

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA
Board of Directors Meeting
Agenda
June 3, 2019 at 1:30 p.m.

1. Call to Order, Flag Salute, Invocation and Roll Call

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 specific agenda items, 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. Consent Calendar: If any board member requests that an item be removed from the Consent Calendar, it will be removed so that it may be acted upon separately.

A. Approval of the Minutes of the Regular Board Meeting, May 6, 2019* (p. 2)

B. Approval of the Minutes of the Engineering Workshop, May 13, 2019*
(p. 7)

C. Approval of the Minutes of the Finance and Budget Workshop, May 28, 2019*
(p. 9)

D. Approval of the Finance and Budget Workshop Report, May 28, 2019* (p. 12)

5. Reports:

A. General Manager's Report

1. Operations Report

2. Update on Delta Conveyance

3. General Agency Updates

B. General Counsel Report

C. Directors Reports

D. Committee Reports

6. New Business:

A. Consideration of Nomination for ACWA Region 9 Board of Directors* (p. 32)

B. Consideration of Cost of Living Increase for Staff* (p. 44)

7. Topics for Future Agendas

8. Announcements:

A. Engineering Workshop, June 10, 2019 at 1:30 p.m.

B. Water Conservation and Education Committee Meeting,
June 13, 2019 at 1:30 p.m.

C. Regular Board Meeting, June 17, 2019 at 1:30 p.m.

9. 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 Avenue, Beaumont 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, located at 1210 Beaumont Avenue, Beaumont, California 92223, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Web site, accessible at: 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 in order to make a request for a disability-related modification or accommodation.

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, California 92223
Minutes of the
Board of Directors Meeting
May 6, 2019

Directors Present: Ron Duncan, President
Steve Lehtonen, Treasurer
Blair Ball, Director
David Fenn, Director
David Castaldo, Director
Michael Thompson, Director

Directors Absent: Lenny Stephenson, Vice President

Staff Present: Jeff Davis, General Manager
Jeffrey Ferre, General Counsel
Thomas Todd, Finance Manager
Cheryle Stiff, Executive Assistant

1. **Call to Order, Flag Salute, Invocation, and Roll Call:** The meeting of the San Gorgonio Pass Water Agency Board of Directors was called to order by Board President Duncan at 1:30 p.m., May 6, 2019 in the Agency Boardroom at 1210 Beaumont Avenue, Beaumont, California. President Duncan led the Pledge of Allegiance to the flag. Director Fenn gave the invocation. A quorum was present.
2. **Adoption and Adjustment of Agenda:** *President Duncan asked if there were any adjustments to the agenda.* There being none the agenda was adopted as published.
3. **Public Comment:** *President Duncan asked if there were any members of the public that wished to make a public comment on items that are within the jurisdiction of the Agency that are not on today's agenda.* There were no members of the public that wished to comment at this time.
4. **Consent Calendar:**
 - A. Approval of the Minutes of the Regular Board Meeting, April 15, 2019
 - B. Approval of the Minutes of the Finance and Budget Workshop, April 22, 2019
 - C. Approval of the Finance and Budget Workshop Report, April 22, 2019

President Duncan asked for a motion on the Consent Calendar. General Counsel Ferre requested that the April 15, 2019 Board Meeting Minutes reflect the following motion under 6A: Director Stephenson moved, seconded by Director Ball, to adopt Resolution 2019-02, with Option 1 which includes recovery of 50% of Nickel Water Cost for 2019, and which results in an increased Water Rate of \$399 per acre-foot, effective May 1, 2019. Director Fenn made a motion, seconded by Director Lehtonen, to adopt the consent calendar as amended. Motion passed 6-0, with Director Stephenson absent.

5. Reports:

A. General Manager's Report:

(1) Operations Report: a) General Manager Davis reported that the Agency delivered 1138 acre-feet of Table A water to the Noble Creek Connection for the month of April. b) The Noble Creek enlargement construction phase and plumbing phase are complete; some electrical is still needed. We are anticipating full completion next week.

(2) Update on Delta Conveyance: General Manager Davis informed the Board that Governor Newsom scrapped the twin tunnel plan, known as the Cal WaterFix, and is downsizing the project to a single-tunnel conveyance. The Cal WaterFix will now be referred to as the Delta Conveyance. There will no longer be emphasis on the fish issue, and reverse flows issue. Governor Newsom's focus of the Delta Conveyance is #1 – Affordability, #2 – Earthquake preparedness, and #3 – Climate change resiliency. There will only be one tunnel with the capacity of about 6k cubic-feet per second. It is being proposed as a facility that SWC can opt into. All permits for the Cal WaterFix have been rescinded and work on a new EIR for the Delta Conveyance will begin soon. There will be another SWC contract amendment regarding opting in or opting out.

(3) Legislative Report: General Manager Davis made note of the following Senate Bills:

- SB 1(Beall) – Rolls environmental regulations back to January 2017.
- SB69 (Weiner) – Ocean Resiliency Act of 2019, to improve and protect the health of California's ocean Ecosystems and coastal communities.
- SB 204 – (Dodd) Requiring DWR to provide at least 10 days' notice to the Joint Legislative Budget Committee and relevant policy and fiscal committees of the Legislature before holding public sessions to negotiate any potential amendment of a long-term water supply contract that is of project wide significance with substantially similar terms intended to be offered to all contractors.
- AB 1876 (Fraizer) - Recently submitted to the State Assembly Committee on Water, Parks and Wildlife to add members to the Delta Stewardship Council (DSC); bill failed in committee.

(4) General Agency Updates: General Manager Davis reported on the following:

- a. City of Calimesa Council Member Jim Hyatt passed away – a celebration of life service will take place on May 18.
- b. Work is proceeding on a capacity fee nexus study - meetings with retailers and cities are being set up. We need to decide what infrastructure, if any, should be included in such a fee.
- c. We are making progress on SGMA for the San Geronio Pass Sub-basin. Request for Proposals were sent out to eleven consulting firms. A number of questions were submitted by the consultants. Those questions have been answered. Proposals are due this month and interviews will take place. It is anticipated that in June staff will bring to the Board a recommendation to hire a consultant. The first progress report for the grant has been submitted to DWR.

B. Directors Reports: 1) Director Ball reported on the BCVWD's Engineering meeting that was held on April 25th. He also provided a report on the City of Beaumont meeting pertaining to recycled water.

C. Committee Reports: 1) Director Thompson reported that the Facility Ad-Hoc Committee met on April 25, 2019 to discuss a policy for the use of the SGPWA administration building. He noted that they are making progress. **Director Fenn** stated that there will be a closed session item today pertaining to General Manager's Performance Evaluation.

6. New Business:

A. Consideration and Possible Action of Resolution No. 2019-03, Setting a Policy for Sale of Water in Agency Storage Account. A staff report and a copy of Resolution No. 2019-03, were included in the agenda packet. General Manager Davis stated that this issue has been discussed during the last two Engineering workshops. General Counsel Ferre drafted a Resolution by applying the four issues that the Board wanted incorporated into the policy on sale of water from the Agency's storage account and are as follows:

- Water sold from the storage account would be at the water rate in effect at the time of the sale, including any storage or other fees adopted by the Board.
- Water sold from the storage account would be in accordance with the Settlement Agreement in the SGPWA vs. Beaumont Basin Watermaster litigation.
- Water sold from the storage account would only be in response to written requests from retail water agencies.
- The Board could change the policy at any time.

