

*Cabazon Water District*

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

## BOARD MEETING PACKET

March 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, March 18, 2025 – 5:00 PM

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

1. Discussion: No financial reports for February 2025 due to technical issues with QuickBooks
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**  
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, March 18, 2025 – 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 February 18, 2025
- b. Regular Board Meeting Minutes and Warrants of February 18, 2025

**2. Warrants – None**

**3. Awards of Contracts – None**

**NEW BUSINESS**

1. Discussion/Action: Request for Board of Directors Compensation Increase  
[\[TAB 1\]](#)

2. Discussion/Action: Purchase used Truck/Sell 2022 Ford F-250  
[\[TAB 2\]](#)

**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**

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**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. 03/26/2025 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting**
  - b. 04/07/2025 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting**
  - c. 04/10/2025 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center**
  - d. 04/15/2025 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting**
  - e. 04/15/2025 (Tuesday) at 6:00 PM: Regular Board Meeting**
  - f. 04/21/2025 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting**
  - g. TBD: Personnel Committee Meeting**

**ADJOURNMENT**

*ADA Compliance Issues*

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

**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, February 18, 2025 – 5:00 PM

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

**Director Melissa Carlin – Present**  
**Board 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 \$2,334,564 at month end. The District's total liabilities were approximately \$803,130 at month end.

Profit and Loss: - Year to date (YTD) is 58% 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 over budget at 65%.
- 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 in line with budget.
- 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 31%.
- 43. Dues & Subscriptions: This account includes various annual dues and fees. Expenses vary depending upon timing of renewals. YTD is trending under budget at 19% due to timing of subscription renewals.
- 54. Payroll/Bank Service Charge: This account includes payroll processing fees. YTD is trending over budget at 72% 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 94% due to timing of fees.
- 66. Equipment Rental: This account includes equipment rental expenses incurred by the District. Expenses vary throughout the year. YTD has no activity. A lift may need to be rented in the near future to reinstall the flag in front of the office.
- 73. Miscellaneous: This account includes other non-operating expenses. YTD is over budget due to purchases for community fair and office celebration event.

As of January 31st, the fiscal year-to-date net income is \$360,207.

Capital Detail:

11. Well #5 Emergency Repair: This account is budgeted for \$180K for FY 25 for pump replacement at Well #5. YTD is trending over budget at 87% due to majority of work completed in January.

2. Discussion: Miscellaneous District Financial Matters

- The City of Banning has received the retention check for the Isolation Valve project, and 2 quarters' worth of reimbursements for the Esperanza Waterline Improvements project from the State, but due to staffing issues, they are currently missing a check signer to process CWD's portions of the reimbursements.
- The Arc Wave procedure at Well #5 was successful, and an additional 40' was added. The current pump motor is unable to handle the additional feet, so the contractor is going to make some adjustments at their expense. The efficiency of the Well will increase due to the increased horsepower, so the Edison bill will likely be reduced.

3. Finance & Audit Committee District Payables Review and Approval/Signing

**PUBLIC COMMENT**

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**ADJOURNMENT**

Meeting adjourned at 5:15 PM on Tuesday, February 18, 2025 and the FAC proceeded to check signing.

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Terry Tincher, 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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Email: [info@cabazonwater.org](mailto:info@cabazonwater.org)

**Meeting Date:**

Tuesday, February 18, 2025 – 6:00 PM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**REMEMBRANCE OF OUR SERVICE MEN AND WOMEN**

**ROLL CALL**

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

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

**CONSENT CALENDAR**

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

**1. Approval of:**



- a. Finance and Audit Committee Meeting Minutes and Warrants of January 21, 2025
- b. Regular Board Meeting Minutes and Warrants of January 21, 2025

**Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of January 21, 2025 and (b.) Regular Board Meeting Minutes and Warrants of January 21, 2025 made by Director Carlin and 2<sup>nd</sup> by Director Davis**

