

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Employee Guide Workshop**  
**June 2, 2016**

**Directors Present:** Bill Dickson, Vice President  
Ron Duncan, Director  
David Fenn, Director  
Leonard Stephenson, Director

**Directors Absent:** John Jeter, President  
Mary Ann Melleby, Treasurer  
Blair Ball, Director

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

1. **Call to Order, Flag Salute and Roll Call:** The Employee Guide workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by Vice President Bill Dickson at 2:00 p.m., June 2, 2016, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Director Ron Duncan led the Pledge of Allegiance to the flag. A quorum was present.

*Vice President Dickson turned the meeting over to Director David Fenn, Chair of the Employee Guide Committee.*

2. **Public Comment:** There was no public comment at this time.
3. **New Business:**
  - A. Consideration of Cost of Living Adjustment for Staff for FY 2016-17: General Manager Jeff Davis reviewed past actions of the Board related to cost of living adjustments. Finance Manager Tom Todd reviewed the memo in the agenda packet and explained the process by which the amounts were determined. After review and discussion, a motion was made by Director Stephenson, seconded by Director Duncan, to recommend that the Board authorize a 2.5% COLA increase for staff employees other than the General Manager, whose contract is negotiated separately. The motion passed unopposed, with President Jeter, and Directors Ball and Melleby absent.
4. **Announcements:** Director Fenn reviewed the following announcements:
  - A. Regular Board Meeting, June 6, 2016 at **4:00 pm** – note the time change
  - B. Engineering Workshop, June 13, 2016 at 4:00 pm
  - C. Regular Board Meeting, June 20, 2016 at 7:00 pm

- 5. Adjournment:** The Employee Guide workshop of the San Geronio Pass Water Agency Board of Directors was adjourned at 2:30 p.m.

  
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Jeffrey W. Davis, Secretary of the Board