



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 17, 2023 – 5:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Director Terry Tincher – Present
Director 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

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

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 \$1,374,205 at month end. The District's total liabilities were approximately \$463,667 at month end.

The \$300,000 RCEDA Loan has been terminated due to its expiration in January, 2023. This loan was taken out from the Riverside County Economic Development Agency in 1998 and was used to install a mainline on Seminole. Any revenue from connections to that pipeline from 1998-2023 was supposed to be used to repay the loan, but no development took place in that area.

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

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 around January and May.

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.

13. Miscellaneous Non-Operating Income: This account includes recycling revenues, insurance reimbursements, and other miscellaneous revenues. This account is not budgeted due to unpredictable activity. This account includes \$10K for insurance claim reimbursements relating to vehicles.

16. Total Revenues: YTD is at 25%.

29. Utilities - Wells: This account includes the cost of electricity relating to District wells and pumping activity. YTD is trending under budget at 15% due to Well #1 being offline for repairs.

32. Security: This account includes the expenses for District alarm phones, security alarms and crime prevention. YTD is trending over budget at 39% due to quarterly payments paid in full through December.

33. Engineering Services: This account includes general engineering services required by the District. YTD is in line with budget.

38. Water Billing System: This account includes the annual water billing system maintenance costs. YTD is trending over budget at 82% due to the timing of water billing system annual charges.

41. Dues & Subscriptions: This account includes various annual dues and fees. Expenses vary depending upon timing of dues renewals. YTD is trending over budget at 52% due to the timing of renewals for ParcelQuest and California Rural Water Association through fiscal year end.

49. Financial Audit: This account includes the costs for the annual financial audit. YTD is trending over budget at 54% due to the timing of progress billing of the FY 23 audit.

54. Insurance: This account includes the annual costs of liability insurance for the District. YTD is trending over budget at 75% due to the timing of property and liability insurance renewal for the fiscal year.

72. Grant Application Share of Cost: This account includes \$12K paid to the City of Banning for Proposition 1 Round 2 grant application for the replacement of outdated waterlines.

73. Total Non-Operation Expenses: YTD is at 82%.

78. RCEDA Loan – Dissolved: This account reflects the revenue realized as a result of the terminated loan agreement with the Riverside County Economic Development Agency.

As of September 30th, the fiscal year-to-date net income is \$287,073.

Capital Detail:

5. Meter Replacement: This account is for the Water Meter Replacement Program. YTD is trending over budget at 21% due to the timing of expenses.

6. Main Replacements Fire Hydrant & Air Vac: This account is for main replacements fire hydrant and air vac. The total project cost is estimated at \$145K for FY 24. The funds for this account were used for the Well #1 Emergency Repair.

10. Well #1 Emergency Repair: This account is for the Well #1 emergency repairs not anticipated in the budget.

21. T2, T3, & T4 Recoating: Includes Tank Recoating for T1, T2 & T4, anticipated to be 100% grant funded.

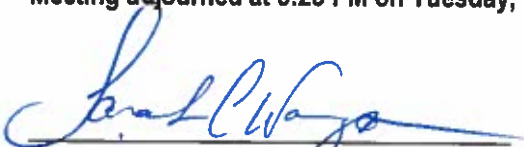
24. Well 4 Repairs: This account includes Well 4 repairs and is expected to be 100% debt funded.

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 5:23 PM on Tuesday, October 17, 2023 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.