



**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

**Meeting Date:**  
Tuesday, September 19, 2017 – 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:**  
Cabazon Water District Office  
14618 Broadway Street  
Cabazon, California 92230

**Meeting Date:**  
September 19, 2017 – 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 of August 15, 2017
- b. Regular Board Meeting Minutes and warrants of August 15, 2017

#### **2. Warrants – None**

#### **3. Awards of Contracts – None**

#### **UPDATES**

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

**OLD BUSINESS**

1. Discussion: Sustainable Ground Water Update  
(by General Manager Louie & Steve Anderson)
2. Discussion/Action: Approval of the Sixth Amendment to the General Manager's Employment Agreement.

**NEW BUSINESS**

1. Discussion: 2017 Election – Three Director Seats – No Contest
2. Discussion: Customer Concern: Juan Perez, Dolores Ave. – petition for water services.
3. Discussion/Action: California Rural Water Association (CRWA) 2018 Conference.
4. Discussion/Action: San Gorgonio Pass Water Agency (SGPWA) letter of support regarding SGPWA leasing water from Antelope Valley-East Kern Water Agency, commonly referred to as "Nickel Water".

**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 – October 17, 2017, 5:00 pm
- b. Regular Board Meeting – Tuesday – October 17, 2017, 6:00 pm
- c. Personnel Committee – None
- d. San Geronio Pass Regional Water Alliance – Alliance Meeting - Wednesday – September 27, 2017 - 5:00 PM to 7:00 PM

**ADJOURNMENT**

ADA Compliance Issues

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**Cabazon Water District**  
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**FINANCE & AUDIT COMMITTEE MEETING**

**MINUTES**

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

**Meeting Date:**  
Tuesday, August 15, 2017 – 5:00 PM

CALL TO ORDER,  
PLEDGE OF ALLEGIANCE,  
ROLL CALL @ 17:11 hr.

Director Bui - Absent  
Director Israel - Present

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

Main Reports:

- Balance Sheet – depicts what the District owns and what the District owes.
- Profit & Loss – shows monthly revenue and expenses.
- Profit & Loss Budget Performance – shows how the District is performing against the budget, and the condition of the District fiscal year to date.

Balance Sheet:

- The District's combined cash and LAIF balance is about \$616,000. The District's total liabilities are approximately \$1.26 million.

Profit and Loss:

- Line 2 Base Rate: This is the flat, fixed monthly charge to all residents for water service.
- Line 3 Commodity Sales: This is the variable income from charges for consumption of water.
- Line 4 DHPO Contract: This is the amount of the flat and variable charge to DHPO, which is segregated until their contract expires.
- Line 13 Basic Facilities Fee: The District received fees for a new service on Main St. for a 5/8" non-residential meter.
- Line 42 Lab Fees: YTD is at 23% due to lead and copper sampling and various lab fees related to Wells 2, 4, and 5.

As of July 31<sup>st</sup> the fiscal year-to-date net income is 30.1K, which is common for this time of year when water sales are higher.

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

PUBLIC COMMENT

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ADJOURNMENT

Motion to adjourn at 17:15 hr. made by Director Israel.

Director Bui - Aye  
Director Israel - Absent

Meeting adjourned at 17:15 hr. on August 15, 2017

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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

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Elizabeth Lemus, Secretary  
Board of Directors  
Cabazon Water District

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**REGULAR BOARD MEETING**

**MINUTES**

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

**Meeting Date:**  
August 15, 2017 – 6:00 PM

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**REMEMBRANCE OF OUR SERVICE MEN AND WOMEN**

**ROLL CALL**

Director Teresa Bui - Present  
Director Maxine Israel - Present  
Director Sarah Wargo - Present  
Director Alan Davis - Present  
Director Robert Lynk - Present

Calvin Louie, General Manager - Present  
Elizabeth Lemus, Board Secretary - Present  
Cindy Byerrum, Financial Consultant - Absent  
Steve Anderson, Best Best & Krieger Law Firm - Present  
Joseph Ortiz, Best Best & Krieger Law Firm - Present

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 of July 18, 2017
- b. Regular Board Meeting Minutes and warrants of July 18, 2017
- c. Special Board Meeting Minutes and warrants of August 9, 2017

**Motion to approve consent calendar items (a) Finance and Audit Committee Meeting Minutes and warrants approved by the committee of July 18, 2017, (b.) Regular Board Meeting Minutes and warrants of July 18, 2017, and (c.) Special Board Meeting Minutes and warrants of August 9, 2017, made by Director Israel and 2<sup>nd</sup> by Director Bui.**

