



*Cabazon Water District*

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

## BOARD MEETING PACKET

April 16, 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, April 16, 2024 – 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. 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.



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14618 Broadway Street • P.O. Box 297  
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**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, April 16, 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 March 19, 2024
  - b. Regular Board Meeting Minutes and Warrants of March 19, 2024
2. **Warrants – None**
3. **Awards of Contracts – None**

**UPDATES**

1. **Update:** CWD Operations Report  
[\[TAB 1\]](#) (by GM Pollack)
2. **Update:** SGPRWA Meeting Updates  
(by Director Brock and Director Carlin)

**OLD BUSINESS**

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

**NEW BUSINESS**

1. Discussion/Action: Approval of Esperanza Pipeline Replacement Project, Phase 1 Bidding Process
2. Discussion/Action: 50020 Seminole Cell Tower Lease Extension  
[TAB 2](#)

**PUBLIC COMMENTS**

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**CLOSED SESSION**

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**

**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. 05/06/2024 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- b. 05/09/2024 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- c. 05/20/2024 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- d. 05/21/2024 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- e. 05/21/2024 (Tuesday) at 6:00 PM: Regular Board Meeting
- f. 05/22/2024 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- g. TBD: Community Action Committee at the Cabazon Library
- h. TBD: Personnel Committee Meeting

**ADJOURNMENT**

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# Cabazon Water District

## Balance Sheet

As of March 31, 2024

	<u>2024</u>
<b>1 ASSETS</b>	
2     Current Assets	
3         Checking/Savings	\$    360,023
4         Investments - LAIF & CLASS	1,582,959
5         Total Cash & Investments	<u>1,942,981</u>
6         Accounts Receivable	296,026
7         Bank of New York Trustee Accounts	78,422
8         Prepaid Expenses	39,239
9         Inventory	109,238
10        Total Current Assets	<u>2,465,906</u>
11     Fixed Assets	
12         Total Fixed Assets	15,556,108
13         Accumulated Depreciation	<u>(6,987,985)</u>
14        Net Fixed Assets	<u>8,568,123</u>
15 <b>TOTAL ASSETS</b>	<b><u>\$ 11,034,029</u></b>
<b>16 LIABILITIES &amp; FUND BALANCE</b>	
17     Liabilities	
18        Current Liabilities	
19            Accounts Payable	\$    91,448
20            Due to Other Gov't SGPWA	95,746
21            Customer Deposits	12,081
22            Current Portion DWR Loan	44,487
23            Current Portion 2022 Ford	13,358
24            Accrued Expenses	45,424
25            Total Current Liabilities	<u>302,544</u>
26        Long Term Liabilities	
27            DWR Loan Payable	108,532
28            Ford Loan Payable	46,191
29            RCAC Loan Payable	163,894
30            Total Long Term Liabilities	<u>318,618</u>
31 <b>TOTAL LIABILITIES</b>	<u>621,161</u>
32     Total Fund Balance	<u>10,412,867</u>
33 <b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b><u>\$ 11,034,029</u></b>