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

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

**NEW BUSINESS**

- 1. Discussion/Action:       **Resolution 2025-01: Change of Authorizing Officer on CWD Chase Credit Card Account (Currently former Board Chair Sarah Wargo)**

**Motion to accept Resolution 2025-01: Change of Authorizing Officer on CWD Chase Credit Card Account, removing Sarah Wargo and adding Terry Tincher as Authorizing Officer made by Director Davis and 2<sup>nd</sup> by Director Carlin**

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

- 1. Discussion/Action:       **Resolution 2025-02: Removal & Revision of Authorized Signers**
  - Since Guillermo Perez is an alternate on the Finance & Audit Committee, he will need to be added as a check signer on the District's bank accounts.

**Motion to accept Resolution 2025-02: Removal & Revision of Authorized Signers, removing Sarah Wargo and adding Guillermo Perez as Authorized Signer made by Director Davis and 2<sup>nd</sup> by Board Vice Chair Brock**

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

**OLD BUSINESS**

- 1. Discussion/Updates:       **Discussion/Updates with SGPWA Director(s) regarding various matters**
  - SGPWA Director Sarah Wargo was present and shared the following updates:
    - The heli-hydrants project is moving forward.

- A resolution was passed, expressing support for President Trump's and Governor Newsom's plans to supply water to Southern California from the north.
- SGPWA Director Wargo shared that she is on the Conservation Committee and will be going to Cabazon Elementary School to teach kids about water conservation.

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

- Nothing to discuss.

**UPDATES**

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

- The heli-hydrant project has begun. Excavation and hot taps were completed at both sites. There will be at least a 3-week lead time on the tanks.
- The Arc Wave on Well #5 was completed and successful. An additional 40' was installed, which increased the demand of the motor. Adjustments are being made at the cost of the contractor.
- A generator for Well #1 is estimated at \$287k, per Quinn Cat. The District is looking into Grant Funding for this item.
- A generator for the office is being researched. As an alternate option, a backup battery with 48-hour run time and 3-hour recharge time is estimated at about \$8k.
- A meeting was held on 01/29 with members of SGPWA, RivCo, CalFire, and GMs from various agencies to discuss: a ribbon-cutting event for the heli-hydrants, including a memorial for fallen firefighters and loss of life from fires in Cabazon; the importance of heli-hydrants; proper fire hydrant maintenance; and regulations for generators (including potential exceptions during power outages).
- A meeting with a representative from the Arrowhead bottling plant was held to discuss possibly reconnecting the service by the District. There were discussions of fees, current usage, and potentially relocating the meter and extending the main line.
- The District is currently paying about \$4.1k for accounting services. A quote for \$\$2.9k was received from another firm. This will be looked into in more detail following the fiscal year.
- The GM and staff are looking into possibly trading in the 2022 Ford F-250 for a smaller truck, since it isn't being used to its full potential.
- The building plans for the Well #2 site have been received, but the building company was recently bought out. This project is delayed during the transition period of the company. A quote for the concrete came out to \$49k, and \$36k is still owed for the building.

**PUBLIC COMMENTS**

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**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.
- Director Davis suggested looking into raising the compensation amount for Board Services.

## 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 shared that preparation for the Rate Study has begun.

## 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

Motion to adjourn at 6:31 PM made by Director Perez and 2<sup>nd</sup> by Director Davis

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

Meeting adjourned at 6:31 PM on Tuesday, February 18, 2025

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**Terry Tincher, Board Chair  
Board of Directors  
Cabazon Water District**

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**Evelyn Aguilar, Secretary  
Board of Directors  
Cabazon Water District**

ADA Compliance Issues

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## New Business

### 1. Discussion/Action Item:

[TAB 1]

Request for Board of Directors Compensation Increase

#### Attachments:

1. Special District Board Member Compensation Guide



**California Special  
Districts Association**



*Districts Stronger Together*

## UNDERSTANDING SPECIAL DISTRICT BOARD MEMBER COMPENSATION

By: Richard D. Pio Roda and Anthony Felix, Meyers Nave

This paper is intended to help you understand compensation for special district board members in California. Specifically, it describes (1) the statutory authority behind board member compensation, (2) the maximum compensation board members can receive, (3) how board members can increase compensation, (4) board member reimbursements for job-related expenses, (5) the extent to which board members may receive benefits, and (6) how small community services districts typically compensate board members.

