

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Ave, Beaumont, CA 92223
Board Finance & Budget Workshop
Agenda
September 28, 2020 at 1:30 p.m.

IN AN EFFORT TO PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), AND IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20, **THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING THIS BOARD MEETING IN PERSON.** MEMBERS OF THE PUBLIC MAY LISTEN AND PROVIDE PUBLIC COMMENT TELEPHONICALLY BY CALLING THE FOLLOWING NUMBER:
(669) 900-6833 OR VIA ZOOM. MEETING ID 881 9825 3228

1. Call to Order, Flag Salute

2. Adoption and Adjustment of Agenda

3. Public Comment: Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. To comment on a specific agenda item, please complete a speaker's request form and hand it to the Board secretary. Speakers are requested to keep their comments to no more than five minutes. Under the Brown Act, no action or discussion shall take place on any item not appearing on the agenda, except that the Board or staff may briefly respond to statements made or questions posed for the purpose of directing statements or questions to staff for follow up.

4. New Business (Discussion and possible recommendations for action at a future regular Board meeting)

- A. Ratification of Paid Invoices and Monthly Payroll for August, 2020 by Reviewing Check History Reports in Detail*
- B. Review of Pending Legal Invoices*
- C. Review of August, 2020 Bank Reconciliation*
- D. Review of Budget Report for August, 2020*

5. Announcements

- A. Regular Board Meeting, October 5, 2020, 1:30 pm, via Teleconference/Zoom
- B. Water Conservation and Education Workshop, October 8, 2020, 1:30 pm via Teleconference/Zoom
- C. Engineering Workshop, October 12, 2020, 1:30 pm, via Teleconference/Zoom

6. Adjournment

***Information Included In Agenda Packet**

1. Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Agency's office at 1210 Beaumont Ave., Beaumont, CA 92223 during normal business hours. 2. Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, during regular business hours. When practical, these public records will also be available on the Agency's Internet website, accessible at <http://www.sgpwa.com>. 3. Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency (951-845-2577) at least 48 hours prior to the meeting to make a request for a disability-related modification or accommodation.

San Geronio Pass Water Agency
Check History Report
August 1 through August 31, 2020

ACCOUNTS PAYABLE

Date	Number	Name	Amount
08/05/2020	119765	BEST BEST & KRIEGER	14,463.09
08/05/2020	119766	DAVID J. CASTALDO	646.20
08/05/2020	119767	RONALD A. DUNCAN	70.74
08/05/2020	119768	SOUTHERN CALIFORNIA EDISON	154.74
08/05/2020	119769	VISIONARY LOGICS	3,155.61
08/11/2020	119770	AT&T MOBILITY	232.60
08/11/2020	119771	BDL ALARMS, INC.	78.00
08/11/2020	119772	DAVID L. FENN	1,142.30
08/11/2020	119773	GOPHER PATROL	51.00
08/11/2020	119774	MACRO COMMUNICATIONS	210.00
08/11/2020	119775	OFFICE SOLUTIONS	493.86
08/11/2020	119776	STATE WATER RESOURCES CONTROL BOARD	90.00
08/11/2020	119777	UNLIMITED SERVICES	295.00
08/11/2020	119778	UNDERGROUND SERVICE ALERT	28.15
08/11/2020	119779	VALLEY OFFICE EQUIPMENT, INC.	78.31
08/11/2020	119780	WASTE MANAGEMENT INLAND EMPIRE	115.90
08/19/2020	119781	ACWA BENEFITS	611.09
08/19/2020	119782	DAVID TAUSSIG & ASSOCIATES, INC.	3,849.63
08/19/2020	119783	RONALD A. DUNCAN	53.99
08/19/2020	119784	ERNST & YOUNG LLP	1,666.00
08/19/2020	119785	FRONTIER COMMUNICATIONS	1,317.14
08/19/2020	119786	NICE-INCONTACT	309.07
08/19/2020	119787	PROVOST & PRITCHARD	17,387.40
08/19/2020	119788	THOMAS W. TODD, JR.	1,514.45
08/25/2020	119789	BLAIR M. BALL	140.00
08/25/2020	119790	LANCE E. ECKHART	513.87
08/25/2020	119791	MATTHEW PISTILLI LANDSCAPE SERVICES	686.00
08/25/2020	119792	OFFICE SOLUTIONS	166.36
08/25/2020	119793	SOUTHERN CALIFORNIA EDISON	201.04
08/25/2020	119794	MICHAEL D. THOMPSON	629.23
08/25/2020	119795	VALLEY OFFICE EQUIPMENT, INC.	112.38
08/25/2020	119796	WELLS FARGO ELITE CREDIT CARD	1,966.99
08/27/2020	119797	AT&T MOBILITY	233.20
08/29/2020	119798	STANDARD INSURANCE COMPANY	564.97
08/14/2020	552629	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,050.68
08/14/2020	515346	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	6,483.45
08/29/2020	580791	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,092.11
08/29/2020	506213	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	7,932.46
08/05/2020	900332	CALPERS HEALTH	6,716.36
08/14/2020	900333	CALPERS RETIREMENT	5,610.72
08/14/2020	900334	CAL PERS RETIREMENT - SIP-457	1,050.00
08/19/2020	900335	CALPERS HEALTH	11,180.03
08/27/2020	900336	CALPERS FINANCIAL REPORTING	350.00
08/29/2020	900337	CALPERS RETIREMENT	5,790.99
08/29/2020	900338	CAL PERS RETIREMENT - SIP-457	1,050.00
08/30/2020	900339	DEPARTMENT OF WATER RESOURCES	828,220.00
TOTAL ACCOUNTS PAYABLE CHECKS			929,755.11

