



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

FINANCE & AUDIT COMMITTEE MEETING

AGENDA

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

Teleconference:
Dial-in #: 978-990-5321
Access Code: 117188

Meeting Date:
Tuesday, May 19, 2020 – 5:00 PM

- CALL TO ORDER,
- PLEDGE OF ALLEGIANCE,
- ROLL CALL
- FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report
 - Balance Sheet
 - Profit and Loss Budget Comparison
2. Finance & Audit Committee District Payables Review and Approval/Signing

PUBLIC COMMENT

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District; 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))**

ADJOURNMENT

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 accessibility at the meeting.



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

REGULAR BOARD MEETING

AGENDA

Meeting Location:

Teleconference:

Dial-in #: 978-990-5321

Access Code: 117188

Email: info@cabazonwater.org

Meeting Date:

Tuesday, May 19, 2020 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

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 April 21, 2020
 - b. Regular Board Meeting Minutes and Warrants of April 21, 2020
- 2. **Warrants – None**
- 3. **Awards of Contracts – None**

UPDATES

- 1. **Update:** San Gorgonio Pass Regional Water Alliance Update
(by Director Israel / Director Morris)
- 2. **Update:** Manager's Operations Report
(by GM Louie)

NEW BUSINESS

- 1. Discussion/Action: Customer Concern: Hugo Vasquez, Manzanillo St.
- 2. Discussion/Action: United Rentals Quote for a portable generator (as a power backup source for wells during planned or unplanned power outages). Quote # 181089988.
- 3. Discussion/Action: Tess Electric Quote: Proposed Installation of electrical lines at 50100 Main St. for future District yard accommodations (Main/Pecan St. Yard).
- 4. Discussion/Action: Connex Purchase Quote for 50100 Main St., in addition to transporting one existing District connex from old 50256 Main St yard to new 50100 Main St yard.
- 5. Discussion/Action: District Ford Fiesta vehicle use for meter reading and other similar District functions. (Director Wargo and Lynk)
- 6. Discussion/Action: District cell phone issuance for Board Directors.

OLD BUSINESS

- 1. Discussion/Action: CUSI Interactive Voice Recognition (IVR) Interface Contract (to electronically contact customers regarding pending service terminations due to non-payment). (by AGM Lemus)
- 2. Discussion/Action: District Office A/C System Repair – Quote #012320139A from Ontario Refrigeration: Install new Johnson Controls FX80 Supervisory Controller (current system is Schneider Electric) (by GM Louie)

PUBLIC COMMENTS

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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 – June 16, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – June 16, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Geronio Pass Regional Water Alliance – Alliance Meeting – Wednesday –

ADJOURNMENT

ADA Compliance Issues

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Cabazon Water District
14618 Broadway Street • P.O. Box 297
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FINANCE & AUDIT COMMITTEE MEETING

MINUTES

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

Teleconference:
Dial-in #: 978-990-5321
Access Code: 117188

Meeting Date:
Tuesday, April 21, 2020 – 5:00 PM

CALL TO ORDER, @ 5:20 pm
PLEDGE OF ALLEGIANCE,
ROLL CALL

Director Wargo - Present
Director Sanderson - Absent

Calvin Louie (General Manager) - Present
Elizabeth Lemus, Board Secretary - Present
Cindy Byerrum, Financial Consultant - Absent

*Note: This meeting was recorded by the District -

FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report
 - Balance Sheet
 - Profit and Loss Budget Comparison

Balance Sheet:

The District's combined Cash with Chase and LAIF balance was \$1,002,762 at month end.
The District's total liabilities were approximately \$1,028,626 at month end.

Profit and Loss:

- 3. Base Rate: This is the flat, fixed monthly charge to all residents for water service. YTD is trending at 75%.
- 4. Commodity Sales: This is the variable income from charges linked to the consumption of water. YTD is trending on target at 74%.
- 5. DHPO Contract: This is the amount of the variable charge to the Desert Hills Premium Outlets (DHPO), which is segregated until their contract expires in December 2022. YTD is trending at 59% due to lower water consumption by DHPO.
- 35. Employee Health Care: YTD is over budget due to higher monthly premiums than anticipated in the budget.
- 47. Well Maintenance: Includes costs for well maintenance as well as chemical purchases for wells. YTD is over budget due to invoices from Applied Diving for Tank 1 diving inspection & cleaning (\$57.8K) & invoice from Legend Pump & Well Services relating to Well 1 Rehab (\$29.1K).
- 50. Engineering Services: YTD is over budget due several invoices from Krieger & Stewart in September including \$11.4K relating to Standby Fees & multiple invoices relating to Well 1 rehab.
- 61. Supplies & Equipment: Includes supply & equipment purchases for the District office. YTD is trending at 87% due to the purchase of two computers & multiple Windows upgrades for district computers for \$5K.
- 75. Legal Services: YTD is at 90% due to increased legal work related to the following items: Illegal water hookups, Inquiries regarding charitable donation opportunities, Fireflow/fire sprinklers, and a damaged hydrant.
- 82. Other Fees/SWRCB: YTD is over budget due payment of a blanket encroachment permit (\$2K) not anticipated in budget.
- 84. Shop Supplies & Small Tools: YTD is trending at 91% due to purchase of backflow adapters & hydrant meter stand for \$1.9K in March.
- 94. Grant & Loan Processing Fee: Loan fee from BNY. YTD is at 95% due to timing of loan fee payment.
- 96. DHPO Interest Expense: YTD is at 99% due to timing of interest payments.

As of March 31st, the fiscal year-to-date net income is \$101,944.

2. Finance & Audit Committee District Payables Review and Approval/Signing

PUBLIC COMMENT

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ADJOURNMENT

Motion to adjourn at 17:36 hr. made by Director Wargo and 2nd by Director _____.

Director Wargo - Aye
Director Sanderson – Absent (phone difficulties)

Meeting adjourned at 17:36 hr. on Tuesday, April 21, 2020

Robert Lynk, Board Chair
Board of Directors
Cabazon Water District

Elizabeth Lemus, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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**REGULAR BOARD MEETING
MINUTES**

Meeting Location:

Teleconference:

Dial-in #: 978-990-5321

Access Code: 117188

Email: info@cabazonwater.org

Meeting Date:

Tuesday, April 21, 2020 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Martin Sanderson – Became Present during Managers’ Report (phone difficulties prevented being present during Roll Call)

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 - Present

Joseph Ortiz, Best Best & Krieger Law Firm - Absent

Note: This meeting was recorded by the District -

CONSENT CALENDAR

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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 February 18, 2020

*Note: there was a minor typo on the adjournment section; it listed Director Israel as one of the adjourning directors, when it should've been Director Sanderson (not Director Israel, since she was neither present nor one of the FAC Directors).

- b. Regular Board Meeting Minutes and Warrants of February 18, 2020
- c. Special Meeting Minutes and Warrants of April 6, 2020

Motion to approve following consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes of February 18, 2020 (with minor change made, as mentioned above in the Note), (b.) Regular Board Meeting Minutes of February 18, 2020, and (c.) Special Board Meeting Minutes of April 6, 2020, made by Director Israel and 2nd by Director Morris.

Director Sanderson - Absent
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)**

No updates; meetings temporarily suspended during the COVID-19 pandemic.

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

- 50100 Main St. Property – currently working with Greg Beebe, a licensed electrician through Sulzer, to install electrical at this property for the District's future storage site.
- Also requested a quote from Beebe regarding installing a 600A manual transfer switch for Well 1 and Well 5, in preparation for a portable generator (in response to SoCal Edison's PSPS events).
- Lastly, this same contractor has provided a quote to upgrade the electrical at Well 1.
- Recruitment for a third field employee has temporarily been placed on hold due to the COVID-19 pandemic.

- COVID-19 (Corona Virus): the District has taken some preliminary actions on the prevention of the spread of COVID-19, including temporarily closing the transaction lobby/window. Customer payments may still be made via dropbox, mail, or online for the time being, and staff is still available to answer incoming phone calls and customer inquiries.
- iPhone/smartphone issuance – Board members to contact the Board Secretary to select a smartphone for use during the COVID-19 pandemic.

CLOSED SESSION: @17:56 hr.

- (1) CONFERENCE WITH LEGAL COUNSEL– Anticipated Litigation under Gov't Code, section 54956.9(d) (2 cases)

OPEN SESSION: @18:30 hr.

No action taken, nothing to report.

NEW BUSINESS

- 1. Discussion/Action: **Customer Concern: Krystle Brown, Maxine Ave.**

Customer requesting assistance or forgiveness of high water bill caused by a massive leak (which was promptly repaired). Rents property from her father.

Director Lynk explained to the customer that typically it is the property owner that is responsible for large infrastructure repairs, but that the District is limited in what it can do to assist her in her situation. He further explained that the District could not forgive her bill, but she could talk to the District's Customer Service Representative and make a payment arrangement. It was also noted that her payment arrangement should not exceed 12 months.

No motion or roll call vote was made, but all parties involved agreed to move on. There were no objections voiced by either Board or Public.

- 2. Discussion/Action: **Customer Concern: Paul Oshideri, Broadway Ave.**

Customer requesting refund/forgiveness for approx. \$4k account balance due to high water usage.

The Board listened to Mr. Oshideri's situation, and informed him that it was his responsibility as the property owner to ensure that bills were paid, and that a copy of the bill was sent to him/his property management company so that he would be aware of the property account balance/water usage on a monthly basis. It was also brought up that he could review his account balance/water usage anytime on www.cabazonwater.org. Mr. Oshideri was not happy with the Board's decision, became upset, and made a potential threat to Director Sanderson in particular.

Motion to deny Mr. Oshideri's request for a refund or adjustment to his Broadway Acct. made by Director Sanderson and 2nd by Director Morris.

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

3. Discussion/Action: Customer Concern: Sandra Lima, Hattie Ave.

Ms. Lima expressed that she had a vacant property that she wished to develop, and that she did not have all of the money upfront to pay for a 3/4" meter. She wanted to put down an initial deposit and make monthly payments until the meter was paid off.

The Board instructed the G.M. to ask legal to draft a contract agreement for Ms. Lima to follow, in which she would make an initial deposit payment, and thenceforth pay about \$600 per month towards the remaining balance of the meter until the meter was paid off. It was noted that the payment plan should not exceed one year, and that the \$600 per month would not include any water usage charges.

