



**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, April 21, 2020 – 5:00 PM

CALL TO ORDER, @ 5:20 pm  
PLEDGE OF ALLEGIANCE,  
ROLL CALL

Director Wargo - Present  
Director Sanderson - Absent

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

Balance Sheet:

The District's combined Cash with Chase and LAIF balance was \$1,002,762 at month end.  
The District's total liabilities were approximately \$1,028,626 at month end.

Profit and Loss:

3. Base Rate: This is the flat, fixed monthly charge to all residents for water service. YTD is trending at 75%.
4. Commodity Sales: This is the variable income from charges linked to the consumption of water. YTD is trending on target at 74%.
5. DHPO Contract: This is the amount of the variable charge to the Desert Hills Premium Outlets (DHPO), which is segregated until their contract expires in December 2022. YTD is trending at 59% due to lower water consumption by DHPO.
35. Employee Health Care: YTD is over budget due to higher monthly premiums than anticipated in the budget.
47. Well Maintenance: Includes costs for well maintenance as well as chemical purchases for wells. YTD is over budget due to invoices from Applied Diving for Tank 1 diving inspection & cleaning (\$57.8K) & invoice from Legend Pump & Well Services relating to Well 1 Rehab (\$29.1K).
50. Engineering Services: YTD is over budget due several invoices from Krieger & Stewart in September including \$11.4K relating to Standby Fees & multiple invoices relating to Well 1 rehab.
61. Supplies & Equipment: Includes supply & equipment purchases for the District office. YTD is trending at 87% due to the purchase of two computers & multiple Windows upgrades for district computers for \$5K.
75. Legal Services: YTD is at 90% due to increased legal work related to the following items: Illegal water hookups, Inquiries regarding charitable donation opportunities, Fireflow/fire sprinklers, and a damaged hydrant.
82. Other Fees/SWRCB: YTD is over budget due payment of a blanket encroachment permit (\$2K) not anticipated in budget.
84. Shop Supplies & Small Tools: YTD is trending at 91% due to purchase of backflow adapters & hydrant meter stand for \$1.9K in March.
94. Grant & Loan Processing Fee: Loan fee from BNY. YTD is at 95% due to timing of loan fee payment.
96. DHPO Interest Expense: YTD is at 99% due to timing of interest payments.

As of March 31st, the fiscal year-to-date net income is \$101,944.

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))**

ADJOURNMENT

Motion to adjourn at 17:36 hr. made by Director Wargo and 2<sup>nd</sup> by Director \_\_\_\_\_.

Director Wargo - Aye  
Director Sanderson – Absent (phone difficulties)

Meeting adjourned at 17:36 hr. on Tuesday, April 21, 2020



Robert Lynk, Board Chair  
Board of Directors  
Cabazon Water District



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.