



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, February 16, 2021 – 5:00 PM

CALL TO ORDER,
PLEDGE OF ALLEGIANCE,
ROLL CALL

Director Wargo - Present
Director Sanderson - Present

Calvin Louie (General Manager) - Present
Elizabeth Lemus, Board Secretary - Present
Cindy Byerrum, Financial Consultant – Absent
Evelyn Aguilar, Admin. Assistant - Present

***Note: This meeting was recorded by the District - Yes**

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 \$1,301,903 at month end.
The District's total liabilities were approximately \$1,086,918 at month end.

Profit and Loss: - Year to date is 58% of the year

- 12. 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 April and can occasionally cause YTD to trend over or under budget.
- 13. Total Operating Income: Outlines the total revenues earned from District operations.
- 23. Directors Fees: This account includes costs for director compensation. YTD is trending under budget at 41%.
- 32. Workers Compensation: The district makes worker's compensation installment payments in the first part of the fiscal year. By November, workers compensation will be paid in full through 5/1/21. YTD is at 78% due to timing of workers comp payments.
- 33. Employee Health Care: This account includes health insurance payments for District employees. YTD is trending slightly below target at 55%.
- 44. Well Maintenance: This account includes the costs for well maintenance as well as chemical purchases for wells. YTD can trend over/under budget due to timing of activity.
- 46. Engineering Services: This account includes the engineering costs for District activities. YTD trending above target at 126% due to an unexpected amount of new development and the tank recoating project.
- 59. Dues & Subscriptions: This account includes various annual dues and fees. YTD is trending below target due to timing of annual renewals.
- 63. Office Storage: This account includes the lease payments for equipment & supply storage to Riverside County. YTD is trending above target at 65% due to timing of bill payments.
- 69. Temporary Labor: This account includes costs for the NBS rate study, which is nearly complete.
- 77. Training/Travel: This account includes staff/board training expenses and any related travel costs. YTD is trending below target at 26%.
- 86. Service Trucks R&M: This account includes repair & maintenance costs for district vehicles.
- 90. Grant & Loan Processing Fee: This account includes the Loan fee from BNY. YTD is at 95% due to timing of payments.
- 94. Miscellaneous: This account includes other non-operating expenses. YTD is over budget because of Covid testing for employees performed in October and December.

As of January 31st, the fiscal year-to-date net loss is (\$70,845.65).

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 17:22 Hr. made by Director Wargo and 2nd by Director Sanderson.

Director Wargo - Aye
Director Sanderson - Aye

Meeting adjourned at 17:22 Hr. on Tuesday, February 16, 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.