San Geronio Pass Water Agency

Check History Report

August 1 through August 31, 2020

PAYROLL

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
08/13/2020	801948	JEFFREY W. DAVIS	3,549.50
08/13/2020	801949	LANCE E. ECKHART	5,906.77
08/13/2020	801950	KENNETH M. FALLS	3,093.18
08/13/2020	801951	CASMIR J. OLAIVAR	600.75
08/13/2020	801952	CHERYLE M. STIFF	2,459.43
08/13/2020	801953	THOMAS W. TODD, JR.	3,798.63
08/28/2020	801954	BLAIR M. BALL	1,272.58
08/28/2020	801955	JEFFREY W. DAVIS	3,380.12
08/28/2020	801956	RONALD A. DUNCAN	1,272.58
08/28/2020	801957	LANCE E. ECKHART	6,240.09
08/28/2020	801958	KENNETH M. FALLS	3,559.04
08/28/2020	801959	DAVID L. FENN	1,272.58
08/28/2020	801960	STEPHEN J. LEHTONEN	1,272.58
08/28/2020	801961	CASMIR J. OLAIVAR	600.75
08/28/2020	801962	LEONARD C. STEPHENSON	1,272.58
08/28/2020	801963	CHERYLE M. STIFF	2,459.43
08/28/2020	801964	MICHAEL D. THOMPSON	1,272.58
08/28/2020	801965	THOMAS W. TODD, JR.	3,798.63
TOTAL PAYROLL			<u>47,081.80</u>
TOTAL DISBURSEMENTS FOR AUGUST			<u>976,836.91</u>

SAN GORGONIO PASS WATER AGENCY
 New Vendors List
 September, 2020

Vendor - Name and Address	Expenditure Type
Budget Conferencing Lockbox #233202; 3202 Momentum Place; Chicago, IL 60689	Phone Services
Southern California Water Coalition old address: 3750 San Ramon Dr.; Corona, CA 92882 new address: 2621 Green River Rd, Suite 105-#234; Corona, CA 92882	Memberships
USGS old address: P O Box 71362; Philadelphia, PA 19716 new address: P O Box 6200-27; Portland, OR 97228-6200	Engineering and Groundwater Monitoring

SAN GORGONIO PASS WATER AGENCY

**LEGAL INVOICES
ACCOUNTS PAYABLE INVOICE LISTING**

<u>VENDOR</u>	<u>INVOICE NBR</u>	<u>COMMENT</u>	<u>AMOUNT</u>
BEST, BEST & KRIEGER	200831	LEGAL SERVICES AUGUST 2020	9,126.35

TOTAL PENDING INVOICES FOR APPROVAL SEPTEMBER 2020

9,126.35

**SAN GORGONIO PASS WATER AGENCY
BANK RECONCILIATION
August 31, 2020**

BALANCE PER BANK ON 08/31/2020 - CHECKING ACCOUNT 1,658,017.59

LESS OUTSTANDING CHECKS

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
119774	210.00	119793	201.04
119778	28.15	119797	233.20
119783	53.99	119798	564.97
119787	17,387.40	ACH	1,050.00
119791	686.00		
	18,365.54		2,049.21

