



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, December 17, 2019 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Martin Sanderson - Present
Director Maxine Israel - Present
Director Sarah Wargo - Present
Director Diana Morris - 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 - Absent
Joseph Ortiz, Best Best & Krieger Law Firm - Absent

Note: This meeting was recorded by the District -

NEW BUSINESS

1. Discussion/Action: Reorganization of the CWD Board of Directors (Board Chair, Vice Chair, Ad Hoc Committees, etc.)

- Board Chair (1 member)
- Vice Chair (1 member)

- **Finance and Audit Committee (Ad Hoc), (2 members):** Meet roughly twice a month, review District payables, sign checks, review proposed fiscal year budgets to report to the Board, review Capital Improvement Projects (CIP) to report to the Board, other financial issues to report to the Board.
- **Personnel Committee (Ad Hoc), (2 members):** Meet with GM annually to render a recommendation on the GM's annual performance evaluation, meet regarding any District employee(s) petitioning the Board to appeal a disciplinary action, meet regarding all/any disciplinary issues involving the GM or Board Secretary.
- **Community Water System Alliance Committee (CWSA), (Ad Hoc), (2 members):** At least one member of the CWSA Ad Hoc Committee to attend CWSA meetings, special events, and trips approved by the Board. Will report and distribute information to the Board during the monthly Board Meetings.
- **San Gorgonio Pass Regional Water Alliance Committee (SGPRWA), (Ad Hoc), (2 members):** At least one member of the SGPRWA Ad Hoc Committee to attend SGPRWA meetings, special events, and trips approved by the Board. Will report and distribute information to the Board during the monthly Board Meetings.
- **Special Projects/SoCal Edison Public Safety Power Shut-off (PSPS) Review Committee, (Ad Hoc), (2 members):** Both members to meet with the GM, AGM, general counsel, and other experts or consultants regarding special projects/PSPS event matters. Will report and distribute information to the Board during the monthly Board Meetings.

Motion to appoint Director Robert Lynk as the Board Chair made by Director Morris and 2nd by Director Israel.

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

After some discussion, Director Lynk, acting as Board Chair, appointed the following Directors to the following positions; no objections were made by the Board or public:

Board Vice Chair: Director Maxine Israel
Finance and Audit Committee (Ad Hoc): Directors Martin Sanderson and Sarah Wargo
Personnel Committee (Ad Hoc): Directors Sarah Wargo and Robert Lynk
Community Water System Alliance Committee (CWSA) (Ad Hoc): Directors Maxine Israel and Diana Morris
San Gorgonio Pass Regional Water Alliance Committee (SGPRWA) (Ad Hoc): Directors Maxine Israel and Diana Morris

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 November 19, 2019
- b. Regular Board Meeting Minutes and Warrants of November 19, 2019

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of (a) November 19, 2019, and (b.) Regular Board Meeting Minutes of November 19, 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)

Jan. 22, 2020: Next SGPRWA meeting. Rates discussed during last meeting.

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

- 50010 Main St. – fence currently being installed.
- Weekend Emergency call for a customer on Mission St.
- SoCal Edison PSPS Events; a meeting will be scheduled with Edison in the near future to discuss options to counter effects of planned outages
- CWSA meeting on Nov. 22, 2019 a success.

OLD BUSINESS

1. Discussion/Action: User Fee Study (District incident fees and charges, etc.): Presentation and adoption of suggested fee adjustments. (by NBS)

It was explained that the recommended cost recovery rate be 100% for each fee, with the exception of those limited due to SB998 regulations.

These fees are typically customer specific; they do not generally affect every single customer simultaneously (as the monthly water meter and usage charges do), but they affect the customers that request certain services or are subject to water service termination, etc. Examples of a few of these fees are Yellow Tags, Red Tags, Service Termination, Meter testing requests, etc. Also, if recovering 100% of these fees, the District is not making a profit, but is recovering the expense incurred while performing these services.

Motion to approve / _____ made by Director _____
and 2nd by Director _____.

Director Sanderson - _____ (yes / no / abstain)

Director Morris - _____ (yes / no / abstain)

Director Wargo - _____ (yes / no / abstain)

Director Israel - _____ (yes / no / abstain)

Director Lynk - _____ (yes / no / abstain)

*Note: No Action was taken, but it was the consensus of the Board to direct Management to contact legal regarding whether the District needs to post a public notice/hearing before this item could be approved. The only proposed changes to the report, as discussed by the Board, were the following:

- Appendix B of the NBS Report: Fee No. 5: Cabazon Water System Fee: After normal business hours call-out charge – The Board wanted a ceiling charge of \$300 per incident for after-hours emergency call-out fees.
- Appendix B of the NBS Report: Fee No. 15: Returned Check Fee – This fee will either remain at the \$30 charge per returned check, or will be reduced to \$25, depending on what legal advises.

This item is scheduled to be discussed/approved during the January 21, 2020 Board Meeting.

*Note: A break was taken at 19:34 hr., and the meeting was resumed at 19:36 hr.

2. Discussion/Action: Review and approval of the Fiscal Year (FY) 2018-2019 Audited Financial Statements (by Fedak and Brown)

Motion to accept Review and approval of the Fiscal Year (FY) 2018-2019 Audited Financial Statements (as presented by Fedak and Brown) 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: Fire Suppression System Installation and Meter Charges

"Note: Director Lynk recused himself from the Board and participated in the meeting as a public member.

Mr. Lynk expressed to the Board that he thought it was unfair for residential customers to pay such high monthly meter charges when their sole reason for needing a larger meter was for the home fire suppression system (fire sprinklers). He further expressed that he believed customers should pay for the required size meter when installing a new service (customers needing a 1" meter for fire services, etc. will pay for a 1" meter, etc.), but that after installation, customers that would typically use water that could be supplied from a smaller meter (a 5/8" meter, for example), would pay as if they had a 5/8" meter installed, etc.

A variance rate was discussed. Residential customers could have their account reviewed after a specific time period to see if they could continue on the variance rate (didn't abuse having a larger meter installed), etc.

The Board wanted legal to be consulted regarding the following items:

- For customers showing higher usage than typical for the size meter they are paying for, could they be back charged for water usage (this would be for meter usage abusers)?
- Could a variance charge be offered to customers that would normally be able to use a smaller meter, but require a larger meter solely for fire suppression services? As long as they show average/typical usage within that size meter?
- Could a specific time of review (annually?) be established, to ensure customers are not using more than typical for the size meter they are paying for?

Motion to approve / _____ made by Director _____
and 2nd by Director _____.

Director Sanderson - _____ (yes / no / abstain)

Director Morris - _____ (yes / no / abstain)

Director Wargo - _____ (yes / no / abstain)

Director Israel - _____ (yes / no / abstain)

Director Lynk - _____ (yes / no / abstain)

*Note: No formal action was taken by the Board regarding this item, but it was the consensus of the Board to have legal look into the items as listed above.

**4. Discussion: Sustainable Groundwater Management Act (SGMA) Update
(by GM Louie)**

Nothing new to report. The next scheduled meeting is for Jan. 9, 2020 at the San Geronio Pass Water Agency.

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 – January 21, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – January 21, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting – Wednesday –

ADJOURNMENT

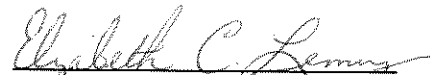
Motion to adjourn at 20:03 hr. made by Director Israel and 2nd by Director Morris.

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

Meeting adjourned at 20:03 hr. on Tuesday, December 17, 2019



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.