Director Bui - Aye  
Director Israel - Aye  
Director Wargo - Aye  
Director Davis - Aye  
Director Lynk - Aye

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

**UPDATES**

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

**OLD BUSINESS**

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

**NEW BUSINESS**

- 1. Discussion/Action: **Customer Complaint: collectively filed by Teresa Bui, Ernie Saldana, Robert Stephenson, and Virginia Stephenson**

**Mr. Saldana explained that he, his wife Teresa Bui, and his mother and father in-law (Virginia and Robert Stephenson) have suffered physical and emotional distress/ailments due to comments made by Calvin Louie, and are seeking damages.**



Motion to further discuss the Customer Complaint made collectively by Teresa Bui, Ernie Saldana, Robert Stephenson, and Virginia Stephenson during closed session made by Director Wargo and 2<sup>nd</sup> by Director Israel.

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

**2. Discussion/Action: Approval of Resolution 03-2017: District Debt Management Policy**

Motion to approve Resolution 03-2017: District Debt Management Policy made by Director Israel and 2<sup>nd</sup> by Director Davis.

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

Entered into Closed Session at 18:32 hr.

**CLOSED SESSION**

- (1) COFERENCE WITH LEGAL COUNSEL – Potential Litigation vs. Cabazon Water District and General Manager
- (2) CONFERENCE WITH LEGAL COUNSEL – General Manager's Annual Performance Review

**OPEN SESSION (at 19:42 hr.)**

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

No reportable action regarding the Saldana/Bui/Stephenson Customer Complaint

No reportable action regarding the General Manager's Annual Performance Review

Motion to deny the Saldana/Bui/Stephenson investigation against the District's General Manager Calvin Louie and their claim\* made by Director Israel and 2<sup>nd</sup> by Director Davis.

Director Bui - Abstain  
Director Israel - Aye  
Director Wargo - Nay  
Director Davis - Aye  
Director Lynk - Aye

**\*MOTION CLARIFICATION NOTE:** It was understood that there was a request for an investigation (part of the request), and in clarification during the meeting, it was heard that there was also a request for damages (a second part of the request). A request for damages usually takes the form of money, and when you bring a claim for damages against a public agency in the form of a complaint it is considered a tort claim under the

government code. In this case, the Board has to either approve or deny that claim. The request for the investigation and the request for the claim were both simultaneously denied by Director Israel, 2<sup>nd</sup> by Director Davis, and a majority vote (3 – ayes, 1 nay, 1 abstain) was obtained.

**PUBLIC COMMENTS**

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**GENERAL MANAGER/BOARD COMMENTS**

**1. Future Agenda Items**

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- Suggested agenda items from the Public.
  1. Customer Concern: Mr. Juan Perez petitioning water service at his Dolores property (supported by Directors Wargo and Bul)
- Suggested agenda items from Management.
- Suggested agenda items from Board Members.
  1. Discussion/Action Item: 2018 California Rural Water Association (CRWA) Annual Conference (supported by Directors Wargo and Israel)
  2. Discussion/Action Item: San Gorgonio Pass Water Agency (SGPWA) letter of support regarding SWPWA leasing water from Antelope Valley-East Kern Water Agency, commonly referred to as “Nickel Water” (supported by Directors Lynk and Israel)

**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 – September 19, 2017, 5:00 pm
- b. Regular Board Meeting – Tuesday – September 19, 2017, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Alliance Meeting - Wednesday – August 30, 2017 - 5:00 PM to 7:00 PM

**ADJOURNMENT**

Motion to adjourn at 20:52 hr. made by Director Davis and 2<sup>nd</sup> by Director Israel.

No opposition was made by Board or public to adjourn the meeting.

Meeting adjourned at 20:52 hr. on Tuesday, August 15, 2017

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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

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Elizabeth Lemus, Secretary  
Board of Directors  
Cabazon Water District

