



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:
March 20, 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 - Absent
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 – Louie at 1805 hr.

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 February 20, 2018
- b. Regular Board Meeting Minutes and warrants of February 20, 2018

Motion to approve FAC & Regular Board meeting minutes of February 20, 2018 made by Director Israel and 2nd 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)

Director Israel reported that the next SGPRWA is scheduled for March 28, 2018, at 1700 hr. in the large conference room at Banning City Hall.

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

- 1. Business Manager's report. GM read BM's notes.
- 2. I-10 By-pass comments - GM shared his comments submitted to TLMA.
- 3. PC 498 – Theft of Utilities (water) – 52199 Maxine Ave. on 03/13/18, at approximately 1145 hr. discovered by Wolny. RSD notified for a crime report. It is suspected that the same perpetrator Zamora at 52198 Date Ave. on 06/06/17. If so, this will be his third conviction. Sgt. Chico stated that Zamora last month pleaded guilty for auto theft. Zamora is currently on probation for the 06/06/17 PC 498 conviction.
- 4. The Cabazon Water Team is working vigorously to begin abandoning the 10" AC water pipeline that runs underneath the DeLuca property on Main Street. They are currently potholing and experimenting with a gate valve that is located just outside of the Well and Tank #1 (north of I-10 and east of the old Indian Casino). I am supporting them with by monitoring the water flow either personally or remotely (SCADA). The Line Stop and Trench Shoring contractors are ready to go.

OLD BUSINESS

- 1. Discussion: **Sustainable Ground Water Update**
(by General Manager Louie)

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1. Today (03/20/18) the GM attended a regional manager's meeting at SGPWA.
2. Jeff Davis, GM for the SGPWA stated he will be emailing proposed dates for a SGMA group meeting within the next two days.
3. Assembly Bill proposed and being supported by Paul Jones, GM for EMWD. The proposed bill would allow consolidation of smaller water districts or mutual water companies that were habitual violators of water quality health standards. However, it is a precursor of Big Brother taking over the little guys.
4. I met with Alan Christiansen of USGS. The SGMA grant money received for this regions group is to fund monitoring wells. The well trailings (excavated soil) will be stored at production well 1. It will benefit not only the region, but Cabazon; as the mud dries, it'll provide the District with level ground at that facility. There was a former community swimming pool at the District's well 1. It is currently filled with rock, sand, and dirt.
5. SGPWA Board of Director has formed a Water Conservation committee. They would like to publish quarterly ads in local newspapers promoting water conservation. Davis has requested contributions on messages from local water purveyors. Pipeline to Cabazon – original designed was 36" diameter pipe, Davis stated the Board has instructed him to resubmit a proposal for a 16" diameter pipeline. The current estimated cost for a 16" pipeline is \$250 per foot. Davis did make mention of their desire to have commitment to purchase SWP from local water purveyors.

NEW BUSINESS

1. **Discussion/Action: Ratification of Dollar General Dedication of Water Facilities to the District (by General Manager Louie)**

The Board to ratify this agreement executed by the GM on behalf of the District and SimonCRE. The fully executed agreement has been received and filed.

- Director Lynk inquired if SimonCRE were the same entity that owns and manages DHPO.
- The GM stated no it was not. SimonCRE and Simon Property Group are two different corporations.

Motion to approve Dollar General Dedication of Water Facilities to the District made by Director Israel and 2nd by Director Sanderson.

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

2. **Discussion/Action: Approval of a Record of Survey for 50100 Main Street and 14618 Broadway Street (by General Manager Louie)**

1. District engineering firm quoted a neighborhood figure of \$13,850.
2. Last record of survey was filed 1911 – 1912.
3. Avoid potential legal action regarding the removal of white plastic fence post and the 14 trees. It has been assumed these are on District property; however, funding to avoid litigation and being prepared for future development of this property is less than defending and paying a potential settlement.
4. The survey is not budgeted in the current budget.
5. The demolishing, hazmat removal, trees, and other related CIP cost will be budgeted into the new FY 2018-2019 budget.

