



**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, March 15, 2022 – 5:00 PM

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

**Director Wargo - Present**

**Calvin Louie, General Manager – Absent for roll call. Joined at 5:06 PM**  
**Evelyn Aguilar, Board Secretary – Present**

- The Board Secretary shared that there is currently only one Director on the FAC, but that the board would be reorganizing the committees at the regular board meeting following this FAC meeting.

**\*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 \$1,165,969 at month end. The District's total liabilities were approximately \$774,376 at month end.

Profit and Loss: - Year to date is 67% 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 currently at 44% of budget.

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.

14. Standby Fees: This accounts for standby fees accessed to all parcels in the District. The minimum fee is \$5/acre and can be more depending on the location and nature of the parcel. The bulk of these receipts often occur around January and May and can occasionally cause YTD to trend over or under budget.

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

43. Meters: This account includes the costs of meter repairs & meter testing. YTD is currently at 34% of budget.

45. Utilities Wells: This account includes the electricity costs relating to District wells and pumping activity. YTD is currently at 74% of budget due to increased consumption during the first half of the fiscal year.

60. Supplies & Equipment: This account includes the supply & equipment purchases for the District office. YTD is currently at 100% of budget due to timing of bulk billing material purchases.

64. Printing & Publications: This account includes the printing & publication costs for any District notices or reports. YTD is currently at 6% of budget due to timing of expenses.

85. Employee Uniforms: This account includes employee uniform purchases and reimbursements. YTD is currently at 22% of budget.

87. Tractor Expenses: This account includes tractor repair & maintenance expense. YTD is currently at 94% of budget due to \$1.2K charges for backhoe maintenance performed in July and \$1.6K for hydraulic line repairs in September.

93. Grant & Loan Processing Fee: This account includes the Loan fee from BNY. YTD is currently at 95% due to the timing of annual payment, which came in 5% below budget.

As of February 28th, the fiscal year-to-date net income is \$257,044.

#### 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, March 15, 2022



Robert Lynk, 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.