### **Under what authority can special districts compensate board members?**

Typically, special district board member compensation is set by the Legislature. Special districts have the general authority to compensate board members for attendance at meetings under the California Government Code.<sup>1</sup> However, this general authority is limited by statutes specific to particular types of districts, which prescribe rates and conditions for board member compensation. Special districts are granted authority either under principal acts or special acts. Principal acts are codified in state laws and are generic statutes that apply to all special districts of a particular type. Special acts are often uncoded and are narrowly focused on governing one or a few special districts to fit the unique needs of those districts. A board member interested in learning more about their district's authority to compensate its board members should first reference their district's formation or enabling documents to determine whether the district is governed by a principal act or a special act. Identifying which statutes govern a district is important because such statutes often vary in provisions for the maximum amount of compensation a board member may receive, how and if board members can increase compensation, and provisions regarding reimbursements and board member benefits.

### **What is the maximum amount of compensation a special district board member may receive?**

Principal act districts that have been codified in state law vary on the maximum amount a board member may be compensated. Most code sections set the maximum compensation rate at \$100 for each meeting attended by a board member or each day in which a board member is engaging in official duties. This includes special districts such as county water districts,<sup>2</sup> recreation and park districts,<sup>3</sup> community services districts,<sup>4</sup> public cemetery districts,<sup>5</sup> and more. Other code sections explicitly provide that special district board members are to receive no compensation in their roles as board members. These

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<sup>1</sup> Gov. Code § 53232.1(a).

<sup>2</sup> Water Code § 30507.

<sup>3</sup> Pub. Res. Code § 5784.15(a).

<sup>4</sup> Gov. Code § 61047(a).

<sup>5</sup> Health and Safety Code § 9031(a).

districts include pest abatement districts,<sup>6</sup> police protection districts,<sup>7</sup> citrus pest control districts,<sup>8</sup> port districts,<sup>9</sup> river port districts,<sup>10</sup> and memorial districts.<sup>11</sup> Many districts set maximum compensation rates at amounts smaller than \$100, such as \$10,<sup>12</sup> \$25,<sup>13</sup> or \$50<sup>14</sup> per meeting attended by the board member. Some code sections authorize a flexible compensation rate to be determined by the board members themselves. The California Water Code sections governing levee districts<sup>15</sup> and reclamation districts<sup>16</sup> provide that each board member shall receive compensation for their services "... as the board determines to be just and reasonable..." Generally, these districts still compensate board members at a rate under \$100 per meeting.

### **Can special district board members increase their compensation? If so, how can board members do so?**

In addition to attending regularly scheduled board meetings, board members often must attend the meetings of other agencies or travel to conferences in order to better understand and fulfill their roles. In order to meet these often demanding and time-consuming duties, some special districts consider increasing the compensation of its board members. If a special district board is considering increasing the compensation of its board members it is important it starts by referencing its governing statutes or acts. A district's governing statutes or acts will determine whether board members can increase compensation, to what extent compensation can be increased, and how to increase compensation.

