



**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:**  
January 16, 2018 – 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 Alan Davis - 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 - 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 of December 19, 2017
- b. Regular Board Meeting Minutes and warrants of December 19, 2017

**Motion to approve consent calendar item(s) a.) Finance and Audit Committee Meeting Minutes and warrants approved by the committee of December 19, 2017, and (b.) Regular Board Meeting Minutes and warrants of December 19, 2017, with the change of adding that Director Lynk arrived to the Regular Meeting at 18:07 hr., made by Director Sanderson and 2<sup>nd</sup> by Director Davis.**

Director Sanderson - Aye  
Director Israel - Aye  
Director Wargo - Aye  
Director Davis - 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)**
2. Update: **Manager's Operations Report  
(by General Manager Louie)**

- A leak occurred at the DeLuca property on Main Street. It was repaired with an 8" sleeve. The District plans on eventually abandoning the 8" line that runs under this property when funds are available.
- The Bonita PRV Vault needs repair, which will require gate valve installation/repair first.
- A District Field Employee recently put in their two weeks' notice, so efforts to recruit a replacement will be implemented in the near future.

\*Note: Because Legal was not present (due to an accident on the freeway), the Board slightly rearranged the agenda in order to buy legal more time to arrive. The following is documented in the order in which the meeting proceeded:

**NEW BUSINESS**

1. Discussion/Action: **Annual Audit Presentation for Fiscal Year 2016-2017  
(by Chris Brown, Fedak and Brown)**

**\*Note: Chris Brown was unable to attend this meeting due to a severe cold. While the District's Accountant, Cindy Byerrum, was able to provide a basic overview of the audited financial statements, the Board wished to**

table the matter until a representative from Fedak and Brown was able to appear.

Motion to table approval regarding the Annual Audit Presentation for Fiscal Year 2016-2017 until the next Board Meeting made by Director Lynk and 2<sup>nd</sup> by Director Wargo.

\*Note: No roll call vote was made, but there were no objections voiced by either Board or public to table this matter.

**OLD BUSINESS**

- 1. Discussion: Sustainable Ground Water Update  
(by General Manager Louie)
  
- 2. Discussion/Action: Review and adoption of the Cabazon Water Capacity Charge Model and Fees relating to new services  
(by Greg Henry, NBS)

Mr. Henry provided a powerpoint presentation, and explained that this study relates to the 1. Basic Facility Charges, and 2. Distribution System Charges. In regards to the third component, Service Connection Charges, these charges (Service Connection) would be considered as unrestricted funds, and could be changed as needed (due to increase/decreases of meter purchases, labor, etc.). The first two component relate to system "buy-in", while the third component is strictly new service materials and installation labor.

Motion to adopt the Cabazon Water District Capacity Charge Model and Fees relating to new services (specifically, adoption of the new charges and fees as presented for Basic Facility Charges and Distribution System Charges) made by Director Sanderson and 2<sup>nd</sup> by Director Wargo.

- Director Sanderson - Aye
- Director Israel - Aye
- Director Wargo - Aye
- Director Davis - 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 listed on the agenda under Closed Session; 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))

**CLOSED SESSION (at 18:04 hr.)**

- (1) CONFERENCE WITH LEGAL COUNSEL – General Manager’s Personnel Evaluation

OPEN SESSION (at 20:00 hr.)

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

No action to report.

NEW BUSINESS

2. Discussion/Action: Brown Act AB 1234 and Sexual Harassment Training to be held annually, or as required by law (by Lynk and Israel)

\*Note: The Board expressed that they would like contact to be made to other neighboring agencies to see if they would like to participate in training as it is held each year.

Motion to have management schedule an annual Brown Act AB 1234 and Sexual Harassment Training for Directors and Employees (as needed or required) made by Director Israel and 2<sup>nd</sup> by Director Davis.

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

3. Discussion/Action: Transfer of funds from District's General Account to the District's LAIF ("Savings") Account.

Note: The District's Business Manager recommended that \$150,000 be transferred from the District's General Account into the District's interest-bearing LAIF Account. The District's Accountant supported this recommendation.

Motion to approve a transfer of \$150,000 from the District's General Account to the District's LAIF (Local Agency Investment Fund) Account made by Director Israel and 2<sup>nd</sup> by Director Sanderson.

Director Sanderson - Aye  
Director Israel - Aye  
Director Wargo - Nay  
Director Davis - 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.

General Manager Loule suggested that the Board consider inviting local pastors/preachers (from any and all faiths) to offer a prayer at the opening of each Board Meeting. Director Lynk and Director Davis supported this.

- 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 20, 2018, 5:00 pm
- b. Regular Board Meeting – Tuesday – February 20, 2018, 6:00 pm
- c. Personnel Committee – None
- d. San Geronio Pass Regional Water Alliance – Alliance Meeting – January 24, 2018

### ADJOURNMENT

Motion to adjourn at 20:20 hr. made by Director Lynk and 2<sup>nd</sup> by Director Israel.

\*Note: No roll call vote was made to adjourn, but there were no objections voiced by either the Board or public.

Meeting adjourned at 20:20 hr. on Tuesday, January 16, 2018



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.*