000	83%
56	-	43,865	42,400	103%
57	4,368	106,938	131,000	82%
58	137	3,189	5,000	64%
59	14	9,770	10,400	94%
60	Service Tools & Equipment			
61	85	9,376	17,000	55%
62	1,468	11,236	9,400	120%
63	904	1,299	1,950	67%
64	145	935	2,000	47%
65	-	401	4,200	10%
66	-	-	3,000	0%
67	36	6,319	11,900	53%
68	359	3,826	4,700	81%
69	3,148	33,391	54,150	62%
70	<b>NON-OPERATING EXPENSES</b>			
71	947	14,585	12,900	113%
72	-	-	1,400	0%
73	-	404	1,500	27%
74	-	11,397	-	N/A
75	-	12,115	-	N/A
76	947	38,502	15,800	244%
77	104,049	1,204,981	1,460,250	83%
78	<b>INCOME BEFORE CAPITAL &amp; DEBT SERVICE</b>			
79	(13,022)	(176,782)	(272,400)	65%
80	(2,282)	(59,980)	(65,500)	92%
81	-	300,000	-	0%
82	<b>\$ 67,117</b>	<b>\$ 615,381</b>	<b>\$ 159,150</b>	



**Cabazon Water District**  
**Capital Detail**  
 For the Period Ended May 31, 2024

	A	B	C	D=B/C
	May-24	Current YTD	FY 23/24 Budget	YTD 92%
1 <b>CAPITAL PROJECTS</b>				
2 <b>RESERVE FUNDED</b>				
3 Well & Tank Repairs	\$ -	\$ -	\$ (3,700)	0%
4 Customer Shut-Off Valves	-	-	(10,000)	0%
5 Meter Replacement	-	(5,806)	(23,700)	24%
6 Main Replacements Fire Hydrant & Air Vac	-	-	(145,000)	0%
7 Bonita Vault	(13,022)	(27,375)	(70,000)	39%
8 New Truck	-	-	(10,000)	0%
9 Utility Billing	-	-	(10,000)	0%
10 Well #1 Emergency Repair	-	(143,601)	-	N/A
11 <b>TOTAL RESERVE FUNDED PROJECTS</b>	<b>(13,022)</b>	<b>(176,782)</b>	<b>(272,400)</b>	<b>65%</b>
12 <b>GRANT/DEBT FUNDED</b>				
13 Department of Water Resources (DWR)				
14 Isolation Valves - Completed	-	-	(72,378)	0%
15 Esperanza Waterline Improvements	(9,418)	(34,412)	-	N/A
16 Grant Funding - DWR	-	-	72,378	0%
17 State Water Resource Control Board (SWRCB)				
18 Groundwater Well Improvements	(830)	(11,132)	(482,095)	2%
19 Grant Funding - SWRCB	-	7,791	482,095	2%
20 American Rescue Plan Act (ARPA)				
21 Broadway & Main St. Gate Valve - Completed	-	-	(15,064)	0%
22 T2, T3, & T4 Recoating	-	(285,372)	(473,521)	60%
23 Grant Funding - ARPA	-	198,594	488,585	41%
24 Well 4				
25 Well 4 Repairs	-	(162,038)	(165,000)	98%
26 Debt Funding	-	162,038	165,000	98%
27 <b>NET GRANT/DEBT FUNDED PROJECTS</b>	<b>(10,248)</b>	<b>(124,530)</b>	<b>-</b>	
28 <b>TOTAL NET COST OF CAPITAL PROJECTS</b>	<b>\$ (23,270)</b>	<b>\$ (301,312)</b>	<b>\$ (272,400)</b>	

**Total Project Activity Summary**

	Expenses	Funding Received	Total Receivable
<b>Isolation Valves Project</b>			
Total Budget	\$ 1,243,000	\$ 1,243,000	
Isolation Valves - FY 22	(33,118)	33,118	-
Isolation Valves - FY 23	(1,169,143)	1,169,143	-
Isolation Valves - FY 24	-	-	-
Total	\$ (1,202,261)	\$ 1,202,261	\$ -
<b>Groundwater Well Improvement Project</b>			
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	(11,132)	7,791	3,341
Total	\$ (73,341)	\$ 70,001	\$ 3,341
<b>ARPA Funded Projects</b>			
Total Budget	\$ 488,585	\$ 488,585	
Broadway & Main St. Gate Valve - FY 23	(74,035)	74,035	-
T2, T3, & T4 Recoating - FY 23	(196,968)	196,968	-
T2, T3, & T4 Recoating - FY 24	(285,372)	198,594	86,778
Total	\$ (556,375)	\$ 469,597	\$ 86,778
<b>Esperanza Waterline Project</b>			
Total Budget			
Esperanza Waterline Improvements - FY 24	\$ (34,412)	\$ -	34,412
Total	\$ (34,412)	\$ -	\$ 34,412