Director Fenn moved, seconded by President Duncan, to adopt Resolution 2019-03, which sets forth a policy on sale of water in the Agency's storage account that is consistent with key elements agreed to by the Board. The motion passed 6-0, with Director Stephenson absent.

B. Consideration and Possible Action to Approve 2019 Strategic Plan. Director Lehtonen, member of the Strategic Plan Committee stated that the committee met several times to draft a revised Strategic Plan. The concept was to take the previous lengthy document and condense it to a much smaller comprehensive document. The five goals of the Strategic Plan are as follows:

- Regional Water Supply
- Effective Communication of Agency's Strategy and Mission
- Implementation of Sustainable Groundwater Management Act
- Regional Infrastructure Plan
- Financial Plan

Director Stephenson asked for Board comment on this revised document. After discussion, Director Thompson made a motion, seconded by Director Lehtonen, to adopt the 2019 Strategic Plan as presented. The motion passed 6-0, with Director Stephenson absent.

C. Consideration and Possible Action to Approve Auditor for FY 2018-2019. General Manager Davis reminded the Board that the Auditor works with staff but is hired by the Board. Each year the Agency hires an accounting firm to audit its books. Staff is recommending retaining the accounting firm of Eadie & Payne, for the amount of \$19,900. ~~4/4/4~~ and Payne performed the Agency's

audit the last two years. Director Fenn made a motion, seconded by Director Thompson, to authorize the President to sign the engagement letter with Eadie & Payne, thus engaging that firm to perform the fiscal year 2018-2019 Agency audit. Motion passed 6-0, with Director Stephenson absent.

D. Consideration and Possible Action to Authorize General Manager to Execute DWR Authorization Letter to Place Sites Reservoir Phase 2 Charges on DWR Statement of Charges, and Election of a Payment Schedule in the Event the Agency Moves Forward with Phase 2. A staff report and a template of DWR's Authorization letter were included in the agenda packet. General Manager Davis explained that during the April 22nd Finance and Budget workshop the Board received information regarding DWR's request for verbal feedback as to whether the Agency wished to have Phase 2 charges included on the Statement of Charges (SOC) and if so, which payment option the Agency planned to use. The requested verbal feedback had no official meaning other than DWR being able to use this information for its May 2019 estimate of charges. It was the consensus of the Board to proceed with including the Phase 2 charges on the SOC and to utilize the Interest Only payment schedule. DWR is now asking for a formal authorization by way of authorizing execution of the DWR authorization letter. Responses to DWR's requests are not binding commitments to continue with the Sites Reservoir Project itself. Any such commitments have been, or will be, made by way of agreements between the Agency and the Sites Reservoir Authority or the Sites Reservoir Committee. Should the Agency Board decide to proceed with Phase 2 of the Sites Reservoir project, today's proposed action would provide the Board with another option to finance phase 2, namely, the Agency's State Water Project tax. The Agency would not be obligated to use the tax, but would have the option of doing so. The estimated Phase 2 costs for Sites Reservoir (interest only option) for the Agency are \$910,000. For the Pay-go option, these costs are estimated to be \$24.1 million. The costs would be spread over two years – 2020 and 2021. After discussion, Director Castaldo made a motion, seconded by Director Fenn, to authorize the General Manager to execute the DWR Authorization letter, to formally indicate that, in the event the Agency proceeds with participation in the Sites Reservoir Project beyond 2019, that: (a) Phase 2 charges are to be included on the SOC; and (b) the Agency would elect the Interest Only payment schedule. Motion passed 6-0, with Director Stephenson absent.

7. Topics for Future Agendas: Director Fenn noted that at some point the Board will be discussing the tax rate for the upcoming year. He requested that during the tax rate discussion Sites Phase 2 charges be included in the conversation. There were no topics for further discussion requested.

8. Announcements:

- A. Water Conservation and Education Workshop, May 9, 2019 at 1:30 p.m.
- B. General Manager Performance Evaluation Committee Meeting, May 13, 2019 at 12:30 p.m.
- C. Engineering Workshop, May 13, 2019 at 1:30 p.m.
- D. Regular Board Meeting, May 20, 2019 at 1:30 p.m.

9. Closed Session (2 Items)

Time: 2:24 p.m.

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code section 54956.8
Property: Potential water rights/supplies offers from
the City of Ventura
Agency negotiator: Jeff Davis, General Manager
Negotiating parties: Lynn Takaichi
Under negotiation: price and terms of payment

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: General Manager

The meeting reconvened to open session at: Time: 3:52 pm

General Counsel Ferre stated that there was no action taken during closed session that is reportable under the Brown Act.

10. Adjournment

Time: 3:52 pm

Draft - Subject to Board Approval

Jeffrey W. Davis, Secretary of the Board

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SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA 92223
Minutes of the
Board of Directors Engineering Workshop
May 13, 2019

Directors Present: Ron Duncan, President
Leonard Stephenson, Vice President
Blair Ball, Director
David Castaldo, Director
David Fenn, Director
Steve Lehtonen, Director
Mike Thompson, Director

Staff Present: Jeff Davis, General Manager
Jeff Ferre, General Counsel
Cheryle Stiff, Executive Assistant

1. Call to Order, Flag Salute and Roll Call: The Engineering workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by Vice President Stephenson at 1:30 p.m., May 13, 2019 in the Agency Board room at 1210 Beaumont Avenue, Beaumont, California. Vice President Stephenson led the Pledge of Allegiance to the flag. A quorum was present.

2. Public Comment: *Vice President Stephenson asked if there were any members of the public that wished to make a public comment on items that are within the jurisdiction of the Agency that are not on today's agenda.* There were no members of the public that wished to comment at this time.

3. Discussion of Possible Infrastructure Plan. A copy of a staff report was included in the agenda package. General Manager Davis pointed out that the recently completed strategic plan calls for an infrastructure plan to be developed by the Agency, and that discussion of a potential capacity that could help to pay for infrastructure should be accompanied by a study summarizing what infrastructure is required by the Agency. Dan Jagers, General Manager of Beaumont Cherry Valley Water District, spoke on infrastructure, a capacity fee, and a nexus study for it. Joe Zoba, General Manager of the Yucaipa Valley Water District, suggested that a new study on infrastructure is not required as the Agency already has a study. After discussion, it was the consensus of the Board that funds for an infrastructure study be included in the general fund budget for 2019-2020.

4. Discussion of Engineering Budget for 2019-2020. A copy of a draft engineering budget was included in the agenda package. General Manager Davis reminded that Board that he has presented such a draft budget to the Board each year in advance of the regular budget presentation, to provide for the Board an idea of what engineering and consulting needs would be for the Agency for the coming year. He reviewed the draft budget with the Board, noting that the Board will have two more opportunities to review the budget.

5. Report on Loss of Carryover Water. A chronology of events related to loss of carryover water was included in the agenda package. General Manager Davis reported that this item had been requested by the Board and that he had put together the chronology in response to that request. He reviewed the chronology with the Board, noting that loss of carryover water was inevitable this year given that the Agency was shut down in February by DWR and that flows were restricted after the EBX came back online in March. He summarized attempts by Agency staff to work deals with other Contractors that would have prevented some of the loss and noted that they were unsuccessful largely because the Department of Water Resources did not allow some of these and for the one they did, it took so long to approve an agreement that carryover water was already gone by the time it was. He informed the Board that the Agency delivered nearly 2000 acre-feet of the carryover water before it was converted to Article 21 water and offered to Contractors, and that some portion of the carryover water was converted to this year's Table A water.