No roll call vote was cast, but it was the consensus of the Board to allow Ms. Lima a payment plan, as described above. No objections were voiced by either Board or Public.

4. Discussion/Action: Approval of Resolution 05-2020: Designation of Applicant's Agent Resolution for Non-State Agencies

Motion to approve Resolution 05-2020: Designation of Applicant's Agent Resolution for Non-State Agencies, with the CWD General Manager, Calvin Louie, and the Assistant General Manager, Ellie Lemus listed as the primary and secondary signing agents, with the 3-year blanket approval, made by Director Israel and 2nd by Director Sanderson.

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

5. Discussion/Action: SCADA Software Upgrade, Byrd Industrial Electronics Quote #5099: Upgrade of the Wonderware InTouch Software and WIN-911 Alarm Notification for the HMI Work Station. (by GM Louie)

Motion to approve the SCADA Software Upgrade Quote #5099 from Byrd Industrial Electronics: upgrade of Wonderware InTouch Software and WIN-911 Alarm Notification for the HMI Work Station made by Director Sanderson and 2nd by Director Morris.

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

OLD BUSINESS

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

No action was made, but it was the understanding that Director Wargo and Director Morris would collaborate together and compile a list of questions for the Board Secretary to ask CUSI. This item will be brought up at during a later Board Meeting once additional information has been obtained.

- 2. Discussion/Action: District Office A/C System Repair – Quote #012320139A from Ontario Refrigeration: Install new Johnson Controls FX80 Supervisory Controller (current system is Schneider Electric) (by GM Louie)

No action was made, but it was the understanding of the Board that this item would be tabled, since Director Lynk believed that he may know where a second quote could be obtained for the same services. The Board appreciated this idea of obtaining a second quote.

PUBLIC COMMENTS

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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.
 Director Wargo and Director Lynk: Why isn't District Ford Fiesta being used to read monthly water meters? Requested this be placed on the next agenda for discussion.

2. Management Comments

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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 – May 19, 2020, 5:00 pm
- b. Regular Board Meeting – Tuesday – May 19, 2020, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting – Wednesday –

ADJOURNMENT

Motion to adjourn at 20:19 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 20:19 hr. on Tuesday, April 21, 2020

Robert Lynk, Board Chair
 Board of Directors
 Cabazon Water District

Elizabeth Lemus, Secretary
 Board of Directors
 Cabazon Water District

ADA Compliance Issues

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Cabazon Water District
Balance Sheet
April 30, 2020

		April 30, 2020
1	ASSETS	
2	Current Assets	
3	Checking/Savings	
4	General Bank Account-Chase	\$ 190,850
5	Payroll Bank Account-Chase	89,344
6	Trust Account-Chase (Cust. Deposits)	14,456
7	Local Petty Cash	100
8	Total Checking/Savings	294,750
9	Accounts Receivable	193,228
10	LAIF	712,123
11	Bank of NY Trustee Accounts	52,812
12	Prepaid Expenses	28,109.12
13	Inventory	104,142
14	Total Current Assets	1,399,657
15	Fixed Assets	
16	Construction in Process	
17	CIP Cabazon Outlets Expansion	9,692
18	CIP Super Map	27,679
19	CIP 50100 Main St. Property	115,053
20	Total Construction in Process	152,424
21	Tools and Equipment	123,319
22	Source of Supply	1,552,226
23	Transmission & Distribution	10,316,395
24	Buildings & Structures	12,281
25	Water Treatment	8,800
26	Office Furniture and Equipment	71,808
27	Intangible Plant	11,032
28	Vehicles	114,728
29	Land	689,548
30	Accumulated Depreciation	(5,672,996)
31	Total Fixed Assets	7,379,565
32	TOTAL ASSETS	\$ 8,779,222
33	LIABILITIES & EQUITY	
34	Liabilities	
35	Current Liabilities	
36	Accounts Payable	\$ 13,879
37	Other Current Liabilities	
38	Customer Deposits - Co 1	5,450
39	Customer Deposits - Co 2	4,386
40	Total Customer Deposits	9,836
41	Accrued Vacation Pay	13,352
42	DWR-HS Payable - Current	39,550
43	Current Portion Zion's Bank Ln	80,847
44	Accrued Payroll	7,450

Cabazon Water District
Balance Sheet
April 30, 2020

		<u>April 30, 2020</u>
45	Accrued Payroll Taxes	554
46	Accrued Interest	4,449
47	Accrued Expenses	12,604
48	Employee Deductions	300
49	Total Other Current Liabilities	<u>168,943</u>
50	Total Current Liabilities	182,822
51	Long Term Liabilities	
52	DWR-H Loan Payable (Payoff '26)	278,950
53	Zion's Bank Long Term (2023)	254,898
54	RCEDA Loan Payable	300,000
55	Total Long Term Liabilities	<u>833,848</u>
56	Total Liabilities	1,016,671
57	Total Equity	7,762,551
58	TOTAL LIABILITIES & EQUITY	<u><u>\$ 8,779,222</u></u>

Cabazon Water District
Profit & Loss
 April 2020

	April 2020	Current YTD	FY 19/20 Budget	YTD (83%)
1 REVENUES				
2 OPERATING INCOME				
3 Base Rate - Water Bills	\$ 76,650	\$ 740,317	\$ 889,300	83%
4 Commodity Sales	18,411	256,433	320,600	80%
5 DHPO Contract	8,652	134,498	211,700	64%
6 Fire Sales - Water Bills	461	4,477	3,900	115%
7 Penalty Fees - Water Bills	172	40,499	44,900	90%
8 New Account Fees - Water Bills	40	1,365	1,800	76%
9 Incident Fee - Water Bills	-	405	-	0%
10 Returned Check Fees	60	1,057	400	264%
11 Basic Facilities Fee	13,577	49,651	18,900	263%
12 Stand By Fees - Tax Revenue	-	75,521	113,600	66%
13 TOTAL OPERATING INCOME	118,024	1,304,224	1,605,100	81%
14 NON-OPERATING INCOME				
15 Property Taxes	3,328	50,925	60,900	84%
16 Cell Tower Lease Income	-	18,785	25,100	75%
17 Misc. Non-Operating Income	-	6,323	-	0%
18 Interest Income	3,582	16,999	19,300	88%
19 TOTAL NON-OPERATING INCOME	6,909	93,032	105,300	88%
20 TOTAL REVENUES	124,933	1,397,255	1,710,400	82%
21 EXPENSES				
22 PAYROLL				
23 Directors Fees	1,700	11,000	20,000	55%
24 Management & Customer Service				
25 Customer Accounts	3,774	44,855	52,100	86%
26 Customer Accounts - Vacation Cash-Outs	-	2,468	-	0%
27 Business Admin Manager	5,669	62,548	74,700	84%
28 General Manager	6,862	81,904	95,600	86%
29 General Manager - Vacation Cash-Outs	-	8,578	-	0%
30 Total Management & Customer Service	16,306	200,352	222,400	90%
31 Field Workers	9,670	127,184	168,300	76%
32 Field Workers - Vacation Cash-Outs	-	4,255	-	0%
33 Employee Benefits Expense				
34 Workers Comp.	(493)	4,476	6,200	72%
35 Employee Health Care	8,377	76,607	67,000	114%
36 Pension	10,950	67,228	78,300	86%
37 Total Employee Benefits Expense	18,834	148,310	151,500	98%
38 Payroll Taxes	2,121	27,846	33,200	84%
39 TOTAL PAYROLL	48,630	518,947	595,400	87%

Cabazon Water District
Profit & Loss
 April 2020

	April 2020	Current YTD	FY 19/20 Budget	YTD (83%)
40 OPERATIONAL EXPENSES				
41 Facilities, Wells, T&D				
42 Lab Fees	235	2,719	8,700	31%
43 Meters	1,947	4,347	4,700	92%
44 Utilities - Wells	6,124	68,877	124,000	56%
45 Line R&M Contractor	-	-	12,500	0%
46 Line R&M Materials	5,141	26,530	60,000	44%
47 Well Maintenance	-	97,649	37,000	264%
48 Security	2,058	16,655	24,800	67%
49 Grant Writing Services	-	-	10,000	0%
50 Engineering Services	3,642	50,765	46,500	109%
51 Facilities, Wells, T&D - Other	55	6,844	12,400	55%
52 Total Facilities, Wells, T&D	19,215	278,039	340,600	82%
53 Utilities - Office				
54 Electricity	714	11,466	19,000	60%
55 Gas	88	712	1,000	71%
56 Telephone	825	8,325	9,800	85%
57 Trash Pickup & Office Cleaning	369	3,688	4,500	82%
58 Total Utilities - Office	1,996	24,190	34,300	71%
59 Office Expenses				
60 Water Billing System	177	1,773	2,100	84%
61 Supplies & Equipment	66	8,635	9,900	87%
62 Copier Lease & Printing Supplies	237	3,718	6,000	62%
63 Dues & Subscriptions	-	943	4,900	19%
64 Postage	1,253	7,151	7,900	91%
65 Printing & Publications	-	2,596	6,200	42%
66 Computer Services	2,655	28,706	36,800	78%
67 Office Storage	500	5,000	6,100	82%
68 Air Conditioning Servicing	418	4,180	4,900	85%
69 CA Water Systems Alliance	208	1,917	2,500	77%
70 Office Expenses - Other	214	1,043	2,900	36%
71 Total Office Expenses	5,728	65,662	90,200	73%
72 Support Services				
73 Temporary Labor	3,463	17,454	-	0%
74 Financial Audit	1,505	11,135	22,500	49%
75 Accounting	4,475	26,004	35,000	74%
76 Legal Services	-	46,785	52,000	90%
77 Bank Service Charges	54	587	700	84%
78 Payroll Service	310	3,771	4,700	80%
79 Website Support	150	825	900	92%
80 General Liability Insurance	2,075	19,733	23,400	84%
81 Total Support Services	12,031	126,294	139,200	91%

