



**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, September 20, 2022 – 5:00 PM

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

Director Tincher - Present  
Director 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
  
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 and LAIF balance was \$1,304,239 at month end. The District's total liabilities were approximately \$761,500 at month end.

Profit and Loss: - Year to date is 17% of the year

6. DHPO Capacity Credit: This account includes the contractual credit given to DHPO on a monthly basis. This credit is \$1,750 per month and will expire in December 2022. YTD is at 33% of budget and should end in line with budget by the time the credit expires.

9. 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 is over budget due to fees collected for 3/4" service on Bonita and 5/8" on Maxine and Bonita.

22. Management & Customer Service: This account includes general manager, business admin supervisor, customer accounts supervisor and new part time customer accounts representative. YTD is at 10% of budget due to the timing of hiring of new General Manager starting in September.

32. Line R&M Materials: This account includes the expenses relating to materials for line repair & maintenance. YTD is at 75% of budget due to bulk purchases to stock up due to shipping delays.

41. Supplies & Equipment: This account includes the supply & equipment purchases for the District office.

45. Printing & Publications: This account includes the printing & publication costs for any District notices or reports. YTD is at 49% of budget due to timing of stand-by charges meeting notices for FY 22-23.

53. Accounting: This account includes the costs for contract accounting services. YTD is at 8% of budget due to August bill not being received yet.

54. Legal Services: This account includes the costs of legal services for the District.

63. Vehicle Fuel: This account includes fuel costs for District vehicles.

67. Equipment Rental: This account includes equipment rental expenses incurred by the district. YTD is at 50% due to traffic control for new services and leak repairs on busy streets.

68. Service Trucks R&M: This account includes repair & maintenance costs for district vehicles. YTD is at 22% of budget due to more district vehicle repairs than anticipated.

As of August 31st, the fiscal year-to-date net income is \$127,008.

Capital Detail

5. Meter Replacement: This account is for the Water Meter Replacement Program.

9. Isolation Valves: Includes the Isolation Valves project which is expected to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

12. Groundwater Well Improvements: Includes the Groundwater Well Improvements project, expected to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.

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 5:13 PM on Tuesday, September 20, 2022



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.