ADA Compliance Issues

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**Cabazon Water District**

**Profit & Loss**

*August 2017*

	<b>Aug-17</b>	<b>YTD</b>	<b>Budget</b>	<b>YTD 17%</b>
1 <b>Operating Income</b>				
2     Base Rate - Water Bills	20,507	38,549	193,800	20%
3     Commodity Sales	33,933	71,192	252,600	28%
4     DHPO Contract	56,335	112,715	801,200	14%
5     Fire Sales - Water Bills	196	392	2,200	18%
6     Fire Flow Income	150	300	150	200%
7     Meter Install and Removal	-	-	80	0%
8     Penalty Fees - Water Bills	5,021	7,990	34,600	23%
9     Lien Reinstatement Fees	-	-	1,000	0%
10    New Account Fees - Water Bills	165	315	1,500	21%
11    Incident Fee - Water Bills	-	-	140	0%
12    Returned Check Fees	60	90	500	18%
13    Basic Facilities Fee	1,810	9,830	33,200	30%
14    Stand By Fees - Tax Revenue	-	2,251	113,600	2%
15 <b>Total Operating Income:</b>	<b>118,177</b>	<b>243,624</b>	<b>1,434,570</b>	<b>17%</b>
16 <b>Non-Operating Income</b>				
17     Property Taxes	79	452	60,900	1%
18     Cell Tower Lease Income	2,006	4,012	23,100	17%
19     Misc. Non-Operating Income	-	718	-	0%
20     Interest Income	589	1,788	7,400	24%
21 <b>Total Non-Operating Income</b>	<b>2,595</b>	<b>6,518</b>	<b>30,500</b>	<b>21%</b>
22 <b>Total Income</b>	<b>120,851</b>	<b>250,594</b>	<b>1,525,970</b>	<b>16%</b>
23 <b>Expense</b>				
24 <b>Payroll</b>				
26         Directors Fees	1,100	2,000	20,000	10%
25 <b>Management &amp; Cust. Service:</b>				
27             Customer Accounts	3,373	7,140	43,800	16%
28             Business Admin Manager	8,048	12,202	54,200	23%
29             Office Assistant	552	1,209	8,100	15%
30             General Manager	6,342	12,684	84,900	15%
31 <b>Total Mgmt. &amp; Cust. Service:</b>	<b>18,315</b>	<b>33,235</b>	<b>191,000</b>	<b>17%</b>
32             Field Workers	8,630	15,623	85,000	18%
33 <b>Total Payroll</b>	<b>26,945</b>	<b>48,858</b>	<b>276,000</b>	<b>18%</b>
34 <b>Employee Benefits Expense</b>				
35         Workers Comp.	867	1,734	14,100	12%
35         Employee Health Care	5,156	12,133	62,300	19%
36         Pension	4,635	8,992	54,200	17%
37 <b>Total Employee Benefits Expense</b>	<b>10,658</b>	<b>22,859</b>	<b>130,600</b>	<b>18%</b>
38     Payroll Taxes	2,177	4,655	27,200	17%
39 <b>Total Payroll - All Expenses:</b>	<b>40,880</b>	<b>78,372</b>	<b>453,800</b>	<b>17%</b>

**Cabazon Water District**

**Profit & Loss**

*August 2017*

		<b>Aug-17</b>	<b>YTD</b>	<b>Budget</b>	<b>YTD 17%</b>
40	<b>Operational Expenses</b>				
41	<b>Facilities, Wells, T&amp;D</b>				
42	Lab Fees	420	2,285	8,000	29%
43	Site Landscaping & Maint	45	90	700	13%
44	Meters	1,783	1,783	5,000	36%
45	Generator Service Contractor	-	-	2,400	0%
46	Utilities - Wells	11,976	23,178	117,900	20%
47	SCADA	26	53	4,900	1%
48	Line R&M Contractor	-	-	12,500	0%
49	Line R&M Materials	390	701	60,000	1%
50	Well Maintenance	979	2,072	36,000	6%
51	Security	1,834	3,576	24,410	15%
52	Engineering Services	12,555	12,555	80,900	16%
53	Chlorinators	-	15	4,180	0%
54	Facilities, Wells, T&D - Other	-	-	10,000	0%
55	<b>Total Facilities, Wells, T&amp;D</b>	30,008	46,308	366,890	13%
56	<b>Utilities - Office</b>				
57	Electricity	1,979	4,085	15,100	27%
58	Gas	26	53	710	7%
59	Telephone	672	1,419	10,500	14%
60	Trash Pickup & Office Cleaning	358	716	4,400	16%
61	<b>Total Utilities - Office</b>	3,035	6,273	30,710	20%
62	<b>Office Expenses</b>				
63	Water Billing System	-	-	2,500	0%
64	Supplies & Equipment	110	246	9,700	3%
65	Copier and Supplies	237	474	8,100	6%
66	Dues & Subscriptions	-	-	1,700	0%
67	Postage	902	1,473	12,900	11%
68	Printing & Publications	-	240	6,100	4%
69	Leases & Rents	-	-	300	0%
70	Computer Services	2,657	5,314	36,800	14%
71	Office Radio	-	-	500	0%
72	Office Storage	500	1,000	6,100	16%
73	Air Conditioning Servicing	379	758	4,500	17%
74	Fire Alarm System Servicing	-	144	600	24%
75	Office Expenses - Other	594	594	1,300	46%
76	<b>Total Office Expenses</b>	5,379	10,243	91,100	11%
77	<b>Support Services</b>				
78	Temporary Labor	-	-	10,000	0%
79	Financial Audit	1,320	1,320	22,100	6%
80	Accounting	2,348	3,282	30,000	11%