6. Discussion on Potential Sponsorship of Santa Ana Watershed Signs. A photo of a typical sign was included in the agenda package, along with a summary of costs of sponsorship. General Manager Davis reviewed the information with the Board. It was the consensus of the Board to not participate in any such sponsorship.

7. Discussion of Ordinance 8. A copy of the Ordinance was included in the agenda package. General Manager Davis noted that this too was requested by the Board. He summarized the Board's concern as related to retailers' ability to change their water request after the fact. He pointed out that the Ordinance does allow "reasonable" changes to these requests. After a brief discussion the Board decided to not pursue any changes to the Ordinance at this time.

8. Announcements:

- A. Cancelled – Regular Board Meeting, May 20, 2019 at 1:30 pm.
- B. San Gorgonio Pass Regional Water Alliance, May 22, 2019, 5:00 pm, Banning City Hall.
- C. Office closed Monday, May 27, 2019 in observance of Memorial Day.
- D. Finance and Budget Workshop, Tuesday, May 28, 2019 at 1:30 pm

9. Closed Session (1 item) Time: 3:38

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: General Manager

The Board reconvened to open session at 4:25 pm. General Counsel Ferre announced that no action was taken that is reportable under the Brown Act.

10. Adjournment: Vice President Stephenson adjourned the meeting at 4:26 pm.

Draft - subject to Board approval

Jeff Davis, Secretary to the Board

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SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue
Beaumont, California 92223
Minutes of the
Board Finance and Budget Workshop
May 28, 2019

Directors Present: Ron Duncan, President
Lenny Stephenson, Vice President
Blair Ball, Director (arrived at 1: 39 pm)
David Castaldo, Director
David Fenn, Director
Mike Thompson, Director

Directors Absent: Steve Lehtonen, Treasurer
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 President Ron Duncan at 1:32 pm, May 28, 2019, in the Agency Board Room at 1210 Beaumont Avenue, Beaumont, California. President Duncan 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 April, 2019 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Stephenson, seconded by Director Castaldo, to recommend that the Board ratify paid monthly invoices of \$2,615,831.35 and payroll of \$45,968.65 for the month of April, 2019, for a combined total of \$2,661,800.00. The motion passed 4 in favor, no opposed, with Director Ball not yet present and Directors Lehtonen and Thompson absent.
 - B. Review Pending Legal Invoices: After review and discussion, a motion was made by Director Fenn, seconded by Director Stephenson, to recommend that the Board approve payment of the pending legal invoice for April, 2019 for \$11,333.17. The motion passed 4 in favor, no opposed, with Director Ball not yet present and Directors Lehtonen and Thompson absent.

- C. Review of April, 2019 Bank Reconciliation: After review and discussion, a motion was made by Director Stephenson, seconded by Director Fenn, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for April, 2019 as presented. The motion passed 5 in favor, no opposed, with Directors Lehtonen and Thompson absent.
- D. Review of Budget Report for April, 2019: After review and discussion, a motion was made by Director Stephenson, seconded by Director Castaldo, to recommend that the Board acknowledge receipt of the Budget Report for April, 2019. The motion passed 5 in favor, no opposed, with Directors Lehtonen and Thompson absent.
- E. Update on Defeasance of EBX bonds: Finance Manager Tom Todd reviewed a recent conference call with the Department of Water Resources and Montague DeRose and Associates, bond counsel for DWR, about paying off some EBX bonds early. The earliest call date for bonds that come due in the years between 2026 and 2029 is 2022, so there is time for more careful consideration by the Board at a later date. The consensus of the Board was to add this item to the July Finance and Budget workshop when the tax rate is considered.
- F. Proposed Budget Revision for FY 2018-19 Budget: General Manager Jeff Davis introduced the subject by reviewing some information about the Agency's participation in the Sites Reservoir project. There is a line item in the General Fund Budget, but it has been a place-holder up to this point. The proposed budget revision would add a \$615,291.00 expenditure for Sites Reservoir to the General Fund, to be taken out of reserves. After further review and discussion, a motion was made by Director Fenn, seconded Director Stephenson, to recommend that the Board approve the proposed General Fund budget revision. The motion passed 5 in favor, no opposed, with Directors Lehtonen and Thompson absent.
- G. Review and Consideration of Cost-of-Living Information for FY 2018-19: Finance Manager Todd briefly reviewed the Consumer Price Index memo included in the agenda packet. After review and discussion, a motion was made by Director Fenn, seconded by Director Stephenson, to recommend that the Board approve a cost-of-living increase of 2.8% for staff effective July 1, 2019. The motion passed with Directors Castaldo, Duncan, Fenn and Stephenson in favor, Director Ball opposed, and with Directors Lehtonen and Thompson absent.
- H. Review and Consideration of Retirement and OPEB Unfunded Accrued Liabilities: General Manager Davis introduced this topic by explaining that the General Fund Budget for FY 2018-19 included an additional amount to pre-pay the Unfunded Accrued Liability (UAL). This action will formalize a recommended payment to CalPERS of \$200,000 to pay down the UAL. After further review and discussion, a motion was made by Director Fenn, seconded

by Director Stephenson, to recommend that the Board approve a payment of \$200,000 to CalPERS to reduce the Agency's UAL. The motion passed 5 in favor, no opposed, with Directors Lehtonen and Thompson absent.

- I. Review of Proposed General Fund Budget for FY 2019-20: General Manager Davis reviewed the proposed budget. Of particular note, USGS has almost completed drilling the monitoring wells authorized by the Agency, but may need an additional amount for the final well to reach the optimum depth. The consensus of the Board was to authorize up to an additional \$100,000, to be added to the budget amount already proposed of \$250,000 for a total of \$350,000. The Board will review the General Fund Budget at the next Finance and Budget workshop and propose any further changes at that time.
5. **Announcements:** President Duncan reviewed the announcements:
- A. Regular Board Meeting, June 3, 2019, 1:30 pm
 - B. Engineering Workshop, June 10, 2019, 1:30 pm
 - C. Water Conservation & Education Workshop, June 13, 2019, 1:30 pm
6. **Adjournment:** The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 2:55 pm.

Draft - Not
Approved

Jeffrey W. Davis, Secretary of the Board

Finance and Budget Workshop Report

From Director David Fenn, Vice-Chair of the Finance and Budget Committee

The Finance and Budget Workshop was held on May 28, 2019. The following recommendations were made:

1. The Board ratify payment of Invoices of \$2,615,831.35 and Payroll of \$45,968.65 as detailed in the Check History Report for Accounts Payable and the Check History Report for Payroll for April, 2019 for a combined total of \$2,661,800.00.
2. The Board authorize payment of the following vendor's amounts:

Best, Best & Krieger LLP	\$11,333.17
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3. The Board acknowledge receipt of the following:
 - A. Wells Fargo bank reconciliation for April, 2019
 - B. Budget Report for April, 2019
4. The Board approve the following:
 - A. General Fund Budget revision, adding a \$615,291.00 expenditure to the existing line item 'Sites Reservoir'
 - B. General Fund budgeted expenditure of \$200,000.00 to reduce the Agency's retirement Unfunded Accrued Liability with CalPERS

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Ave, Beaumont, CA 92223
Board Finance & Budget Workshop
Agenda
May 28, 2019, at 1:30 p.m.

