



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, September 16, 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 \$2,538,536 at month end. The District's total liabilities were approximately \$612,889 at month end.

Budget to Actual: - Year to date (YTD) is 16.7% of the year.

- 4. Commodity Sales: Volumetric water sales including residential, commercial & construction water sales. YTD is 22% of the annual budget using more water in summer months.
- 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 70% of the annual budget due to three new services requested in July, which is higher than anticipated for this time of year. 5 new 3/4" services were requested and one upgrade from 5/8 to 3/4" meter requested.
- 14. Main St. Yard Sale: Sale of the Main Street property. This item was specifically for FY 25 and will be removed.
- 15. Interest Income-Investment Accounts: Interest earnings in the District's LAIF and other investment accounts. YTD is 24% 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 47% of annual budget due to \$10.4K to work on Almond PRV and install main valve at Bonita PRV.
- 39. Utilities – Office: Office electricity, gas, telephones, trash service, and office cleaning.
- 40. Water Billing System: Water billing system maintenance costs.
- 41. Supplies & Equipment: Supply and equipment purchases for the District office. YTD is 60% of annual budget due to \$4k for the purchase of bill forms and envelopes.
- 51. Financial Audit: Annual financial audit. YTD is 35% of annual budget due to timing of audit fees.

Preliminary net income as of August 31st is \$197,206.

- 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 _____ on Tuesday, September 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.