



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

**REGULAR BOARD MEETING  
MINUTES**

**Meeting Location:**

**Teleconference:**

Dial-in #: 978-990-5321

Access Code: 117188

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

**Meeting Date:**

Tuesday, August 18, 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 - Absent**

**Steve Anderson, Best Best & Krieger Law Firm - Absent**

**Joseph Ortiz, Best Best & Krieger Law Firm - Absent**

**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 July 21, 2020
- b. Regular Board Meeting Minutes and Warrants of July 21, 2020
- c. Special Board Meeting Minutes and Warrants of August 5, 2020

**Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes/Warrants of July 21, 2020, (b.) Regular Board Meeting Minutes/ Warrants of July 21, 2020, and (c.) Special Board Meeting Minutes/ Warrants of August 5, 2020 made by Director Sanderson and 2<sup>nd</sup> by Director Morris**

**Director Sanderson - Aye  
Director Morris - Aye  
Director Wargo - Aye  
Director Israel - Abstain  
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)**
  - Nothing to report. Meetings have not yet resumed due to the pandemic.
  
- 2. Update: Manager's Operations Report  
(by GM Louie)**
  - Carmen Ave – attempted water theft
  - Increase in homeless/squatters in Cabazon, along with an increase of water theft occurrences
  - McDonald's fire hydrant was leaking. CWD repaired hydrant.
  - Director Lynk and Wargo to meet with GM Louie on 8/20/20 at 3:00 pm to discuss the new concrete dinosaur statue that was donated by Kerri Mariner.
  - Ford Fiesta currently in the shop; it had squeaky brakes from accumulated dirt/dust, and additionally needed an oil change.
  - Edison PSPS Events – No PSPS events have occurred in Cabazon recently, but the General Manager stayed in town overnight from August 4-5, 2020 to ensure the ongoing Apple Fire did not affect the CWD water system. Thankfully it did not.
  - COVID-19 Update: District office lobby is still closed to the public, although phone calls and drop box payments will still be taken.

**CLOSED SESSION –**

- (1) CONFERENCE WITH LEGAL COUNSEL – General Manager’s Personnel Evaluation / Annual Performance Review.

**\*NOTE: Closed Session was tabled due to a scheduling conflict with legal.**

**OPEN SESSION**

Report to the public of action taken by the Board, if any.

**\*NOTE: Closed Session was tabled due to a scheduling conflict with legal.**

**NEW BUSINESS**

1. Discussion/Action: Future/Potential Connection Reimbursement Agreement for 10 years in regards to a customer paying to extend a water main to her property, which would in turn benefit other parcel holders.
- Contract drafted by legal. Customer (Mifflerton Real Estate) wants to pay upfront to have a water main line extended to reach her property, which would in turn benefit parcels between the current existing line and her property. This is a contract to provide her a partial reimbursement should any connections occur within 10 years of her extending the line. See contract for specifics.
  - It was explained that the District’s engineering firm was currently working on some of the financial specifics in the contract, but the contract in general needed board approval before the District could move forward with it.

Motion to approve the contract/contract language for the Connection Reimbursement Agreement for 10 years in regards to Mifflerton Real Estate paying to extend a water main to her property, which would in turn benefit other parcel holders made by Director Israel and 2<sup>nd</sup> by Director Morris.

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

**OLD BUSINESS**

1. Discussion/Action: District Office A/C System Repair – Approval to fund the repair of the District’s current A/C system, which may or may not have a positive/negative/neutral impact on the District’s current FY budget. (By GM Louie)
- Staff report

- The District made multiple attempts to contact multiple A/C companies for competitive bids. There was a company that was retiring (no longer accepting work), another that went out of business, many (about 6 or 7) that were unresponsive, and one (Beach N Air) that inspected our system and informed District staff that it would not be cost effective to change out the entire A/C system, and that it would be more prudent to find a company that can upgrade the software system (since that was all that was wrong with the District's A/C system). Ontario Refrigeration has been the only A/C contractor that has provided a bid to do this.
- Ontario Refrigeration's bid for the upgrade was listed at approximately \$21,800. It should also be noted that the District's office a/c has not been working correctly since August 13, 2020 (it has become very hot in the office during working hours).

**Motion to approve Ontario Refrigeration's Proposal 012320139A to install a new Johnson Controls FX80 Supervisory Controller in regards to the District's A/C system made by Director Wargo and 2<sup>nd</sup> by Director Morris.**

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

**2. Discussion/Action: Recruitment & Employment – approval to fill current vacancy (which may or may not have a positive/negative/neutral impact on the District's current FY budget). (by GM Louie)**

- Staff report
- The Board expressed the importance of filling the third field crew position vacancy as soon as possible, but stated that they did not want the District to advertise in the Press Enterprise or Desert Sun papers due to the expense and the decline of newspaper subscriptions, and instead offered the alternative of suggesting the District post the job advertisements on free sites like indeed.com and linkedin.com.

**Motion to approve continuing efforts and funding to fill the current field vacancy, with the exception that the District will post job vacancy notices on free sites like indeed.com and linkedin.com instead of via the Press Enterprise (at cost) and Desert Sun (at cost) made by Director Israel and 2<sup>nd</sup> by Director Morris.**

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

**3. Discussion/Action: Well No. 1 Rehabilitation and Re-equipping Project – Approval to continue to fund this project (which may or may not have a positive/negative/neutral impact on the District's current FY budget). (By GM Louie)**

- Staff report
- The General Manager requested that the Board provide direction regarding whether they wanted to continue the search for bids for this project since all bids were rejected during the last regular board meeting.

**Motion to approve continuing this project and requesting a bid reissuance made by Director Morris and 2<sup>nd</sup> by Director Wargo.**

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

**4. Discussion/Action: Main St. & Pecan Ave. District Yard – Approval to continue to fund this project which may or may not have a positive/negative/neutral impact on the District's current FY budget. (By GM Louie**

- Staff report
- The General Manager requested that the board provide direction regarding whether they wanted to continue with this project since there may be unforeseen costs that arise. The current budget listed \$20,000 for this project, but the General Manager felt that there may be an additional \$5,000 required for project completion. The Board decided to approve a budget total of \$25,000 for this CIP project.

**Motion to approve continuation of the Main St/Pecan St property CIP improvements, and to increase the Profit and Loss Budget Line Item 100: Main St. Improvements from \$20,000 to \$25,000 made by Director Sanderson and 2<sup>nd</sup> by Director Morris.**

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

#### **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 – September 15, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – September 15, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting – Wednesday –


**ADJOURNMENT**

Motion to adjourn at 19:06 hr. made by Director Morris and 2<sup>nd</sup> by Director Wargo.

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

Meeting adjourned at 19:06 hr. on Tuesday, August 18, 2020

  
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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

  
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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.*