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 April, 2019 by Reviewing Check History Reports in Detail*
- B. Review of Pending Legal Invoices*
- C. Review of April, 2019 Bank Reconciliation*
- D. Review of Budget Report for April, 2019*
- E. Update on Defeasance of EBX Bonds
- F. Proposed Budget Revision for FY 2018-19 Budget*
- G. Review and Consideration of Cost-of-Living Information for FY 2018-19*
- H. Review and Consideration of Retirement and OPEB Unfunded Accrued Liabilities*
- I. Review of Proposed General Fund Budget for FY 2019-20*

5. Announcements

- B. Regular Board Meeting, June 3, 2019, 1:30 pm
- C. Engineering Workshop, June 10, 2019, 1:30 pm
- C. Water Conservation & Education Workshop, June 13, 2019, 1:30 pm

6. Adjournment

***Information Included In Agenda Packet**

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San Gorgonio Pass Water Agency
Check History Report
April 1 through April 30, 2019

ACCOUNTS PAYABLE

Date	Number	Name	Amount
04/01/2019	119202	STANDARD INSURANCE COMPANY	444.05
04/03/2019	119203	AT&T MOBILITY	205.63
04/03/2019	119204	GOPHER PATROL	51.00
04/03/2019	119205	IMAGE360	506.43
04/03/2019	119206	MACRO COMMUNICATIONS	563.00
04/03/2019	119207	MATTHEW PISTILLI LANDSCAPE SERVICES	350.00
04/03/2019	119208	NICE GRAPHIX	70.00
04/03/2019	119209	NICE-INCONTACT	65.53
04/03/2019	119210	OFFICE SOLUTIONS	134.67
04/03/2019	119211	SAN BERDO COUNTY REGISTRAR	223.00
04/03/2019	119212	SOUTHERN CALIFORNIA EDISON	66.75
04/03/2019	119213	SOUTHERN CALIFORNIA WATER COMMITTEE	1,000.00
04/03/2019	119214	VALLEY OFFICE EQUIPMENT, INC.	141.29
04/08/2019	119215	ACWA BENEFITS	866.41
04/08/2019	119216	ACWA JPIA	1,019.22
04/08/2019	119217	AMERICAS SECURITY PROFESSIONALS	13,788.50
04/08/2019	119218	BDL ALARMS, INC.	78.00
04/08/2019	119219	BEST BEST & KRIEGER	3,824.60
04/08/2019	119220	CITIZENS BUSINESS BANK	3,280.00
04/08/2019	119221	ERSC	28,753.93
04/08/2019	119222	I. E. RESOURCE CONSERVATION DISTRICT	1,050.00
04/08/2019	119223	KVAC ENVIRONMENTAL	8,475.00
04/08/2019	119224	PRO-CRAFT CONSTRUCTION, INC.	62,320.00
04/08/2019	119225	SAN BERNARDINO VALLEY MUNI WATER DISTRICT	289,217.03
04/08/2019	119226	SOUTHERN CALIFORNIA EDISON	21.61
04/08/2019	119227	UNDERGROUND SERVICE ALERT	40.38
04/08/2019	119228	WASTE MANAGEMENT INLAND EMPIRE	97.06
04/15/2019	119229	AVEK WATER AGENCY	1,306,824.00
04/16/2019	119230	CITY OF BANNING	655.50
04/16/2019	119231	FEDERAL EXPRESS	252.63
04/16/2019	119232	FRONTIER COMMUNICATIONS	1,264.38
04/16/2019	119233	NICE-INCONTACT	76.83
04/16/2019	119234	SOUTHERN CALIFORNIA GAS	168.20
04/16/2019	119235	WELLS FARGO ELITE CREDIT CARD	1,936.94
04/22/2019	119236	ALBERT WEBB ASSOCIATES	16,601.98
04/22/2019	119237	AT&T MOBILITY	206.09
04/22/2019	119238	DELTA CONVEYANCE FINANCE AUTHORITY	9,696.97
04/22/2019	119239	EAST VALLEY WATER DISTRICT	4,000.00
04/22/2019	119240	GOPHER PATROL	51.00
04/22/2019	119241	KVAC ENVIRONMENTAL	11,500.00
04/22/2019	119242	STEPHEN J. LEHTONEN	556.49
04/22/2019	119243	MATTHEW PISTILLI LANDSCAPE SERVICES	350.00
04/22/2019	119244	THOMAS W. TODD, JR.	278.26
04/22/2019	119245	UNLIMITED SERVICES BUILDING MAINT.	295.00
04/22/2019	119246	U. S. GEOLOGICAL SURVEY	13,750.19
04/25/2019	119247	DAVID J. CASTALDO	480.00
04/25/2019	119248	SOUTHERN CALIFORNIA EDISON	55.67
04/25/2019	119249	STARLIGHT RECLAMATION	18,523.46

San Gorgonio Pass Water Agency
Check History Report
 April 1 through April 30, 2019

ACCOUNTS PAYABLE (CON'T)

Date	Number	Name	Amount
04/29/2019	119250	STANDARD INSURANCE COMPANY	469.85
04/13/2019	530653	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,129.89
04/13/2019	536929	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	6,551.05
04/29/2019	595614	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,045.76
04/29/2019	572048	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	9,063.58
04/01/2019	900231	CALPERS RETIREMENT	6,719.53
04/13/2019	900232	CALPERS RETIREMENT	6,934.84
04/22/2019	900233	CALPERS HEALTH	8,057.33
04/29/2019	900234	CALPERS RETIREMENT	6,934.84
04/30/2019	900235	DEPARTMENT OF WATER RESOURCES	764,748.00
TOTAL ACCOUNTS PAYABLE CHECKS			2,615,831.35

PAYROLL

Date	Number	Name	Amount
04/12/2019	801701	JEFFREY W. DAVIS	4,998.40
04/12/2019	801702	KENNETH M. FALLS	3,751.87
04/12/2019	801703	CHERYLE M. STIFF	2,246.71
04/12/2019	801704	THOMAS W. TODD, JR.	3,684.18
04/28/2019	801705	BLAIR M. BALL	1,237.90
04/28/2019	801706	DAVID J. CASTALDO	9,711.40
04/28/2019	801707	JEFFREY W. DAVIS	4,998.40
04/28/2019	801708	RONALD A. DUNCAN	1,237.90
04/28/2019	801709	KENNETH M. FALLS	3,219.40
04/28/2019	801710	DAVID L. FENN	1,237.90
04/28/2019	801711	STEPHEN J. LEHTONEN	1,237.90
04/28/2019	801712	LEONARD C. STEPHENSON	1,237.90
04/28/2019	801713	CHERYLE M. STIFF	2,246.71
04/28/2019	801714	MICHAEL D. THOMPSON	1,237.90
04/28/2019	801715	THOMAS W. TODD, JR.	3,684.18
TOTAL PAYROLL			45,968.65
TOTAL DISBURSEMENTS FOR APRIL, 2019			2,661,800.00

SAN GORGONIO PASS WATER AGENCY
New Vendors List
May, 2019

Vendor - Name and Address	Expenditure Type
Starlight Reclamation Environmental Services, Inc. 11225 Mulberry Ave.; Fontana, CA 92337	USGS well drilling
Risk Sciences; Tim Moore 125 New Dawn Rd.; Rockvale, TN 37153	Consultant

