



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, December 16, 2025 – 5:00 PM

CALL TO ORDER

CALL TO ORDER

FREEZE OF

Director Melissa Carlin – Present
Board Chair Terry Tincher – Present
Michael Pollack, General Manager – Present
Evelyn Aquilar, 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
- Capital Detail

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 and Investments with Chase Bank, Local Agency Investment Fund (LAIF), and California Cooperative Liquid Assets Securities System (CLASS) balance was \$2,594,794 at month end. The District's total liabilities were approximately \$346,527 at month end.

Budget to Actual: - Year to date (YTD) is 42% of the year.

Revenue:

7. Basic Facilities Fee: Fees for new service connections, meter installations, and upgrades. These revenues are budgeted conservatively due to their unpredictable nature. YTD is 110% of the annual budget due to 5 new 3/4", 4 5/8" services, and 1 upgrade from 5/8 to 3/4" meter requested.
13. Miscellaneous Non-Operating Income: Recycling revenues and other miscellaneous revenues. This account is not budgeted due to unpredictable activity. YTD is at \$38k due to the sale of a truck.
14. Main St. Yard Sale: Sale of the Main Street property. This item will be removed next month, since it was from last fiscal year.
15. Interest Income-Investment Accounts: Interest earnings in the District's LAIF and other investment accounts. YTD is 59% of budget due to budgeting investment income conservatively.
36. Facilities, Wells, T&D – Other: Generator service contract expenses, site landscaping & maintenance, chlorinators, and SCADA. Expenses vary throughout the year. YTD is 92% of annual budget due to \$12.6K to work on Almond PRV and install main valve at Bonita PRV, work performed on the new SCADA computer, and replacement of the batteries that were stolen from the heli-hydrant at Well #1.
43. Dues & Subscriptions: Various annual dues and fees. Expenses vary depending upon timing of renewals.
45. Printing & Publications: Printing and publication costs for any District notices or reports. YTD is 161% for BC water Jobs: GM Job posting
46. Computer Services: Monthly IT support. YTD is 76% Microsoft 365 Email Management
51. Financial Audit: Annual financial audit.
53. Legal Services: Legal services for the District.

Preliminary net income as of November 30 is \$184,389.

Capital Detail:

Lines 3-12 District Funded Capital Projects:

5. Meter Replacement: This account is for the Water Meter Replacement Program.
8. Rate Study: Budgeted \$33.3K for FY 25 for a new rate study to be conducted.
10. Well #2 New Facility Building: Budgeted \$25K for FY 25 for a new facility building at Well #2.

Lines 16-23 Grant/Debt Funded Capital Projects:

19. Groundwater Well Improvements: Project is expected to be 100% grant funded. Cash flow relating to grant receipts to be supported by SGPWA Gap Funding.
20. State Water Resource Control Board (SWRCB): Grant funding received from SWRCB for Groundwater Well Improvement projects. Grant reimbursements are invoiced and paid quarterly.

2. Discussion: Miscellaneous District Financial Matters

3. 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))

ADJOURNMENT

Meeting adjourned at 5:09 PM on Tuesday, December 16, 2025 and the FAC proceeded to check signing.



Terry Tincher, 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.