

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Finance and Budget Workshop**  
**November 23, 2015**

**Directors Present:** Bill Dickson, Vice President  
Mary Ann Melleby, Treasurer  
Blair Ball, Director  
Ron Duncan, Director  
David Fenn, Director  
Leonard Stephenson, Director

**Directors Absent:** John Jeter, President

**Staff and Consultants Present:**  
Jeff Davis, General Manager  
Tom Todd, Jr., Finance Manager

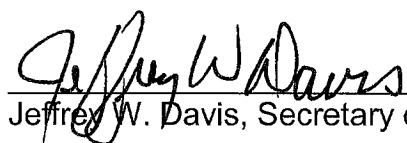
1. **Call to Order, Flag Salute and Roll Call:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by Vice President Bill Dickson at 1:30 p.m., November 23, 2015, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Director Blair Ball led the Pledge of Allegiance to the flag. A quorum was present.
2. **Adoption and Adjustment of Agenda:** The agenda was adopted as published.
3. **Public Comment:** No members of the public wished to make any comment at this time.

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

4. **New Business:**
  - A. Ratification of Paid Invoices and Monthly Payroll for October, 2015 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board ratify paid monthly invoices of \$536,011.45 and payroll of \$30,875.81 for the month of October, 2015, for a combined total of \$566,887.26. The motion passed 6 in favor, no opposed, with President Jeter absent.
  - B. Review Pending Legal Invoices: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board approve payment of the pending legal invoices for October, 2015. The motion passed 6 in favor, no opposed, with President Jeter absent.
  - C. Review of October, 2015 Bank Reconciliation: After review and discussion, a motion was made by Director Duncan, seconded by Director Stephenson, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for October,

2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.

- D. Review of Budget Report for October, 2015: After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to recommend that the Board acknowledge receipt of the Budget Report for October, 2015. The motion passed 6 in favor, no opposed, with President Jeter absent.
  - E. Review of Unaudited Reserves Report for June 30, 2015: Finance Manager Tom Todd introduced this report by pointing out that it is an unaudited report, which will be finalized when the financial audit of the Agency is complete. After review and discussion, a motion was made by Director Dickson, seconded by Director Duncan, to recommend that the Board approve the Unaudited Reserve Allocation Report for June 30, 2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.
  - F. Review of Unaudited Reserves Report for September 30, 2015: Finance Manager Todd introduced this report by pointing out that it also is an unaudited report, which will be finalized when the financial audit of the Agency is complete. After review and discussion, a motion was made by Director Duncan, seconded by Director Fenn, to recommend that the Board approve the Unaudited Reserve Allocation Report for September 30, 2015 as presented. The motion passed 6 in favor, no opposed, with President Jeter absent.
  - G. Review of Water Rate Reserves for September 30, 2015: Finance Manager Todd reviewed this report, noting that because expenditures for water sales were greater than income from water sales, no amounts were allocated to ratepayer reserves for the quarters between January and September, 2015.
  - H. Discussion of ERAF Shift: General Manager Jeff Davis reviewed the material included in the agenda packet about the Educational Revenue Augmentation Fund, which takes tax revenue previously allocated to the Agency, and re-allocates it to the State of California.
5. **Announcements:** Chair Melleby reviewed the following announcements:
- A. The office will be closed November 26 and 27 in observance of Thanksgiving.
  - B. ACWA 2015 Fall Conference, December 1-4, 2015.
  - C. Regular Board Meeting, December 7, 2015 at 1:30 p.m.
  - D. Engineering Workshop, December 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 2:37 p.m.

  
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Jeffrey W. Davis, Secretary of the Board