



**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, October 15, 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 \$2,027,234 at month end. The District's total liabilities were approximately \$497,234 at month end.

Profit and Loss: - Year to date (YTD) is 25% of the year

- 4. Commodity Sales: Volumetric water sales including residential, commercial & construction water sales. YTD is trending over budget at 37% 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.
- 8. Standby Fees – Tax Revenue: This accounts for standby fees accessed to all parcels in the District. The minimum fee is \$5/acre; rates vary per location and nature of the parcel. The majority of these receipts occur in January and May. There is no activity YTD.
- 11. Property Taxes: This account includes Ad Valorem tax revenues apportioned by Riverside County. Property Tax receipts are received in January and May when property tax payments are due to the County of Riverside Tax Collector's Office. There is no activity YTD.
- 13. Miscellaneous Non-Operating Income: This account includes recycling revenues and other miscellaneous revenues. This account is not budgeted due to unpredictable activity. YTD includes \$1K from recycling and \$168K for the sale of 50100 Main St property.
- 32. Well Maintenance: This account includes repairs, maintenance, and chemical expenses relating to the District wells. Expenses vary throughout the year. YTD is trending under budget at 7%.
- 33. Security: This account includes the expenses for District alarm phones, security alarms and crime prevention. YTD is trending over budget at 35% due to timing of payments.
- 39. Water Billing System: This account includes the annual water billing system maintenance costs. YTD is trending under budget at 19% due to less maintenance than anticipated.
- 44. Printing & Publications: This account includes printing and publication costs for any District notices or reports. YTD is trending over budget at 56% due to a public notice ad in July.
- 50. 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.
- 60. Shop Supplies & Small Tools: This account includes various shop supply and small tool purchases. YTD is trending over budget at 44% due to a saw and blade purchase in September for \$3.1K.

As of September 30st, the fiscal year-to-date net income is \$307,427.

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 \$30K for FY 25 for a new facility building at Well #2. YTD is over budget at 50% due to purchases of rock and masonry work completed in August, storage container relocation in September for \$2.5K, and hydrant material purchases in September for \$3.6K.

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.

- 16. Grant Funding – DWR: Includes grant funding received from the DWR for the isolation valves project and Esperanza Waterline improvement project. Grant reimbursements are invoiced and paid quarterly.
- 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.
- 19. Grant Funding – SWRCB: Includes grant funding received from SWRCB for Groundwater Well Improvement projects. Grant reimbursements are invoiced and paid quarterly.

2. Discussion: Miscellaneous District Financial Matters

**PUBLIC COMMENT**

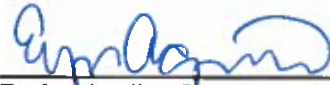
Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors 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 5:11 PM on Tuesday, October 15, 2024 and the FAC proceeded to check signing.



Sarah Wargo, 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.