



Cabazon Water District  
14618 Broadway Street • P.O. Box 297  
Cabazon, California 92230

## FINANCE & AUDIT COMMITTEE MEETING

### MINUTES

This meeting was virtual only

**Teleconference:**

Dial-in #: 978-990-5321

Access Code: 117188

**Meeting Date:**

Tuesday, January 25, 2022 – 5:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Director Wargo - Present

Calvin Louie, General Manager – Absent for roll call. Joined later.

Evelyn Aguilar, Board Secretary – Present

The second Director on the Finance and Audit committee retired in December, and no second Director has been assigned to this committee yet.

\*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 \$1,106,485 at month end. The District's total liabilities were approximately \$843,832 at month end.

Profit and Loss: - Year to date is 50% of the year

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, and (1) in December.
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.
44. Utilities Wells: This account includes the electricity costs relating to District wells and pumping activity. YTD is currently at 61% of budget due to increased consumption during summer months.
63. Printing & Publications: This account includes the printing & publication costs for any District notices or reports. YTD is currently under budget at 5%. This line was budgeted to include recruitment costs for another Field Crew Worker, but the advertisements were done in the prior FY.
76. Website Support: This account includes monthly web hosting costs. YTD is currently at 15% of budget due to timing of payments
86. 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.
87. Equipment Rental: This account includes equipment rental expenses incurred by the district. YTD is currently at 91% of budget due to increased traffic control services in November and December.
90. Total Service Tools & Equipment: Summarizes total expenses for service tools & equipment.
97. Total Non-Operating Expenses: Summarizes the total amount of non-operating expenses incurred by the District.
98. Total Expenses: Summarizes total District expenses.
101. Main Street Improvements: This accounts for the improvements and development of the Main Street property. YTD is currently at 14% of budget. This project is almost complete.


As of December 31st, the fiscal year-to-date net income is \$129,285.


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 5:17 PM on Tuesday, January 25, 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.