



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 19, 2021 – 5:00 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

Director Wargo - Present
Director Sanderson - Present

Calvin Louie, General Manager - Absent
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.

- o 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 \$1,076,249 at month end. The District's total liabilities were approximately \$860,926 at month end.

Director Wargo inquired about the LAIF account, and asked if there could be an item on the November regular Board meeting displaying the decrease in returns vs. previous years.

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

- 8. Fire Flow Income: This account is for fire flow test fees relating to new development. This account is not budgeted due to unpredictable activity.
- 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 and one during August.
- 17. Property Taxes: This account includes Ad Valorem tax revenues apportioned by Riverside County. Property Tax receipts are mainly received after December 10th and May 10th when property tax payments are due to the County of Riverside Tax Collector's Office.
- 32. Field Workers: This account includes the amount of wages attributable to field workers. YTD is currently at 20% of budget.
- 34. Workers Compensation: The district makes worker's compensation installment payments in the first part of the fiscal year. YTD is currently at 49% of budget due to timing of installment payments.
- 49. Facilities, Wells, T&D – Other: This account includes the generator service contract expenses, site landscaping & maintenance, chlorinators, and SCADA. YTD is currently at 38% of budget due to a \$2.5K pump-chlorinator purchase in September.
- 54. Telephone: This account includes the expenses for the landline at District office and the emergency line answering service. YTD is currently at 34% of budget due to a Mitel phone upgrade in September.
- 59. Supplies & Equipment: This account includes the supply & equipment purchases for the District office. YTD is currently at 12% of budget.
- 60. Copier Lease & Printing Supplies: This account includes the copier lease expense & supply purchases relating to printing. YTD currently at 31% of budget due to higher colored copy services in August.
- 64. Computer Services: This account includes monthly IT support. YTD is currently at 16% of budget.
- 71. Temporary Labor: This account includes the costs for temporary labor.
- 80. Other Fees/SWRCB: This account includes annual LAFCO fees, State Water Resource Control Board fees, and other various county fees. YTD is currently at 50% of budget due to timing of annual payments.
- 86. Tractor Expenses: This account includes tractor repair & maintenance expense. YTD is currently at 87% of budget due to \$1.2K charges for backhoe maintenance performed in July and \$1.6K for hydraulic line repairs in September.
- 94. DHPO Interest Expense: This account includes the interest expense on the DHPO loan. YTD is currently at 56% of budget due to timing of interest payments.
- 98. Total Expenses: Summarizes total District expenses.

As of September 30th, the fiscal year-to-date net income is \$154,183.

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

Motion to adjourn at 5:11 PM made by Director Wargo and 2nd by Director Sanderson.

Director Wargo – Aye
Director Sanderson - Aye

Meeting adjourned at 5:11 PM on Tuesday, October 19, 2021



Sarah Wargo, 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.