Many special districts can increase board member compensation pursuant to California Water Code section 20201, which both sets the maximum amount of compensation per meeting at \$100 but also authorizes board members to increase compensation above \$100.<sup>17</sup> Although this may be welcome news to districts interested in increasing compensation, there are three notable restrictions on a district's ability to do so. If a special district board can increase compensation via section 20201: (1) it must do so via ordinance,<sup>18</sup> (2) the increase may not exceed 5% for each calendar year,<sup>19</sup> and (3) voters may petition for a referendum on the ordinance increasing compensation.<sup>20</sup> As part of the ordinance requirement, special district boards must hold a public hearing for discussion of the compensation increase and publish a notice of the hearing.<sup>21</sup> Special districts should also note voter referendums may result in the ordinance appearing on a regular election or special election ballot for voter approval.<sup>22</sup> If the ordinance is struck down by voters, the special district board will be prohibited from adopting a new compensation increase ordinance for at least one year.<sup>23</sup>

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<sup>6</sup> Health and Safety Code § 2851

<sup>7</sup> Health and Safety Code § 20069

<sup>8</sup> Food and Ag. Code § 8508

<sup>9</sup> Har. and Nav Code § 6251.

<sup>10</sup> *Id.* at § 6836.

<sup>11</sup> Mil. and Vet Code § 1197.

<sup>12</sup> Wat. Code § 56031.

<sup>13</sup> Pub. Res. Code § 13041(b).

<sup>14</sup> Har. and Nav. Code § 7047.

<sup>15</sup> Wat. Code § 70078.

<sup>16</sup> *Id.* at § 50605(a).

<sup>17</sup> *Id.* at § 20201.

<sup>18</sup> *Id.*

<sup>19</sup> *Id.* at § 20202.

<sup>20</sup> *Id.* at § 20204.

<sup>21</sup> *Id.* at § 20203

<sup>22</sup> Wat. Code § 20206.

<sup>23</sup> *Id.*

On the other hand, many statutes and acts governing special districts are silent on a district's authority to adjust board member compensation. As a result of lacking a statutory authority to adjust board member compensation, special districts falling into this category may be unable to do so. Therefore, it is important that special districts interested in increasing board member compensation reference its district's formation documents to identify if its governing statutes or acts allow such actions.

### **Can board members be reimbursed for job-related expenses?**

Special district board members are often expected to attend a variety of events in the performance of their duties, including trainings, community outreach events, conferences, and local agency meetings. The expenses associated with these activities, including travel, lodging, and food costs, can be significant. Fortunately, the Legislature has recognized the costs associated with serving as a board member and granted special districts with the authority to provide reimbursements. In fact, the vast majority of special districts have the authority to reimburse board members for expenses related to fulfilling their duties as board members.

Again, the most important starting point to determine whether a special district may reimburse its board members is identifying the governing acts or statutes. Most districts have the statutory authority to reimburse board members but are required to abide by the reimbursement procedures set out in Government Code sections 53232.2- 53232.4. In order to comply with Government Code section 53232.2, special districts generally must only reimburse board members for actual and necessary expenses incurred in the performance of official duties and adopt a written policy that specifies the types of expenses that may be reimbursed. Other requirements on board members include the filing of expense reports with special district boards and providing brief reports on the meetings requiring reimbursement.<sup>24</sup> Special districts should note the misuse of reimbursement funds can result in the loss of reimbursement privileges, civil penalties, and even criminal penalties.<sup>25</sup> Therefore, special districts governed by Government Code sections 53232.2- 53232.4 should ensure its reimbursement policies are consistent with these sections and that board members are only being reimbursed for actual and necessary expenses.

Some districts are not directly governed by the statutory requirements of Government Code sections 53232.2- 53232.4 but instead follow a less stringent reimbursement procedure. For example, in reclamation districts a board member's claims for expenses incurred are to be presented to the board and then paid in the same manner as other indebtedness of the district.<sup>26</sup> Although citrus pest control district board members are not entitled to any compensation, they may be reimbursed for actual and necessary expenses when claims for those expenses have been approved by the board.<sup>27</sup> Still, other districts lack the statutory authority to provide any reimbursements for board members, including police protection districts.<sup>28</sup>

### **To what extent can special district board members receive benefits?**

Although only some special district board members may be entitled to compensation, all special district board members may receive group insurance benefits if the board elects to do so. Under Government Code section 53201 and 53205.1, a special district board may provide benefits to its board members,

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<sup>24</sup> Gov. Code § 53232.3(a); Gov. Code § 53232.3(d).