**Cabazon Water District**

**Profit & Loss**

*August 2017*

		<b>Aug-17</b>	<b>YTD</b>	<b>Budget</b>	<b>YTD 17%</b>
81	Legal Services	2,100	10,243	115,100	9%
82	Bank Service Charges	49	90	1,500	6%
83	Payroll Service	285	578	5,100	11%
84	General Liability Insurance	943	1,886	21,900	9%
85	<b>Total Support Services</b>	<b>7,045</b>	<b>17,399</b>	<b>205,700</b>	<b>8%</b>
86	Training/Travel	415	615	7,000	9%
87	Other Fees/SWRCB	64	504	19,600	3%
88	<b>Service Tools &amp; Equipment</b>				
89	Shop Supplies and Small Tools	266	383	6,100	6%
90	Vehicle Fuel	-	1,075	12,200	9%
91	Employee Uniforms	334	334	1,500	22%
92	Safety	-	-	500	0%
93	Tractor Expenses	456	456	5,500	8%
94	Equipment Rental	444	444	1,000	44%
95	Service Trucks - R&M	1,382	2,178	14,400	15%
96	Water Ops Phone & Internet	85	170	3,600	5%
97	Communications	-	-	3,300	0%
98	<b>Total Service Tools &amp; Equipment</b>	<b>2,967</b>	<b>5,040</b>	<b>48,100</b>	<b>10%</b>
99	<b>Non-Operating Expenses</b>				
100	Grant & Loan Processing Fee	-	-	1,600	0%
101	DWR Interest on Loans	-	-	11,236	0%
102	DHPO Interest Expense	-	-	10,802	0%
103	Bad Debt Expense	-	-	1,200	0%
104	Miscellaneous	152	251	5,000	5%
105	Website Support	410	520	1,300	40%
106	DHPO Capacity Fees	1,750	3,500	-	0%
107	<b>Total Non-Operating Expenses</b>	<b>2,312</b>	<b>4,271</b>	<b>31,138</b>	<b>14%</b>
108	Depreciation Expense	22,192	44,384	266,300	17%
109	<b>Total Expense</b>	<b>114,297</b>	<b>213,408</b>	<b>1,520,338</b>	<b>14%</b>
110	<b>Net Income</b>	<b>6,554</b>	<b>37,186</b>	<b>5,632</b>	<b>660%</b>

# Cabazon Water District

## Balance Sheet

August 31, 2017

		<u>Aug 31, 17</u>
1	<b>ASSETS</b>	
2	<b>Current Assets</b>	
3	<b>Checking/Savings</b>	
4	11020 · General Bank Account-Chase	180,559
5	11030 · Payroll Bank Account-Chase	54,766
6	11040 · Trust Account- Chase - Cus Dep	18,788
7	11050 · Local Petty Cash	100
8	<b>Total Checking/Savings</b>	254,214
9	12000 · Accounts Receivable	210,849
10	13010 · LAIF	353,875
11	13020 · Bank of NY Trustee Accounts	66,357
12	13040 · Prepaid Expenses	17,117
13	13060 · Inventory Total	87,079
14	<b>Total Other Current Assets</b>	735,278
15	<b>Total Current Assets</b>	1,007,460
16	<b>Fixed Assets</b>	
17	14200 · Construction in Process	
18	14204 · CIP Cabazon Outlets Expansion	9,692
19	14209 · CIP Super Map	9,455
20	14210 · CIP 50100 Main St. Property	69,918
21	<b>Total 14200 · Construction in Process</b>	89,066
22	14310 · Tools and Equipment	118,016
23	14320 · Source of Supply	1,514,206
24	14330 · Transmission & Distribution	7,853,270
25	14340 · Buildings & Structures	12,281
26	14350 · Water Treatment	8,800
27	14360 · Office Furniture and Equipment	64,071
28	14370 · Intangible Plant	11,032
29	14380 · Vehicles	106,309
30	14400 · Land	409,331
31	14500 · Accumulated Depreciation	(4,819,988)
32	<b>Total Fixed Assets</b>	5,366,394
33	<b>TOTAL ASSETS</b>	6,373,854
34	<b>LIABILITIES &amp; EQUITY</b>	
35	<b>Liabilities</b>	
36	<b>Current Liabilities</b>	
37	Accounts Payable	1,964
38	<b>Other Current Liabilities</b>	
39	21250 · Developer Deposits	
40	21251 · Dollar General	20,757
41	<b>Total 21250 · Developer Deposits</b>	20,757
42	21300 · Customer Deposits	
43	21330 · Customer Deposits - Co 1	3,565
44	21340 · Customer Deposits - Co 2	4,384
45	<b>Total 21300 · Customer Deposits</b>	7,949
46	21420 · Accrued Vacation Pay	18,345
47	21440 · DWR-HS Payable - Current	36,184
48	21450 · Current Portion Zion's Bank Ln	75,062
49	21460 · Accrued Payroll	4,827