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	190430	LEGAL SERVICES APR19	11,333.17

TOTAL PENDING INVOICES FOR APRIL 2019

11,333.17

**SAN GORGONIO PASS WATER AGENCY
BANK RECONCILIATION
April 30, 2019**

BALANCE PER BANK AT 04/30/2019 - CHECKING ACCOUNT	1,920,652.00
Pending Partial ACH to CALPERS Retirement	(1,680.00)

LESS OUTSTANDING CHECKS

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
119247	480.00		
119250	469.85		
	949.85		0.00

TOTAL OUTSTANDING CHECKS	-949.85
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BALANCE PER GENERAL LEDGER	1,918,022.15
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BALANCE PER GENERAL LEDGER AT 03/31/2019	332,981.17
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CASH RECEIPTS FOR APRIL	3,735,872.33
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CASH DISBURSEMENTS FOR APRIL

ACCOUNTS PAYABLE - CHECK HISTORY REPORT	-2,615,831.35
PAYROLL TRANSFER - BANK OF HEMET	-35,000.00
	-2,650,831.35

BANK CHARGES	0.00
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TRANSFER TO LAIF	0.00
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TRANSFER FROM LAIF	500,000.00
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TRANSFERS FROM TVI

BALANCE PER GENERAL LEDGER AT 04/30/2019	1,918,022.15
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REPORT PREPARED BY:

Cheryle Stiff

Cheryle M Stiff

**SAN GORGONIO PASS WATER AGENCY
DEPOSIT RECAP
FOR THE MONTH APRIL 2019**

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL DEPOSIT AMOUNT</u>
DEPOSIT TO CHECKING ACCOUNT				
4/8/19	ACWA JPIA	RPA RATE STABILIZATION REFUND	4,713.04	4,713.04
4/8/19	BCVWD	WATER SALES	237,750.00	237,750.00
4/10/19	RIVERSIDE COUNTY	PROPERTY TAXES	47,676.20	47,676.20
4/11/19	RIVERSIDE COUNTY	PROPERTY TAXES	1,791,074.10	1,791,074.10
4/12/19	STATE OF CALIF/DWR	REFUND TRANS RAS	4,717.00	4,717.00
4/18/19	RIVERSIDE COUNTY	PROPERTY TAXES	408.42	408.42
4/19/19	YVWD	WATER SALES	5,877.18	5,877.18
4/26/19	TVI	CD - BOND INTEREST	47,191.39	47,191.39
4/29/19	DWR	POWER REFUND 2018	49,909.00	
4/29/19	DWR	EBX COVER REFUND MAR18	1,386,920.00	
4/29/19	DWR	TSA COVER REFUND MAR18	4,414.00	
4/29/19	DWR	WSRB COVER RUFUND MAR18	97,165.00	
4/29/19	DWR	SMIF INTEREST JUL-DEC18	58,057.00	1,596,465.00
		TOTAL FOR APRIL 2019	3,735,872.33	3,735,872.33

**SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2018-19
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TEN MONTHS ENDING ON APRIL 30, 2019**

FOR THE FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019					
	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - INCOME				Comparison:	17%
INCOME					
WATER SALES	5,600,000		5,600,000	2,923,175.40	47.80%
TAX REVENUE	2,650,000		2,650,000	2,001,257.09	24.48%
INTEREST	200,000		200,000	310,176.87	-55.09%
DESIGNATED REVENUES	1,750,000		1,750,000	784,812.45	55.15%
CAPACITY FEE	0		0	0.00	
OTHER (REIMBURSEMENTS, TRANSFERS)	29,000		29,000	32,599.51	-12.41%
TOTAL GENERAL FUND INCOME	10,229,000	0	10,229,000	6,052,021.32	40.83%
GENERAL FUND - EXPENSES					
COMMODITY PURCHASE					
PURCHASED WATER	6,000,000		6,000,000	3,414,013.23	43.10%
TOTAL COMMODITY PURCHASE	6,000,000	0	6,000,000	3,414,013.23	43.10%
SALARIES AND EMPLOYEE BENEFITS					
SALARIES	470,000		470,000	393,061.48	16.37%
PAYROLL TAXES	41,000		41,000	32,820.60	19.95%
RETIREMENT	312,000		312,000	115,382.86	63.02%
OTHER POST-EMPLOYMENT BENEFITS (OPEB)	22,000		22,000	18,104.95	17.70%
HEALTH INSURANCE	67,000		67,000	59,184.19	11.67%
DENTAL INSURANCE	4,800		4,800	4,416.50	7.99%
LIFE INSURANCE	1,600		1,600	1,454.38	9.10%
DISABILITY INSURANCE	5,000		5,000	4,065.87	18.68%
WORKERS COMP INSURANCE	3,700		3,700	2,783.99	24.76%
SGPWA STAFF MISC. MEDICAL	10,000		10,000	6,369.69	36.30%
EMPLOYEE EDUCATION	1,000		1,000	0.00	100.00%
TOTAL SALARIES AND EMPLOYEE BENEFITS	938,100	0	938,100	637,644.51	32.03%

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**SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2018-19
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TEN MONTHS ENDING ON APRIL 30, 2019**

FOR THE FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019

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	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - EXPENSES				Comparison:	17%
ADMINISTRATIVE & PROFESSIONAL					
DIRECTOR EXPENDITURES					
DIRECTORS FEES	111,000		111,000	89,706.83	19.18%
DIRECTORS TRAVEL & EDUCATION	15,000		15,000	5,604.62	62.64%
DIRECTORS MISC. MEDICAL	23,000		23,000	8,322.63	63.81%
OFFICE EXPENDITURES					
OFFICE EXPENSE	22,000		22,000	11,272.43	48.76%
POSTAGE	600		600	609.84	-1.64%
TELEPHONE	12,000		12,000	9,192.86	23.39%
UTILITIES	4,000		4,000	3,871.00	3.23%
SERVICE EXPENDITURES					
COMPUTER, WEB SITE AND PHONE SUPPORT	9,000		9,000	3,751.63	58.32%
GENERAL MANAGER & STAFF TRAVEL	20,000		20,000	14,638.80	26.81%
INSURANCE & BONDS	24,000		24,000	19,819.00	17.42%
ACCOUNTING & AUDITING	21,000		21,000	19,900.00	5.24%
STATE WATER CONTRACT AUDIT	5,500		5,500	5,315.00	3.36%
DUES & ASSESSMENTS	31,500		31,500	33,179.50	-5.33%
OUTSIDE PROFESSIONAL SERVICES	10,000		10,000	2,846.00	71.54%
BANK CHARGES	1,500		1,500	600.12	59.99%
MISCELLANEOUS EXPENSES	500		500	40.45	91.91%
MAINTENANCE & EQUIPMENT EXPENDITURES					
TOOLS PURCHASE & MAINTENANCE	500		500	46.30	90.74%
VEHICLE REPAIR & MAINTENANCE	7,000		7,000	2,981.38	57.41%
MAINTENANCE & REPAIRS - BUILDING	15,000		15,000	15,093.29	-0.62%
MAINTENANCE & REPAIRS - FIELD	4,000		4,000	1,068.81	73.28%
CONTRACT OPERATIONS AND MAINTENANCE	150,000		150,000	43,448.88	71.03%
COUNTY EXPENDITURES					
LAFCO COST SHARE	7,000		7,000	5,286.99	24.47%
ELECTION EXPENSE	125,000		125,000	223.00	99.82%
TAX COLLECTION CHARGES	12,500		12,500	7,574.97	39.40%
TOTAL ADMINISTRATIVE & PROFESSIONAL	631,600	0	631,600	304,394.33	51.81%

