

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

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

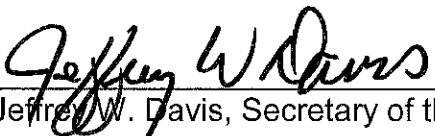
Directors Absent: Mary Ann Melleby, Treasurer

Staff and Consultants Present:
Jeff Davis, General Manager
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., May 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 April, 2013 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Dickson, seconded by Director Jeter, to recommend that the Board ratify paid monthly invoices of \$484,316.07 and payroll of \$29,961.84 for the month of April, 2013, for a combined total of \$514,277.91. The motion passed unopposed with Director Melleby absent.
 - B. Review and Consideration of Pending Legal Invoices for April, 2013: Finance Manager Tom Todd passed out a revised and updated list of pending legal invoices, adding an invoice from Metropolitan Water District that arrived on May 28, 2013. After review and discussion, a motion was made by Director Haring, seconded by Director Dickson, to recommend that the Board approve payment of

the pending legal invoices for April, 2013. The motion passed unopposed with Director Melleby absent.

- C. Review of April, 2013 Bank Reconciliation: After review and discussion, a motion was made by Director Dickson, seconded by Director Jeter, to acknowledge receipt of the Wells Fargo bank reconciliation for April, 2013 as presented. The motion passed unopposed with Director Melleby absent.
 - D. Review of Budget Report for April, 2013: After review and discussion, a motion was made by Director Duncan, seconded by Director Dickson, to acknowledge receipt of the Budget Report for April, 2013 as presented. The motion passed unopposed with Director Melleby absent.
 - E. Review of Cash Reserves Policy: General Manager Jeff Davis reviewed the Cash Reserves Report for the Nine Months Ending on March 31, 2013, and gave a historical perspective on the establishment of the first reserves policy in 2006, then reviewed Resolution No. 2009-2, which updated the Agency reserves policy on February 2, 2009. He referred to the Reserves Report, and used figures taken from the financial audit performed for FY 2011-12 to explain where the Agency was in relation to the goals established by the Reserves Policy. After review and discussion, it was the consensus of the Board that Staff should review the frequency of these reports, and review material presented to the Board at Finance and Budget workshops for any possible changes that might help the Board to better understand the Agency's financial position.
5. **Announcements:** Director Voigt reviewed the following announcements:
- A. Regular Board Meeting, June 3, 2013 at 1:30 p.m.
 - B. Engineering Workshop, June 10, 2013 at 1:30 p.m.
 - C. Chair Voigt asked to change the Budget Workshop to June 11, 2013 at 1:30 p.m. President Jeter approved.
 - D. Regular Board Meeting, June 17, 2013 at 1:30 p.m.
 - E. President Jeter announced that the San Gorgonio Pass Water Task Force meets on June 17, 2013, 10:00 a.m. at Banning City Hall.
6. **Adjournment:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 2:43 p.m.



Jeffrey W. Davis, Secretary of the Board