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- Director Wargo inquired how many hours it takes to survey that particular property.
- GM answered the quote is per job and not by the hours. Whether it requires one (1) hour or one (1) week, the quote remains the same. The remainder of the cost are filing and recording fees paid to Riverside County.

Motion to approve the projected quote for the Record of Survey for 50100 Main Street and 14618 Broadway Street made by Director Sanderson and 2nd by Director Davis.

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

3. Discussion/Action: Staff report regarding a folding machine to pre-fold monthly water bills before mailing (in an effort to reduce expenses) (by Director Wargo and Director Israel)

1. In the February 2018 monthly water bill sorting, folding, inserting, and postage totaled \$597.89.
2. The breakdown based on 1,141 water bills and informative flyers are sent:

a. Folding @ 0.02 per piece	\$ 22.82
b. Inserting @ 0.03 per piece	\$ 34.23
c. Meter @ 0.015 per piece	\$ 17.12
d. Sort @ 0.001 per piece	<u>\$ 1.14</u>
<i>Sub-total</i>	<u>\$ 75.31</u>
e. Postage @ 0.0458 per piece	<u>\$522.58</u>
Total	\$597.89

3. The folding machine runs \$250 to \$1500, this cost does not include maintenance, cleaning (static eliminator and rubber roll cleaners), staff time, and other unforeseen down time. Management would recommend two (2) folding machines be purchased in the event one goes down as it is critical the water district not only reads the water meter as prescribed by State law and water codes, but have a reliable method of delivery of the water bills.
4. The District's current sorting and mailing vendor have a one day turn around, and has been very reliable.
5. Director Wargo requested that this item be tabled for the April Board Meeting, in order to provide time for her to review invoices. Director Lynk supported her request, and the rest of the Board followed suit (it was a consensus of the Board to table this item).

Tabled to April 17, 2018 Regular Board Meeting

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

Director Sanderson - _____ (yes / no / abstain)
 Director Israel - _____ (yes / no / abstain)
 Director Wargo - _____ (yes / no / abstain)
 Director Davis - _____ (yes / no / abstain)

Director Lynk - _____ (yes / no / abstain)

6. Discussion/Action: Staff report regarding waiving interest and penalty charges for customers on a payment arrangement plan due to substantial leaks on their side of the meter.
(by Director Lynk and Director Israel)
- Director Lynk clarified his posture on this matter. He apologized for the miscommunication. Lynk stated he was desirous of eliminating penalties and interest if someone petitioned the Board to forgive their large water bill due to a leak on their side of the water meter.

He continued to explain that it was not his intent to waive all penalties and interest, just for those who suffered a leak and did not catch it prior to running up their water bill or warned by the District's customer accounts department.
 - The GM advised he would re-draft a memorandum, review it with Director Lynk prior to having the legal department provide them with their legal opinion. The GM reminded the Board that all water customers are required to be treated the same and provided an example of giving Senior Citizen discounts on the water bill. The Board and management was reminded by the legal department that could be construed as age discrimination and file a complaint or take legal action against the District.

Tabled to April 17, 2018 Regular Board Meeting

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

Director Sanderson - _____ (yes / no / abstain)
Director Israel - _____ (yes / no / abstain)
Director Wargo - _____ (yes / no / abstain)
Director Davis - _____ (yes / no / abstain)
Director Lynk - _____ (yes / no / abstain)

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)

- Finance & Audit Workshop – Tuesday – April 17, 2018, 5:00 pm
- Regular Board Meeting – Tuesday – April 17, 2018, 6:00 pm
- Personnel Committee – None
- San Geronio Pass Regional Water Alliance – Alliance Meeting – March 28, 2018, 5:00 pm

ADJOURNMENT

Motion to adjourn at 18:53 hr. made by Director Lynk and 2nd by Director _____.


*Note: No second was made, but no objections by either Board or public were voiced to adjourn the meeting.

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

Meeting adjourned at 18:53 hr. on Tuesday, March 20, 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.