

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Finance and Budget Workshop**  
**February 22, 2016**

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

**Directors Absent:** Ron Duncan, 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 4:00 p.m., February 22, 2016, 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.*

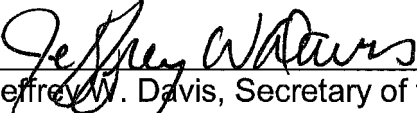
2. **Adoption and Adjustment of Agenda:** The agenda was adopted as published.
3. **Public Comment:** Lonnie Granlund, president of the board of the Yucaipa Valley Water District, issued an invitation to the Board to attend a meeting to be held at Beaumont Cherry Valley Water District headquarters on March 10, 2016 at 6:00 pm.
4. **New Business:**
  - A. Ratification of Paid Invoices and Monthly Payroll for January, 2016 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Stephenson, seconded by Director Dickson, to recommend that the Board ratify paid monthly invoices of \$997,801.95 and payroll of \$30,984.12 for the month of January, 2016, for a combined total of \$1,028,786.07. The motion passed 6 in favor, no opposed, with Director Duncan absent.
  - B. Review Pending Legal Invoices: After review and discussion, a motion was made by Director Stephenson, seconded by Director Fenn, to recommend that the Board approve payment of the pending legal invoices for January, 2016. The motion passed 6 in favor, no opposed, with Director Duncan absent.

- C. Review of January, 2016 Bank Reconciliation: After review and discussion, a motion was made by Director Stephenson, seconded by Director Ball, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for January, 2016 as presented. The motion passed 6 in favor, no opposed, with Director Duncan absent.
- D. Review of Budget Report for January, 2016: After review and discussion, a motion was made by Director Stephenson, seconded by Director Dickson, to recommend that the Board acknowledge receipt of the Budget Report for January, 2016. The motion passed 6 in favor, no opposed, with Director Duncan absent.

Chair Melleby suggested that entire agenda of the Finance and Budget Workshop be included in the agenda of the following regular Board meeting in the future. The Board members present agreed that this should be implemented.

- F. Review of USGS Proposal: General Manager Davis reviewed the proposal from the USGS for the period between February 1, 2016 through November 30, 2017. The proposed scope of work was discussed at the Board Engineering workshop on February 8, 2016. The purpose of this item is to review the cost of the proposal. General Manager Davis explained that the cost would be spread over 3 different fiscal years of the Agency, and that staff could only estimate how and when the invoices would be presented from the USGS. General Manager Davis asked for approval to sign the agreement, and for approval to include the cost of the agreement in the upcoming budget for FY 2016-17. After further review and discussion, a motion was made by Director Dickson, seconded by Director Stephenson, to recommend that that Board authorized the General Manager to sign the contract, and include the appropriate amounts in the budget for FY 2016-17. The motion passed 6 in favor, no opposed, with Director Duncan absent.

- 5. **Announcements:** Chair Melleby reviewed the following announcements:
  - A. The meetings for the San Gorgonio Pass Regional Water Alliance have changed: The Technical Committee will not meet; the regular Board meeting will take place at 5:00 p.m., February 24, 2016, in the Banning City Council Chambers.
  - B. Regular Board Meeting, March 7, 2016 at 7:00 p.m.
  - B. Engineering Workshop, March 14, 2016 at 4:00 p.m.
- 6. **Adjournment:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 4:32 p.m.

  
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Jeffrey W. Davis, Secretary of the Board