Cabazon Water District
Profit & Loss
 April 2020

			FY 19/20	
	April 2020	Current YTD	Budget	YTD (83%)
82	Training/Travel	140	12,538	26,400 47%
83	Other Fees/SWRCB	288	8,800	7,100 124%
84	Service Tools & Equipment			
85	Shop Supplies and Small Tools	304	8,251	8,700 95%
86	Vehicle Fuel	1,320	13,219	16,600 80%
87	Employee Uniforms	-	748	1,800 42%
88	Safety	-	157	500 31%
89	Tractor Expenses	2,862	3,040	7,500 41%
90	Equipment Rental	1,174	1,174	2,000 59%
91	Service Trucks - R&M	2,717	13,234	14,200 93%
92	Water Ops Phone & Internet	445	2,209	2,400 92%
93	Total Service Tools & Equipment	8,823	42,031	55,700 75%
94	NON-OPERATING EXPENSES			
95	Grant & Loan Processing Fee	-	1,325	1,400 95%
96	DWR Interest Expense	4,422	9,141	9,100 100%
97	DHPO Interest Expense	-	7,845	7,900 99%
98	Bad Debt Expense	-	-	1,200 0%
99	Miscellaneous	-	971	1,100 88%
100	TOTAL NON-OPERATING EXPENSES	4,422	19,281	20,700 93%
101	TOTAL EXPENSES	101,274	1,095,783	1,309,600 84%
102	TOTAL INCOME BEFORE CAPITAL & GSA	23,660	301,472	400,800 75%
103	DHPO Capacity Credit	(1,750)	(17,500)	(21,000) 83%
104	CAPITAL PROJECTS			
105	Main Street Improvements (Icehouse Imp.)	-	(24,165)	(30,000) 81%
106	Meter Replacements & Other Capital	-	(11,238)	(22,000) 51%
107	New Vehicle Purchase	-	-	(37,000) 0%
108	TOTAL CAPITAL PROJECTS	-	(35,403)	(89,000) 40%
109	DEBT - PRINCIPAL			
110	Debt Service Principal - DWR	(19,924)	(39,550)	(39,600) 100%
111	Debt Service Principal - DHPO (Zion)	-	(80,847)	(80,800) 100%
112	TOTAL DEBT - PRINCIPAL	(19,924)	(120,397)	(120,400) 100%
113	SGMA / GSA	(2,178)	(26,418)	(60,000) 44%
114	NET INCOME / (LOSS)	\$ (191)	\$ 101,753	\$ 110,400 92%

No assurance is provided on these financial statements.

The financial statements do not include a statement of cash flows.

Substantially all disclosures required by accounting principles generally accepted in the United States are not included.

New Business

Item #1 – Discussion/Action Item:

Customer Concern

Cabazon County Water District

Customer Transaction Summary

Customer Information

Account No: 3-14586HB
HUGO BRIZUELA
P O BOX
CABAZON, CA 92230-

Location Information

Location No: 3-526201008
MANZANILLO
CABAZON, CA 92230-

Date	Type	More Info	Reading	Usage	Prior Balance	Transaction Amount	Balance
01/22/2019	Payment	CHECK			82.51	-82.51	0.00
01/30/2019	Charge	01/10/2019	91200	1100	0.00	83.66	83.66
02/19/2019	Payment	CHECK			83.66	-83.66	0.00
02/28/2019	Charge	02/11/2019	91800	600	0.00	70.11	70.11
03/21/2019	Penalty				70.11	7.01	77.12
03/21/2019	Interest				77.12	1.05	78.17
03/27/2019	Charge	03/13/2019	92500	700	78.17	71.50	149.67
04/11/2019	Misc - TAG				149.67	10.00	159.67
04/15/2019	Payment	CHECK			159.67	-159.67	0.00
04/30/2019	Charge	04/10/2019	93400	900	0.00	77.58	77.58
05/13/2019	Payment	CHECK			77.58	-77.58	0.00
05/30/2019	Charge	05/13/2019	94900	1500	0.00	97.42	97.42
06/18/2019	Payment	CHECK			97.42	-97.42	0.00
06/27/2019	Charge	06/12/2019	96400	1500	0.00	97.42	97.42
07/22/2019	Payment	CHECK			97.42	-97.42	0.00
07/31/2019	Charge	07/11/2019	97900	1500	0.00	97.42	97.42
08/09/2019	Payment	CHECK			97.42	-97.42	0.00
08/09/2019	Charge	08/12/2019	99500	1600	0.00	102.06	102.06
09/23/2019	Payment	CHECK			102.06	-102.80	-0.74
09/30/2019	Charge	09/12/2019	101000	1500	-0.74	97.42	96.68
10/21/2019	Penalty				96.68	9.67	106.35
10/21/2019	Interest				106.35	1.45	107.80
10/23/2019	Payment	CHECK			107.80	-96.68	11.12
10/23/2019	Adjustment				11.12	-11.12	0.00
10/31/2019	Charge	10/14/2019	102700	1700	0.00	106.70	106.70
11/19/2019	Payment	CHECK			106.70	-106.70	0.00
11/27/2019	Charge	11/13/2019	106000	3300	0.00	180.94	180.94
12/23/2019	Payment	CHECK			180.94	-180.94	0.00
12/30/2019	Charge	12/12/2019	106800	800	0.00	74.54	74.54
01/13/2020	Payment	CHECK			74.54	-74.54	0.00
01/31/2020	Charge	01/13/2020	107900	1100	0.00	87.83	87.83
02/19/2020	Payment	CHECK			87.83	-87.83	0.00
02/27/2020	Charge	02/12/2020	109400	1500	0.00	102.27	102.27
03/23/2020	Penalty				102.27	10.23	112.50
03/23/2020	Interest				112.50	1.53	114.03
03/25/2020	Payment	CHECK			114.03	-102.27	11.76
03/31/2020	Charge	03/12/2020	110300	900	11.76	81.45	93.21
04/20/2020	Payment	CHECK			93.21	-81.45	11.76
04/29/2020	Charge	04/13/2020	111200	900	11.76	81.45	93.21

New Business

Item #2 – Discussion/Action Item:

United Rentals Quote for a portable generator



EQUIPMENT SALE QUOTE

181089988

BRANCH 554
16025 CATHEDRAL CANYON DR
CATHEDRAL CITY CA 92234-7262
760-328-6573
760-328-9724 FAX

Job Site

CABAZON COUNTY WATER
NEW EQ SALES QUOTE
x:NEW EQ SALES@QUOTE
CABAZON CA 92230
Office: 951-849-4442 Cell: 951-880-5257

Customer # : 286483
Quote Date : 04/21/20

UR Job Loc : CABAZON
UR Job # : 1
Customer Job ID:
P.O. # : QUOTE
Ordered By : DAVID WONLY
Written By : ALEXANDER MARTINEZ
Salesperson : ALEXANDER MARTINEZ

CABAZON COUNTY WATER DISTRICT
PO BOX 297
CABAZON CA 92230-0297

**This is not an invoice
Please do not pay from this document**

Qty	Equipment #	Price	Amount
1	2403351 CC: 240-3351 GENERATOR 400-499 KVA DCA400SSI4F3 Generator with 300 HP 350 gallon trailer and hitch included ****Super Silent *** ****More Options Available***	175565.85	175565.85
	DELIVERY CHARGE		800.00
			Sub-total: 176365.85
			Tax: 13668.35
			Total: 190034.20

Available late May for deliery***

TO SCHEDULE EQUIPMENT FOR PICKUP, CALL 800-UR-RENTS (800-877-3687)
WE ARE AVAILABLE 24/7 TO SUPPLY YOU WITH A CONFIRMATION #
IN ORDER TO CLOSE THIS CONTRACT

Note: This proposal may be withdrawn if not accepted within 30 days.

THIS IS NOT AN EQUIPMENT SALE AGREEMENT/INVOICE. THE SALE OF EQUIPMENT AND ANY OTHER ITEMS LISTED ABOVE IS SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S EQUIPMENT SALE AGREEMENT/INVOICE, WHICH MUST BE SIGNED PRIOR TO OR UPON DELIVERY OF THE EQUIPMENT AND OTHER ITEMS.



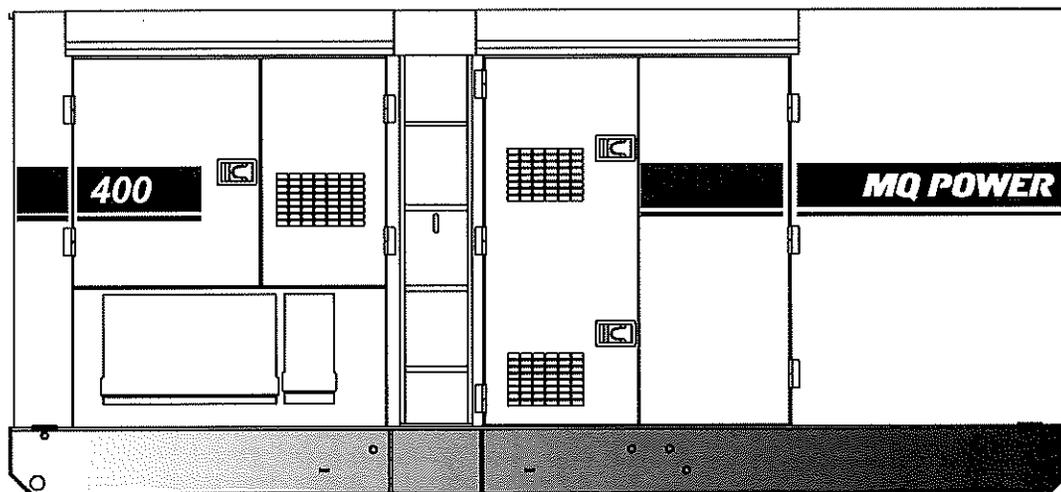
DCA400SSI4F3 Generator

WhisperWatt™

Prime Rating — 320 kW (400 kVA)

Standby Rating — 336 kW (420 kVA)

3-Phase, 60 Hertz, 0.8 PF



STANDARD FEATURES

- Heavy duty, 4-cycle, direct injection, turbocharged, charge air cooled diesel engine provides maximum reliability.
- EPA emissions certified — Tier 4 Final emissions compliant.
- Microprocessor engine control system maintains frequency to $\pm 0.25\%$.
- Full load acceptance of standby nameplate rating in a single step.
- Fuel/water separator removes condensation from fuel for extended engine life. Panel mounted alarm light included.
- Sound attenuated, weather resistant, steel housing provides operation at 69 dB(A) at 23 feet. Fully lockable enclosure allows safe unattended operation.
- E-coat with polyurethane enamel finish coat.
- Internal fuel tank with direct reading fuel gauges are standard.
- Brushless alternator reduces service and maintenance requirements and meets temperature rise standards for Class F insulation systems.
 - Open delta alternator design provides virtually unlimited excitation for maximum motor starting capability.
 - Automatic voltage regulator (AVR) provides precise regulation.
- Fully covered power panel. Three-phase terminals and single phase receptacles allow fast and convenient hookup for most applications including temporary power boxes, tools and lighting equipment. All are NEMA standard.
- ECU845 microprocessor-based digital generator controller.
 - Remote 2-wire start/stop control.
 - High visibility LCD display with heated screen and alphanumeric readout.
 - Operational temperature range of -40° to 85° C.
 - AC monitoring along with fuel and DEF level indicators.
- Digital engine gauges including oil pressure, water temperature, battery volts, engine speed, engine load, fuel level and DEF level.
- Analog generator instrumentation including AC ammeter, AC voltmeter, frequency meter, ammeter phase selector switch, voltmeter phase selector switch, and voltage regulator adjustment potentiometer.
- Automatic safety shutdown system monitors the water temperature, engine oil pressure, low coolant, low DEF, overspeed, and overcrank. Warning lights indicate abnormal conditions.
- Emergency stop switch — when manually activated, shuts down generator in the event of an emergency.



