



**Cabazon Water District**  
14-618 Broadway Street • P.O. Box 297  
Cabazon, California 92230

## **REGULAR BOARD MEETING**

### **MINUTES**

**Meeting Location:**

Cabazon Water District Office  
14-618 Broadway Street  
Cabazon, California 92230

**Meeting Date:**

December 14, 2015 – 6:00 PM

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE**

#### **REMEMBRANCE OF OUR SERVICE MEN AND WOMEN**

#### **ROLL CALL**

Director Joseph Tobias - Present

Director Teresa Bui - Present

Director Maxine Israel - Present

Director Alan Davis - Present

Director Robert Lynk - Present

Calvin Louie, General Manager - Present

Elizabeth Lemus, Board Secretary - Present

Steve Anderson, Best Best & Krieger Law Firm - Present

**Note: This meeting was recorded by the District -**

#### **CONSENT CALENDAR**

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

1. Approval of:

- a. Finance and Audit Committee Meeting Minutes and warrants approved by the committee of November 16, 2015, regarding October 2015 Financials
- b. Regular Board Meeting Minutes and warrants of November 16, 2015

Motion to approve consent calendar item(s) a.) Finance and Audit Committee Meeting Minutes and warrants approved by the committee of November 16, 2015, regarding October 2015 Financials (b.) Regular Board Meeting Minutes and warrants of November 16, 2015 made by Director Lynk and 2<sup>nd</sup> by Director Israel.

Director Tobias – Abstain  
Director Bui - Aye  
Director Lynk - Aye  
Director Israel - Aye  
Director Davis - Aye

- 2. Warrants – None
- 3. Awards of Contracts – None

**UPDATES**

Update: San Gorgonio Pass Regional Water Alliance Update  
(by General Manager Louie)

Update: Manager's Operations Report  
(by General Manager Louie)

**NEW BUSINESS**

- 1. Discussion/Action: Reorganization of the Board: Selection and approval for the following Board positions:
  - a. Board Chair
  - b. Board Vice Chair
  - c. Finance and Audit Ad Hoc Committee (2 Directors)
  - d. Personnel Ad Hoc Committee (2 Directors)
  - e. Real Estate Acquisition Ad Hoc Committee (2 Directors)
  - f. Appoint a Director to represent the Cabazon Water District at the monthly San Gorgonio Pass Regional Water Alliance meetings at the City of Banning Council chambers.

New Business Item 1, section A: Board Chair:

Motion to appoint Director Robert Lynk as Board Chair made by Director Israel and 2<sup>nd</sup> by Director Davis.

Substitute motion to appoint Director Teresa Bui as Board Chair made by Director Tobias, 2<sup>nd</sup> by none.  
Motion failed.

Original motion: Motion to appoint Director Robert Lynk as Board Chair made by Director Israel and 2<sup>nd</sup> by Director Davis.

Director Tobias - Aye  
Director Bui - Nay  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

New Business Item 1, section B: Board Vice Chair:

Motion to appoint Director Teresa Bui as Board Vice Chair made by Director Davis and 2<sup>nd</sup> by Director Tobias.

Substitute motion to appoint Director Alan Davis as Board Vice Chair made by Director Israel, 2<sup>nd</sup> by Director Lynk.

Director Tobias - Nay  
Director Bui - Nay  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

New Business Item 1, section C: FAC Committee – 2 Directors:

Motion to appoint Director Bui as one of the two Directors on the Finance and Audit Ad Hoc Committee made by Director Tobias and 2<sup>nd</sup> by Director Davis.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

Motion to appoint Director Tobias as the second of the two Directors on the Finance and Audit Ad Hoc Committee made by Director Bui and 2<sup>nd</sup> by none. Motion failed.

Motion to appoint Director Israel as the second of the two Directors on the Finance and Audit Ad Hoc Committee made by Director Bui and 2<sup>nd</sup> by Director Davis.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

**New Business Item 1, section D: Personnel Ad Hoc Committee – 2 Directors:**

**Motion to appoint Director Bui as one of the two Directors on the Personnel Ad Hoc Committee made by Director Israel and 2<sup>nd</sup> by Director Davis. Director Bui respectfully declined the position.**

**Motion to appoint Director Davis and Director Israel as the two Directors on the Personnel Ad Hoc Committee made by Director Bui and 2<sup>nd</sup> by none.**

**Motion to appoint Director Lynk as one of the two Directors on the Personnel Ad Hoc Committee made by Director Israel and 2<sup>nd</sup> by Director Bui.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

**Motion to appoint Director Davis as the second of the two Directors on the Personnel Ad Hoc Committee made by Director Bui and 2<sup>nd</sup> by Director Israel.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk - Aye

**New Business Item 1, section E: Real Estate Acquisition Ad Hoc Committee – 2 Directors:**

**Motion to appoint Director Bui as one of the two Real Estate Ad Hoc Committee members made by Director Tobias and 2<sup>nd</sup> by Director Davis.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**Motion to appoint Director Tobias as the second of the two Real Estate Ad Hoc Committee members made by Director Bui and 2<sup>nd</sup> by Director Davis.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Nay  
Director Davis - Aye  
Director Lynk – Nay

**New Business Item 1, section F: CWD SGPWA Taskforce Representative – 1 Director:**

**Motion to appoint Director Israel as CWD SGPWA Taskforce Representative made by Director Lynk and 2<sup>nd</sup> by Director Bui.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**2. Discussion/Action:**

**Review and/or Revision of meeting format:**

- a. Continue salutatory in the remembrance of our service men and women, (moment of silence) after the Pledge of Allegiance.
- b. Director's procedures to place an item on the agenda.
- c. Public's procedures to suggest to place an item on the agenda.
- d. Public's procedures to comment on an item not on the agenda.
- e. Public's procedures to comment on item on the agenda.

