



Cabazon Water District

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

BOARD MEETING PACKET

October 17, 2023

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, October 17, 2023 – 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.



Cabazon Water District
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

Meeting Date:

Tuesday, October 17, 2023 – 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 September 19, 2023
- b. Regular Board Meeting Minutes and Warrants of September 19, 2023

2. Warrants – None

3. Awards of Contracts – None

UPDATES

- 1. Update:** CWD Operations Report
[TAB 1] (by GM Pollack)
- 2. Update:** San Gorgonio Pass Regional Water Alliance Committee Meeting Updates
(by Director Brock)

OLD BUSINESS

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

NEW BUSINESS

1. Discussion/Action: Recommendation of Acceptance of Contract Work for Reservoirs No. 2, 3, & 4 Corrosion Repair/Prevention Project performed by J. Colon Coatings, Inc.
[TAB 2]

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. 11/06/2023 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting
- b. 11/09/2023 (Thursday) at 6:00 PM: West Desert MAC Meeting at the Community Center
- c. 11/18/2023 (Saturday) at 10:00 AM: Community Action Committee at the Cabazon Library
- d. 11/20/2023 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting
- e. 11/21/2023 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting
- f. 11/21/2023 (Tuesday) at 6:00 PM: Regular Board Meeting
- g. 01/24/2024 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting
- h. TBD: Personnel Committee Meeting

ADJOURNMENT

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Cabazon Water District

Balance Sheet

As of September 30, 2023

	<u>2023</u>
1 ASSETS	
2 Current Assets	
3 Checking/Savings	\$ 533,953
4 Investments - LAIF & CLASS	840,252
5 Total Cash & Investments	<u>1,374,205</u>
6 Accounts Receivable	549,472
7 Bank of New York Trustee Accounts	78,533
8 Inventory	109,238
9 Total Current Assets	<u>2,111,449</u>
10 Fixed Assets	
11 Total Fixed Assets	15,556,108
12 Accumulated Depreciation	<u>(6,987,985)</u>
13 Net Fixed Assets	8,568,123
14 TOTAL ASSETS	<u>\$ 10,679,572</u>
15 LIABILITIES & FUND BALANCE	
16 Liabilities	
17 Current Liabilities	
18 Accounts Payable	\$ 99,289
19 Due to Other Gov't SGPWA	95,746
20 Customer Deposits	14,491
21 Current Portion DWR Loan	44,487
22 Current Portion 2022 Ford	13,358
23 Accrued Expenses	41,574
24 Total Current Liabilities	<u>308,944</u>
25 Long Term Liabilities	
26 DWR Loan Payable	154,724
27 Total Long Term Liabilities	<u>154,724</u>
28 TOTAL LIABILITIES	463,667
29 Total Fund Balance	10,215,904
30 TOTAL LIABILITIES & FUND BALANCE	<u>\$ 10,679,572</u>



Cabazon Water District
Budget to Actual
 For the Period Ended September 30, 2023

	A	B	C	D=B/C
	Sep-23	Current YTD	FY 23/24 Budget	YTD 25%
1 REVENUES				
2 OPERATING INCOME				
3 Base Rate - Water Bills	\$ 47,539	\$ 142,410	\$ 595,900	24%
4 Commodity Sales	93,727	292,832	993,900	29%
5 Fire Sales - Water Bills	274	821	4,900	17%
6 Fees & Charges	7,449	17,651	58,600	30%
7 Basic Facilities Fee	-	13,384	9,300	144%
8 Stand By Fees - Tax Revenue	-	-	123,600	0%
9 TOTAL OPERATING INCOME	148,988	467,098	1,786,200	26%
10 NON-OPERATING INCOME				
11 Property Taxes	-	23	102,000	0%
12 Cell Tower Lease Income	5,559	11,118	33,400	33%
13 Miscellaneous Non-Operating Income	10,129	10,499	-	N/A
14 Interest Income	4,813	10,094	35,700	28%
15 TOTAL NON-OPERATING INCOME	20,501	31,734	171,100	19%
16 TOTAL REVENUES	169,489	498,832	1,957,300	25%
17 EXPENSES				
18 PAYROLL				
19 Directors Fees	1,100	4,600	20,000	23%
20 Management & Customer Service	20,351	70,675	277,300	25%
21 Field Workers	17,177	61,147	230,100	27%
22 Employee Benefits Expense	14,290	48,858	184,900	26%
23 Payroll Taxes	2,895	10,266	41,100	25%
24 TOTAL PAYROLL	55,813	195,546	753,400	26%
25 OPERATIONAL EXPENSES				
26 Facilities, Wells, Transmission & Distribution (T&D)				
27 Lab Fees	214	1,764	12,000	15%
28 Meter Testing & Repair	-	-	2,500	0%
29 Utilities - Wells	8,215	24,687	170,000	15%
30 Line R&M Materials	2,049	2,652	65,000	4%
31 Well Maintenance	1,431	2,745	42,000	7%
32 Security	6,261	10,201	25,900	39%
33 Engineering Services -	2,985	8,622	40,000	22%
34 Facilities, Wells, T&D - Other	122	1,533	24,000	6%
35 Total Facilities, Wells, T&D	21,278	52,206	381,400	14%
36 Office Expenses				
37 Utilities - Office	3,301	10,455	35,100	30%
38 Water Billing System	2	2,288	2,800	82%
39 Supplies & Equipment	455	827	11,100	7%
40 Copier & Supplies	330	1,234	5,600	22%
41 Dues & Subscriptions	15	1,250	2,400	52%
42 Postage	733	1,721	10,600	16%
43 Printing & Publications	-	184	500	37%
44 Computer Services	2,728	8,182	34,300	24%
45 Air Conditioning Servicing	485	1,455	5,800	25%
46 Office Expenses - Other	106	256	900	28%