**SAN GORGONIO PASS WATER AGENCY
 BUDGET REPORT FY 2018-19
 BUDGET VS. REVISED BUDGET VS. ACTUAL
 FOR THE TEN MONTHS ENDING ON APRIL 30, 2019**

FOR THE FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019

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	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - EXPENSES				Comparison:	17%
GENERAL ENGINEERING					
GRANT WRITER	20,000		20,000	0.00	100.00%
NEW WATER					
PROGRAMATIC EIR	0		0	0.00	
UPDATED STUDY ON AVAILABLE SOURCES	7,500		7,500	2,730.00	63.60%
SGMA SUPPORT	200,000		200,000	2,274.08	98.86%
STUDIES					
USGS	115,000		115,000	61,954.31	46.13%
WATER RATE NEXUS STUDY	25,000		25,000	19,864.23	20.54%
WATER RATE FINANCIAL MODELING	12,000		12,000	4,850.00	59.58%
CAPACITY FEE NEXUS STUDY UPDATE	25,000		25,000	0.00	100.00%
WHEELING RATE STUDY	10,000		10,000	0.00	100.00%
OTHER PROJECTS					
BASIN MONITORING TASK FORCE	18,000		18,000	13,712.00	23.82%
EAST BRANCH MEETINGS	18,000		18,000	8,821.38	50.99%
GENERAL AGENCY - CEQA AND GIS SERVICES	10,000		10,000	4,624.00	53.76%
TOTAL GENERAL ENGINEERING	460,500	0	460,500	118,830.00	74.20%
LEGAL SERVICES					
LEGAL SERVICES - GENERAL	190,000		190,000	96,644.42	49.13%
TOTAL LEGAL SERVICES	190,000	0	190,000	96,644.42	49.13%
CONSERVATION & EDUCATION					
SCHOOL EDUCATION PROGRAMS	14,000		14,000	9,500.00	32.14%
ADULT EDUCATION PROGRAMS	5,000		5,000	0.00	100.00%
OTHER CONSERVATION, EDUCATION AND P. R.	35,000		35,000	10,000.00	71.43%
TOTAL CONSERVATION & EDUCATION	54,000	0	54,000	19,500.00	63.89%

**SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2018-19
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TEN MONTHS ENDING ON APRIL 30, 2019**

FOR THE FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019

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	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
GENERAL FUND - EXPENSES				Comparison:	17%
GENERAL FUND CAPITAL EXPENDITURES					
BUILDING & EQUIPMENT					
BUILDING	10,000		10,000	0.00	100.00%
FURNITURE & OFFICE EQUIPMENT	10,000		10,000	0.00	100.00%
OTHER EQUIPMENT	0		0	0.00	
TRANSPORTATION EQUIPMENT	0		0	0.00	
FIESTA RECHARGE FACILITY					
POST DESIGN	450,000		450,000	283,682.26	36.96%
CONSTRUCTION	3,950,000		3,950,000	2,018,768.82	48.89%
FENCING	100,000		100,000	0.00	100.00%
MITIGATION	15,000		15,000	0.00	100.00%
LANDSCAPING/POWER/WATER	60,000		60,000	0.00	100.00%
BUNKER HILL CONJUNCTIVE USE PROJECT	10,000		10,000	0.00	100.00%
NOBLE TURNOUT EXPANSION					
DESIGN	25,000		25,000	13,840.48	44.64%
CONSTRUCTION	295,000		295,000	213,256.25	27.71%
POST DESIGN	30,000		30,000	15,570.70	48.10%
SITES RESERVOIR	0		0	615,291.00	
MONITORING WELLS USGS	1,020,000		1,020,000	90,728.71	91.11%
TOTAL GENERAL FUND CAPITAL EXPENDITURES	5,975,000	0	5,975,000	3,251,138.22	45.59%
TRANSFERS TO OTHER FUNDS	0		0	0.00	
TOTAL GENERAL FUND EXPENSES	14,249,200	0	14,249,200	7,842,164.71	44.96%
WITHDRAWALS FROM RESERVES	4,575,000		4,575,000		
TOTAL TRANSFERS TO/FROM RESERVES	4,575,000		4,575,000	0.00	
GENERAL FUND NET INCOME YEAR TO DATE	554,800	0	554,800	-1,790,143.39	

SAN GORGONIO PASS WATER AGENCY
BUDGET REPORT FY 2018-19
BUDGET VS. REVISED BUDGET VS. ACTUAL
FOR THE TEN MONTHS ENDING ON APRIL 30, 2019

FOR THE FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019					
	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
DEBT SERVICE FUND - INCOME				Comparison:	17%
INCOME					
TAX REVENUE	23,586,539		23,586,539	15,559,719.62	34.03%
INTEREST	415,000		415,000	690,099.72	-66.29%
GRANTS	0		0	0.00	
DWR CREDITS - BOND COVER, OTHER	2,977,993		2,977,993	3,060,955.37	-2.79%
TOTAL DEBT SERVICE FUND INCOME	26,979,532	0	26,979,532	19,310,774.71	28.42%
DEBT SERVICE FUND - EXPENSES					
EXPENSES					
SALARIES	58,000		58,000	48,943.48	15.61%
PAYROLL TAXES	4,500		4,500	3,744.04	16.80%
BENEFITS	33,000		33,000	28,324.19	14.17%
SWC CONTRACTOR DUES	75,000		75,000	101,485.64 *	-35.31%
STATE WATER CONTRACT PAYMENTS	19,200,000		19,200,000	18,049,883.00	5.99%
WATER TRANSFERS	2,250,000		2,250,000	2,249,470.50	0.02%
STATE WATER PROJECT LEGAL SERVICES	0		0	1,823.84	
USGS	0		0	0.00	0.00%
CONTRACT OPERATIONS AND MAINTENANCE	150,000		150,000	43,448.88	71.03%
SWP ENGINEERING	75,000		75,000	475,299.35	-533.73%
DEBT SERVICE UTILITIES	11,000		11,000	8,646.35	21.40%
TAX COLLECTION CHARGES	70,000		70,000	41,259.62	41.06%
TOTAL DEBT SERVICE FUND EXPENSES	21,926,500	0	21,926,500	21,052,328.89	3.99%
TRANSFERS FROM RESERVES	0		0	0.00	
DEBT SERVICE NET INCOME YEAR TO DATE	5,053,032	0	5,053,032	-1,741,554.18	

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SAN GORGONIO PASS WATER AGENCY
FISCAL YEAR JULY 1, 2018 - JUNE 30, 2019
BUDGET REVISION FOR BOARD APPROVAL
DATE OF PROPOSAL: MAY 28, 2019

	A	B	A+B	C	A+B+C
LINE ITEM	AMOUNT IN ORIGINAL ADOPTED BUDGET	BOARD APPROVED PRIOR BUDGET REVISIONS	REVISED BUDGET BEFORE NEW REVISIONS	CURRENT BUDGET REVISIONS FOR APPROVAL	REVISED BUDGET AFTER CURRENT REVISIONS
GENERAL FUND					
SITES RESERVOIR	0	0	0	615,291	615,291
GENERAL FUND TOTALS	0	0	0	615,291	615,291



MEMORANDUM

From: Thomas W. Todd, Jr.
Finance Manager

Date: May 22, 2019

To: Jeff

RE: Consumer Price Index Information 2018 thru 2019

Jeff,

This memo reviews Board actions regarding CPI changes from 2015 to the present, and CPI information to March of 2019 (the latest information available). The Board decision takes effect July 1 of current year for staff, and January 1 of the following year for Board members.