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

	A	B	C	D=B/C
	Mar-24	Current YTD	FY 23/24 Budget	YTD 75%
1 <b>REVENUES</b>				
2 <b>OPERATING INCOME</b>				
3     Base Rate - Water Bills	\$ 49,372	\$ 435,094	\$ 595,900	73%
4     Commodity Sales	43,341	657,978	993,900	66%
5     Fire Sales - Water Bills	286	2,498	4,900	51%
6     Fees & Charges	4,446	48,672	58,600	83%
7     Basic Facilities Fee	-	26,768	9,300	288%
8     Stand By Fees - Tax Revenue	-	78,580	123,600	64%
9 <b>TOTAL OPERATING INCOME</b>	97,445	1,249,590	1,786,200	70%
10 <b>NON-OPERATING INCOME</b>				
11     Property Taxes	74	57,681	102,000	57%
12     Cell Tower Lease Income	2,779	25,015	33,400	75%
13     Insurance Reimbursement	-	27,538	-	N/A
14     Miscellaneous Non-Operating Income	556	1,597	-	N/A
15     Interest Income - Investment Accounts	7,539	42,443	27,600	154%
16     Interest Income - Water Bills	530	5,434	8,100	67%
17 <b>TOTAL NON-OPERATING INCOME</b>	11,479	159,708	171,100	93%
18 <b>TOTAL REVENUES</b>	108,923	1,409,297	1,957,300	72%
19 <b>EXPENSES</b>				
20 <b>PAYROLL</b>				
21     Directors Fees	1,000	11,100	20,000	56%
22     Management & Customer Service	20,855	209,767	277,300	76%
23     Field Workers	17,731	167,055	230,100	73%
24     Employee Benefits Expense	15,844	139,570	184,900	75%
25     Payroll Taxes	3,097	32,309	41,100	79%
26 <b>TOTAL PAYROLL</b>	58,527	559,801	753,400	74%
27 <b>OPERATIONAL EXPENSES</b>				
28     Facilities, Wells, Transmission & Distribution (T&D)				
29         Lab Fees	241	16,401	12,000	137%
30         Meter Testing & Repair	-	819	2,500	33%
31         Utilities - Wells	13,687	129,323	170,000	76%
32         Line R&M Materials	1,904	8,897	65,000	14%
33         Well Maintenance	430	9,367	42,000	22%
34         Security	2,195	20,375	25,900	79%
35         Engineering Services -	358	10,849	40,000	27%
36         Facilities, Wells, T&D - Other	993	6,840	24,000	29%
37     Total Facilities, Wells, T&D	19,807	202,871	381,400	53%
38     Office Expenses				
39         Utilities - Office	1,893	25,674	35,100	73%
40         Water Billing System	6	2,319	2,800	83%
41         Supplies & Equipment	582	2,571	11,100	23%
42         Copier & Supplies	371	3513	5600	63%
43         Dues & Subscriptions	15	1,732	2,400	72%
44         Postage	1,523	7,728	10,600	73%
45         Printing & Publications	-	184	500	37%
46         Computer Services	2,751	25,275	34,300	74%
47         Air Conditioning Servicing	485	4,365	5,800	75%
48         Office Expenses - Other	81	524	900	58%
49     Total Office Expenses	\$ 7,707	\$ 73,884	\$ 109,100	68%



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

	A	B	C	D=B/C
	Mar-24	Current YTD	FY 23/24 Budget	YTD 75%
50 Support Services				
51 Financial Audit	\$ -	\$ 8,912	\$ 15,600	57%
52 Accounting	3,850	34,803	46,200	75%
53 Legal Services	-	5,339	20,000	27%
54 Payroll/Bank Service Charge	438	4,680	5,800	81%
55 Website Support	75	675	1,000	68%
56 Insurance	12,074	43,865	42,400	103%
57 Total Support Services	16,436	98,274	131,000	75%
58 Training/Travel	115	2,998	5,000	60%
59 Other Fees/State Water Resource Control Board	140	9,594	10,400	92%
60 Service Tools & Equipment				
61 Shop Supplies and Small Tools	-	9,171	17,000	54%
62 Vehicle Fuel	563	8,076	9,400	86%
63 Employee Uniforms	-	395	1,950	20%
64 Safety	249	790	2,000	40%
65 Tractor Expenses/ Maintenance	-	401	4,200	10%
66 Equipment Rental	-	-	3,000	0%
67 Service Trucks - Repair & Maintenance	-	5,650	11,900	47%
68 Water Operations On-Call Phones	345	3,122	4,700	66%
69 Total Service Tools & Equipment	1,412	27,606	54,150	51%
70 <b>NON-OPERATING EXPENSES</b>				
71 Loan Interest & Processing Fee	886	10,789	12,900	84%
72 Bad Debt Expense	-	-	1,400	0%
73 Miscellaneous	-	404	1,500	27%
74 Damaged Truck/Stolen Tools	-	11,397	-	N/A
75 Grant Application Share of Cost	-	12,115	-	N/A
76 <b>TOTAL NON-OPERATING EXPENSES</b>	886	34,706	15,800	220%
77 <b>TOTAL EXPENSES</b>	104,776	1,009,735	1,460,250	69%
78 <b>INCOME BEFORE CAPITAL</b>	<b>4,147</b>	<b>399,562</b>	<b>497,050</b>	<b>80%</b>
79 Capital Projects - Reserve Funded	-	(162,840)	(272,400)	60%
80 Debt Service - Principal	(1,253)	(32,972)	(65,500)	50%
81 RCEDA Loan - Dissolved	-	300,000	-	0%
82 <b>NET INCOME / (LOSS)</b>	<b>\$ 2,894</b>	<b>\$ 503,751</b>	<b>\$ 159,150</b>	