*No assurance provided on these financial statements. These financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.



Cabazon Water District
Budget to Actual
 For the Period Ended September 30, 2023

	A	B	C	D=B/C
	Sep-23	Current YTD	FY 23/24 Budget	YTD 25%
47 Total Office Expenses	\$ 8,154	\$ 27,852	\$ 109,100	26%
48 Support Services				
49 Financial Audit	3,002	8,412	15,600	54%
50 Accounting	4,003	11,703	46,200	25%
51 Legal Services	1,878	2,002	20,000	10%
52 Payroll/Bank Service Charge	448	1,614	5,800	28%
53 Website Support	75	225	1,000	23%
54 Insurance	-	31,792	42,400	75%
55 Total Support Services	9,406	55,747	131,000	43%
56 Training/Travel	70	1,658	5,000	33%
57 Other Fees/State Water Resource Control Board	933	1,531	10,400	15%
58 Service Tools & Equipment				
59 Shop Supplies and Small Tools	422	5,326	17,000	31%
60 Vehicle Fuel	1,318	2,348	9,400	25%
61 Employee Uniforms	-	-	1,950	0%
62 Safety	-	267	2,000	13%
63 Tractor Expenses/ Maintenance	-	36	4,200	1%
64 Equipment Rental	-	-	3,000	0%
65 Service Trucks - Repair & Maintenance	1,841	3,154	11,900	27%
66 Water Operations On-Call Phones	349	1,048	4,700	22%
67 Total Service Tools & Equipment	4,933	12,179	54,150	22%
68 NON-OPERATING EXPENSES				
69 Loan Interest & Processing Fee	362	875	12,900	7%
70 Bad Debt Expense	-	-	1,400	N/A
71 Miscellaneous	-	-	1,500	N/A
72 Grant Application Share of Cost	12,115	12,115	-	0%
73 TOTAL NON-OPERATING EXPENSES	12,477	12,990	15,800	82%
74 TOTAL EXPENSES	112,061	359,709	1,460,250	25%
75 INCOME BEFORE CAPITAL	57,428	139,123	497,050	28%
76 Capital Projects - Reserve Funded	-	(148,487)	(272,400)	55%
77 Debt Service - Principal	(1,118)	(3,563)	(65,500)	5%
78 RCEDA Loan - Dissolved	-	300,000	-	0%
79 NET INCOME / (LOSS)	\$ 56,310	\$ 287,073	\$ 159,150	