The Board approved an increase for 2016 of 2.5%.

The Board approved an increase for 2017 of 2.7%.

The Board approved an increase for 2018 of 3.2%

In December, 2017, the U.S Bureau of Labor Statistics changed the areas they report. The former Los Angeles, Riverside, Orange County area has been divided into two new areas, 1. Los Angeles, Long Beach, Anaheim, and 2. Riverside, San Bernardino, Ontario. The R-SB-O has enough data this year to make a calculation, compared to last year, where it did not have enough data.

The following information is available for March, 2019, and is for changes in the Consumer Price Index from the previous year.

	U.S. City Average	R-SB-O Average
<u>Index Point Change</u>		
CPI in March, 2019:	254.2	104.7
Less: CPI in March, 2018:	249.6	101.9
Index Point Change	4.6	2.8
<u>Percentage Change</u>		
Index Point Change	4.6	2.8
Divided by CPI in March, 2018	249.6	101.9
Percentage Increase	1.9%	2.8%

The Agency's past practice has been to use the local figures; the new area is now the Riverside, San Bernardino and Ontario statistical area.

San Gorgonio Pass Water Agency
Pension Related Information
As of The Fiscal Year Ended 6-30-18

Pension	Liability	(future expense)	771,794
	Deferred outflows	(future expense)	350,920
	Deferred Inflows	(future 'income')	<u>(40,166)</u>
		Balance	1,162,880
OPEB	Liability	(future expense)	176,213
	Deferred outflows	(future expense)	7,315
	Deferred Inflows	(future 'income')	<u>(20,395)</u>
		Balance	203,923

SAN GORGONIO PASS WATER AGENCY

GENERAL FUND BUDGET FY 2019-2020

ESTIMATED TOTAL EXPENSES FY 2018-19 vs. PROPOSED BUDGET FY 2019-2020

APPROVED: GENERAL FUND JULY xx, 2019 - DEBT SERVICE FUND AUGUST xx, 2019

		FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020					
DRAFT		1	2	3	4	5	6
		TOTAL BUDGET FY 2018-19	ACTUAL APRIL 2019	ESTIMATED ACTUAL AT JUNE 30	REMAINING % ACTUAL OF BUDGET	PROPOSED BUDGET FY 2019-20	CHANGE % PROPOSED TO EST. ACTUAL
GENERAL FUND - INCOME							
INCOME							
WATER SALES		5,600,000	2,923,175.40	4,375,000.00	-28.0%	5,600,000	28.0%
TAX REVENUE		2,650,000	2,001,257.09	2,700,000.00	1.9%	2,750,000	1.9%
INTEREST		200,000	310,176.87	372,212.24	46.3%	350,000	-6.0%
DESIGNATED REVENUES		1,750,000	784,812.45	1,550,000.00	-12.9%	830,000	-46.5%
CAPACITY FEE		0	0.00	0.00	0.0%	0	0.0%
OTHER (REIMBURSEMENTS, TRANSFERS)		29,000	32,599.51	32,599.51	11.0%	31,000	-4.9%
TOTAL GENERAL FUND INCOME		10,229,000	6,052,021.32	9,029,811.75	-13.3%	9,561,000	5.9%
GENERAL FUND - EXPENSES							
COMMODITY PURCHASE							
PURCHASED WATER		6,000,000	3,414,013.23	4,371,496.00	-37.3%	6,100,000	39.5%
TOTAL COMMODITY PURCHASE		6,000,000	3,414,013.23	4,371,496.00	-37.3%	6,100,000	39.5%
SALARIES AND EMPLOYEE BENEFITS							
SALARIES		470,000	393,061.48	471,673.78	0.4%	491,000	4.1%
PAYROLL TAXES		41,000	32,820.60	39,384.72	-4.1%	42,000	6.6%
RETIREMENT		312,000	115,382.86	238,459.43	-30.8%	250,000	4.8%
OTHER POST-EMPLOYMENT BENEFITS (OPEB)		22,000	18,104.95	69,800.00	68.5%	73,000	4.6%
HEALTH INSURANCE		67,000	59,184.19	64,700.00	-3.6%	68,000	5.1%
DENTAL INSURANCE		4,800	4,416.50	4,818.00	0.4%	5,000	3.8%
LIFE INSURANCE		1,600	1,454.38	1,600.00	0.0%	1,600	0.0%
DISABILITY INSURANCE		5,000	4,065.87	4,879.04	-2.5%	5,100	4.5%
WORKERS COMP INSURANCE		3,700	2,783.99	3,500.00	-5.7%	3,700	5.7%
SGPWA STAFF MISC. MEDICAL		10,000	6,369.69	7,643.63	-30.8%	10,000	30.8%
EMPLOYEE EDUCATION		1,000	0.00	0.00	0.0%	1,000	0.0%
TOTAL SALARIES AND EMPLOYEE BENEFITS		938,100	637,644.51	906,458.60	-3.5%	950,400	4.8%

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SAN GORGONIO PASS WATER AGENCY