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

	A	B	C	D=B/C
	Mar-24	Current YTD	FY 23/24 Budget	YTD 75%
<b>1 CAPITAL PROJECTS</b>				
<b>2 RESERVE FUNDED</b>				
3 Well & Tank Repairs	\$ -	\$ -	\$ (3,700)	0%
4 Customer Shut-Off Valves	-	-	(10,000)	0%
5 Meter Replacement	-	(4,886)	(23,700)	21%
6 Main Replacements Fire Hydrant & Air Vac	-	-	(145,000)	0%
7 Bonita Vault	-	(14,353)	(70,000)	21%
8 New Truck	-	-	(10,000)	0%
9 Utility Billing	-	-	(10,000)	0%
10 Well #1 Emergency Repair	-	(143,601)	-	N/A
<b>11 TOTAL RESERVE FUNDED PROJECTS</b>	<b>-</b>	<b>(162,840)</b>	<b>(272,400)</b>	<b>60%</b>
<b>12 GRANT/DEBT FUNDED</b>				
13 Department of Water Resources (DWR)				
14 Isolation Valves - Completed	-	-	(72,378)	0%
15 Esperanza Waterline Improvements	(7,358)	(16,932)	-	0%
16 Grant Funding - DWR	-	-	72,378	0%
17 State Water Resource Control Board (SWRCB)				
18 Groundwater Well Improvements	(1,088)	(10,189)	(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	-	(284,219)	(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%
<b>27 NET GRANT/DEBT FUNDED PROJECTS</b>	<b>(8,445)</b>	<b>(104,955)</b>	<b>-</b>	
<b>28 TOTAL NET COST OF CAPITAL PROJECTS</b>	<b>\$ (8,445)</b>	<b>\$ (267,794)</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	(10,189)	7,791	2,398
Total	\$ (72,398)	\$ 70,001	\$ 2,398
<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	(284,219)	198,594	85,625
Total	\$ (555,222)	\$ 469,597	\$ 85,625
<b>Esperanza Waterline Project</b>			
Total Budget			
Esperanza Waterline Improvements - FY 24	\$ (16,932)	\$ -	\$ -
Total	\$ (16,932)	\$ -	\$ -



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**FINANCE & AUDIT COMMITTEE MEETING**

**MINUTES**

**Meeting Location:**  
Cabazon Water District Office  
14618 Broadway Street  
Cabazon, California 92230

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Dial-in #: 978-990-5321  
Access Code: 117188

**Meeting Date:**  
Tuesday, March 19, 2024 – 5:00 PM

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

**Director Melissa Carlin – Present**  
**Director Sarah Wargo – 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
  
- 2. Finance & Audit Committee District Payables Review and Approval/Signing

**Main Reports:**

- Balance Sheet – depicts what the District owns and what the District owes.
- Profit & Loss 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 \$1,937,346 at month end. The District's total liabilities were approximately \$564,910 at month end.

Profit and Loss: - Year to date (YTD) is 67% of the year

4. Commodity Sales: Volumetric water sales including residential, commercial & construction water sales. YTD is in trending under budget at 62%.

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.

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 under budget at 56%.

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 66%.

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.

77. Total Expenses: YTD is at 62%.

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 February 29th, the fiscal year-to-date net income is \$501,382.