Cabazon Water District
Capital Detail
 For the Period Ended September 30, 2023

	A	B	C	D=B/C
	Sep-23	Current YTD	FY 23/24 Budget	YTD 25%
1 CAPITAL PROJECTS				
2 RESERVE FUNDED				
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	-	-	(70,000)	0%
8 New Truck	-	-	(10,000)	0%
9 Utility Billing	-	-	(10,000)	0%
10 Well #1 Emergency Repair	-	(143,601)	-	0%
11 TOTAL RESERVE FUNDED PROJECTS	-	(148,487)	(272,400)	55%
12 GRANT/DEBT FUNDED				
13 Department of Water Resources (DWR)				
14 Isolation Valves	-	-	(72,378)	0%
15 Grant Funding - DWR	-	-	72,378	0%
16 State Water Resource Control Board (SWRCB)				
17 Groundwater Well Improvements	(866)	(1,657)	(482,095)	0%
18 Grant Funding - SWRCB	-	-	482,095	0%
19 American Rescue Plan Act (ARPA)				
20 Broadway & Main St. Gate Valve	-	-	(15,064)	0%
21 T2, T3, & T4 Recoating*	(51,508)	(245,621)	(473,521)	52%
22 Grant Funding - ARPA*	-	-	488,585	0%
23 Well 4				
24 Well 4 Repairs	-	-	(165,000)	0%
25 Debt Funding	-	-	165,000	0%
26 NET GRANT/DEBT FUNDED PROJECTS	(52,373)	(247,278)	-	0%
27 TOTAL NET COST OF CAPITAL PROJECTS	\$ (52,373)	\$ (395,765)	\$ (272,400)	

Total Project Activity Summary

	Expenses	Funding Received	Total Receivable
Isolation Valves Project			
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	\$ -
Groundwater Well Improvement Project			
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	(1,657)	-	-
Total	\$ (63,867)	\$ 62,210	\$ 1,657
ARPA Funded Projects			
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	(245,621)	-	245,621
Total	\$ (516,624)	\$ 271,003	\$ 245,621



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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, September 19, 2023 – 5:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Director Terry Tincher – 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 \$2,215,437 at month end. The District's total liabilities were approximately \$1,607,682 at month end.

A reimbursement for over \$750,000 from the Isolation Valve project was received at the end of the month, and the District had not yet paid back the SGPWA in the same amount for the GAP Funding. For this reason, the District's balance and liabilities was higher than usual at month end.

Profit and Loss: - Year to date (YTD) is 17% 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.

16. Total Revenues: YTD is at 17%.

31. Well Maintenance: This account includes repairs, maintenance, and chemical expenses relating to the District wells.

43. Printing & Publications: This account includes printing and publication costs for any District notices or reports. YTD is over budget at 37% due to the timing of stand-by charges meeting notices for FY 24.

49. Financial Audit: This account includes the costs for the annual financial audit. YTD is trending over budget at 35% due to the timing of progress billing of the FY 23 audit.

56. Training/Travel: This account includes staff/board training expenses and any related travel costs. YTD is trending over budget at 32% due to a WaterWisePro water treatment class in July and Tri-State seminar in August.

59. Shop Supplies & Small Tools: This account includes various shop supply and small tool purchases. YTD is trending over budget at 29% due to a \$2.9k purchase for a Northstar Skid Sprayer.

73. Total Expenses: YTD is at 17%.

74. Income Before Capital & GSA: YTD is at 16%.

As of August 31st, the fiscal year-to-date net loss is \$69,257.

Capital Detail:

5. Meter Replacement: This account is for the Water Meter Replacement Program. YTD is trending over budget at 21% due to the timing of expenses.

6. Main Replacements Fire Hydrant & Air Vac: This account is for main replacements fire hydrant and air vac. The total project cost was estimated at \$145K for FY 24.

10. Well #1 Emergency Repair: This account is for the Well #1 emergency repairs not anticipated in the budget. The funds that were reserved for Main Replacements was used for this repair, since a grant is expected to cover a section of mainline replacement this year.

21. T2, T3, & T4 Recoating: Includes Tank Recoating for T1, T2 & T4, anticipated to be 100% grant funded.

22. Grant Funding-ARPA: Includes grant funding received from Riverside County infrastructure Improvement projects.

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ADJOURNMENT

Meeting adjourned at 5:15 PM on Tuesday, September 19, 2023 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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Meeting Date:

Tuesday, September 19, 2023 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Taffy Brock - Present
Director Terry Tincher - Present
Director Diana Morris - Present
Director Alan Davis - Present
Director Sarah Wargo - Present
Michael Pollack, General Manager - Present
Evelyn Aguilar, Board Secretary - Present
Roger Crawford, Legal Representative - 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 August 15, 2023
- b. Regular Board Meeting Minutes and Warrants of August 15, 2023
- c. Special Board Meeting Minutes of August 21, 2023