**Cabazon Water District**

**Balance Sheet**

*August 31, 2017*

		<u>Aug 31, 17</u>
50	21470 · Accrued Payroll Taxes	359
51	21480 · Accrued Interest	3,527
52	24000 · Payroll Liabilities	80
53	Total Other Current Liabilities	<u>167,090</u>
54	Total Current Liabilities	169,054
55	Long Term Liabilities	
56	22000 · DWR-H Loan Payable (Payoff '26)	318,898
57	22100 · Zion's Bank Long Term (2023)	454,027
58	22200 · RCEDA Loan Payable	300,000
59	Total Long Term Liabilities	<u>1,072,926</u>
60	Total Liabilities	<u>1,241,980</u>
61	Total Equity	<u>5,131,873</u>
62	TOTAL LIABILITIES & EQUITY	<u><u>6,373,854</u></u>



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**REBECCA SPENCER**  
Registrar of Voters



**ART TINOCO**  
Assistant Registrar of Voters

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**REGISTRAR OF VOTERS**  
COUNTY OF RIVERSIDE

August 24, 2017

Ellie Lemus  
Cabazon Water District  
PO Box 297  
Cabazon, CA 92230

Dear Ms. Lemus:

**SUBJECT: November 7, 2017 Consolidated General Election**

This letter is to update you on the status of your board of directors election. Since the number of qualified candidates does not exceed the number of offices to be filled and a petition requesting that the election be held was not filed by August 16, 2017, your scheduled election will not be held.

The County Board of Supervisors will appoint the qualified candidates to office in lieu of election and they will take office and serve as if they had been elected. Certificates of Appointment in Lieu of Election will be issued after the Board of Supervisors takes action.

Refer to the enclosed list on which the names of the qualified candidates appear. Please destroy any remaining nomination material that you may have for this election.

If you have any questions, please do not hesitate to call Leticia Flores at (951) 486-7212, or Rachel Rathbone at (951) 486-7318.

Sincerely,

**REBECCA SPENCER**  
Registrar of Voters

By \_\_\_\_\_  
Leticia Flores  
Elections Coordinator



Code Enforcement Department  
County Of Riverside  
San Jacinto District Office  
581 S. Grand Avenue  
San Jacinto, California 92582  
(951) 791-3900 – Fax (951) 951-3910

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## NOTICE TO DISCONNECT UTILITIES

TO:  Southern California Edison Company  
 Cabazon Water District  
 Southern California Gas Company

Building Address: 1 PARCEL EAST OF DOLORES AVE, CABAZON, CA

Owner or Occupant: GABRIEL ALZAREZ LOPEZ Meter No(s): 00231908

- A hazardous condition exists and we request immediate removal of water service under the authority of Riverside County Ordinance 457 and the Uniform Administrative Code, Chapter 2, Section 202 (f).
- A hazardous condition exists and we request immediate removal of gas service under the authority of Riverside County Ordinance 457 and the Uniform Administrative Code, Chapter 2, Section 202 (f).
- The unoccupied building has been inspected and found to be unfit for human habitation as defined by the Uniform Building Code.

Please do not reconnect electric, water, or gas service without authorization (via FAX transmittal) from the Riverside County Code Enforcement Department under the authority of the Uniform Administrative Code, Chapter 2, Section 202 (h).