TOTAL OUTSTANDING CHECKS -20,414.75

BALANCE PER GENERAL LEDGER **1,637,602.84**

BALANCE PER GENERAL LEDGER ON 07/31/2020 357,002.74

CASH RECEIPTS FOR AUGUST 1,017,489.80

CASH DISBURSEMENTS FOR AUGUST


ACCOUNTS PAYABLE - CHECK HISTORY REPORT	-929,755.11	
PAYROLL TRANSFER - BANK OF HEMET	-40,000.00	
	-969,755.11	

BANK CHARGES -134.59

TRANSFER FROM LAIF 1,233,000.00

BALANCE PER GENERAL LEDGER AT 08/31/2020 **1,637,602.84**

REPORT PREPARED BY:



 Cheryl M. Stiff

**SAN GORGONIO PASS WATER AGENCY
DEPOSIT RECAP
FOR THE MONTH OF AUGUST 2020**

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL DEPOSIT AMOUNT</u>
DEPOSIT TO CHECKING ACCOUNT				
8/3/20	RIVERSIDE COUNTY	PROPERTY TAXES	308,113.52	
8/3/20	RIVERSIDE COUNTY	PROPERTY TAXES	36.49	308,150.01
8/5/20	RIVERSIDE COUNTY	PROPERTY TAXES	15,647.49	
8/5/20	RIVERSIDE COUNTY	PROPERTY TAXES	13,517.63	29,165.12
8/6/20	DAVIS, JEFFREY	COBRA DAVIS F + J + H	228.90	228.90
8/7/20	RIVERSIDE COUNTY	PROPERTY TAXES	198,233.36	198,233.36
8/13/20	RIVERSIDE COUNTY	PROPERTY TAXES	12,671.54	12,671.54
8/13/20	RIVERSIDE COUNTY	PROPERTY TAXES	96,804.09	96,804.09
8/14/20	RIVERSIDE COUNTY	PROPERTY TAXES	11,115.13	11,115.13
8/18/20	ACWA	REGISTRATION REFUND	350.00	
8/18/20	BCVWD	WATER SALES	291,669.00	292,019.00
8/24/20	AMERICAN TOWER	CELL TOWER LEASE PAYMENT	28,657.26	28,657.26
8/25/20	TVI	INTEREST	40,445.39	40,445.39
		TOTAL FOR AUGUST 2020	1,017,489.80	1,017,489.80

SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2020-21
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TWO MONTHS ENDING ON AUGUST 31, 2020

FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - INCOME				Comparison:	83%
INCOME					
WATER SALES	4,200,000		4,200,000	291,669.00	93.06%
TAX REVENUE	3,300,000		3,300,000	92,924.20	97.18%
INTEREST	250,000		250,000	6,941.75	97.22%
DESIGNATED REVENUES	910,000		910,000	0.00	100.00%
CAPACITY FEE	0		0	0.00	
OTHER (REIMBURSEMENTS, TRANSFERS)	32,000		32,000	29,236.16	8.64%
TOTAL GENERAL FUND INCOME	8,692,000	0	8,692,000	420,771.11	95.16%
GENERAL FUND - EXPENSES					
COMMODITY PURCHASE					
PURCHASED WATER	6,000,000		6,000,000	242,728.00	95.95%
TOTAL COMMODITY PURCHASE	6,000,000	0	6,000,000	242,728.00	95.95%
SALARIES AND EMPLOYEE BENEFITS					
SALARIES	543,000		543,000	77,774.80	85.68%
PAYROLL TAXES	48,000		48,000	7,367.59	84.65%
RETIREMENT	470,000		470,000	67,290.18	85.68%
OTHER POST-EMPLOYMENT BENEFITS (OPEB)	63,000		63,000	7,747.53	87.70%
HEALTH INSURANCE	78,000		78,000	15,382.99	80.28%
DENTAL INSURANCE	6,100		6,100	942.75	84.55%
LIFE INSURANCE	1,700		1,700	332.34	80.45%
DISABILITY INSURANCE	5,800		5,800	963.74	83.38%
WORKERS COMP INSURANCE	4,500		4,500	0.00	100.00%
SGPWA STAFF MISC. MEDICAL	12,000		12,000	533.94	95.55%
EMPLOYEE EDUCATION	3,000		3,000	190.00	93.67%
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,235,100	0	1,235,100	178,525.86	85.55%