<sup>25</sup> *Id.* at § 53232.4.

<sup>26</sup> Wat. Code § 50606.

<sup>27</sup> Food and Ag. Code § 8508.

<sup>28</sup> Health and Saf. Code § 20000 *et seq.*



retired board members, and the families of board members and retired board members. Benefits can include medical, dental, vision, and life insurance.<sup>29</sup>

California state law is relatively silent on the procedures a special district must take to adopt a benefits policy for its board members. The Office of the Attorney General provides some guidance on the issue by declaring that no official declaration of policy is required for a special district to provide health benefits to its elective officers.<sup>30</sup> The Attorney General's opinion noted that no procedure or mode for providing the benefits is set forth in Government Code section 53201.<sup>31</sup> The Attorney General concluded that a special district board may take action in any appropriate manner, whether by ordinance, resolution, motion, or otherwise.<sup>32</sup> Therefore, whether a district must approve a benefits plan by ordinance or resolution comes down to what the enabling or principal act governing it requires. Beyond that, the Brown Act requires changes in compensation, including fringe benefits, to be made during an open meeting.<sup>33</sup>

Special district boards should note that districts considering providing benefits to its board members have often received pushback from the community.<sup>34</sup> If a special district is considering providing a benefits program to its board members, it may be prudent for them to be transparent about the program's estimated costs and expected beneficiaries so the public is aware of the district's proposed expenditures.

With that being said, most of the principal acts governing special districts make no explicit mention of a board's authority to provide benefits to its board members. This is not to say these special districts may not provide benefits to its board members as Government Code section 53201, which grants districts the authority to provide benefits, still applies to them as well. The few special districts with principal acts that mention benefits separately (such as regional park and/or open space districts) note that board members are eligible for the same group medical or dental plans available to permanent employees of the district.<sup>35</sup>

### **How do small community service districts typically compensate board members?**

In addition to applicable statutory restrictions, board member compensation for a small district may also be restricted if the district has a small budget. If a particular community services district is governed by the principal act requirements set out in Government Code section 61047, it may provide its board members with \$100 each day for services provided. Community services districts may also increase board member compensation above \$100 in accordance with the authority and requirements set out in Water Code section 20201.

Most community services district do not compensate board members. Some community services districts compensate its board members as much as \$10,000 per year including the Phelan Pinon Hill Community

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<sup>29</sup> Gov. Code § 53205.16.

<sup>30</sup> 86 Cal. Att'y Gen. Op. No. 92-1008 (May 5, 1993).

<sup>31</sup> *Id.*

<sup>32</sup> *Id.*

<sup>33</sup> Gov. Code § 5493(c)(3).

<sup>34</sup> Brad Branan, *Health benefits boost board compensation at Sacramento area special districts*, The Sacramento Bee (March 6, 2015, 6:20 PM), <https://www.sacbee.com/news/investigations/the-public-eye/article12892430.html>.; Paul Rogers, *Santa Clara Valley Water District considers idea for lifetime medical benefits for board members*, (August 27, 2012, 1:19PM), <https://www.mercurynews.com/2012/08/27/santa-clara-valley-water-district-considers-idea-for-lifetime-medical-benefits-for-board-members/>.

<sup>35</sup> Pub. Res. Code § 5536.

Services District<sup>36</sup> and the Rosamond Community Services District.<sup>37</sup> Many community services districts compensate board members at a rate consistent with Government Code section 61047, which amounts to \$4,800 a year assuming board members provide services or attend meetings four days a month.

How a small district compensates its board members will come down to what the district's budget and needs are. Although all community services districts have the statutory authority to compensate board members at a rate more than \$100 for each meeting attended, most small districts elect to compensate less than \$100 per meeting or not at all.

