



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, July 15, 2025 – 5:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Director Melissa Carlin – Present
Board Chair Terry Tincher – 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
 - 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 \$2,489,338 at month end. The District's total liabilities were approximately \$695,085 at month end.

Budget to Actual: - Year to date (YTD) is 100% 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 over budget due to multiple service installations.
- 12. Cell Tower Lease Income: Monthly lease payment for use of District property for cell towers. YTD is over budget due to a \$5K for signing bonus per the amendment received in October.
- 15. Interest Income-Investment Accounts: Interest earnings in the District's LAIF and other investment accounts. YTD is over budget due to higher than anticipated interest returns.
- 30. Meter Testing & Repair: Costs of meter repairs and meter testing. Expenses vary throughout the year. YTD is under budget at 11% due to less repairs than anticipated.
- 44. Postage: Postage expenses for District activities. Expenses vary throughout the year. YTD is over budget due to higher costs than anticipated.
- 46. Computer Services: Monthly IT support. YTD is over budget due to the payment for a server replacement not anticipated in budget.
- 54. Payroll/Bank Service Charge: Payroll processing fees. YTD is over budget due to higher fees for services than anticipated.

Preliminary net income as of June 30th is \$387,790.

Capital Detail:

- 5. Bonita Vault: New vault and materials. YTD is over budget due to material purchases of \$59.3K being higher than anticipated.
- 12. Tank Maintenance: Budgeted \$3.7K for tank inspections. The District plans to inspect 1 tank per year for the next 4 years with a 1-year gap between cycles. YTD is over budget due to costs for cleaning and inspection of tank #1 and tank #3 higher than anticipated.
- 16. Esperanza Waterline Improvements: Project is expected to be primarily grant funded with a total project cost of \$359,700 and grant funding of \$343,700.
- 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.
- 22. Heli-Hydrants: Project is expected to be 100% grant funded for the construction of two helihydrants totaling \$600,000. YTD activity includes full payment for heli-hydrant for tank #1 and tank #3.

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.**

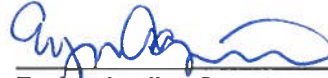
Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

ADJOURNMENT

Meeting adjourned at 5:10 PM on Tuesday, July 15, 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.