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**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 21, 2024 – 5:00 PM

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

**Board Vice Chair Terry Tincher – Present**  
**Board Chair Sarah Wargo – Present**  
**Michael Pollack, General Manager – Present**  
**Cindy Byerrum, Financial Consultant – Present**  
**Corey Mize, Financial Consultant – Present**  
**Evelyn Aguilar, Board Secretary – Present**

**\*Note: This meeting was recorded by the District**

**FINANCE & AUDIT COMMITTEE**

1. Discussion: Review of FY 24/25 Proposed Budget
- Corey Mize from Eide Bailly presented the proposed budget for FY25, and pointed out some notable changes. The proposed budget will be presented again in June, with updated projected year end amounts.
2. Discussion: Finance & Audit Committee Report
  - Balance Sheet

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

- Profit and Loss Budget Comparison
- Capital Detail

### 3. 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 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 \$1,908,159 at month end. The District's total liabilities were approximately \$569,778 at month end.

Profit and Loss: - Year to date (YTD) is 83% 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 over budget 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 64%.

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 58%.

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

18. Total Revenues: YTD is at 80%.

26. Total Payroll: YTD is at 82%.

29. Lab Fees: This account includes the costs of lab fees and water quality testing. Expenses will vary depending on timing of receipt of bills. YTD is over budget due to more lab samples taken in order to bring up to date triennial sample compliance.

32. Line R&M Materials: This account includes the expenses relating to materials for line repair and maintenance. YTD varies depending on the R&M needs of the water system. YTD is trending under budget at 14%.

49. Total Office Expenses: YTD is at 73%.

53. Legal Services: This account includes the costs of legal services for the District. YTD will vary depending upon the requirement and timing of legal services. YTD is trending under budget at 26%.

56. Insurance: This account includes the annual costs of liability insurance for the District. YTD is over budget due to premiums being higher than anticipated.

62. Vehicle Fuel: This account includes fuel costs for District vehicles. YTD is over budget due to higher fuel expenses than anticipated.

69. Total Service Tools & Equipment: YTD is at 56%.

71. Loan Interest & Processing Fee: This account includes Department of Water Resources (DWR) interest expense, DWR loan processing fees, and Ford interest expense. DWR payments are made in October and April. YTD is over budget due to loan origination fees in October and April relating to the Well 4 loan.

76. Total Non-Operating Expenses: YTD is at 238%.

77. Total Expenses: YTD is at 75%.

81. RCEDA Loan – Dissolved: This account reflects the revenue realized as a result of the terminated loan agreement with the Riverside County Economic Development Agency.

As of April 30st, the fiscal year-to-date net income is \$548,264.

Capital Detail:

Lines 3-10 Reserve Funded Capital Projects: Projects to be funded by District reserves.

5. Meter Replacement: This account is for the Water Meter Replacement Program. YTD is trending under budget at 24% due to the timing of replacements.

7. Bonita Vault: This account is for new vault and materials. YTD is trending under budget at 21% due to timing of purchases.

Lines 14-25 Grant/Debt Funded Capital Projects: Projects to be funded by grant/debt revenues.

15. 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.

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**ADJOURNMENT**

Meeting adjourned at \_\_\_\_\_ on Tuesday, May 21, 2024 and the FAC proceeded to check signing.

\_\_\_\_\_  
Sarah Wargo, 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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Access Code: 117188  
Email: [info@cabazonwater.org](mailto:info@cabazonwater.org)

**Meeting Date:**

Tuesday, May 21, 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**

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**1. Approval of:**

- a. Finance and Audit Committee Meeting Minutes and Warrants of April 16, 2024
- b. Regular Board Meeting Minutes and Warrants of April 16, 2024

**Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of April 16, 2024 and (b.) Regular Board Meeting Minutes and Warrants of April 16, 2024 made by Director Board Vice Chair Tincher and 2<sup>nd</sup> by Director Brock.**

**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)**

- No update on the Heli-Hydrants.
- The budget for FY25 is in the final stages and will be presented to the full Board for approval in June.
- The Sanitary Survey was completed on 04/17/24. CWD met all health and safety standards.
- The MOU for 2024-2027 is in the final stages, and is just awaiting Board approval.
- The Esperanza Waterline project went to bid. G&A Nelos was the lowest bidder.
- Jensen Precast was selected as a new contractor for the Bonita vault, due to the previous contractor's lack of response.
- GM Pollack is scheduled to meet with Supervisor Gutierrez on 05/28/24.
- USGS completed groundwater sampling at Well #4 on 05/01/24.

