



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, April 20, 2021 – 5:00 PM

*Note: The FAC wanted to discuss some financial notes written by the former AGM, but the Board Secretary was unable to print them, due to an issue with the District printer. It was agreed that the FAC would discuss the notes during the next FAC meeting on May 18, 2021. This would also give them time to review the notes before the meeting.

CALL TO ORDER. - Due to the printer issue, as mentioned in the above note, the meeting began at 17:07 hr.
PLEDGE OF ALLEGIANCE.
ROLL CALL

Director Wargo - Present
Director Sanderson - Present

Calvin Louie, 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

Business (951) 849-4442 • FAX (951) 849-2519

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 \$1,077,692 at month end. The District's total liabilities were approximately \$1,054,249 at month end.

Profit and Loss: - Year to date is 75% of the year

- 8. Penalty Fees: This account includes late fees, incident fees, door tag fees and other misc. penalty charges. These fees are hard to predict and can trend under or over budget during the year. YTD is trending below budget due to penalty fee delays associated with the COVID-19 pandemic.
- 18. Misc. Non-Operating Income: This account includes recycling revenues, insurance reimbursements, and other miscellaneous revenues. YTD can trend over/under budget due to timing of activity.
- 24. Directors Fees: This account includes costs for director compensation. YTD is trending under budget at 55%.
- 33. Workers Compensation: The district makes worker's compensation installment payments in the first part of the fiscal year. As of November, workers compensation is paid in full through 5/1/21. YTD is at 81% due to timing of workers comp payments.
- 52. Gas: This account includes the gas costs for the Broadway office. YTD is trending below target at 56% due to lower usage in the summer months.
- 54. Trash Pickup & Office Cleaning: Includes trash service & office cleaning services. YTD is trending over budget at 80% due to emergency services in October.
- 71. Temporary Labor: This account includes costs for the NBS rate study, which is now complete.
- 88. Service Trucks R&M: This account includes repair & maintenance costs for district vehicles.
- 96. Miscellaneous: This account includes other non-operating expenses. YTD is over budget because of Covid testing for employees performed in October and December.
- 102. Main Street Improvements: This accounts for the improvements and development of the Main Street property. YTD is at 52% due to the timing of project expenditures. YTD activity includes an invoice from Tess Electric for installation of new Edison raceway & meter pedestal for \$4.7K, the purchase of a new storage container for \$4.3K, and clean up services for \$1.2K.

As of March 31st, the fiscal year-to-date net loss is (\$227,841).

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 17:14 Hr. made by Director Sanderson and 2nd by Director Wargo.

Director Wargo - Aye
Director Sanderson - Aye

Meeting adjourned at 17:14 Hr. on Tuesday, April 20, 2021



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.