6. Main Replacements Fire Hydrant & Air Vac: This account is for main replacements fire hydrant and air vac. The total project cost is estimated at \$145K for FY 24. These funds will not be used for this project this year, since they were used to pay for the unanticipated Well #1 Emergency Repair.

9. Utility Billing: This account is budgeted for \$10K for FY 24 and expected to spread over three years.

10. Well #1 Emergency Repair: This account is for the Well #1 emergency repairs not anticipated in the budget. YTD includes \$143,601.

21. T2, T3, & T4 Recoating: Includes Tank Recoating for T1, T2 & T4, anticipated to be 100% grant funded. YTD is trending over budget at 60% due to timing of expenses.

#### PUBLIC COMMENT

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#### ADJOURNMENT

Meeting adjourned at 5:16 PM on Tuesday, March 19, 2024 and the FAC proceeded to check signing.

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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**

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**REGULAR BOARD MEETING  
MINUTES**

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**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  
Director Terry Tincher - Absent  
Director 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 February 20, 2024
- b. Regular Board Meeting Minutes and Warrants of February 20, 2024

**Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of February 20, 2024 and (b.) Regular Board Meeting Minutes and Warrants of February 20, 2024 made by Director Davis and 2<sup>nd</sup> by Director Brock**

**Director Carlin - Aye  
Director Brock - Aye  
Director Davis - Aye  
Director Tincher - Absent  
Director Wargo - Abstain**

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

**UPDATES**

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

- Well 4 is back in operations.
- The Bonita Vault is still in the engineering phase by OldCastle Precast. Most of the materials for this project have already been purchased.
- Preparation of the budget for FY 24/25 has begun.
- Preparation of the Union MOU for 2024 has begun.
- The test well is in the final design stage and should be going back to bid soon.
- The Esperanza pipeline replacement project is also in the final design stage and should be going to bid soon.
- The fire extinguishers for the office, vehicles, and well sites have all undergone annual maintenance.
- A representative from Coldwell Banker came in to discuss development of 50 lots at Bonita and Magnolia.
- The Sanitary Survey for the District is due this year. The inspection is scheduled to take place on April 17.

**OLD BUSINESS**

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

- SGPWA Director Ron Duncan shared that the conceptual update plan for the backbone pipeline has been completed, and that the entire project is now estimated at \$150 million and that much of the costs are expected to be funded through grants. He said that even though there hasn't been much talk about this project, the project is progressing.

- 2. Discussion/Action: Community Involvement**

**NEW BUSINESS**

**No new business.**

**PUBLIC COMMENTS**

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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.**
- The draft FY 24/25 budget is expected to be brought to the FAC in May, then the full board in June.
- The first draft of the MOU is expected to be brought to the board in April.
- **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 expects to have an update of the heli-hydrants at the April 16 board meeting.

#### **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. 03/27/2024 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- b. 04/01/2024 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- c. 04/15/2024 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- d. 04/16/2024 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- e. 04/16/2024 (Tuesday) at 6:00 PM: Regular Board Meeting
- f. 05/09/2024 (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 6:17 hr. made by Director Brock and 2<sup>nd</sup> by Director Carlin

Director Carlin - Aye  
Director Brock - Aye  
Director Davis - Aye  
Director Tincher - Absent  
Director Wargo - Aye

Meeting adjourned at 6:18 PM on Tuesday, March 19, 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.*

