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**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, November 17, 2020 – 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**

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

**FINANCE & AUDIT COMMITTEE**

1. Discussion: Finance & Audit Committee Report
- Balance Sheet
  - Profit and Loss Budget Comparison

Main Reports:

6/1/20

- 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 \$1,222,343 at month end.  
The District's total liabilities were approximately \$893,582 at month end.

Profit and Loss: - Year to date is 33% of the year

- 4. Commodity Sales: This is variable income from water consumption charges. YTD (Year to Date) is trending above budget at 53% due to higher consumption in the summer months.
- 5. DHPO Contract: This the variable charge to the Desert Hills Premium Outlets (DHPO), which is segregated until their contract expires in December 2022. YTD is trending above budget at 41% due to higher consumption in the summer months.
- 9. New Account Fees: This account is the fees to set up a new utility account. These fees are currently at \$20 for residential accounts and \$65 for construction accounts. These fees are hard to predict and can trend under or over budget during the year.
- 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 60% due to timing of workers comp payments.
- 46. Engineering Services: This account includes the engineering costs for District activities. YTD trending above target at 45% due to an unexpected amount of new development and the tank recoating project.
- 90. Grant & Loan Processing Fee: This account includes the Loan fee from BNY. YTD is at 0% due to timing of payments.
- 94. Miscellaneous: This account includes other non-operating expenses. YTD is over budget because of Covid testing for employees preformed in October.
- 101. Meter Replacements & Other Capital: Budget in this account includes meter replacements and fire hydrant relocation project. YTD is at 174% due to purchase of new A/C unit (\$20.4K) and for rehabilitation on Well #1 (\$40.5K).

\*Note: The Board asked if the Meter Replacement expenses could be separated out from the "Other Capital" expenses, just for clarity.

As of October 31st, the fiscal year-to-date net income is \$66,417.

2. Finance & Audit Committee District Payables Review and Approval/Signing

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))**

7/10/20


**ADJOURNMENT**

Motion to adjourn at 17:16 hr. made by Director Wargo and 2<sup>nd</sup> by Director Sanderson.

Director Wargo - Aye  
Director Sanderson - Aye

Meeting adjourned at 17:16 hr. on Tuesday, November 17, 2020

  
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Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District

  
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Elizabeth Lemus, 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.