

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue
Beaumont, California 92223
Minutes of the
Board Finance and Budget Workshop
March 27, 2017

Directors Present: David Fenn, President
Ron Duncan, Vice President
Lenny Stephenson, Treasurer
Blair Ball, Director
David Castaldo, Director
Steve Lehtonen, Director
Mike Thompson, 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 Treasurer Lenny Stephenson at 4:00 p.m., March 27, 2017, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Director Stephenson 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 requested to speak at this time.
4. **New Business:**
 - A. **Ratification of Paid Invoices and Monthly Payroll for February, 2017 by Reviewing Check History Reports in Detail:** After review and discussion, a motion was made by Director Duncan, seconded by Director Lehtonen, to recommend that the Board ratify paid monthly invoices of \$864,090.92 and payroll of \$33,307.46 for the month of February, 2017, for a combined total of \$897,398.38. The motion passed 7 in favor, no opposed.
 - B. **Review Pending Legal Invoices:** After review and discussion, a motion was made by Director Lehtonen, seconded by President Fenn, to recommend that the Board approve payment of the pending legal invoices for February, 2017. The motion passed 7 in favor, no opposed.
 - C. **Review of February, 2017 Bank Reconciliation:** After review and discussion, a motion was made by Director Duncan, seconded by Director Thompson, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for February, 2017 as presented. The motion passed 7 in favor, no opposed.
 - D. **Review of Budget Report for February, 2017:** After review and discussion, a motion was made by Director Duncan, seconded by Director Thompson, to

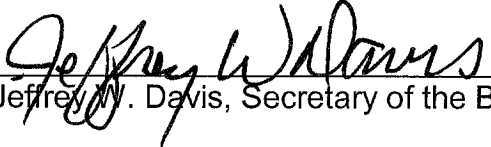
recommend that the Board acknowledge receipt of the Budget Report for February, 2017. The motion passed 7 in favor, no opposed.

- E. Review of Agency Credit Card Policy: General Manager Jeff Davis introduced the subject by explaining this policy works with the Travel Policy, but that each policy covers separate items. An important purpose of this policy is to help prevent misuse of Agency credit card expenditures, and to give the Board steps of action to take in case misuse is discovered. This item was presented as a review for the benefit of new Board members. No action was taken.
- F. Status Report on Agency Water Rate: The meeting was moved to the Board room for a PowerPoint presentation. General Manager Davis introduced the subject by reviewing the history of Agency water rates. Amounts for the various categories for 2016 were added to the presentation for comparison with previous years. The Board requested more detailed information at a future Finance and Budget Workshop. This item was also presented as a review for the benefit of new Board members. No action was taken.

5. Announcements:

- A. Water Conservation and Education Committee, March 31, 2017, 1:30 p.m.
- B. Regular Board Meeting, April 3, 2017, 7:00 p.m.
- C. Engineering Workshop, April 10, 2017, 4:00 p.m.

6. Adjournment: The Finance and Budget workshop of the San Geronio Pass Water Agency Board of Directors was adjourned at 5:53 p.m.



Jeffrey W. Davis, Secretary of the Board