



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

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, November 19, 2024 – 5:00 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

Board Vice Chair Terry Tincher – Present
Board Chair Sarah Wargo – Present
Michael Pollack, General Manager – Present
Evelyn Aguilar, Board Secretary – Present

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

FINANCE & AUDIT COMMITTEE

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

Main Reports:

- Balance Sheet – depicts what the District owns and what the District owes.
- Profit & Loss Budget Performance – shows how the District is performing against the budget, and the condition of the District fiscal year to date.
- Capital Detail – shows activity pertaining to Capital Projects.

Balance Sheet:

The District's combined Cash with Chase Bank, Local Agency Investment Fund (LAIF), and California Cooperative Liquid Assets Securities System (CLASS) balance was \$2,130,916 at month end. The District's total liabilities were approximately \$519,573 at month end.

Profit and Loss: - Year to date (YTD) is 33% of the year.

- 4. Commodity Sales: Volumetric water sales including residential, commercial & construction water sales. YTD is trending over budget at 48% due to higher consumption during summer months.
- 7. Basic Facilities Fee: These are fees charged for new service connections, meter installations, and upgrades. These revenues are budgeted conservatively due to their unpredictable nature. YTD is over budget due to multiple service installations.
- 12. Cell Tower Lease Income: This accounts for the monthly lease payment for use of District property for cell towers. YTD is trending over budget at 48% due to November tower lease paid in October.
- 13. Main St. Yard Sale: This accounts for the sale of the Main Street property. YTD is \$168,098 and will remain as such through fiscal year end.
- 15. Interest Income-Investment Accounts: This account includes interest earnings in the District's LAIF and other investment accounts. YTD is trending over budget at 51% due to rising interest rates.
- 31. Utilities – Wells: This account includes the cost of electricity relating to District wells and pumping activity. YTD is trending over budget at 44% due to higher consumption in summer months.
- 48. Office Expenses – Other: This account includes miscellaneous office expenses. YTD is trending over budget at 50% due to various notary charges in August.
- 51. Financial Audit: This account includes the costs for the annual financial audit. YTD is trending over budget at 53% due to progress billing for FY 24 audit.
- 66. Equipment Rental: This account includes equipment rental expenses incurred by the District. \$198 was spent in this category so far. Expenses vary throughout the year. YTD is trending under budget at 7% due to less rentals than anticipated.

As of October 31st, the fiscal year-to-date net income is \$337,178.

Capital Detail:

Lines 3-11 Reserve Funded Capital Projects: Projects to be funded by District reserves.

- 3. Meter Replacement: This account is for the Water Meter Replacement Program. YTD activity includes a Nitro I meter purchase for \$1.9K.
- 5. Bonita Vault: This account is for new vault and materials. YTD is over budget due to material purchases of \$44.2K in July being higher than anticipated.
- 10. Well #2 New Facility Building: This account is budgeted for \$130K for FY 25 for a new facility building at Well #2. YTD is trending under budget at 21% due to timing of expenses.

Lines 15-19 Grant/Debt Funded Capital Projects: Projects to be funded by grant/debt revenues.

- 15. Esperanza Waterline Improvements: Includes the Esperanza Waterline project which is expected to be primarily grant funded with the project costing \$359,700 and the grant funding being \$343,700.
- 18. Groundwater Well Improvements: Includes the Groundwater Well Improvements project, expected to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

- 2. Discussion: Miscellaneous District Financial Matters
- 3. 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

Meeting adjourned at 5:12 pm on Tuesday, November 19, 2024 and the FAC proceeded to check signing.



Terry Tincher, Vice Board Chair
Board of Directors
Cabazon Water District



Evelyn Aguilar, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

In compliance with the Americans with Disabilities Act & Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Clerk of the Board at (951) 849-4442. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.