



**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, June 21, 2022 – 5:00 PM

**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**Director Tincher - Present**  
**Director Wargo - 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
  
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 – 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 with Chase and LAIF balance was \$1,162,467 at month end. The District's total liabilities were approximately \$841,909 at month end.

Profit and Loss: - Year to date is 92% of the year

10. New Account Fees: This account represents the fees to set up a new utility account. These fees are currently at \$20 for residential accounts and \$65 for construction accounts. These fees are hard to predict and can trend under or over budget. YTD is at 68% of budget.

12. Returned Check Fees: These fees are charged to the customer for a bounced check. The fees are budgeted conservatively due to their unpredictable nature. YTD is overbudget due to more fees collected than anticipated.

13. Basic Facilities Fee: These are fees charged for new service connections, meter installations & upgrades. These revenues are budgeted conservatively due to their unpredictable nature. YTD activity consists of (2) 3/4" meter installations in July, (1) during August, (1) in December, and (1) in January.

20. Interest Income: This account includes interest earnings in the District's LAIF and other investment accounts, and interest charged on overdue customer balances. YTD is over budget due to the resumption of changing interest on unpaid water bills.

41. Total Payroll: Summarizes the District's total payroll expenses.

51. Facilities, Wells, T&D – Other: This account includes the generator service contract expenses, site landscaping & maintenance, chlorinators, and SCADA. YTD is over budget due to a \$3.9K tree trimming service performed in November and a \$7.7K chlorinator purchase in May not budgeted for.

57. Trash Pickup & Office Cleaning: Includes trash service & office cleaning services. YTD is over budget due to a \$1.8K detail carpet cleaning performed in March and increased janitorial service rates.

65. Printing & Publications: This account includes the printing & publication costs for any District notices or reports. YTD is at 8% of budget.

67. Office Storage: This account includes the lease payments for equipment & supply storage to Riverside County. YTD is at 56% of budget.

89. Equipment Rental: This account includes equipment rental expenses incurred by the district. YTD is over budget due to increased traffic control services in November and December due to a leak at Bonita and Broadway, and a \$3.9K charge in May due to a project at 46910 Bonita.

As of May 31st, the fiscal year-to-date net income is \$289,360.

### 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 5:07 PM on Tuesday, June 21, 2022



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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District



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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.