DCA400SSI4F3 Generator

SPECIFICATIONS

Generator Specifications	
Design	Revolving field, Self-ventilated Drip-proof, Single bearing
No. of Poles	4-pole
Excitation	Brushless with AVR
Standby Output	336 KW (420 kVA)
Prime Output	320 KW (400 kVA)
Generator RPM	1800
Voltage — 3Ø	208, 220, 240, 416, 440, 480V Reconnectable
Voltage — 1Ø	120, 127, 139, 240, 254, 277V Adjustable
Armature Connection	Star with neutral
Voltage Regulation (No load to full load)	±0.5%
Power Factor	0.8
Frequency	60 Hz
Winding Pitch	2/3
Frequency Regulation: No Load to Full Load	Isochronous under varying loads from no load to 100% rated load
Frequency Regulation: Steady State	±0.25% of mean value for constant loads from no load to full load.
Insulation	Class F
Sound Level dB(A) Full load at 23 feet	69

Engine Specifications	
Make / Model	Isuzu / BQ-6WG1X
Emissions	EPA Tier 4 Final Certified
Starting System	Electric
Design	4-cycle, water cooled, direct injection, turbocharged, charge air cooled, EGR, DOC, and SCR.
Displacement	15681 cc
No. cylinders	6
Bore x Stroke	147 x 154 mm
Gross Engine Power Output	512.3 hp (382 kWm)
BMEP	236 psi (1624 kPa)
Piston Speed	1819 ft/min (9.24 m/s)
Compression Ratio	16.5 : 1
Engine Speed	1800 rpm
Overspeed Limit	2070 rpm
Oil Capacity	15.1 gallons (57 liters)
Battery	12V 200Ah x 2 (24 V Systems)

Fuel System		
Recommended Fuel	ASTM-D975-No. 1 & No.2-D*	
Maximum Fuel Flow (per hour)	98.8 gallons (374 liters)	
Maximum Inlet Restriction (Hg)	8.86 in (225 mm)	
Fuel Tank Capacity	55.5 gallons (210 liters)	
Fuel Consumption	gph	lph
At full load	22.5	85.1
At 3/4 load	17.3	65.5
At 1/2 load	12.2	46.0
At 1/4 load	7.7	29.0
DEF Tank Capacity	14.8 gallons (56 liters)	

* - Use ultra-low sulfur diesel fuel.

Cooling System	
Fan Load	17.8 hp (13.3 kW)
Coolant Capacity (with radiator)	19.4 gallons (73.6 liters)
Coolant Flow Rate (per minute)	111 gallons (420 liters)
Heat Rejection to Coolant (per minute)	12,606 Btu (13.3 MJ)
Maximum Coolant Friction Head	20.3 psi (140 kPa)
Maximum Coolant Static Head	29.5 feet (9.0 meters)
Ambient Temperature Rating	104°F (40°C)

Air	
Combustion Air	872 cfm (24.7 m³/min)
Maximum Air Cleaner Restriction	25 in. H ₂ O (6.2 kPa)
Alternator Cooling Air	2790 cfm (79.0 m³/min)
Radiator Cooling Air	14129 cfm (400 m³/min)

Exhaust System	
Gas Flow (full load)	1635 cfm (46.3 m³/min)
Gas Temperature	968°F (520°C)
Maximum Back Pressure	180.7 in. H ₂ O (45 kPa)

Amperage	
Rated Voltage	Maximum Amps
1Ø 120 Volt	888.9 Amps (4 wire)
1Ø 240 Volt	444.4 Amps (4 wire)
3Ø 208 Volt	962.3 Amps
3Ø 240 Volt	962.3 Amps
3Ø 480 Volt	481.1 Amps
Main Line Circuit Breaker Rating	1000 Amps
Over Current Relay Trip Set Point	480 Amps

WARRANTY*

Isuzu Engine**

12 months from date of purchase with unlimited hours or 36 months from date of purchase with 3,000 hours (whichever comes first).

Generator

24 months from date of purchase or 2,000 hours (whichever occurs first).

Trailer

12 months excluding normal wear items.

*Refer to the express written, one-year limited warranty sheet for additional information.

**Refer to Isuzu Diesel Engine Limited Warranty for details.

NOTICE

Specifications sheet is subject to change and is not intended for use in installation design.



DCA400SSI4F3 Generator

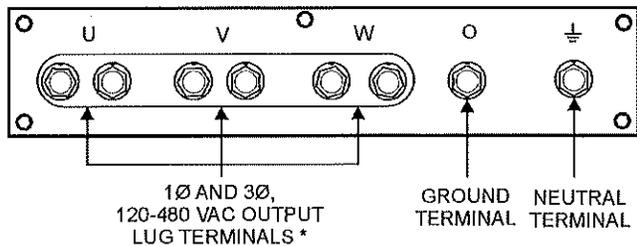
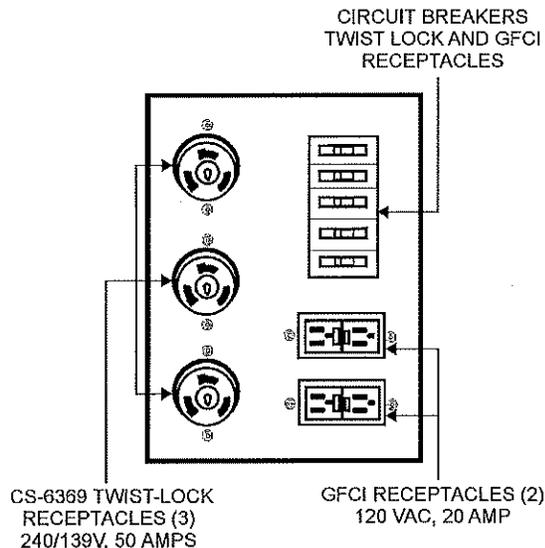
MQ POWER DECIBEL LEVELS

Our soundproof housing allows substantially lower operating noise levels than competitive designs. WhisperWatts are at home on construction sites, in residential neighborhoods, and at hospitals — just about anywhere.

- 90 — Subway / truck traffic
- 80 — Average city traffic
- 70 — Inside car at 60 mph
WhisperWatt at 23 feet
- 60 — Air conditioner at 20 feet
- 50 — Normal conversation



GENERATOR OUTPUT PANELS



OPTIONAL GENERATOR FEATURES

- **Parallel Controls** — provides the ability to connect multiple generators together into a single power generation system.
- **PowerBalance™** — designed to assist generators when operating under low temperature and/or low load conditions to insure peak performance.
- **Battery Charger** — provides fully automatic and self-adjusting charging to the generator's battery system.
- **Jacket Water Heater** — for easy starting in cold weather climates.
- **Trailer Mounted Package** — highway legal trailer with electronic or surge brakes with double or triple axle configuration. Extra capacity fuel tanks are also available.

OPTIONAL CONTROL FEATURES

- **Audible Alarm** — alerts operator of abnormal conditions.

OPTIONAL FUEL CELL FEATURES

- **Trailer Fuel Tank** — a second fuel cell located in the trailer allows for extended run time.
- **Sub-base Fuel Cells (double wall)** — additional fuel cell for extended runtime operation. Contains a leak sensor, low fuel level switch, and a secondary containment tank. UL142 listed.
- 12 hours of minimum run time.
- 24 hours of minimum run time.

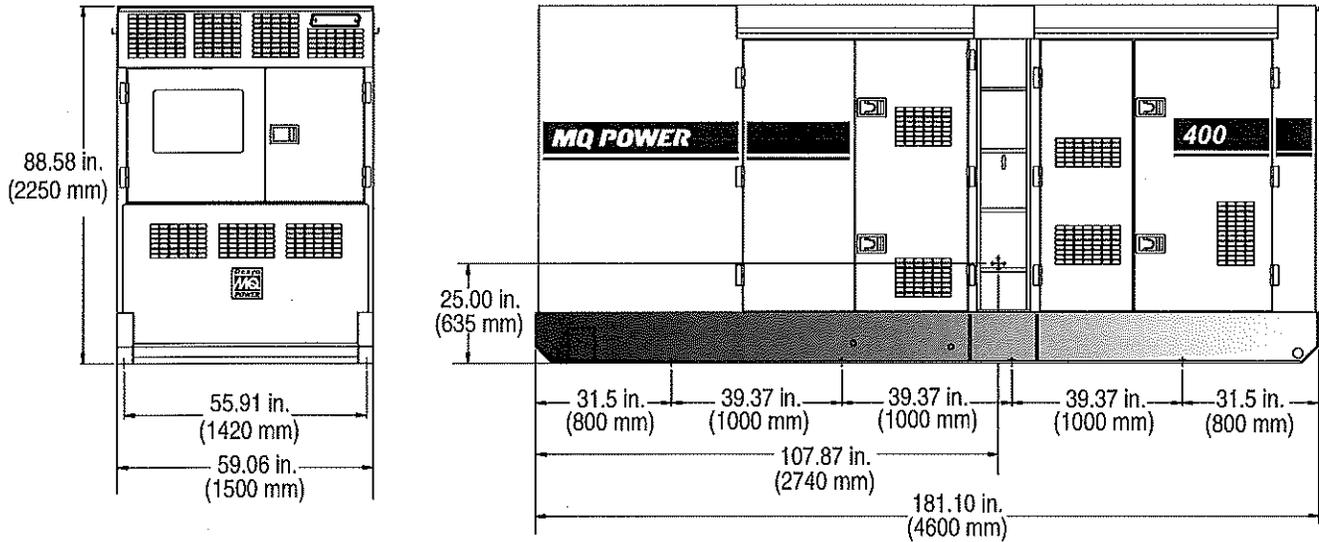
OPTIONAL OUTPUT CONNECTIONS

- **Cam-Lok Connectors** — provides quick disconnect alternative to bolt-on connectors.
- **Pin and Sleeve Connectors** — provides industry standard connectors for all voltage requirements.
- **Output Cable** — available in any custom length and size configuration.