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FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - EXPENSES				Comparison:	83%
ADMINISTRATIVE & PROFESSIONAL					
DIRECTOR EXPENDITURES					
DIRECTORS FEES	117,000		117,000	15,984.80	86.34%
DIRECTORS TRAVEL & EDUCATION	15,000		15,000	22.00	99.85%
DIRECTORS MISC. MEDICAL	21,000		21,000	1,982.27	90.56%
OFFICE EXPENDITURES					
OFFICE EXPENSE	15,000		15,000	3,672.18	75.52%
POSTAGE	600		600	0.00	100.00%
TELEPHONE	11,500		11,500	2,236.63	80.55%
UTILITIES	5,000		5,000	156.00	96.88%
SERVICE EXPENDITURES					
COMPUTER, WEB SITE AND PHONE SUPPORT	25,000		25,000	4,412.49	82.35%
GENERAL MANAGER & STAFF TRAVEL	12,000		12,000	437.00	96.36%
INSURANCE & BONDS	23,000		23,000	2,566.87	88.84%
ACCOUNTING & AUDITING	21,000		21,000	0.00	100.00%
STATE WATER CONTRACT AUDIT	6,000		6,000	1,666.00	72.23%
DUES & ASSESSMENTS	35,000		35,000	740.00	97.89%
OUTSIDE PROFESSIONAL SERVICES	100,000		100,000	15,576.52	84.42%
BANK CHARGES	1,500		1,500	239.44	84.04%
MISCELLANEOUS EXPENSES	500		500	0.00	100.00%
MAINTENANCE & EQUIPMENT EXPENDITURES					
TOOLS PURCHASE & MAINTENANCE	1,000		1,000	0.00	100.00%
VEHICLE REPAIR & MAINTENANCE	8,000		8,000	507.95	93.65%
MAINTENANCE & REPAIRS - BUILDING	25,000		25,000	1,572.80	93.71%
MAINTENANCE & REPAIRS - FIELD	25,000		25,000	2,162.70	91.35%
CONTRACT OPERATIONS AND MAINTENANCE	140,000		140,000	0.00	100.00%
WATER TREATMENT EXPENSE	75,000		75,000	0.00	100.00%
COUNTY EXPENDITURES					
LAFCO COST SHARE	7,500		7,500	6,434.93	14.20%
ELECTION EXPENSE	125,000		125,000	0.00	100.00%
TAX COLLECTION CHARGES	10,000		10,000	627.27	93.73%
TOTAL ADMINISTRATIVE & PROFESSIONAL	825,600	0	825,600	60,997.85	92.61%

**SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2020-21
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TWO MONTHS ENDING ON AUGUST 31, 2020**

FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - EXPENSES				Comparison:	83%
GENERAL ENGINEERING					
SGMA					
GSP CONSULTANT	500,000		500,000	17,882.40	96.42%
YUCAIPA GSA	30,000		30,000	0.00	100.00%
STUDIES					
URBAN WATER MANAGEMENT PLAN (UWMP)	125,000		125,000	0.00	100.00%
WATER RATE NEXUS STUDY	52,000		52,000	0.00	100.00%
CAPACITY FEE NEXUS STUDY UPDATE	20,000		20,000	3,849.63	80.75%
WHEELING RATE STUDY	4,000		4,000	0.00	100.00%
USGS	115,000		115,000	0.00	100.00%
UPDATED STUDY ON AVAILABLE WATER SOURCES	2,000		2,000	0.00	100.00%
GENERAL ENGINEERING STUDIES	15,000		15,000	0.00	100.00%
OTHER PROJECTS					
FLUME MONITORING	30,000		30,000	0.00	100.00%
INFRASTRUCTURE PLAN	12,000		12,000	210.00	98.25%
BASIN MONITORING TASK FORCE	30,000		30,000	16,737.00	44.21%
GIS SERVICES	5,000		5,000	0.00	100.00%
GENERAL AGENCY, CEQA, ETC.	10,000		10,000	0.00	100.00%
TOTAL GENERAL ENGINEERING	950,000	0	950,000	38,679.03	95.93%
LEGAL SERVICES					
LEGAL SERVICES - GENERAL	125,000		125,000	13,941.30	88.85%
TOTAL LEGAL SERVICES	125,000	0	125,000	13,941.30	88.85%
CONSERVATION & EDUCATION					
SCHOOL EDUCATION PROGRAMS	16,000		16,000	0.00	100.00%
ADULT EDUCATION PROGRAMS	10,000		10,000	0.00	100.00%
SPONSORSHIPS	5,000		5,000	0.00	100.00%
OTHER CONSERVATION, EDUCATION AND P. R.	15,000		15,000	0.00	100.00%
TOTAL CONSERVATION & EDUCATION	46,000	0	46,000	0.00	100.00%