### **Moving Forward**

The California Government Code, through principal or special acts, generally provides special districts with the authority to compensate its board members. Although most districts set the maximum board member compensation rate at \$100 for each meeting attended by a board member, some districts offer a flexible compensation rate, compensation under \$100, or no compensation at all. Many special districts can increase board member compensation pursuant to California Water Code section 20201, which both sets the maximum amount of compensation per meeting at \$100 but also authorizes board members to increase compensation above \$100. The vast majority of districts have the authority to reimburse board members for the actual and necessary expenses incurred on the job, subject to those districts and board members meeting certain requirements. All special districts board members may receive group insurance benefits, including medical, dental, vision, and life insurance. Lastly, most small community services districts compensate board members at a rate less than \$100 for each meeting attended or not at all, despite having the authority to compensate board members more than \$100. Moving forward, a special district interested in compensating its board members should reference its enabling statutes because such statutes will often determine the maximum amount of compensation a board member may receive, how and if board members can increase compensation, and whether board members may be provided reimbursements and benefits.

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<sup>36</sup> Government Compensation in California, <https://publicpay.ca.gov/Reports/PositionDetail.aspx?employeeid=19490354>, (last visited June 19, 2019).

<sup>37</sup> Government Compensation in California, <https://publicpay.ca.gov/Reports/PositionDetail.aspx?employeeid=19955885>, (last visited June 19, 2019).

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Richard D. Pio Roda is a Principal at the Meyers Nave law firm. Richard's legal practice is focused on strategic advice and counsel, and transactional legal services for municipalities and special districts throughout California. Richard is General Counsel to the Rodeo Hercules Fire Protection District, and the Mendocino County Community Development Commission. Richard also serves as Special Counsel to numerous special districts, including the West County Wastewater District, Rincon del Diablo Municipal Water District, San Ramon Valley Fire Protection District and the Twain Harte Community Services District. Richard frequently provides advice on a variety of issues that range from General Manager performance evaluation, negotiating all types of transactions from complex technology purchases to property leases, to emergency declarations, policies and procedures, to public official conflicts of interest. He can be contacted at 510.808.2000 or [rpioroda@meyersnave.com](mailto:rpioroda@meyersnave.com)

Anthony Felix is a second year law student at the University of California, Hastings College of the Law. During his second year at UC Hastings, Anthony will serve as the Admissions Chair for the UC Hastings La Raza Law Students Association and will be a staff editor of the Hastings Law Journal. Prior to attending law school, Anthony graduated from the University of California, Santa Barbara with a bachelor's degree in Political Science. Anthony is originally from National City, California and has interned at the City Attorney's office in National City. During the summer of 2019, Anthony was a Summer Fellow at Meyers Nave where he worked closely with Meyers Nave's Municipal and Special District Law Practice Group. He is interested in practicing municipal law after he graduates law school.

## New Business

### 2. Discussion/Action Item:

[TAB 2]

Purchase used Truck/Sell 2022 Ford F-250

#### Attachments:

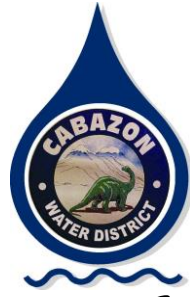
1. No attachments. Quotes are expected to be available by Tuesday, 03/18/2025.

## 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

**March 18, 2025**  
CWD Board Meeting  
Operations Update

- Heli Hydrant construction is currently waiting for the completion of the heli tanks to be completed by the vendor, with an expected delivery date of March 25, 2025. The dedication ceremony tentatively scheduled for April 17<sup>th</sup> at the Drum Room located in the Morongo Casino, has been postponed to early May.