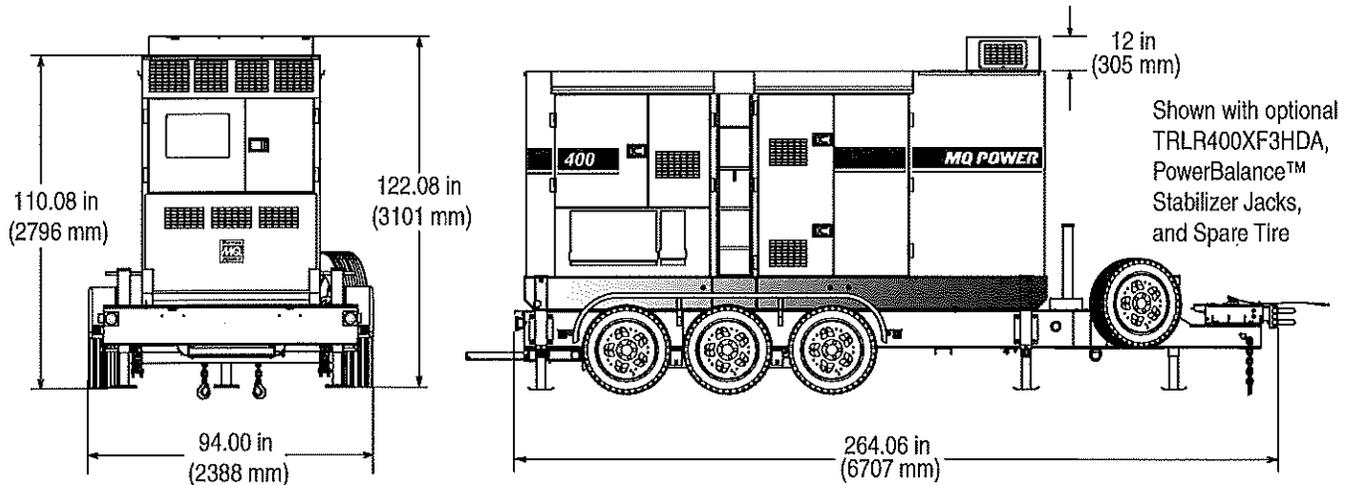


DCA400SSI4F3 Generator

SKID-MOUNT DIMENSIONS



TRAILER-MOUNT DIMENSIONS



DCA400SSI4F3 Weights*

Dry Weight	12,280 lbs. (5,570 kg)
Wet Weight	13,184 lbs. (5,980 kg)
Max. Lifting Point Capacity	18,000 lbs. (8,165 kg)

* Weights do not include options.

DCA400SSI4F3 and TRLR400XF3 Weights*

Dry Weight (with TRLR400XF3)	16,290 lbs. (7,389 kg)
Wet Weight (with TRLR400XF3)	17,194 lbs. (7,799 kg)

Generator can be placed on MQ Trailer Model TRLR400XF3 (HDA/EDA).

NOTICE

Features and Specifications are subject to change without notice.



MULTIQIP
POST OFFICE BOX 6254
CARSON, CA 90749
310-537-3700 • 800-883-2551
FAX: 310-604-3831
E-MAIL: sales@multiquip.com
WEBSITE: www.multiquip.com

New Business

Item #3 – Discussion/Action Item:

Tess Electric Quote – electrical at 50100 Main St.

Wednesday, April 22, 2020

TESS ELECTRIC

12944 Newhope Garden Grove Ca 92840
Cell- (951) 201-7822
LC# 1057586

To Cabazon Water District

Job Name: Main & Pecan Yard (Phase 1, underground)

Scope of work: Tess Electric is to install 5 individual conduit runs to accommodate for future yard devices, lights, office trailer, gate motor, compressor & chlorine container. All conduit runs will begin from 17x30 pull box which will contain (2) 2" conduit home runs to future meter pedestal. All underground runs will be redlined and documented as well as covered by traceable burial caution tape.

-all electrical runs to be in compliance with NEC code

-all digging/ back fill will be completed by others with assistance of Tess Electric

Terms & conditions

- quotation is good for 90 days
- All state and local taxes has been included in the lump sum price
- Tess Electric warranties against any defect in installation and materials for a period of one year.
- Terms of payment: Net 30 days
- Tess Electric carries liability insurance, with full workman's compensation coverage

Labor.....\$3,600.00

Material\$1,640.00

Total.....\$5,240.00

New Business

Item #4 – Discussion/Action Item:

Connex Purchase Quote – for 50100 Main

31/57

Storage Containers 4 Less, Inc.
PO Box 274
Agoura Hills, CA 91376
8884167983
<https://onsite.storagecontainers4less.com>

Quote

ADDRESS
Dave Wolny
Cabazon Water District
Cabazon, CA 92230

SHIP TO
Dave Wolny
Cabazon Water District
Cabazon, CA 92230

QUOTE # DATE
84927 02/19/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Sale-40Std Sale - 40Ft used Container (Height 8.5', Width 8'). All cargo containers are guaranteed wind and water tight.	1	2,100.00	2,100.00T
	Trk-Tilt Trucking - Tiltbed Delivery	1	500.00	500.00
	Andrew Please call Andrew @ 888-275-2799 or email Andrew@storagecontainers4less.com if you have any question, thanks	1	0.00	0.00
	Sales 8 x 40 container moved 900Ft- 1500Ft		500.00	500.00

We are not a broker, we are a full service company. We inspect and offer modifications for every container at our facility with our own in-house container mechanics and truckers. Please call your sales representative listed above, thanks

SUBTOTAL	3,100.00
TAX (0%)	0.00
TOTAL	\$3,100.00

Accepted By

Accepted Date

* Delivery of one connex to 50100 main, in addition to moving one District connex from 50256 Main to 50100 Main (relocating).

Storage Containers 4 Less, Inc.
 PO Box 274
 Agoura Hills, CA 91376
 8884167983
<https://onsite.storagecontainers4less.com>

Quote

ADDRESS
Dave Wolny Cabazon Water District Cabazon, CA 92230

SHIP TO
Dave Wolny Cabazon Water District Cabazon, CA 92230

QUOTE #	DATE
84927	02/19/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Sale-40Std Sale - 40Ft used Container (Height 8.5', Width 8'). All cargo containers are guaranteed wind and water tight.	1	2,100.00	2,100.00T
	Trk-Tilt Trucking - Tiltbed Delivery	1	500.00	500.00
	Andrew Please call Andrew @ 888-275-2799 or email Andrew@storagecontainers4less.com if you have any question, thanks	1	0.00	0.00

We are not a broker, we are a full service company. We inspect and offer modifications for every container at our facility with our own in-house container mechanics and truckers. Please call your sales representative listed above, thanks

SUBTOTAL	2,600.00
TAX (0%)	0.00
TOTAL	\$2,600.00

Accepted By

Accepted Date

* Delivery of one connex to 50100 Main St.

David Wolny

From: Storage Containers 4 Less, Inc. <quickbooks@notification.intuit.com>
Int: Wednesday, February 19, 2020 4:02 PM
To: David Wolny
Subject: Estimate from Storage Containers 4 Less, Inc.
Attachments: Quote_84927_from_Storage_Containers_4_Less_Inc.pdf

Dear Dave Wolny,

Please review the estimate below. Feel free to contact us if you have any questions.
We look forward to working with you.

Sincerely,
Storage Containers 4 Less, Inc.

----- Estimate -----

PO Box 274
Agoura Hills, CA 91376
8884167983
<https://onsite.storagecontainers4less.co>

Estimate #: 84927
Date: 02/19/2020
Exp. Date: \$3,410.61

Address:

Dave Wolny
Cabazon Water District
Cabazon, CA 92230

Date	Activity	Qty	Rate	Amount
02/19/2020	Sale-40Std	1	2,695.00	2,695.00T
02/19/2020	Trk-Tilt	1	500.00	500.00
02/19/2020	Andrew	1	0.00	0.00
SubTotal:				\$3,195.00
Tax (8%):				\$215.61
Total:				\$3,410.61

* Delivery of one connex to 50100 Main.

are not a broker, we are a full service company. We inspect and offer modifications for every container at our facility with our own in-house container mechanics and truckers. Please call your sales representative listed above, thanks

34/57



Estimate

EST-001264

Select Containers Inc.
U.S.A

Bill To
Dave Wolny

Estimate Date : 02/20/2020

#	Item & Description	Qty	Rate	Amount
1	40' Standard Cargo Container L: 40' W: 8' H: x 8.6'	2.00	2,550.00	5,100.00
2	Delivery Delivery to Cabazon, CA **Included via 40' tilt bed trailer**	1.00	0.00	0.00
			Sub Total	5,100.00
			Tax Included (0%)	0.00
			Total	\$5,100.00

Notes

Any questions or concerns, please call us at (760) 490-9324. Thank you!
- Payments Accepted -
We accept all credit cards, except AMEX (there is a 3% fee for cc purchases) cash, check, or ACH deposit via Chase Bank.
Remittance Address:
PO Box 1521 Apple Valley, CA 92307

Terms & Conditions

All Estimates Are Valid For (7) Days
Delivery Price May Vary Depending On Exact Location

* Delivery of one
container to 50100 main

New Business

Item #5 – Discussion/Action Item:

District Ford Fiesta Use



MEMORANDUM

DATE: May 19, 2020

TO: Board of Directors

FROM: C. Louie – General Manager

SUBJ: RE: Service Vehicle Unit #004 – Use for water meter reading

cc:

SUMMARY

On 04/21/2020, during the District’s regular board meeting’s Board comments, Director Wargo, in response to the General Manager Louie’s (GM) memorandum titled “*Reimbursement for Carhartt seat covers*”, dated 04/15/2020, asked the question on behalf of numerous community members that Director Wargo claimed had inquired why the District was not using the compact Ford Fiesta (Unit #004) for water meter reading?