### **NEW BUSINESS**

1. Discussion/Action: **Award of Contract for Esperanza Waterline Improvements, Phase 1 Project;  
8 Bids:**
  - a. Big Ben Engineering
  - b. Borden Excavating, Inc.
  - c. T.E. Roberts, Inc.
  - d. El-Co Contractors, Inc.
  - e. Weka, Inc.
  - f. MCC Pipeline, Inc.
  - g. Genesis Construction
  - h. G&A Nelos Construction, Inc. (lowest bidder)

**Motion to accept G&A Nelos Construction, Inc. as the contractor for the Esperanza Waterline project made by Director Davis and 2<sup>nd</sup> by Director Board Vice Chair Tincher.**

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

**Board Chair Wargo - Aye**

2. **Discussion/Action:**      **Board of Directors Training Courses:**
- a. **Ethics**
  - b. **Sexual Harassment Prevention**
  - c. **Brown Act**

➤ The training courses will all be taken online. The links to the meetings will be sent to each Director's email.

**OLD BUSINESS**

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

➤ No SGPWA representatives were present.

2. **Discussion/Action:**      **Community Involvement**

**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))

**CLOSED SESSION at 6:24 PM.**

1. **Discussion/Action:**      **Conference with Labor Negotiators (Pursuant to Government Code section 54957.6)**  
   **Agency Designated Representative:**      **General Manager**  
   **Labor Association:**                              **SEIU Local 721**

**OPEN SESSION at 6:44 PM.**

- **Reportable Actions:** During closed session, the Board approved the Memorandum of Understanding between Cabazon Water District and Service Employee's International Union (SEIU Local 721) for July 1, 2024 Through June 30, 2027.
- Juanita Salas, a Union representative, was present via teleconference. She shared her appreciation for the work that was put into this new MOU, and said she is excited to continue working with CWD.

**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.
- GM Pollack will provide updates on the Heli-Hydrants and the Esperanza Waterline project.
  - 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 said he is looking forward to the new budget being approved, and will to continue carefully manage the District's finances.

**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. 05/22/2024 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- b. 06/03/2024 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- c. 06/17/2024 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- d. 06/18/2024 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- e. 06/18/2024 (Tuesday) at 6:00 PM: Regular Board Meeting
- f. 08/08/2024 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- g. TBD: Community Action Committee at the Cabazon Library
- h. TBD: Personnel Committee Meeting

**ADJOURNMENT**

Motion to adjourn at 6:47 PM made by Board Vice Chair Tincher and 2<sup>nd</sup> by Director Davis.

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

Meeting adjourned at 6:48 PM on Tuesday, May 21, 2024

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Sarah Wargo, Board Chair  
Board of Directors  
Cabazon Water District

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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]