- Well 5 is still not in operations, and is currently being evaluated to determine the best options to restore the well 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 may be replaced with a reconditioned 250 hp is still under consideration. Another proposal is to install a VFD or Softstart.
- Quotes received for a Standby Generator at the District Office are as follows: M Bray \$ (\$106,000) an alternative is an APC Backup Battery with 48 Hours run time and 3 Hour recharge time: \$7,799.89. The backup battery will not operate all the workstations, only the devices in the computer room. Additional 48 hour batteries will be required for each work station (4 Total)
- Quinn Cat provided a quote for a Portable Generator that will be installed at Well 1. \$287,168.54 for 375 KW
- 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. No further updates or progress to report at this time.
- The Tank Inspection Reports for Tank 1 and Tank 3 were received on February 24, 2025. Tank Inspections were completed December 9, 2024, and are both in Good Condition with no future repairs required. Tank 1 was constructed in 1996, Tank 3 was constructed in 1979.
- The Associated Press contacted me to conduct an interview in early April regarding the Heli Hydrant Program.



# Bid Proposal

February 19, 2025

To: Cabazon Water District  
14618 Broadway  
Cabazon, CA 92230

Reference: Cabazon Water District  
14618 Broadway  
Cabazon, CA 92230

Subject: Complete Backup Generator System with ATS

Attention: Michael Pollack, General Manager

MBE Construction is pleased to provide a proposal for the above subject. This proposal includes the following:

- Submit drawings to Riverside County Building Department for approval
- Pay city permit fees and obtain necessary permits
- Excavate and install conduit, connecting the new Automatic Transfer Switch (ATS) to the generator location
- Install ground rods as per code requirements
- Pour concrete pad for the installation of the new generator
- Install feeder cables from the ATS to the generator
- Install start-up wiring from the ATS to the generator
- Excavate and install conduit and conductors to the main load panel
- Excavate and install conduit for the battery charger circuit from the panel to the generator
- Excavate and install conduit for the jacket heater circuit from the panel to the generator
- Furnish and install **Generac Industrial diesel engine-driven generator set with 4-cylinder 2.2L engine**, consisting of the following features and accessories:
  - Stationary Emergency-Standby rated
  - 10-30kW Std. Footprint (Turbo)
  - 30 kW Rating, wired for 120/208 VAC three phase, 60 Hz
  - Brushed (direct) Excitation

408 Elm Ave.  
Beaumont, CA 92223  
CSLB #581224 DIR #1000005926





- cETLus
- EPA Certified
- Standard Weather Protective Enclosure, Steel
  - o Industrial Grey Baked-On Powder Coat Finish
- Power Zone 410 Digital Control Panel for Single Generators
  - o NFPA 110 Capable
  - o Temp Range -40 to 70 degrees C
  - o UL6200
  - o C-ETL-US
  - o CE
  - o 128 X 64 Graphical Display with Heater
    - Auto/Manual/Off modes
    - Optional Emergency Stop, key switch (Auto/Off/Manual) and audible alarm within a single add on module
    - RS-485, RS-232 and CANbus ports
    - Sensors: Oil Pressure, optional Oil Temp, Coolant Temp, Fuel Level/Pressure (where applicable), Engine Speed, DC Battery Voltage, Run-time Hours, Generator Voltages, Amps, Frequency, Power, Power Factor
    - Alarm Status: Low or High AC Voltage, Low or High Battery Voltage, Low or High Frequency, Pre-low or Low Oil Pressure, Pre-high or High Oil Temp (optional), Low Water Level and Temp, High, Low, and Critical-low Fuel Level/Pressure (where applicable), Overload, Overcrank, Over and Under Speed, Unit Not in Automatic
    - Optional Programmable I/O module
  - o Engine function monitoring and control:
    - Full range standby operation; programmable auto crank, Emergency Stop (optional), Auto-Off-Manual
    - 3 Phase RMS Voltage Sensing
    - +/-0.5% digital voltage regulation with: soft-start voltage ramping - adjustable, loss of sensing protection - adjustable, negative power limit - adjustable, Hi/Lo voltage limit - adjustable, V/F slope and gain - adjustable, fault protection
  - o Service reminders, fault history (alarm log)
  - o I2T function for full generator protection
  - o Selectable low-speed exercise
  - o 2 and 3-wire start controls for any 2 or 3-wire transfer switch
- MLCB, 80% rated thermal-magnetic
  - o 125 Amp
- Battery Charger, 10 Amp, NFPA 110 compliant, installed
- 110 AH, 925 CCA Group 31 Battery, with rack, installed
- Block Heater, 1500 Watt
- 120V GFCI and 240V Outlet
- Fan and Belt Guards
- 130 Gallon Double-Wall UL142 Basetank, 48 hour run time at full load
  - o Mechanical fuel level indicator gauge
  - o Electronic fuel level sender
  - o Emergency Vent
- 3 Owner's Manuals