BACKGROUND

Unit #004 was purchased for many uses, including, but not limited just to water meter readings. For example, if Unit #001 is currently out of service due to repairs, Unit #004 would be used in the meantime.

Unit #004 is **not** to be used for daily transportation on rocky, steep, or deep erosion. Erosion is caused by wind action or fluvial (rain or flooding) in the Cabazon area. Unit #004 would most likely become stuck, damaged, or both, if it is expected to engage in any rough or hazardous terrain. (i.e. Jensen Canyon, Production Well & Tank #1, any terrain east of Lime Street on the east side of the community, etc.).

The *exception* to this operational procedure is in the event of a water related urgency or emergency.

The GM with his 4X4 service truck has on several occasions transported patrol Deputies that was unable to cross the wash with their patrol cars while pursuing a fleeing suspect that was suspected of vandalizing or attempting to steal District water apparatuses (equipment).

There have been many times where the GM with the District's 4X4 service vehicle had to extract another water district 4X4 service vehicle that sunk in soft sand. On two (2) occasions, a Riverside Sheriff's patrol car with just rear wheel drive was stuck while responding to an alarm call at production well #1.

Note: All District service trucks are 4X4. There are shoulders of the road in Cabazon that require a 4X4 capabilities to effectively maneuver. If traction is loss, the 4X4 features results in digging the vehicle deeper.

STATEMENT OF FACTS

The District currently has two (2) full-time employees that are assigned to Water & Field Operations. Due to the COVID-19, the District has suspended recruitment to fill the third vacancy.

As a reminder, once an employee has completed their probationary period, they are officially viewed as a permanent employee and are represented by the Service Employee International Union (the "Union").

When the District first purchased Unit #004, it was not only used for completing details and assignments in and out of town, but also used for water meter reading. After a while, District employees began to complain about the struggles to enter and exit Unit #004 while performing water meter reading details. There are **864 to 907** (current numbers of water meters) to be read each month. This detail is the backbone of the District's financial health, (this is what produces revenue).

The GM is vertically challenged at a height of 5 foot 5 inches.

While driving, and occasionally reading water meters in the past, the GM has found Unit #004 to be a challenge to enter and exit, specifically when it is a repetitive task. Reading 907 water meters times two equates to 1814 times or more. There are re-reads and other water customer disputes each month.

If Unit #004 read only half of the water meters, this would result in entering and exiting approximately 907 times.

The community's water customers, as with most individuals, are sensitive to their utility cost. Your Community's water district's water operators, even with one (1) vacancy, reads 907 water meters within one (1) day and the second day are re-reads.

This opinion of Management, which was formulated from actual personal experiences by the GM, coupled with the fact, District's employees are represented by the Union, it would be more feasible to permit the two (2) current full-time District employees to have the *option* of selecting the three (3) District service vehicles for water meter reading.

This *option* will also reduce the possibility of one of the Union represented District employee's to submit a complaint and/or personal injury claim stating they were injured "on the job", coupled with the fact Management was advised of the difficulties of entering and exiting Unit #004 repetitively.

This is a liability issue.

Management understands Director Wargo and her constituent's financial concerns for their Community's water district.

However, weighing the potential staff and legal cost to have the complaint reviewed, answered, with potential trial, and a financial judgement against this Community's water district versus the minor savings in mileage and fuel, Management has selected to avoid a Union employee of this water district from filing a complaint and taking legal action.

Providing a choice (*option*) to District employees *lessens* the liability exposure. When the District hires the third Union represented, most likely the new employee, after the training period, will drive Unit #004. At the very least, should a complaint or legal action be filed, Management cannot be liable for assigning service vehicles to a specific employee.

When this Community's water district hires the **third employee**, Unit #004 will be utilized in all details, assignments, and water meter readings.

Currently, Management assigns the Community's water district's fleet of service vehicles based on activities in which District employees are completing. Only the GM has a specific service vehicle assigned.

MANAGEMENT RECOMMENDATIONS

Again, Management appreciates Director Wargo and her constituent's concern in management's expenditures with Community's water funds.

Management also realizes as a Director, you are a publicly elected official. As an elected official, you must listen and provide honest answers to your constituents. To ensure you are providing an *accurate* reply, as a suggestion, either you or your constituent(s) may inquire the reasons directly from Management.

New Business

Item #6 – Discussion/Action Item:

District Cell Phone Issuance for Directors



MEMORANDUM

DATE: May 19, 2020
 TO: Board of Director
 FROM: C. Louie – General Manager
 SUBJ: RE: District Cell Phone for Directors
 CC: E. Lemus

SUMMARY

It was proposed by Management to issue District owned cell phones to District Directors and qualified employees due to recent court decisions and the abrupt need because of the COVID-19 event.

Director Sanderson declined to have a District owned cell phone issued to him.

Director Morris and Director Wargo were concerned about the additional cost to the District.

STATEMENT OF FACTS

The California Public Records Act is a law provided for citizens to request disclosures of specific documents, written or recorded, from public officials and governmental agencies. This includes cell phones, tablets, and emails used for business work and functions.

The District’s Board of Directors and Management promotes transparency and compliance of all current laws. Initially, the COVID-19 event was overwhelming with unknowns. Since then, Management has adapted to circumstances, including, but not limited to the issuance of District owned cellular phones with internet access for viewing District documentation, calling into teleconference for Board meetings, and other verbal and written communications.

This, coupled with Director Morris and Director Wargo’s input, Management agrees with their posture and has realigned the recommendation to NOT issue District owned cellular phones to members of the Board. However, Management encourages Board members to check their District email or consistently contact the Board Secretary for updated materials.

Old Business

Item #1 - Discussion/Action Item:

CUSI Interactive Voice Recognition



MEMORANDUM

DATE: January 21, 2020

TO: The Cabazon Water District Board of Directors

FROM: Ellie Lemus, Assistant General Manager

SUBJ: CUSI Interactive Voice Recognition (IVR) Interface Contract (to electronically contact customers regarding pending service terminations due to non-payment)

Dear Board of Directors,

CUSI is the District's water billing system. The Interactive Voice Recognition (IVR) Interface is essentially automated electronic phone calling, or "robocalling", to notify customers of a pending service termination due to non-payment.

With the new Senate Bill (SB) 998 taking effect in February, one of the requirements is to attempt to notify customers via telephone services at least seven (7) days before service termination.

The "Pros" of utilizing this service is that it should be less of a burden on the District's limited staff. The calls would be automated, saving District staff much time vs. mandating staff make each individual call manually.

The "Cons" are that there would be a monthly expense (explained in further detail below) for this service, and that if phone numbers are not updated, they will not reach the intended customer.

It must be realized that there will be a learning curve for both the District Staff and District Customers if this is to be implemented, but after a while, things should smooth out.

In regards to the CUSI Water Billing System IVR Quote, please know the following:

- To purchase the Billing System Add-on, the feature itself is \$1,000 (one-time fee)
- There is a set-up fee (one-time fee) of \$375 (installation, setup, training, etc.)
- There is a reoccurring monthly fee of \$70 for this service, plus an additional \$0.07 per minute (billed in 6-second increments). The "per minute" charge will be difficult to budget for the first year, as this will be dependent on the number of calls that must be made (which can vary month to month).

Cabazon Water District
 14618 Broadway Street
 PO Box 297
 Cabazon, CA 92230
www.cabazonwater.org

Bus. (951) 849-4442

Fax (951) 849 2519

Elizabeth Lemus

Subject: FW: Automated Phone Call feature for CUSI?

From: Lane Ricardo [mailto:lr Ricardo@cusi.com]
Sent: Tuesday, March 3, 2020 3:42 PM
To: Elizabeth Lemus <ELemus@cabazonwater.org>
Subject: RE: Automated Phone Call feature for CUSI?

Hello Ellie,

I apologize for the late response. See answers below.

- 1. Once activated, will the IVR campaign (automated calling) run until it is done, or can it be paused at any time? Our Director is concerned that the campaign would not run entirely during business hours, and might make automated calls late into the evening. Is there any information you can provide regarding this? I think we only want it to run during business hours.

Once started it can be stopped, but not paused.

- 2. Will the IVR system leave a voicemail? Or will it continue to call until a person answers? Will the IVR system be able to generate a report that shows whether a voicemail or actual contact was made?

The system can be set up to leave a voicemail and you can determine how many times you would like it to call before leaving a voicemail. The system will provide a report of this.

- 3. Is the recording in tts (text to speech), or will it play a recorded message?

It is text to speech

- 4. How many campaigns can run at one time?

I forgot what I was told here. Just asked again, but didn't want to hold up this response any longer. I will let you know once I hear back.

- 5. Is the caller id Alpha or Numeric?

Numeric, but the caller ID should pick up the number and display the utility name. Our payserv team told me this is what they typically see with their test calls.

- 6. How do we preview the message to be sent out on a campaign? Is there a way we can listen to it first before sending it out?

Yes, send a test call to your own number.

- 7. How will we know if we are blocked by a third party vendor and our subsequent calls don't go through?

This will show on the report at the end of the campaign.

- 8. Will this be coming from our local DID (phone number)?

Typically this is the best move, but you can make it come from a generic number.

Have a nice day!

Best,
Lane

From: Elizabeth Lemus
Sent: Tuesday, February 18, 2020 12:28 PM
To: 'Lane Ricardo' <lricardo@cusi.com>
Subject: RE: Automated Phone Call feature for CUSI?

Hi Lane!

Thank you for getting back to me.