Motion to approve following consent calendar items (a.) Finance and Audit Committee Meeting Minutes and Warrants of August 15, 2023, (b.) Regular Board Meeting Minutes and Warrants of August 15, 2023, and (c.) Special Board Meeting Minutes of August 21, 2023 made by Director Tincher and 2nd by Director Davis

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

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

UPDATES

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

- Enersponse has a program that provides rebates for using less electricity during specific events between 4-9 PM. This item was discussed more thoroughly later in the meeting.
- Insurance claims adjusters are in the process of issuing checks for the stolen/damaged tools and trucks.
- Well #4 is in the process of being restored.
- The reservoir recoating is complete. Logos will be added to reservoirs #1 and #4.
- Esperanza Waterline Improvement is a grant-funded project that is still in the approval process.
- Someone broke into the back parking lot and drilled a hole in the Ford F-250 gas tank.
- New security features were installed in the back parking lot.

NEW BUSINESS

- 1. Discussion/Action: Report of the Audited Financial Statements for FY 2022/2023 as presented by C.J. Brown & Company**

- Jonathan Abadesco of C.J. Brown & Company presented the FY 22/23 audit, and addressed some significant changes from the previous year. Some of these change included an increase in revenue due to increased water sales, property taxes, and investment earnings, a decrease in operating expenses due to less general & administrative expenses, an increase in capital contributions due to some large projects that the District completed during the year, and an increase in liabilities due to money owed to SGPWA for the GAP Funding.

OLD BUSINESS

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

- There were no SGPWA representatives present.

*At this point, the agenda was rearranged to move public comments and closed session to the end of the meeting, after all of the open session items were addressed. It was also mentioned that the previously requested agenda item: "Community Involvement" was inadvertently not placed on the agenda.

Motion to add the missed agenda item: "Community Involvement" to the agenda made by Director Tincher and 2nd by Director Davis

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

NEW BUSINESS (continued)

2. Discussion/Action: Enersponse Demand Response Program

- GM Pollack informed the Board that Enersponse has a demand response program that would provide rebates to the District for using less electricity when an "event" is called during grid instability. Participation is optional.

Motion to approve enrolling in the Enersponse Demand Response program made by Director Morris and 2nd by Director Tincher

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

3. Discussion/Action: Authorization to Transfer \$165,000 for RCAC Loan to CA CLASS Account Upon Receipt of Funds

- GM Pollack explained that the RCAC loan of \$165,000 is for the restoration of Well #4. This loan is in the final stages of being set up.

Motion to approve the transfer of \$165,000 from the RCAC loan to the CA CLASS account upon receipt of funds, until the funds are needed for Well #4 made by Director Davis and 2nd by Director Tincher

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

4. Discussion/Action: FY 23/24 Budget Amendment – Increase "T2, T3, & T4 Recoating" from \$13,348 to \$473,521

- This amendment is to correct an oversight that was made when the budget was approved.

Motion to amend the FY 23/24 Budget by increasing “T2, T3, & T4 Recoating” from \$13,348 to \$473,521 made by Director Tincher and 2nd by Director Morris

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

5. Discussion/Action: Community Involvement

- The Board discussed how the District could be more involved in community events. “Trunk or Treat” was brought up, but all of the Directors said they are not active enough on social media to increase community participation. GM Pollack said he would talk to the community center to find out what upcoming events they are having, and if/how the District can participate.
- Director Davis asked if this item could be a recurring agenda item.

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- Melissa Carlin introduced herself as the new Director, beginning in December.
- A short break was taken at 6:40 PM, then the Board entered closed session.

CLOSED SESSION at 6:45 PM

- 1. Discussion/Action Public Employee Performance Evaluation (Government Code section 54957): (General Manager)**
- 2. Discussion/Action: Conference with Labor Negotiator – Unrepresented Employee (Government Code section 54957.6) Position: General Manager, Agency Designated Representative: Roger Crawford**

OPEN SESSION at 7:25 PM

NEW BUSINESS (continued)

- 1. Discussion/Action: Approval of Amendment to General Manager Employment Agreement**
 - Director Wargo shared that the Board discussed an Amendment to the GM’s Employment Agreement, which would increase his salary and retirement benefits, retroactive to September 1.