## Updates

### CWD Operations Report: [TAB 1]

#### Attachments:

1. Monthly Operations Report



## *Cabazon Water District*

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

**April 16, 2024**

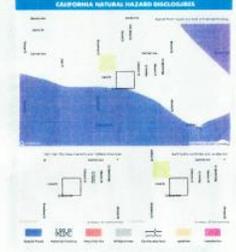
CWD Board Meeting  
Operations Update

- The Cabazon Water District experienced a second Fire Hydrant theft this year from the intersection of Brett and Aloma. I have registered with Scrap Theft Alert .com, and met with Scrap yard owner in Banning to discuss my concerns.
- I have been contacted by Crown Castle regarding a new contract the Cell Tower Lease, with an expiration date of June 30, 2028.
- The Cabazon Water District is currently in the preliminary stage of budgeting for the 2024/2025 Budget year.
- A Sanitary Survey is scheduled on April 17, 2024 Performed by the State Water of Resources Control Board Engineer, Manuel Delgado.
- I will be meeting with Union Representatives regarding Contract Negotiations for District Employees new MOU (Memorandum of Understanding) No date has been set.
- The Esperanza pipeline Submittal Specs have been reviewed, and the Project will be advertised for the Bidding process on Friday, April 19, 2024.
- Core States Group is serious in developing a 9.5 Acre lot with 75 spaces with the entrances on both Dolores Ave and Irene Ave.

LOT 99  
 CABAZON RANCHO SUB. NO.1  
 M.B. 8/6  
 A.P.N. 026-180-008

LEGAL DESCRIPTION

ALL AREAS NOT SHOWN ARE RESERVED TO THE COUNTY OF SAN DIEGO, CALIFORNIA  
 AND TO THE STATE OF CALIFORNIA  
 ALL AREAS NOT SHOWN ARE RESERVED TO THE COUNTY OF SAN DIEGO, CALIFORNIA  
 AND TO THE STATE OF CALIFORNIA



SCHEDULE B ITEMS

- 1. ALL CONCRETE AND MASONRY SHALL BE FINISHED TO MEET THE REQUIREMENTS OF THE CALIFORNIA BUILDING CODE.
- 2. ALL CONCRETE SHALL BE FINISHED TO MEET THE REQUIREMENTS OF THE CALIFORNIA BUILDING CODE.
- 3. ALL CONCRETE SHALL BE FINISHED TO MEET THE REQUIREMENTS OF THE CALIFORNIA BUILDING CODE.

**SITE TABULATION**

5.5 ACRE LOTS = 41' X 74'	TOTAL 7.5
0.50 ACRE RECREATION FACILITY	
0.25 ACRE RETENTION BASIN	
2.65 ACRE ROAD & CIRCULATION/STREET PARKING	
0.72 ACRE BANKS	
5.62 ACRES TOTAL	

Site Plan

Scale: 1" = 40'

**PEKAREK** architects, inc.

architecture • planning  
 3141 Camino Capistrano  
 Suite 300  
 San Juan Capistrano  
 CA 92675  
 (949) 487-2330

Acost Investments LLC  
 & AD Improvements Inc.

50580 DOLORES AVENUE  
 Cabazon

3-1-22

#21-23

## New Business

### 1. Discussion/Action Item:

[TAB 2]

### 50020 Seminole Cell Tower Lease Extension

#### Attachments:

1. Cell Tower Lease Extension Terms

\*Note: Current lease is set to expire on 06/30/2028.

## **Cell Tower Lease at 50020 Seminole Drive Cabazon, CA (BUN 879877)**

### **Lease Extension Terms:**

- **Renewal Terms:** 20-year Lease Extension consisting of four 5-year terms; New expiration of June 30, 2048.
- **Rent:** On July 1, 2028 the monthly rent shall increase by an amount equal to 10% of the monthly rent in effect for the immediately preceding month. Following such increase, the monthly rent shall continue to adjust pursuant to the terms of the Lease.
- **Right of First Refusal - limited to leased premises and offers from competitors:** If, during the Lease term, Lessor intends to accept an offer to purchase the leased premises from a competitor of Lessee, Lessor shall provide a written notice to Lessee of said offer, and Lessee shall have the right of first refusal to acquire such interest on the same terms and conditions in the offer.
- **Option for Additional Land:** Option to lease an additional 1,000 sq. feet on the North or East side of the existing lease area ("Additional Lease Area"). If Lessee elects to exercise the Option, Lessee shall pay 30% of revenue received for the Additional Lease Area commencing upon start of construction of the Additional Leased Area.
- **Signing Bonus:** \$5,000