### Review/Adoption of Proposed Fiscal Year 2024/2025 Budget

#### Attachments:

1. Fiscal Year 24/25 Proposed Budget
2. Proposed Budget Narrative



**Cabazon Water District  
Proposed Budget  
FY 2024-25**

**Schedule A**

	A	B	C	D	E
	FY 23/24 Adopted Budget	FY 23/24 Projected Year End	FY 24/25 Proposed Budget	\$ Difference (C - B)	% Difference (D / B)
1 <b>REVENUES</b>					
2 <b>OPERATING INCOME</b>					
3     Base Rate - Water Bills	\$ 595,900	\$ 583,600	\$ 601,100	\$ 17,500	3%
4     Commodity Sales	993,900	874,400	900,600	26,200	3%
5     Fire Sales - Water Bills	4,900	3,400	3,500	100	3%
6     Fees & Charges	58,600	62,300	62,500	200	0%
7     Basic Facilities Fee	9,300	63,800	45,400	(18,400)	-29%
8     Stand By Fees - Tax Revenue	123,600	120,200	122,600	2,400	2%
9 <b>TOTAL OPERATING INCOME</b>	1,786,200	1,707,700	1,735,700	28,000	2%
10 <b>NON-OPERATING INCOME</b>					
11     Property Taxes	102,000	109,400	111,600	2,200	2%
12     Cell Tower Lease Income	33,400	33,400	34,100	700	2%
13     Miscellaneous Non-Operating Income	-	2,200	-	(2,200)	-100%
14     Interest Income - Investment Accounts	27,600	62,600	62,600	-	-
15     Interest Income - Water bills	8,100	7,100	7,300	200	3%
16 <b>TOTAL NON-OPERATING INCOME</b>	171,100	214,700	215,600	900	0%
17 <b>TOTAL REVENUES</b>	1,957,300	1,922,400	1,951,300	28,900	2%
18 <b>EXPENSES</b>					
19 <b>PAYROLL</b>					
20     Directors Fees	20,000	13,400	20,000	6,600	49%
21     Management & Customer Service	277,300	270,100	270,200	100	0%
22     Field Workers	230,100	219,300	244,000	24,700	11%
23     Employee Benefits Expense	183,500	188,700	218,500	29,800	16%
24     Payroll Taxes	42,500	42,500	43,500	1,000	2%
25 <b>TOTAL PAYROLL</b>	753,400	734,000	796,200	62,200	8%
26 <b>OPERATIONAL EXPENSES</b>					
27     Facilities, Wells, T&D					
28         Lab Fees	12,000	18,400	12,000	(6,400)	-35%
29         Meter Testing & Repair	2,500	800	1,000	200	25%
30         Utilities - Wells	170,000	178,100	195,900	17,800	10%
31         Line R&M Materials	65,000	14,300	50,000	35,700	250%
32         Well Maintenance	42,000	12,700	45,000	32,300	254%
33         Security	25,900	23,600	17,800	(5,800)	-25%
34         Engineering Services	40,000	21,900	40,000	18,100	83%
35         Facilities, Wells, T&D - Other	24,000	9,300	25,000	15,700	169%
36 <b>Total Facilities, Wells, T&amp;D</b>	381,400	279,100	386,700	107,600	39%
37     Office Expenses					
38         Utilities - Office	35,100	34,000	37,900	3,900	11%
39         Water Billing System	2,800	3,300	4,100	800	24%
40         Supplies & Equipment	11,100	8,900	9,300	400	4%
41         Copier and Supplies	5,600	4,500	4,700	200	4%
42         Dues & Subscriptions	2,400	3,000	3,100	100	3%
43         Postage	10,600	9,600	10,000	400	4%



**Cabazon Water District  
Proposed Budget  
FY 2024-25**

**Schedule A**

	A	B	C	D	E	
	FY 23/24 Adopted Budget	FY 23/24 Projected Year End	FY 24/25 Proposed Budget	\$ Difference (C - B)	% Difference (D / B)	
44	Printing & Publications	\$ 500	\$ 200	\$ 500	\$ 300	150%
45	Computer Services	34,300	33,600	34,900	1,300	4%
46	Air Conditioning Servicing	5,800	5,900	6,100	200	3%
47	Office Expenses - Other	900	800	800	-	0%
48	<b>Total Office Expenses</b>	<b>109,100</b>	<b>103,800</b>	<b>111,400</b>	<b>7,600</b>	<b>7%</b>
49	<b>Support Services</b>					
50	Financial Audit	15,600	15,500	15,600	100	1%
51	Accounting	46,200	46,400	51,000	4,600	10%
52	Legal Services	20,000	5,700	20,000	14,300	251%
53	Payroll Service	5,800	6,100	6,300	200	3%
54	Website Support	1,000	1,100	1,100	-	0%
55	Insurance	42,400	43,900	48,300	4,400	10%
56	<b>Total Support Services</b>	<b>131,000</b>	<b>118,700</b>	<b>142,300</b>	<b>23,600</b>	<b>20%</b>
57	Training & Travel	5,000	3,500	5,000	1,500	43%
58	Other Fees/SWRCB	10,400	10,000	10,900	900	9%
59	<b>Service Tools &amp; Equipment</b>					
60	Shop Supplies and Small Tools	17,000	9,400	11,000	1,600	17%
61	Vehicle Fuel	9,400	12,300	13,500	1,200	10%
62	Employee Uniforms	1,950	1,400	2,000	600	43%
63	Safety	2,000	1,000	2,000	1,000	100%
64	Tractor Expenses/Maintenance	4,200	400	4,000	3,600	900%
65	Equipment Rental	3,000	-	3,000	3,000	0%
66	Service Trucks - R&M	11,900	6,900	11,000	4,100	59%
67	Water Operations On-Call Phones	4,700	4,200	4,500	300	7%
68	<b>Total Service Tools &amp; Equipment</b>	<b>54,150</b>	<b>35,600</b>	<b>51,000</b>	<b>15,400</b>	<b>43%</b>
69	<b>NON-OPERATING EXPENSES</b>					
70	Loan Interest & Processing Fee	12,900	13,000	14,500	1,500	12%
71	Bad Debt Expense	1,400	1,400	1,400	-	0%
72	Miscellaneous	1,500	1,500	1,500	-	0%
73	<b>TOTAL NON-OPERATING EXPENSES</b>	<b>15,800</b>	<b>15,900</b>	<b>17,400</b>	<b>1,500</b>	<b>9%</b>
74	<b>TOTAL EXPENSES</b>	<b>1,460,250</b>	<b>1,300,600</b>	<b>1,520,900</b>	<b>220,300</b>	<b>17%</b>
75	<b>INCOME BEFORE CAPITAL &amp; DEBT SERVICE</b>	<b>497,050</b>	<b>621,800</b>	<b>430,400</b>	<b>(191,400)</b>	<b>-31%</b>
76	Reserve Funded Capital Projects (From Schedule B)	(272,400)	(210,102)	(340,900)	(130,798)	62%
77	Debt Service - Principal	(65,500)	(65,500)	(74,600)	(9,100)	14%
78	<b>NET INCOME / (LOSS)</b>	<b>\$ 159,150</b>	<b>\$ 346,198</b>	<b>\$ 14,900</b>	<b>\$ (331,298)</b>	
79	<b>PROJECTED BEGINNING CASH - 7/1/24</b>			<b>\$ 1,998,000</b>		
80	<b>PROJECTED ENDING CASH - 6/30/25</b>			<b>\$ 2,012,900</b>		



