

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue
Beaumont, California 92223
Minutes of the
Board Finance and Budget Workshop
January 28, 2013

Directors Present: John Jeter, President
Bill Dickson, Vice President
Mary Ann Melleby, Treasurer
Ron Duncan, Director
Ted Haring, Director
Ray Morris, Director
Barbara Voigt, Director

Staff and Consultants Present:
Tom Todd, Jr., Finance Manager

1. **Call to Order, Flag Salute and Roll Call:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by President John Jeter at 1:30 p.m., January 28, 2013, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. President Jeter led the Pledge of Allegiance to the flag. A quorum was present.
2. **Adoption and Adjustment of Agenda:** The agenda was adopted as presented.
3. **Public Comment:** There was no public comment at this time.
4. **New Business:**
President Jeter turned the meeting over to Director Voigt, Chair of the Finance & Budget Committee.
 - A. Ratification of Paid Invoices and Monthly Payroll for the Month of December, 2012 by Reviewing Check History Reports in Detail: Finance Manager Tom Todd brought to the attention of the Board two missing invoices from the Wells Fargo credit card statement, as required by Board policy. No further action was taken. After review and discussion, a motion was made by Director Morris, seconded by Director Melleby, to recommend that the Board ratify paid monthly invoices of \$718,331.04 and payroll of \$30,707.51 for the month of December, 2012, for a combined total of \$749,038.55. The motion passed unopposed.
 - B. Review and Consideration of Pending Legal Invoices for December, 2012: After review and discussion, a motion was made by Director Haring, seconded by Director Duncan, to recommend that the Board approve payment of the pending legal invoices for December, 2012. The motion passed unopposed.

- C. Review of December, 2012 Bank Reconciliation: After review and discussion, a motion was made by Director Dickson, seconded by Director Morris, to acknowledge receipt of the Wells Fargo bank reconciliation for December, 2012 as presented. The motion passed unopposed.
 - D. Review of Budget Report for December, 2012: After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to acknowledge receipt of the Budget Report for December, 2012 as presented. The motion passed unopposed.
 - E. Review of Cash Reconciliation Report for December 31, 2012: After review and discussion, a motion was made by Director Haring, seconded by Director Duncan, to acknowledge receipt of the Cash Reconciliation Report for December 31, 2012 as presented. The motion passed unopposed.
 - F. Review of Cash Reserves Report for December 31, 2012: After review and discussion, a motion was made by Director Duncan, seconded by Director Dickson, to acknowledge receipt of the Cash Reserves Report for December 31, 2012 as presented. The motion passed unopposed.
 - G. Review of DWR Invoice 13-080-O Revision: Finance Manager Todd compared the original invoice #13-080-O with the revised one, noting that 12 equal payments, January through December 2013 for Maintenance had been changed to six equal payments, January through June 2013. The total amount was not changed. Officials from DWR stated the reason for the re-bill was to match revenue with expenditures for a portion of the system that was to be closed in June of 2013. Two State Water Contractors have written to DWR protesting this change.
5. **Announcements:** Director Voigt reviewed the following announcements:
- A. Regular Board Meeting, February 4, 2013, at 1:30 p.m.
 - B. Employee Guide Workshop, February 7, 2013, at 1:30 p.m.
 - C. Engineering Workshop, February 11, 2013, at 1:30 p.m.
 - D. Water Conservation Workshop, February 13, 2013, at 1:30 p.m.
6. **Adjournment:** The Finance and Budget workshop of the San Geronio Pass Water Agency Board of Directors was adjourned at 2:05 p.m.


Jeffrey W. Davis, Secretary of the Board