Note: Removal, revising, or adding meeting procedures shall not violate the Brown Act or other local, State, or Federal statutes.

**New Business Item 2, section A: Continue salutatory in the remembrance of our service men and women, (moment of silence) after the Pledge of Allegiance.**

**Motion to continue salutatory in the remembrance of our service men and women, (moment of silence) after the Pledge of Allegiance (no changes to this item) made by Director Bui and 2<sup>nd</sup> by Director Israel.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**New Business Item 2, section B: Director's procedures to place an item on the agenda.**

It was the consensus of the Board to leave this item as it was, and no changes were to be made (continue the current Director's procedures to place an item on the agenda).

**New Business Item 2, section C: Public's procedures to suggest to place an item on the agenda.**

It was the consensus of the Board to leave this item as it was, and no changes were to be made (continue the current Public's procedures to place an item on the agenda).

**New Business Item 2, section D: Public's procedures to comment on an item not on the agenda.**

It was the consensus of the Board to leave this item as it was, and no changes were to be made (continue the current Public's procedures to comment on an items not on the agenda).

**New Business Item 2, section E: Public's procedures to comment on item on the agenda.**

It was the consensus of the Board to leave this item as it was, and no changes were to be made (continue the current Public's procedures to comment on an items on the agenda).

**3. Discussion/Action: RESOLUTION 03-2015: Removal and Revision of Authorized Signers for the District Chase Bank Accounts**

**Motion to approve RESOLUTION 03-2015 made by Director Israel and 2<sup>nd</sup> by Director Bui**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**4. Discussion/Action: Change of Authorizing Officer on District Bank Credit Cards (used for small purchases - \$100 limits each card, two cards total). Request change from previous authorizing officer (former Board Chair) to current Board Chairperson.**

**Motion to appoint Director Israel as the authorizing officer on the District Bank Credit Cards made by Director Bui and 2<sup>nd</sup> by Director Lynk.**

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**5. Discussion/Action: Family Service Association – Child Care Center – Director Adriana Salas (General Manager Louie)**

- a. **Grant access and park FSA service van in the District's secured employee parking lot from 4:30 PM – 6:30 AM, Monday through Friday.**

Motion to authorize the FSA to park their vehicle in the District's secured parking lot with the condition that the Cabazon Water District General Manager (Louie) is able to obtain the proper insurance paperwork and documents, etc. beforehand, made by Director Bui and 2<sup>nd</sup> by Director Israel.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

6. Discussion/Action:                      Water Education Foundation – Approval to pay annual Membership Invoice - \$504.00 (General Manager Louie)

Motion to approve the annual membership invoice of \$504 for the Water Education Foundation made by Director Bui and 2<sup>nd</sup> by Director Israel

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**OLD BUSINESS**

1. Discussion/Action:                      Rescind Nov. 16, 2015 board motion regarding Ernest Chacon Construction – APN 526-142-027 (14310 Rafael St., Cabazon) – (General Manager Louie)

Motion to send a certified letter to Mr. Chacon stating that the meter for Lot #27 (APN# 526-142-027) was located made by Director Bui and 2<sup>nd</sup> by Director Lynk.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

2. Discussion/Action:                      Approval of the revised Civility Policy (Director Tobias and Director Bui)

Motion to approve adding "Governance Objectives Regarding Board/Staff Relationships Items A through H", along with fixing a small grammatical typo ("information" changed to "informed") on page one of the Cabazon Water District Civility Policy made by Director Bui and 2<sup>nd</sup> by Director Israel.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

**PUBLIC COMMENTS REGARDING CLOSED SESSION**

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District that is listed on the agenda for Closed Session; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

**CLOSED SESSION**

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: 50100 Main Street, Cabazon, CA 92230

Agency Negotiator: Calvin Louie, General Manager

Negotiating Parties (Cabazon Water District, Lucent Real Estate, Inc., and Hadley's)

Under Negotiation: (Price and Terms of Payment)

**OPEN SESSION**

Meeting reconvened at 21:15 hr. by Lynk and Davis.

Report to public of action taken, if any.

No reportable action.

**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))

**BOARD/GENERAL MANAGER 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.

Agenda Item for Discussion/Action: Former Director Mariner to be investigated regarding returning money received for services that were provided, in addition to determining whether she followed proper Brown Rule procedures. (Made by Director Bui and Director Tobias)

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 January 25 (due to the Holiday on Monday, January 18), 2016, 3:45 pm
- Regular Board Meeting – January 25 (due to the Holiday on Monday, January 18), 2016, 6:00 pm
- Personnel Committee – None
- San Gorgonio Water Task Force – Technical Committee – Banning City Hall  
January 27, 2016 – 4:30 PM
- San Gorgonio Water Task Force – General Meeting – Banning City Hall – January 27, 2016 – 6:00 PM

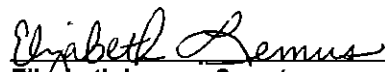
ADJOURNMENT

Motion to adjourn at 21:50 hr. made by Director Lynk and 2<sup>nd</sup> by Director Israel.

Director Tobias - Aye  
Director Bui - Aye  
Director Israel - Aye  
Director Davis - Aye  
Director Lynk – Aye

Meeting adjourned at 21:50 hr. on Monday, November 16, 2015

  
Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

  
Elizabeth Lemus, Secretary  
Board of Directors  
Cabazon Water District

*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.*