



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

REGULAR BOARD MEETING

MINUTES

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

Meeting Date:
Tuesday, January 21, 2020 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Martin Sanderson - Present
Director Diana Morris - Present
Director Sarah Wargo - Present
Director Maxine Israel - Present
Director Robert Lynk - Present

Calvin Louie, General Manager - Present
Elizabeth Lemus, Board Secretary - Present
Cindy Byerrum, Financial Consultant - Present
Steve Anderson, Best Best & Krieger Law Firm - 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 approved by the committee on December 17, 2019
- b. Regular Board Meeting Minutes and Warrants of December 17, 2019

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of (a) December 17, 2019, and (b.) Regular Board Meeting Minutes of December 17, 2019, made by Director Israel and 2nd by Director Wargo.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

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

UPDATES

1. Update: **San Gorgonio Pass Regional Water Alliance Update
(by Director Israel / Director Morris)**

Meeting was rescheduled to tomorrow, January 22; nothing to report.

2. Update: **Manager's Operations Report
(by GM Louie)**

Main/Pecan St. property: chain link fence installed; utilities to follow.

Preliminary interviews conducted today regarding vacant Field Crew Worker Position.

Dept. of Defense (DoD) awarded CWD a plaque to recognize us as a Patriotic Employer.

CLOSED SESSION @ 1813 hr.

- (1) CONFERENCE WITH LEGAL COUNSEL– Anticipated Litigation under Gov't Code, section 54956.9(d) (1 case)

OPEN SESSION @ 1838 hr.

Nothing to report

OLD BUSINESS

1. Discussion/Action: User Fee Study (District incident fees and charges, etc.): Adoption of suggested fee adjustments as presented per NBS study.

Motion to approve the User Fee Study suggested fee adjustments as presented by NBS made by Director Israel and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

*Note: a short break was taken from 1912 hr. to 1921 hr.

2. Discussion/Action: Fire Suppression System Installation and Meter Charges (by Director Lynk)

*Note: this item was temporarily tabled to discuss after New Business Item #4: NBS Monthly Water Meter Rate Study Quote.

3. Discussion/Action: Well & Tank #1 ongoing rehab; revised quote from Legend Pump & Well, and update on Rubicon Applied Divers regarding Tank #1. (by GM Louie)

Because the high expense associated with the Tank and Well repairs/rehabilitation, the Board requested that at least one other quote be obtained for the same work so that a comparison could be performed.

Motion to table any decision on the Well and Tank #1 quote provided by Legend Pump and Well until at least a second quote can be obtained made by Director _____ and 2nd by Director _____.

*Note: There was no roll call vote made, but it was the consensus of the Board to table this item. No objections to this were voiced by either Board or Public.

NEW BUSINESS

1. Discussion/Action: Customer Concern: Gabriel Otero, Esperanza Ave, Acct. No. 051863JN.

Mr. Otero did not contact the District as to his absence; the Board decided to table this item to provide him the opportunity to appear. The District Secretary informed the Board that if he did not show an interest in appearing (although he would be contacted and given the opportunity), he would be removed from the February Agenda.

Motion to table any decision regarding Mr. Otero's customer concern made by Director _____ and 2nd by Director _____.

***Note:** There was no roll call vote made, but it was the consensus of the Board to table this item. No objections to this were voiced by either Board or Public.

2. Discussion/Action: Adoption of Ordinance 23 – Amendment of District Rules and Regulations (Ordinance 22) regarding Articles 10 and 11 relating to SB 998. (by AGM Lemus)

Motion to approve the adoption of Ordinance 23: Amendment of District Rules and Regulations (Ordinance 22) regarding Articles 10 and 11 relating to SB 998 made by Director Sanderson and 2nd by Director Wargo.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

3. Discussion/Action: CUSI Interactive Voice Recognition (IVR) Interface Contract (to electronically contact customers regarding pending service terminations due to non-payment). (by AGM Lemus)

The Board had several questions about this, and decided that it should be tabled until additional information could be obtained. Two of the questions asked were whether this could be blocked by customers (thinking this was just another scam or robo-caller), and whether the IVR would track calls made.

Motion to table any action regarding CUSI Interactive Voice Recognition (IVR) Interface Contract made by Director _____ and 2nd by Director _____.

***Note:** There was no roll call vote made, but it was the consensus of the Board to table this item. No objections to this were voiced by either Board or Public.

4. Discussion/Action: NBS Monthly Water Meter Rate Study Quote – to re-evaluation current monthly water meter charges and usage rates.

The Board expressed interest in the possibility of lowering monthly meter charges and raising water usage charges. It was understood that the District's budget and financial standing would play a large part in what could be done responsibly.

Motion to approve the NBS Monthly Water Meter Rate Study Quote: to re-evaluate current monthly water meter charges and usage rates made by Director Israel and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

OLD BUSINESS (revisited):

2. Discussion/Action: Fire Suppression System Installation and Meter Charges (by Director Lynk)

*Note: this item was temporarily tabled to discuss after New Business Item #4: NBS Monthly Water Meter Rate Study Quote.

It was the consensus of the Board to have NBS look into this during the monthly water meter rate study; to include this as part of the study.

*Note: There was no roll call vote made, but it was the consensus of the Board to table this item. No objections to this were voiced by either Board or Public.

NEW BUSINESS (revisited):

5. Discussion/Action: Resolution 01-2020: Add/Remove Check Signers from District bank accounts.

This is to add Director Morris to the District accounts (to be authorized to sign checks), and to remove former Director Alan Davis.

Motion to approve Resolution 01-2020: Add/Remove Check Signers from District bank accounts made by Director Israel and 2nd by Director Sanderson.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

6. Discussion/Action: District Credit Card Limit Increase Request; from \$100 up to \$500 (for small office/business expenses). (by GM Louie)

The District currently has an office credit card with a limit of \$100 for small purchases for instances where the District does not have an account (i.e. parcel information, small miscellaneous items, etc.). The GM requested that the limit be raised to \$500.

Motion to approve a credit limit increase from \$100 to \$500 for the District Credit Card made by Director Sanderson and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

7. **Discussion/Action:** AB54 & AB240 Online Board Training Workshop through RCAC (Feb. 6, 10 am online course, and May 7, 10 am online course available; 2-hour course).

This is a free online course that was recommended to the Board. No motions were required, but any interested Directors were to contact the Board Secretary to arrange to take this class at the District Office.

PUBLIC COMMENTS

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

GENERAL MANAGER/BOARD COMMENTS

1. Future Agenda Items

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

- Suggested agenda items from the Public.
- Suggested agenda items from Management.
- Suggested agenda items from Board Members.

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

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

- a. Finance & Audit Workshop – Tuesday – February 18, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – February 18, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting – Wednesday –

ADJOURNMENT

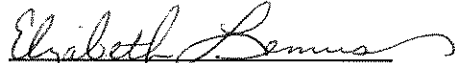
Motion to adjourn at 20:26 hr. made by Director Sanderson and 2nd by Director Morris.

Director Sanderson - Aye
Director Morris - Aye
Director Wargo - Aye
Director Israel - Aye
Director Lynk - Aye

Meeting adjourned at 20:26 hr. on Tuesday, January 21, 2020



Robert Lynk, Board Chair
Board of Directors
Cabazon Water District



Elizabeth Lemus, 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.