Motion to approve the First Amendment to the General Manager Employment Agreement made by Director Tincher and 2nd by Director Morris

**Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye**

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.**

➤ **Community Involvement will be a recurring agenda item.**

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 would update the Board on the Reservoir logos at the next 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)

➤ **The Board thanked GM Pollack for his job performance.**

MISCELLANEOUS

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

- a. **09/27/2023 (Wednesday) at 5:00 PM: San Gorgonio Pass Regional Water Alliance Committee Meeting**
- b. **10/02/2023 (Monday) at 1:30 PM: San Gorgonio Pass Water Agency Meeting**
- c. **10/16/2023 (Monday) at 6:00 PM: San Gorgonio Pass Water Agency Meeting**
- d. **10/17/2023 (Tuesday) at 5:00 PM: Finance & Audit Committee Meeting**
- e. **10/17/2023 (Tuesday) at 6:00 PM: Regular Board Meeting**
- f. **11/09/2023 (Thursday) at 6:00 PM: West Desert Municipal Advisory Committee (MAC) Meeting**
- g. **11/18/2023 (Saturday) at 10:00 AM: Community Action Committee at the Cabazon Library**

h. TBD: Personnel Committee Meeting

ADJOURNMENT

Motion to adjourn at 7:30 PM made by Director Tincher and 2nd by Director Morris

Director Brock - Aye
Director Tincher - Aye
Director Morris - Aye
Director Davis - Aye
Director Wargo - Aye

Meeting adjourned at 7:30 PM on Tuesday, September 19, 2023

**Sarah Wargo, Board Chair
Board of Directors
Cabazon Water District**

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

ADA Compliance Issues

In compliance with the Americans with Disabilities Act & Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Clerk of the Board at (951) 849-4442. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide access.



Cabazon Water District

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

October 17, 2023

CWD Board Meeting

Operations Update

- Met with Lance Eckhart, General Manager of the San Geronio Pass Water Agency, and Dustin Hardwick, Deputy Director of Cal Rural Water Agency, regarding the planning stages for Grant Funded main replacements in the Jensen Area. Currently there is 21,000 of aging distribution mains. The plan is prepare for 2 separate grants, replacing 10,500ft in Phase 1, and the remaining 10,500 ft. in phase 2, estimated @ \$5 million for each phase. The staff is focusing on providing supporting documentation, such as interruptions in service due to repairs. I will be meeting with the Cal Rural Engineer in December for a Preliminary Engineering Report, which is required to secure the Grant Funding.
- Bay City Electric Generator Maintenance Contract renewal was approved on October 11, 2023 (Currently \$2535). Power Plus has provided a service contract quote for \$ 3889
- Well 4 Rehab is 90% complete. The Motor and discharge head install remain, followed by initial startup.
- The Grant Funded Reservoir Corrosion Project has been completed. Tank 1, &4 logos have been installed.
- Esperanza St. Waterline Improvement, Phase 1 is a Prop 1 Grant Funded Project currently in the approval process in the amount \$343,700.





New Business

1. Discussion/Action Item:

[TAB 2]

Recommendation of Acceptance of Contract Work for
Reservoirs No. 2, 3, & 4 Corrosion Repair/Prevention
Project performed by J. Colon Coatings, Inc.

Attachments:

1. Recommendation memo from Krieger & Stewart

M E M O R A N D U M

TO: MICHAEL POLLACK, GENERAL MANAGER
CABAZON WATER DISTRICT **FILE:** 683-11.23.6 C

FROM: TRAVIS R. ROMEYN *TRR*
KRIEGER & STEWART, INCORPORATED **DATE:** 10/10/2023

SUBJECT: RESERVOIRS NO. 2, 3, & 4 CORROSION REPAIR/PREVENTION PROJECT
RECOMMENDATION OF ACCEPTANCE OF CONTRACT WORK

All work performed by J. Colon Coatings, Inc. is essentially complete and the reservoirs put back into service by the Contract Completion Date. The adjusted Contract Amount and Contract Completion Dates for same are set forth as follows:

	Amount
Original Contract	\$464,604.00
Contract Change Orders	(\$49,628.00)
Adjusted Contract	\$414,976.00

Contract Completion Dates	
Original	Adjusted
October 9, 2023	November 27, 2023

Since the Contract Work has been performed in accordance with the Contract Documents, we recommend the District accept said work in the amount of \$414,976.00. Subsequent to Board acceptance, a Notice of Completion will be filed and thereafter, following the lien period, the District will make final payment (i.e. release retained amount).

If you have any questions, or require additional information, please call.

TRR/lge
683-11P23-RECACCEPT

cc: Evelyn Aguilar, Cabazon Water District