



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

Meeting Date:
Tuesday, February 18, 2020 – 05:00 pm

CALL TO ORDER,
PLEDGE OF ALLEGIANCE,
ROLL CALL

Director Wargo - Present
Director Sanderson - Present

Calvin Louie (General Manager) - Absent
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

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

Balance Sheet:

The District's combined Cash with Chase and LAIF balance was \$1,031,410 at month end.
The District's total liabilities were approximately \$1.015 million 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 58%.
- 4. Commodity Sales: This is the variable income from charges linked to the consumption of water. YTD is trending at 62% due to increased water usage in the summer months.
- 10. Basic Facilities Fee: These are fees charged for new service connections, meter installations & upgrades. These fees are difficult to budget accurately due to their unexpected nature when revenue is earned. YTD fees collected include \$9.3K in October for a new service connection & \$13.4K in November for a 3/4" meter install.
- 17. Interest Income: YTD is trending at 64% due to timing of interest receipts.
- 30. Workers Compensation: YTD is at 77% due to timing of workers comp payments. Workers Compensation through 5/1/20 has been paid in full as of November.
- 31. Employee Health Care: YTD is at 79% due to higher monthly premiums than anticipated in budget.
- 43. 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).
- 46. Engineering Services: YTD is at 80% due several invoices from Krieger & Stewart in September including \$11.4K relating to Standby Fees.
- 48. Total Facilities, Wells, T&D: Summarizes total operating expense relating to facilities, wells, transmission & distribution. YTD is trending above target at 62% due to items noted on lines 43 & 46.
- 54. Total Utilities – Office: Summarizes total utilities expense for the District office. YTD is trending below target at 53%.
- 67. Total Office Expenses: Summarizes total District office expenses. YTD is trending below target at 51%.
- 90. Grant & Loan Processing Fee: Loan fee from BNY. YTD is at 95% due to timing of loan fee payment.

As of January 31st, the fiscal year-to-date net income is \$126,150.

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 17:13 hr. made by Director Wargo and 2nd by Director Sanderson.

Director Wargo - Aye
Director Sanderson - Aye

Meeting adjourned at 17:13 hr. on Tuesday, February 18, 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.