Regarding the IVR, one of our Directors had a few additional questions for you, which I will list below. Hopefully you will be able to answer them:

1. Once activated, will the IVR campaign (automated calling) run until it is done, or can it be paused at any time? Our Director is concerned that the campaign would not run entirely during business hours, and might make automated calls late into the evening. Is there any information you can provide regarding this? I think we only want it to run during business hours.
2. Will the IVR system leave a voicemail? Or will it continue to call until a person answers? Will the IVR system be able to generate a report that shows whether a voicemail or actual contact was made?
3. Is the recording in tts (text to speech), or will it play a recorded message?
4. How many campaigns can run at one time?
5. Is the caller id Alpha or Numeric?
6. How do we preview the message to be sent out on a campaign? Is there a way we can listen to it first before sending it out?
7. How will we know if we are blocked by a third party vendor and our subsequent calls don't go through?
8. Will this be coming from our local DID (phone number)?

Those are all of the questions she had at this time. If you are able to answer them it would be appreciated.

Thanks for all of your help, Lane!

Regards,

Elizabeth "Ellie" C. Lemus
Assistant General Manager
Cabazon Water District
(951) 849-4442 Ext. 2



This email sent and any files transmitted with it may contain privileged or otherwise confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please advise the sender via reply email and delete the email you received.

From: Lane Ricardo [mailto:lricardo@cusi.com]
Sent: Wednesday, February 12, 2020 10:29 AM
To: Elizabeth Lemus <ELemus@cabazonwater.org>
Subject: RE: Automated Phone Call feature for CUSI?

Hello Ellie,

I apologize for the late response. I just got back today from Canada! See the answers regarding IVR below.

- IVR does track calls. You can view them for each account in the customer tab and you can run IVR reports
- The district will select what the caller ID will be displayed as
- Currently in CBSW IVR calls cannot be sent to Owners/ Contacts. This is a UMS feature.

I have also attached a document that helps explain what IVR in CBSW can be used for. If you have any questions feel free to give me a call any time. Have a nice day!

Best,
Lane

From: Elizabeth Lemus <ELemus@cabazonwater.org>
Sent: Tuesday, February 11, 2020 10:47 AM
To: Lane Ricardo <lricardo@cusi.com>
Subject: RE: Automated Phone Call feature for CUSI?

[EXTERNAL]

Hi Lane,

I hope this email finds you well!

Our Board has been discussing the IVR system, but would like some additional information on it; whether it tracks/logs who it calls, if it is something that people could block (whether it might come up as a "scam likely" or "robocaller" on their phones), if it will call property owners and tenants/sub contacts in CUSI, etc? Any additional information you might be able to provide would be greatly appreciated. If you're able to get back to me by tomorrow, that would be great (our Board Meeting is in a few days), but if not, I can simply put this on the March agenda.

Thank you,

Elizabeth "Ellie" C. Lemus
Assistant General Manager
Cabazon Water District
(51) 849-4442 Ext. 2



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From: Lane Ricardo [mailto:lricardo@cusi.com]
Sent: Thursday, December 19, 2019 12:14 PM
To: Elizabeth Lemus <ELemus@cabazonwater.org>
Subject: RE: Automated Phone Call feature for CUSI?

Hello Elizabeth,

Thank you for reaching out. I apologize for the late response. Yes, CBSW does have an outbound IVR setup. I have attached an agreement to add outbound IVR. If you would like to get connected to discuss, feel free to reach out any time. Have a nice day!

Best,

Lane Ricardo
Director of Western Sales



direct 870.336.2239 | **cell** 501.940.1736
email lricardo@cusi.com | **web** www.cusi.com
[Check out our reviews on Capterra!](#)

Technology Solutions for Utilities
CIS/Utility Billing, Accounting, Work Asset Management.



From: Elizabeth Lemus <ELemus@cabazonwater.org>
Sent: Tuesday, December 17, 2019 1:15 PM
To: Lane Ricardo <lricardo@cusi.com>
Subject: Automated Phone Call feature for CUSI?

Hi Lane,

I hope this email finds you well.

With our current CUSI setup, is there a way that we could have automated phone calls made to customers that are pending shutoff? And if you offer that service, how would it work and how much would it be?

Thank you,

Elizabeth "Ellie" C. Lemus
Assistant General Manager
Cabazon Water District
(951) 849-4442 Ext. 2



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CONTINENTAL UTILITY SOLUTIONS, INC.

Sales Representative: Lane Ricardo

P. O. Box 1515
Jonesboro, AR 72403
www.cusi.com
(870) 336-2239

Quote #: lr191219140927

December 19, 2019

Sales Agreement



Cabazon County Water
14618 Broadway Ave
Cabazon, CA
92230

Ellie Lemus
(951) 849-4442
elemus@cabazonwater.org



Economic Summary detailed descriptions attached

Utility Billing Software	\$1,000.00
Payment Solutions	\$375.00

Grand Total \$1,375.00

Payment Terms

15 Days From Date of Invoice.



Purchaser Authorization

I certify that as the person signing this form I have purchasing authority for Cabazon County Water.

Print Name: _____

Title: _____

Authorized Signature _____

Date _____



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Cabazon, CA
92230

Ellie Lemus
(951) 849-4442
elemus@cabazonwater.org

CBSW Utility Billing Software

Add-On Interfaces

1 CBSW Interactive Voice Recognition (IVR) Interface to IVR Technology Group	\$1,000.00	\$1,000.00
--	------------	------------



Economic Summary

CBSW Utility Billing Software \$1,000.00

Total \$1,000.00



Comments

Purchasing additional CUSI software, modules, and interfaces may have an impact on your annual technical support rate upon your next renewal.



Sales Representative: Lane Ricardo

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Quote #: Ir191219140927

CONTINENTAL UTILITY SOLUTIONS, INC.

December 19, 2019

Sales Agreement



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Ellie Lemus
(951) 849-4442
elemus@cabazonwater.org

Payment Solutions

IVR Solution	billed by provider		
1 IVR Technology Group - Outbound Only		\$70.00	per month
Rates:	7% mandatory and regulatory fees		
Outbound IVR	\$0.07 per minute (billed in 6 second increments)		
1 ITG - Outbound Only One-Time Setup Fee		\$375.00	\$375.00



Economic Summary

IVR Solution	\$375.00
Total	\$375.00

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CONTINENTAL UTILITY SOLUTIONS, INC.

Sales Representative: Lane Ricardo

P. O. Box 1515
Jonesboro, AR 72403

www.cusi.com

(870) 336-2239

Quote #: lr191219140927

December 19, 2019

Sales Agreement



Cabazon County Water
14618 Broadway Ave
Cabazon, CA
92230

Ellie Lemus
(951) 849-4442
elemus@cabazonwater.org



Terms of Sale

Company has ordered and agrees to purchase from CUSI the products and services defined under this Sales Agreement at the listed quantities and rates. Upon receipt of an executed Sales Agreement CUSI shall ship all products to the Company address and contact defined above and services shall be scheduled and initiated. Company acknowledges that CUSI's products and services are subject to the terms and conditions of a separate Software License Agreement between Company and CUSI located at www.cusi.com/legal. CUSI hereby disclaims all representations and warranties with respect to any product which is not manufactured or otherwise created by CUSI, whether express, implied or statutory including but not limited to, any warranties of merchantability, fitness for a particular purpose, title or non-infringement. Monthly or yearly rates for services provided by CUSI or third parties may be subject to price increases with or without notice. Payment for products and services shall be made by Company based upon the Payment Terms defined in the Sales Agreement. Any service requiring CUSI or third parties to travel will incur corresponding expenses that will be billed actual as incurred unless otherwise noted. Travel requiring more than 5 hours of travel time will be billed an additional charge equal to 50% of the daily rate. Company understands and agrees that it is responsible for paying any sales, use, excise or transaction taxes with respect to the products and services under this Sales Agreement. If Company is tax exempt, company shall provide CUSI with such tax exemption documentation. If Company is not tax exempt or does not provide exemption documentation, CUSI shall invoice for such applicable taxes on each invoice. In the event that CUSI does not invoice sales or similar taxes to Company and such taxes are ultimately determined to be due by a government entity or court of law, Company agrees to pay in full all such taxes, including any applicable interest or penalties. In the event the tax exemption documentation provided by the Company is disallowed or deemed invalid, Company agrees to pay in full all such taxes, including any applicable interest or penalties.

Quotation Terms

This quote is valid until 01/18/2020. Quote was created using Sales Agreement Version: 2019.09.23

Execution Instructions

Execute, date, and email all pages to sales representative.

Old Business

Item #2 - Discussion/Action Item:

District Office A/C System Repair



MEMORANDUM

DATE: February 12, 2020
 TO: The Cabazon Water District Board of Directors
 FROM: Ellie Lemus, AGM
 SUBJ: District Office A/C System Repair

Dear Board of Directors,

Please see the following facts:

- The District's air conditioning (A/C) system is run on a computer-based system (the computer is configured to turn on/off the a/c and heating system during certain time-frames and at preset temperatures). This is supposed to be an energy-efficient a/c system, which the District inherited from the County of Riverside when they provided us with this building.
- Ontario Refrigeration was contacted to look at our A/C system (it was running at a time when it shouldn't have been), and they discovered the following issues:
 - a. The computer that hosts the A/C system is outdated (no longer supported by Microsoft). The Ontario Refrigeration technician was unable to work on it, since it continuously crashes.
 - b. Since the computer is no longer functioning, the A/C system is currently running on an old preset command. We cannot adjust the times it will run, the temperatures, etc.
 - c. The current control system on the old computer is proprietary (a certain brand only sold to select vendors; only select vendors may order, purchase, install items on the current control system). It is also outdated/obsolete.
 - i. Ontario Refrigeration is recommending that the current control system be replaced with a Johnson Control System, which is **not** proprietary; any HVAC contractor can purchase and repair this system, which does not limit the District to specific vendors.

Cabazon Water District
 14618 Broadway Street
 PO Box 297
 Cabazon, CA 92230
www.cabazonwater.org

Bus. (951) 849-4442

Fax (951) 849 2519

- The District currently has an Assured Service Program (ASP), which covers items that break/wear out. It does not cover items that are obsolete (which is the situation we are currently in; the control system is obsolete).
- Before the current computer/control system became unusable, the District was only able to adjust temperatures/control a/c times via the one dedicated a/c computer, by having an Ontario tech make the changes.
- If the new system is purchased and installed, the new controls do not require one specific work station. The District's IT department can provide remote access, enabling the control system to be accessed on any PC, tablet, or smart phone. Password management can restrict the ability to make changes, preventing someone from modifying the program or make adjustments that could damage the A/C units.
- Although the entire a/c system is obsolete according to Ontario, they agree to replace any failed component under the District's current ASP agreement, as they are trying to meet the District halfway and share the costs (see attached email).
- If the new controller (computer system) is installed, it would be covered under the current ASP service agreement; if it should fail, Ontario would cover the repair/replacement.

