

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Finance and Budget Workshop**  
**August 24, 2015**

**Directors Present:** John Jeter, President  
Bill Dickson, Vice President  
Mary Ann Melleby, Treasurer  
Blair Ball, Director (arrived at 1:38 pm)  
Ron Duncan, Director  
David Fenn, Director  
Leonard Stephenson, Director

**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., August 24, 2015, 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.

*President Jeter turned the meeting over to the Chair of the Finance & Budget Committee, Director Mary Ann Melleby.*

2. **Adoption and Adjustment of Agenda:** General Manager Jeff Davis asked to add an item to the agenda. After Item 4A, Item 4B was inserted, Review and Consideration of Pending Legal Invoices for July, 2015. This item was added because the information became available after the agenda package was prepared and distributed. The other items were adjusted as necessary. The agenda was adopted as changed.
3. **Public Comment:** No members of the public wished to make any comment at this time.
4. **New Business:**
  - A. Ratification of Paid Invoices and Monthly Payroll for the Month of July, 2015 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Dickson, seconded by Director Stephenson, to recommend that the Board ratify paid monthly invoices of \$1,028,785.56 and payroll of \$30,985.29 for the month of July, 2015, for a combined total of \$1,059,770.85. The motion passed 6 in favor, no opposed, with Director Ball absent.
  - B. Review and Consideration of Pending Legal Invoices for July, 2015 (added item): Finance Manager Tom Todd handed out the Legal Invoices Accounts Payable Invoice

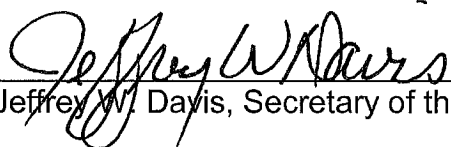
Listing; the legal invoice arrived after the agenda had been prepared and distributed. After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to recommend that the Board approve payment of the pending legal invoices for July, 2015. The motion passed 7 in favor, no opposed.

- C. Review of July, 2015 Bank Reconciliation: After review and discussion, a motion was made by Director Duncan, seconded by Director Dickson, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for July, 2015 as presented. The motion passed 7 in favor, no opposed.
- D. Review of Budget Report for July, 2015: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board acknowledge receipt of the Budget Report for July, 2015. The motion passed 7 in favor, no opposed.
- E. Review of Investment Policy: General Manager Davis reviewed the Investment Policy, Resolution 2010-02. Staff made suggestions for three changes. 1. Item 3, allow investments in CDs for up to 30 months, to allow more flexibility in selecting CDs; 2. Item 5, allow up to 30% of investment portfolio to be invested in Medium-Term notes, to conform to California code; 3. Add Item 9, authorize the Agency to invest in shares of beneficial interest issued by the investment Trust of California (CalTRUST), authorized pursuant to California Government Code Section 53610(p). Other changes in specific wording of selected items were also discussed. Staff will incorporate changes into a revised resolution for Board consideration at the next Board meeting.

**5. Announcements:** Chair Melleby reviewed the following announcements:

- A. San Gorgonio Pass Regional Water Alliance, August 26, 2015
  - 1. Administrative Committee, 3:30 p.m., Banning City Hall Conference Room
  - 2. Technical Committee, 4:30 p.m., Banning City Hall Conference Room
  - 3. Full Board, 6:00 p.m., Banning City Hall Council Chambers
- B. The office will be closed September 7, 2015 in observance of Labor Day
- C. Photos of Directors will be taken at 1:15 p.m. on Tuesday, September 8, 2015
- D. Regular Board Meeting, Tuesday, September 8, 2015 at 1:30 p.m.
- E. Engineering Workshop, September 14, 2015 at 1:30 p.m.

**6. Adjournment:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 2:18 p.m.

  
Jeffrey W. Davis, Secretary of the Board