For further discussion, please contact Officer Torres at (951)791-3900.

Thank you in advance for your assistance in this matter.

Sincerely,

Edward Torres, Code Enforcement Officer

cc: Code Enforcement Case File No: )

July 26, 2017

San Geronio Pass Water Agency  
Board of Directors  
1210 Beaumont Avenue  
Beaumont, CA 92223

Dear members of the Board:

We are writing to show our support for the Agency's recent long-term lease of water from the Antelope Valley-East Kern Water Agency (AVEK), commonly referred to as "Nickel water."

Last year, your General Manager concluded that "the region currently does not have the water supplies to support all the growth that is planned and approved..." (and that) "Financial resources will make procurement of new water supplies possible [and] an Agency capacity fee, if implemented with local agencies, will supply a revenue stream to obtain the required additional supplies."

Also last year, the Alliance instituted a process by which we identified the top water priorities of our region. The highest priority, by far, was the acquisition of additional supplemental water supplies to increase water supply reliability for current residents as well as to support projected development. Your actions in acquiring the Nickel water speak directly to that priority.

Since that time, your Board of Directors has launched an effort to explore new water supply opportunities. In June, you took a significant step by approving the 20-year lease of 1700 acre-feet of water from AVEK, with a possible renewal for an additional 20 years. This water could serve between 3000 and 5000 homes per year, depending on the home and lot size. The fact that this water is 100% reliable even in dry years is a huge benefit to our region.

Your Agency is being proactive in exploring additional water supply sources that may be available to our area. The Agency is making good use of its network as a State Water Contractor in its quest to help our region achieve water supply reliability for current and future residents. We support your achievement in acquiring the Nickel water, and encourage you to continue your efforts to deliver additional water supplies to our region.

Very truly yours,

Debbie Franklin  
Chair

**CABAZON WATER DISTRICT  
SIXTH AMENDMENT TO EMPLOYMENT AGREEMENT – GENERAL MANAGER**

This Sixth Amendment to Employment Agreement (this “Sixth Amendment”) between the Cabazon Water District (the “District”) and Calvin Louie (the “Employee”), is entered into this \_\_\_ day of September 2017. Except as modified in the prior First, Second, Third, Fourth, and Fifth Amendments or as further modified in this Sixth Amendment, the Employment Agreement between the District and the Employee shall remain in full force and effect. The parties to this Sixth Amendment agree to the following changes:

Section 3 (a) entitled “Compensation” is hereby amended to provide a two percent (2%) cost of living increase as follows:

**“(a) Compensation.** As of July 1, 2017, the District agrees to pay Employee for services rendered pursuant hereto at a rate of Eighty Four Thousand and Eighty Eight Dollars and Fifty Five Cents (\$84,088.55) annually, pursuant to the procedures regularly established and as they may be amended by the District in its sole discretion.

“All compensation and comparable payments to be paid to Employee under this Agreement shall be less customary withholdings and taxes as required by law. The Board of Directors will review Employee’s salary in conjunction with his annual performance review. Upon the Board’s determination that the Employee has performed at a satisfactory level, the Employee shall receive a cost of living adjustment to his salary in accordance with the Consumer Price Index for Los Angeles, Riverside-Orange Counties. However, in no event shall the salary increase due to cost of living be less than two percent (2%) nor more than three percent (3%). The Board may offer a greater salary increase if, in its discretion, it asserts Employee’s performance warrants said increase. Salary increases must be expressly memorialized in writing.”

Section 3 is hereby amended to add a new section titled “Administrative Leave” at Section 3(h) to provide two administrative leave days each year as follows:

**(h) Administrative Leave.** In recognition of the fact that the Employee often maintains hours beyond a regular forty hour work week, Employee will be allotted two (2) administrative leave days as of July 1, 2017 for use during the remainder of the calendar year. Each year thereafter, on January 1st, Employee will be allotted two administrative leave days for use during the calendar year. These are days away from the office to be scheduled and used throughout the year to complete administrative tasks and duties from home or elsewhere without undue office interference. These days do not accrue, are not subject to carry over year to year, are not subject to any cash-out option, and will not be paid out upon termination of employment.”

The District and the Employee have duly executed this Sixth Amendment to Employment Agreement as of the date first written above, and it is effective as of July 1, 2017.

**CABAZON WATER DISTRICT**

By: \_\_\_\_\_  
Robert Lynk,  
President, Board of Directors

\_\_\_\_\_  
Calvin Louie