**Cabazon Water District  
Proposed Capital Budget  
FY 2024-25**

	<b>A</b>	<b>B</b>	<b>C</b>
	<b>FY 23/24 Adopted Budget</b>	<b>FY 23/24 Projected Year End</b>	<b>FY 24/25 Proposed Budget</b>
<b>1 CAPITAL PROJECTS</b>			
<b>2 RESERVE FUNDED</b>			
3 Well & Tank Repairs	\$ (3,700)	\$ -	\$ -
4 Tank Maintenance	-	-	(3,700)
5 Customer Shut-Off Valves	(10,000)	-	-
6 Meter Replacements	(23,700)	(5,806)	(10,000)
7 Main Replacements Fire Hydrant & Air Vac	(145,000)	-	(45,000)
8 Bonita Vault	(70,000)	(50,695)	(20,200)
9 New Truck	(10,000)	(10,000)	(10,000)
10 Utility Billing	(10,000)	-	(30,000)
11 Well #1 Emergency	-	(143,601)	-
12 Rate Study	-	-	(40,000)
13 Well #4 Electrical Panel	-	-	(136,000)
14 Well #2 New Facility Building	-	-	(30,000)
<b>15 TOTAL RESERVE FUNDED PROJECTS</b>	<b>(272,400)</b>		<b>(324,900)</b>
<b>16 GRANT/DEBT FUNDED</b>			
<b>17 DWR</b>			
18 Isolation Valves	(72,378)	(72,378)	-
19 Grant Funding - DWR	72,378	72,378	-
<b>20 SWRCB</b>			
21 Groundwater Well Improvements	(482,095)	(11,132)	(470,963)
22 Grant Funding - SWRCB	482,095	11,132	470,963
<b>23 ARPA</b>			
24 Broadway & Main St. Gate Valve	(15,064.00)	-	-
25 T2, T3, & T4 Recoating	(473,521.00)	(473,521)	-
26 Grant Funding - ARPA	488,585.00	473,521	-
<b>27 WELL 4</b>			
28 Well 4 Repairs	(165,000)	(162,038)	-
29 Debt Funding	165,000	162,038	-
<b>30 DWR</b>			
31 Esperanza Waterline Improvement	-	(34,412)	(325,288)
32 Grant Funding - DWR	-	34,412	309,288
<b>33 NET GRANT/DEBT FUNDED PROJECTS</b>	<b>-</b>	<b>-</b>	<b>(16,000)</b>
<b>34 TOTAL NET COST OF CAPITAL PROJECTS</b>	<b>\$ (272,400)</b>	<b>\$ (210,102)</b>	<b>\$ (340,900)</b>



## Cabazon Water District FY 24/25 Proposed Budget

### Schedule A: FY 24/25 Proposed Budget

Column (A) is the Adopted Budget for FY 24. Column (B) represents projected year-end balances for Fiscal Year 24. These amounts are estimates; actual results will vary. Column (C) displays the Proposed Budget for FY 25. Columns (D) and (E) display \$ and % differences from Projected FY 24 results to the FY 25 Proposed Budget.

### REVENUES

**Line 3 Base Rate:** Fixed water charges including residential, commercial & construction connections. Revenues are budgeted for a 3% increase over projected year end in accordance with the scheduled rate increase effective January 1, 2025.