408 Elm Ave.  
Beaumont, CA 92223  
CSLB #581224 DIR #1000005926



- Critical Muffler - Installed
- Standard 2-Year Limited Warranty
- SD0030GG222.2D18DDYY2
- Furnish and install ***TX Series Automatic Transfer Switch*** consisting of the following features and accessories:
  - 400 Amp, 3 pole, 120/208 VAC three phase, 60 Hz, with 2-Wire Start Circuit
    - o Utility Voltage Sensing Controls:
      - Adjustable Drop-out and Pick-up
      - Adjustable Utility Interrupt Delay
    - o Adjustable Logic Controls:
      - Minimum Standby Voltage
      - Minimum Standby Frequency
      - Engine Warmup
      - Return to Utility
      - Engine Cooldown
      - Transfer on Exercise
- 3 Owner's Manuals
- Double Set of Form C Aux Cont
- IBC Seismic Certified
- Any Breaker (3 Cycle)
- Withstand and Close-On Rating - 200kA Fuse Rating
- Withstand and Close-On Rating - 35kA Any Breaker
- Withstand and Close-On Rating - 65kA Specific Breaker
- Enclosure Heater
- CSA - C22.2 No.178
- UL Listed 1008 by ETL
- Controller Cover, Padlockable, Black
- NEMA 3R Enclosure
- Non Service Entrance Rated
- Any Breaker (3 Cycle)
- In Phase Only Transfer
- Standard two year basic warranty
- TX611NN0400G3CH
- Coordinate generator startup with the supplier
- Perform site cleanup and ensure removal of all debris
- Bollard Installation:
  - o Provide and install four (4) 4-inch bollards
  - o Fill bollards with concrete for enhanced stability
  - o Apply traffic yellow paint to bollards for increased visibility

**Exclusions and Clarifications:**

- The anticipated lead time for the generator is **16 weeks** from the date of order (ARO)
- This proposal does not include the provision of diesel fuel for the generator's tank
- Work performed during normal business hours

408 Elm Ave.  
Beaumont, CA 92223  
CSLB #581224 DIR #1000005926

# MBE

CONSTRUCTION  
Beaumont, CA

- Will provide a delivery date after purchase order
- The floor is to be clear of workers, materials, etc. and broom clean prior to start date.
- No other trade work once the project is started.
- Fees of any type excluded
- Engineering excluded (unless otherwise noted)
- Permits excluded (unless otherwise noted)
- Bond fees excluded
- All concrete work excluded (unless otherwise noted)
- All asphalt work excluded (unless otherwise noted)
- Seismic calculations excluded
- All structural supports excluded
- Plans excluded
- Third party testing excluded
- Electrical utility fees and charges excluded
- Underground conduit is PVC Schedule 40
- Trenching and backfill excluded (unless otherwise noted)
- Conduit only for alarm and door controls
- Control and alarm work excluded
- Landscape and irrigation repairs excluded
- All labor will be compliant with California labor laws as applicable to public works projects (prevailing wage, etc.).

Total: 106,186

Sincerely,



Steven Brey, Estimator  
M. Brey, Inc. dba MBE Construction

408 Elm Ave.  
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CSLB #581224 DIR #1000005926