The attached quote is for replacement of the control system (A/C computer system). It is not for the A/C Component system (fans, belts, etc.), but via the email, Ontario Refrigeration will replace those items under the current contract as they fail.

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www.cabazonwater.org

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Fax (951) 849 2519

Ontario Refrigeration

(909) 984-2771 Fax (909) 988-7522

PROJECT AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Page
January 23, 2020	012320139A	1 of 1

AGREEMENT BETWEEN:

Cabazon Water District
 14-618 Broadway Street
 Cabazon, Ca. 92230

AND

Ontario Refrigeration Service, Inc.
 635 S. Mountain Ave.
 Ontario, CA 91762

hereinafter CUSTOMER

hereinafter Ontario Refrigeration

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

Same as Above

ONTARIO REFRIGERATION WILL PROVIDE THE FOLLOWING TO CUSTOMER:

INSTALL NEW JOHNSON CONTROLS FX80 SUPERVISORY CONTROLLER

- Remove failed Schneider Electric Server and install new Johnson Controls FX80 Supervisory Controller
- Import existing devices from the VAV boxes
- Install BACNET cards for each rooftop units
- Import BACNET points from the rooftop units and setup writable points as needed
- Set up scheduling, VAV graphics, floor graphics and rooftop equipment graphics

Price to perform system upgrade as outlined above is \$21,803.00.

*Exclusions: Engineering, electrical, or anything not listed above

**Customer to provide remote access to building controls so programming can be performed off site

***Due to building design, controls upgrade will not eliminate all comfort issues and concerns

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within ten (10) days of receipt. Any alteration or deviation from the above proposal involving extra cost or material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approval by the President of Ontario Refrigeration as evidence by their signatures below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto on the reverse hereof, and no person has authority to make any claim, representation, promise or condition on behalf of Ontario Refrigeration which is not expressed herein. Proposal valid for 45 days from original proposal date.

CUSTOMER

Signature (Authorized Representative)

Name (Print/Type)

Title

Date

Ontario Refrigeration

Ricardo Chavira

Signature (Sales Representative)

Approved by Contractor:

Signature Phil Talleur

President

Title

Date

SCOPE OF SERVICE

Additional Agreement Terms and Conditions

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1. Ontario is obligated to perform only the items of project work listed on page 1 of this Agreement and any items described in any written change order hereafter signed by Customer and Ontario. As reasonably necessary to perform the specified work, Customer shall provide Ontario access to all equipment and work areas and shall allow Ontario to start and stop any equipment. Customer shall also provide Ontario's personnel with all Material Safety Data Sheets (MSDS) applicable to Ontario's work and as required by OSHA's Hazard Communication Standard Regulations. All work shall be performed during Ontario's normal working hours unless otherwise indicated on page 1.
2. Ontario warrants its workmanship to be free from defect for a period of thirty (30) days from the date said work is performed. If Ontario's workmanship proves to be defective within said thirty days, Ontario will repair or replace its work, at Ontario's option, and at no cost to Customer, provided, Customer has given Ontario written notice of said defect within 35 days of the date the defective work was originally performed. If any replacement item, materials, or equipment listed on page 1 should prove to be defective, Ontario shall assign to Customer the benefits of any manufacturer's warranty to the fullest extent any such warranty may be assigned by Ontario. Removal and replacement of any equipment or materials covered under a manufacturer's warranty will be at Customer's expense and at Ontario's then current rates.
3. Except as set forth in paragraph 2 of this Agreement, Ontario makes **NO WARRANTIES, EXPRESS OR IMPLIED**, concerning the work, labor, materials or equipment being provided by it under this Agreement, and hereby excludes and disclaims all express and implied warranties, including the implied warranties of merchantability and fitness for any particular purpose or use.
4. The price stated on page 1 is a discounted price contingent upon Ontario's receipt of payment by cash or check. The cash discount reflected in this price is five percent. Customer agrees to pay all invoices within ten (10) days of the invoice date. If payment in full is not received by Ontario within 15 days of the invoice date, all unpaid amounts shall accrue interest at the rate of 1.5% per month from the date of the invoice until paid in full. Ontario shall have the right to stop all work, including any warranty work, to the extent any invoice concerning the work described on page 1 has not been paid in full.
5. Ontario shall only perform the work specified on page 1 and no other work shall be performed without prior written authorization from Customer that is accepted, in writing, by Ontario and which sets forth the additional cost to be paid for such extra work.
6. It is understood and agreed that Ontario has **NO** responsibility for performing, completing or paying for any of the following items:
 - a. Moving, modifying, or altering the building structure in any manner in order to carry out its obligations under this Agreement;
 - b. Identifying, abating, handling, encapsulating or removing any hazardous substance or material, except any refrigerant specially identified on page 1 for removal by Ontario;
 - c. Indemnifying Customer from any liability or damage related to Ontario's work, except for such liability or damage caused by the sole negligence of willful misconduct of Ontario or employees that is not limited or waived under paragraph 8.
 - d. All taxes or other governmental charges relating to the Services, transfer, use, ownership, servicing or possession of any equipment relating to this Agreement.
7. To the fullest extent permitted by law, Customer shall indemnify, defend and hold harmless Ontario and its agents and employees from and against all claims, damages, losses, and expenses, of every nature, including but not limited to attorney's fees, arising from or in any way related to the work, labor, equipment and materials being provided by Ontario under this Agreement, except that Customer shall not have any obligation to indemnify Ontario from such claims, damages, losses, and/or expenses that are attributable to the sole negligence of willful misconduct of Ontario or its employees.
8. In the event of any breach of contract by Ontario or damage or loss attributable to the tortious conduct of Ontario or one or more of its agents or employees, or any damage or loss for which Ontario might be held strictly liable, Ontario's liability for such damage or loss shall be limited to the dollar amount of this Agreement. Customer further agrees that Ontario does not have any liability to Customer, or Customer's agents, employees, tenants, lessees, or invitees, for any loss of use, loss of profit, delay damages, increased operating or maintenance costs, or any other special or consequential damages resulting from Ontario's performance of, or failure to perform, its obligations under this Agreement, all such damages being hereby waived and released by Customer. Customer also agrees that Ontario is not responsible for any loss or compensatory damages of Customer, or increased cost(s) for Ontario to perform this Agreement, where any such loss, damage or increased cost is attributable to Acts of God or other circumstances not reasonably foreseeable by the parties at the time they entered into this Agreement.
9. In the event of legal action or arbitration proceedings to enforce the terms of this Agreement, or any provisions herein, the successful and prevailing party shall be entitled to recover its reasonable attorney's fees and expert witness fees and expenses, in addition to any other relief to which that party may be entitled, at law or in equity. Any legal action or arbitration proceeding concerning any rights and liabilities relating to, or arising from, this Agreement or the work being performed under this Agreement, with the exception of any legal action for collection of amounts due, must be filed within one (1) year of the date of the event giving rise to any such claim under this Agreement.
10. The parties agree to resort to binding arbitration for the resolution of any claim either party may have against the other where the total value of either party's claim against the other, exclusive of interest, attorney's fees, and arbitration fees and costs, is less than \$75,000. Any arbitration under this agreement shall be conducted before the American Arbitration Association in accordance with its Fast Track Procedures in effect on the date this Agreement is signed. Under no circumstances shall any arbitrator have authority to issue any award in excess of \$75,000, exclusive of interest, attorney's fees, and arbitration fees and costs. All claims of either party in excess of \$75,000 shall be resolved through litigation within a court of competent jurisdiction in the county in which the work is performed.
11. Customer acknowledges that Ontario's employees are valuable assets to Ontario and Customer agrees that it will not hire any employee of Ontario for a period of 180 days after completion of the work described in this Agreement. In the event of a breach of this provision by Customer, Customer shall pay to Ontario the salary Ontario paid to that employee during the twelve months preceding Customer's breach of this provision, plus all expenses paid by Ontario to train that employee during the preceding two year period.
12. Any notice that is required to be given under this Agreement must be in writing and sent via certified or registered mail to the address set forth on the first page of this Agreement for the party intended to receive such notice.
13. This document represents the entire agreement between Ontario and Customer and supersedes any prior or contemporaneous oral and written communications or agreements. This Agreement can only be modified in a writing that is signed by both parties. Any purchase order or other document hereafter issued by Customer shall only be for purposes of identification and/or billing and shall not serve to modify this Agreement in any respect.

Elizabeth Lemus

From: Dave Bunnell <DBunnell@ontref.com>
Sent: Thursday, February 6, 2020 12:33 PM
To: Elizabeth Lemus
Subject: My contact information

Follow Up Flag: Follow up
Flag Status: Flagged

Ellie,

It was very nice meeting you today. As requested, I am sending you my contact info:

David Bunnell
 Office = 909-984-2771
 E-mail = DBunnell@OntRef.com
 Cell = 909-635-8378

If you ever call my cell, please be sure to leave a voice mail. As a rule, I do not give out my cell number, so if it rings and the number calling is not in my contacts, I do not answer because 99% it is a solicitor.

Some key points to remember about our recommendation:

- The Johnson control system is not proprietary. Any HVAC contractor can purchase the front end or any other components.
- The reason we are not covering the replacement of the front-end is due to the controls are obsolete. Our ASP service agreement does not cover obsolescence.
- Should a unitary control board or thermostat fail, I agree to replace the failed component under the ASP service agreement...even though those components are obsolete as well – this is my effort to meet the water district half way and share the costs.
- The new controls do not require a work station. As long as your IT dept can provide remote access, the control system can be accessed via any PC, tablet or smart phone. Password management can restrict the ability to make changes preventing someone from modifying the program or make adjustments that could damage the AC units.
- The graphics of the new controls will be superior to the existing graphics making navigation of, and changes to, the controls very user friendly.
- The new controller would be covered under the ASP service agreement, if it fails, Ont Ref will cover the repair/replacement under our ASP service agreement.

Please feel free to contact me if you need further assistance.

Have a great day.

David Bunnell
 Service Manager
 909-984-2771
 909-988-7522 Fax