**Line 4 Commodity Sales:** Volumetric water sales including residential, commercial & construction water sales. Revenues are budgeted for a 3% scheduled rate increase above projected year end in accordance with the scheduled rate increase effective January 1, 2025.

**Line 5 Fire Sales:** This is the flat, fixed monthly charge for all private fire service connections. Budget for FY 25 is a 3% scheduled rate increase above projected year end in accordance with the scheduled rate increase effective January 1, 2025.

**Line 6 Fees & Charges:** Includes penalty fees, fire flow tests, new account fees, incident fees, and returned check fees. Budget for FY 25 is set at projected year end.

**Line 7 Basic 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. FY 25 budget is based on two anticipated 5/8" meter installations and two 3/4" meter installations.

**Lines 8, 11 Standby Fees, Property Taxes:** Annual property tax and standby fee assessment through Riverside County. FY 25 is budgeted in line with projected results from FY 24 with a 2% increase.

**Line 12 Cell Tower Lease Income:** Monthly cell tower lease revenues. Budget for FY 25 includes a 2% contractual increase.

**Line 13 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 14 Interest Income-Investment Accounts:** Interest revenue is earned primarily on District investments in the State of California's Local Agency Investment Fund (LAIF), District investments in the California Cooperative Liquid Assets Securities System (CLASS), and District investments in the Bank of New York Mellon Trust Company (BNY). FY 25 is budgeted in line with projected results from FY 24.

**Line 15 Interest Income-Water Bills:** Interest revenue is earned primarily on interest charges on customer bills. FY 25 is budgeted with 3% scheduled rate increase above projected year end in accordance with the scheduled rate increase effective January 1, 2025.

**Lines 19-25 Payroll:** Lists the detail of salaries and wages, paid leave, employee benefits, payroll taxes and worker's compensation. Major assumptions include:

*Line 20 Director's Fees:* This includes board of director's stipends. FY 25 is budgeted with no increase from prior year budget to stay in line with an assumed level of activity.

*Line 21 Management & Customer Service:* Includes general manager, business admin supervisor, customer accounts supervisor and part time customer accounts rep. The budget for FY 25 is based on a scheduled COLA increase for union employees, retirement of current customer accounts supervisor, promotion for the customer accounts rep to customer accounts supervisor leaving a vacancy, and an anticipated step increase for the general manager.

*Line 22 Field Workers:* Increased due to planned COLA increases and anticipated step increases for field crew lead.

*Line 23 Employee Benefit Expense:* Includes employee medical, dental, vision insurance, pension expense, and worker's compensation. This line is expected to increase due to the promotion of the current customer accounts representative to customer accounts supervisor at which time medical, dental, and vision will increase due to the employee having a higher cost plan than the current customer accounts supervisor, and one field worker changing health election to include spouse and dependent. The increase also takes into account the addition of retiree health benefits (\$250 per month) budgeted for one employee for 6 months.

*Line 24 Payroll Taxes:* Payroll taxes are expected to stay close to projected year end results.

**Lines 27-36 Facilities, Wells, T&D:** Includes expenses relating to water quality testing, meter purchases, source of supply, security, facility maintenance and engineering services. FY 25 is budgeted for a reasonable allowance of costs to repair and maintain water system. This category is difficult to budget accurately due to the unexpected nature and timing of occurrences. Notable assumptions include:

*Line 28 Lab Fees:* Includes the costs of lab fees and water quality testing. FY 25 budget is decreasing from FY 24 projected results due to triennial sampling for Title 22 compliance that took place in FY 24. The next occurrence of triennial sampling occurs in FY 27.

*Line 29 Meter Testing & Repair:* Includes the costs of meter repairs and meter testing. FY 25 budget is based on FY 24 projected results with an inflationary increase to account for an assumed level of activity.

*Line 30 Utilities – Wells:* Includes electricity costs relating to pumping at the District well sites. FY 25 budget is based on FY 24 projected results with a 10% electricity increase.

*Line 31 Line R&M Materials:* This account includes the expenses relating to materials for line repair and maintenance. FY 25 budget is based on FY 24 projected ending with a built-in increase for an assumed level of activity. Additionally, \$10,000 was moved here for Customer Shut-Off Valve materials, which were previously in in Capital Projects.

*Line 32 Well Maintenance:* Includes repairs, maintenance and chemical expenses relating to the District wells. FY 25 budget is based on an increase in chemical costs relating to delivery fees and fuel prices as well as maintaining a conservative approach for unanticipated maintenance.