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BUDGET REPORT FY 2020-21					
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FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021					
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GENERAL FUND - EXPENSES				Comparison:	83%
GENERAL FUND CAPITAL EXPENDITURES					
BUILDING & EQUIPMENT					
BUILDING	10,000		10,000	0.00	100.00%
FURNITURE & OFFICE EQUIPMENT	25,000		25,000	0.00	100.00%
OTHER EQUIPMENT	0		0	0.00	0.00%
MT. VIEW CONNECTION					
INTEGRATION AND PROGRAMMING	7,500		7,500	0.00	100.00%
NOBLE TURNOUT EXPANSION					
INTEGRATION AND PROGRAMMING	2,500		2,500	0.00	100.00%
BUNKER HILL CONJUNCTIVE USE PROJECT					
SITES RESERVOIR	1,400,000		1,400,000	0.00	100.00%
TOTAL GENERAL FUND CAPITAL EXPENDITURES	1,485,000	0	1,485,000	0.00	100.00%
TRANSFERS TO OTHER FUNDS	0	0	0	0	
TOTAL GENERAL FUND EXPENSES	10,666,700	0	10,666,700	534,872.04	94.99%
GENERAL FUND NET INCOME YEAR TO DATE	-1,974,700	0	-1,974,700	-114,101	
ITEMS FUNDED BY RESERVES					
MT. VIEW INTEGRATION AND PROGRAMMING	7,500				
NICKEL WATER SUBSIDY	1,000,000				
SITES RESERVOIR	1,000,000				
TOTAL ITEMS FUNDED BY RESERVES	2,007,500				

**SAN GORGONIO PASS WATER AGENCY
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FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
DEBT SERVICE FUND - INCOME				Comparison:	83%
INCOME					
TAX REVENUE	25,651,818		25,651,818	570,184.51	97.78%
INTEREST	600,000		600,000	26,114.19	95.65%
DWR CREDITS - BOND COVER, OTHER	3,307,573		3,307,573	0.00	100.00%
TOTAL DEBT SERVICE FUND INCOME	29,559,391	0	29,559,391	596,298.70	97.98%
DEBT SERVICE FUND - EXPENSES					
EXPENSES					
SALARIES	63,000		63,000	9,693.27	84.61%
PAYROLL TAXES	6,000		6,000	741.52	87.64%
BENEFITS	77,000		77,000	11,949.98	84.48%
STATE WATER CONTRACT PAYMENTS	23,000,000		23,000,000	1,428,650.00	93.79%
WATER TRANSFERS	2,107,500		2,107,500	0.00	100.00%
SWC CONTRACTOR DUES	75,000		75,000	58,515.00	21.98%
DELTA CONVEYANCE FACILITY AUTHORITY	0		0	0.00	0.00%
EBX CONTRACT OPERATIONS AND MAINTENANCE	150,000		150,000	0.00	100.00%
SWP ENGINEERING AND MAINTENANCE	250,000		250,000	0.00	100.00%
DEBT SERVICE UTILITIES	11,000		11,000	1,812.36	83.52%
STATE WATER PROJECT LEGAL SERVICES	0		0	0.00	0.00%
TAX COLLECTION CHARGES	90,000		90,000	6,342.19	92.95%
SBVMWD FOOTHILL PIPELINE CAPACITY	3,129,634		3,129,634	0.00	100.00%
TOTAL DEBT SERVICE FUND EXPENSES	28,959,134	0	28,959,134	1,517,704.32	94.76%
TRANSFERS FROM RESERVES	0		0	0.00	
DEBT SERVICE NET INCOME YEAR TO DATE	600,257	0	600,257	-921,405.62	