*Line 33 Security:* Includes the expenses for District alarm phones, security alarms and crime prevention. FY 25 is budgeted with a decrease from FY 24 primarily due to new \$11K contract with Bay Alarm and discontinuing Securitas services in November of 2023. This account also includes \$3K for a new fire alarm panel plus \$163 quarterly payments for fire alarm maintenance.

*Facilities, Wells, T&D – Other:* This account includes the generator service contract expenses, site landscaping & maintenance, chlorinators, and SCADA. FY 25 budget is based on FY 24 budget with a \$1K increase. Although projections are lower, FY 25 will see more Cla-Val services once the Bonita Vault is complete in the beginning of FY 25.

**Lines 37-48 Office Expenses:** All expenses relating to operating the District office. Notable assumptions include:

*Line 38 Utilities – Office:* Includes expenses for office electricity, gas, telephones, trash service and office cleaning. Budget for FY 25 is based on FY 24 projected amounts with a 10% electricity increase and trash/recycling cost increase.

*Line 39 Water Billing System:* Includes the annual water billing system maintenance costs. Budget for FY 25 is based on new billing system (UMS) annual fee increases plus \$10/month e-check fees.

*Line 40 Supplies & Equipment:* Includes office supplies and small equipment purchases. FY 25 is budgeted in line with projected results from FY 24 with an inflationary increase.

*Line 41 Copier & Supplies:* This account includes the copier lease expense and supply purchases relating to printing. Budget for FY 25 is based on FY 24 projected results with a 4% inflationary increase.

*Line 42 Dues & Subscriptions:* Budget includes the following: annual P.O. box fees, CalMutuals dues, CA Rural Water Association dues, monthly donations to Free Conference Call for use of conference call center, GoDaddy, Staples annual fee, and an annual QuickBooks subscription for \$900.

**Lines 49-56 Support Services:** Includes consultants, outside services, audit, information technology and property/liability insurance. Notable assumptions include:

*Line 50 Financial Audit:* Annual Financial audit services. Budget for FY 25 is based on audit contract.

*Line 51 Accounting:* Accounting consulting from Eide Bailly. FY 25 budget is increased from FY 24 projections by 10% due to rising costs, position changes at Eide Bailly, and technology fee increases.

*Line 52 Legal Services:* Includes legal fees from BB&K. FY 25 is budgeted in line with FY 24 budget to account for any unanticipated legal matters that may arise throughout the fiscal year.

*Line 53 Payroll Service:* Includes bi-weekly payroll processing fees. Budget for FY 25 is based on FY 24 projected amounts with an inflationary increase.



*Line 55 Insurance:* Budget for FY 25 is based on actual premium renewal received in April 2024. Increase is due to overall industry increases of 10%.

**Line 57 Training & Travel:** Includes seminar, training, travel, and meal expenses. Budget for FY 25 is in line with FY 24 budget.

**Lines 59-68 Service Tools & Equipment:** Includes small tools, equipment/vehicle repair and maintenance, fuel, and on-call phones for field employees. FY 25 budget is higher than projected FY 24 results, but still within FY 24 budgeted amounts.

**Lines 69-73 Non-Operating Expenses:** Non-operating expenses include DWR interest and loan fees, interest expenses for Well 4 loan and vehicle financing, bad debt expense, and other miscellaneous expenses. Budget for FY 25 is increased by 9% from FY 24 projected results due to the addition of the Well 4 loan. Debt service begins in April 2024 with the first principal payment and interest payments began in November.

**Lines 76 Capital Projects:** Reserve funded capital projects. Detail shown on Schedule B.

**Lines 77 Debt – Principal:** Includes principal payment on the DWR debt, Well 4 loan, and vehicle financing. FY 25 budget is based on corresponding debt repayment schedules.



## Schedule B: FY 24/25 Proposed Capital Budget

Column (A) is the Adopted Budget for FY 24. Column (B) represents projected year-end balances for FY 24. These amounts are estimates; actual results will vary. Column (C) displays the Proposed Budget for FY 25.

**Lines 2-13 Reserve Funded Capital Projects:** Projects to be funded by District reserves.

**Line 3 Well & Tank Repair:** FY 24 budget includes \$3.7K for tank lid repairs. FY 25 budget is moved to new account titled Tank Maintenance.

**Line 4 Tank Maintenance:** FY 25 budget includes \$3.7K for tank inspections. The District is planning on inspecting 1 tank per year for the next 4 years with a 1 year gap between cycles.

**Line 5 Customer Shut-Off Valves:** Includes material required for partial service and valve replacements. FY 25 budget is moved to Line 31 R&M Materials on the general budget.

**Line 6 Meter Replacements:** Budgeted at \$10K for the Water Meter Replacement Program.

**Line 7 Main Replacements FH & AV:** FY 25 budget includes \$45K for which the District plans to replace a section of the pipeline every year. No activity in FY 24 because the budget was used to cover the unanticipated Well #1 emergency repairs.

**Line 8 Bonita Vault:** FY 24 budget includes \$70K for new vault and materials. FY 25 consists mainly of carryover from FY 24 in order to complete the project and includes \$15K for a vault box and \$5K for a crane to lift the vault.

**Line 9 New Truck:** Budgeted at \$10K for FY 25, total project cost estimate of \$30K to be spread over three years.

**Line 10 Utility Billing:** Budgeted at \$30K for FY 25, total project cost estimate of \$30K was to be spread over three years. Utility billing implementation expected to be complete in FY 25.

**Line 11 Well #1 Emergency:** Fully paid for in FY 24, removed budget for FY 25.

**Line 12 Rate Study:** FY 25 budget includes \$40K for a new rate study to be conducted.

**Line 13 Well #4 Electrical Panel:** FY 25 budget includes \$136K for a new electrical panel at Well #4.

**Line 14 Well #2 New Facility Building:** FY 25 budget includes \$30K for a new facility building at Well #2.

**Lines 16-33 Grant/Debt Funded Capital Projects:** Projects to be funded by grant/debt revenues.

**Lines 17-19 DWR Isolation Valves:** Includes the Isolation Valves project, 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding. Project was completed FY 24, no carryover for FY 25.

**Lines 20-22 SWRCB:** Includes the Groundwater Well Improvements project, 100% grant funded. Cash flow relating to grant receipts no longer supported by SGPWA Gap Funding and will instead be District paid and reimbursed by SWRCB. FY 25 budget consists of carryover from FY 24.



**Lines 23-26 ARPA:** Includes the Broadway & Main Gate Valve (\$100K) and Tank Recoating for T1, T2 & T4 (\$500K), anticipated to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding. Projects expected to be completed in FY 24 with no carryover.

**Lines 27-29 Well 4 Debt:** Includes Well 4 repairs, 100% debt funded. Completed in FY 24, only debt service budgeted in FY 25 in the Operating Budget.

**Line 30-32 DWR Esperanza Waterline Improvement:** 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. FY 25 budget consists of carryover from FY 24.

## New Business

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

#### Incident Reporter Site for Blocked Railroad Crossings

#### Attachments:

1. Memo with site link, including QR code

Hello,

Great meeting you both today. Appreciate the conversations and support.

Per our discussions, here is the link to the FRA:

Link to FHWA's "Public Blocked Crossing Incident Reporter":  
<https://www.fra.dot.gov/blockedcrossings/>

Cal-Fire staff usually carry a QR code with them, so you may want to consider that as well. I did one below for you just in case.



Please let me know if there are any questions or future assistance needed.

Regards,

**Rick Ramirez**

Chief of Staff

Fifth District Supervisor **Yxstian Gutierrez**

## 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

**June 18, 2024**

CWD Board Meeting  
Operations Update

- The Esperanza Pipeline Project Bid Opening was completed on May 13, 2024. G & A Nelos construction was the lowest bid @ \$245,579.00.
- Bonita Vault –Jensen Precast will be constructing the Vault (\$28,062.41) Crane services provided by Mr. Crane estimate is \$5,112.80. A deposit in the amount of \$13,022.00 has been received by Jensen, and has started the manufacturing of the vault. Materials in the amount of \$20,509.89 from Western Water has been ordered. A second quote for materials was received from Core & Main for \$ 22,359.89. Survey Services will be performed by Hillwig- Goodrow for \$2,810.00. A second quote was received from Massaro and Welsh Inc. requesting a deposit of \$2,500 with an additional amount upon work defined the scope of services.
- Patrick J. Oberg of Coldwell Banker is in the planning stages of developing 50 Lots in the vicinity of Bonita and Magnolia. Mr. Oberg will be contacting Krieger & Stewart to consult about the Engineering and Planning Process.
- A meeting with Supervisor Gutierrez on May 28, 2024. Discussions included the Beautification Project with landscaping, signage, and architectural structures. Supporting documentation will assist with future projects, including railroad crossings and through ways, by filing an incident report for residents that have been obstructed by lengthy train delays. Currently only (1) report has been filed. Attached is the link and QR Code to file a concern for date and time.
- Link to FHWA's "Public Blocked Crossing Incident Reporter":  
<https://www.fra.dot.gov/blockedcrossings/>