GENERAL FUND BUDGET FY 2019-2020

ESTIMATED TOTAL EXPENSES FY 2018-19 vs. PROPOSED BUDGET FY 2019-2020

APPROVED: GENERAL FUND JULY xx, 2019 - DEBT SERVICE FUND AUGUST xx, 2019

FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020						
	1	2	3	4	5	6
	TOTAL BUDGET FY 2018-19	ACTUAL APRIL 2019	ESTIMATED ACTUAL AT JUNE 30	REMAINING % ACTUAL OF BUDGET	PROPOSED BUDGET FY 2019-20	CHANGE % PROPOSED TO EST. ACTUAL
DRAFT						
GENERAL FUND - EXPENSES						
ADMINISTRATIVE & PROFESSIONAL						
DIRECTOR EXPENDITURES						
DIRECTORS FEES	111,000	89,706.83	107,648.20	-3.1%	115,000	6.8%
DIRECTORS TRAVEL & EDUCATION	15,000	5,604.62	6,725.54	-123.0%	15,000	123.0%
DIRECTORS MISC. MEDICAL	23,000	8,322.63	9,700.00	-137.1%	21,000	116.5%
OFFICE EXPENDITURES						
OFFICE EXPENSE	22,000	11,272.43	13,526.92	-62.6%	15,000	10.9%
POSTAGE	600	609.84	950.00	36.8%	700	-26.3%
TELEPHONE	12,000	9,192.86	11,031.43	-8.8%	11,500	4.2%
UTILITIES	4,000	3,871.00	4,645.20	13.9%	5,000	7.6%
SERVICE EXPENDITURES						
COMPUTER, WEB SITE AND PHONE SUPPORT	9,000	3,751.63	9,000.00	0.0%	12,000	33.3%
GENERAL MANAGER & STAFF TRAVEL	20,000	14,638.80	17,566.56	-13.9%	18,000	2.5%
INSURANCE & BONDS	24,000	19,819.00	17,700.00	-35.6%	23,000	29.9%
ACCOUNTING & AUDITING	21,000	19,900.00	19,900.00	-5.5%	21,000	5.5%
STATE WATER CONTRACT AUDIT	5,500	5,315.00	5,315.00	-3.5%	5,500	3.5%
DUES & ASSESSMENTS	31,500	33,179.50	33,500.00	6.0%	35,000	4.5%
OUTSIDE PROFESSIONAL SERVICES	10,000	2,846.00	5,000.00	-100.0%	7,500	50.0%
BANK CHARGES	1,500	600.12	720.14	-108.3%	1,000	38.9%
MISCELLANEOUS EXPENSES	500	40.45	40.45	-1136.1%	500	1136.1%
MAINTENANCE & EQUIPMENT EXPENDITURES						
TOOLS PURCHASE & MAINTENANCE	500	46.30	55.56	-799.9%	500	799.9%
VEHICLE REPAIR & MAINTENANCE	7,000	2,981.38	3,577.66	-95.7%	5,000	39.8%
MAINTENANCE & REPAIRS - BUILDING	15,000	15,093.29	18,111.95	17.2%	29,000	60.1%
MAINTENANCE & REPAIRS - FIELD	4,000	1,068.81	1,282.57	-211.9%	6,000	367.8%
CONTRACT OPERATIONS AND MAINTENANCE	150,000	43,448.88	90,000.00	-66.7%	125,000	38.9%
COUNTY EXPENDITURES						
LAFCO COST SHARE	7,000	5,286.99	5,300.00	-32.1%	6,000	13.2%
ELECTION EXPENSE	125,000	223.00	28,200.00	-343.3%	0	-100.0%
TAX COLLECTION CHARGES	12,500	7,574.97	10,000.00	-25.0%	11,000	10.0%
TOTAL ADMINISTRATIVE & PROFESSIONAL	631,600	304,394.33	419,497.18	-37.8%	489,200	16.6%

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**SAN GORGONIO PASS WATER AGENCY
GENERAL FUND BUDGET FY 2019-2020**

**ESTIMATED TOTAL EXPENSES FY 2018-19 vs. PROPOSED BUDGET FY 2019-2020
APPROVED: GENERAL FUND JULY xx, 2019 - DEBT SERVICE FUND AUGUST xx, 2019**

FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020

DRAFT

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	1	2	3	4	5	6
	TOTAL	ACTUAL	ESTIMATED	REMAINING	PROPOSED	CHANGE %
	BUDGET	APRIL	ACTUAL	% ACTUAL	BUDGET	PROPOSED
	FY 2018-19	2019	AT JUNE 30	OF BUDGET	FY 2019-20	TO EST. ACTUAL
GENERAL FUND - EXPENSES						
GENERAL ENGINEERING						
GRANT WRITER	20,000	0.00	0.00	0.0%	0	discontinued
NEW WATER						
PROGRAMATIC EIR	0	0.00	0.00	0.0%	0	discontinued
UPDATED STUDY ON AVAILABLE SOURCES	7,500	2,730.00	3,276.00	-128.9%	6,000	83.2%
SGMA SUPPORT						
GSP CONSULTANT	200,000	2,274.08	2,728.90	-7229.0%	500,000	18222.4%
INTERNET SERVICES	NEW				5,000	NEW
UWMP CONSULTANT	NEW				35,000	NEW
STUDIES						
USGS	115,000	61,954.31	74,345.17	-54.7%	115,000	54.7%
WATER RATE NEXUS STUDY	25,000	19,864.23	23,837.08	-4.9%	35,000	46.8%
WATER RATE FINANCIAL MODELING	12,000	4,850.00	5,820.00	-106.2%	15,000	157.7%
CAPACITY FEE NEXUS STUDY UPDATE	25,000	0.00	10,000.00	0.0%	48,000	92.0%
WHEELING RATE STUDY	10,000	0.00	0.00	0.0%	0	0.0%
OTHER PROJECTS						
IRWM IMPLEMENTATION PROPOSAL (shared)	NEW				22,000	NEW
FLUME MONITORING (shared)	NEW				30,000	NEW
BASIN MONITORING TASK FORCE	18,000	13,712.00	13,712.00	-31.3%	18,000	31.3%
EAST BRANCH MEETINGS	18,000	8,821.38	10,585.66	-70.0%	0	discontinued
GENERAL AGENCY - CEQA AND GIS SERVICES	10,000	4,624.00	5,548.80	-80.2%	7,000	26.2%
TOTAL GENERAL ENGINEERING	460,500	118,830.00	149,853.60	-207.3%	836,000	457.9%
LEGAL SERVICES						
LEGAL SERVICES - GENERAL	190,000	96,644.42	115,973.30	-63.8%	150,000	29.3%
TOTAL LEGAL SERVICES	190,000	96,644.42	115,973.30	-63.8%	150,000	29.3%
CONSERVATION & EDUCATION						
SCHOOL EDUCATION PROGRAMS	14,000	9,500.00	9,500.00	-47.4%	14,000	47.4%
ADULT EDUCATION PROGRAMS	5,000	0.00	0.00	0.0%	5,000	0.0%
OTHER CONSERVATION, EDUCATION AND P. R.	35,000	10,000.00	10,000.00	-250.0%	35,000	250.0%
TOTAL CONSERVATION & EDUCATION	54,000	19,500.00	19,500.00	-176.9%	54,000	176.9%

SAN GORGONIO PASS WATER AGENCY

GENERAL FUND BUDGET FY 2019-2020

ESTIMATED TOTAL EXPENSES FY 2018-19 vs. PROPOSED BUDGET FY 2019-2020

APPROVED: GENERAL FUND JULY xx, 2019 - DEBT SERVICE FUND AUGUST xx, 2019

FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020						
1	2	3	4	5	6	
TOTAL BUDGET FY 2018-19	ACTUAL APRIL 2019	ESTIMATED ACTUAL AT JUNE 30	REMAINING % ACTUAL OF BUDGET	PROPOSED BUDGET FY 2019-20	CHANGE % PROPOSED TO EST. ACTUAL	
GENERAL FUND - EXPENSES						
GENERAL FUND CAPITAL EXPENDITURES						
BUILDING & EQUIPMENT						
BUILDING	10,000	0.00	0.00	0.0%	10,000	0.0%
FURNITURE & OFFICE EQUIPMENT	10,000	0.00	0.00	0.0%	25,000	150.0%
OTHER EQUIPMENT	0	0.00	0.00	0.0%	0	0.0%
TRANSPORTATION EQUIPMENT	0	0.00	0.00	0.0%	0	0.0%
FIESTA RECHARGE FACILITY						
POST DESIGN	450,000	283,682.26	340,418.71	-32.2%	20,000	-94.1%
CONSTRUCTION	3,950,000	2,018,768.82	3,617,418.00	-9.2%	76,000	-97.9%
FENCING	100,000	0.00	0.00	0.0%	0	discontinued
MITIGATION	15,000	0.00	0.00	0.0%	0	discontinued
LANDSCAPING/POWER/WATER	60,000	0.00	0.00	0.0%	0	0.0%
BUNKER HILL CONJUNCTIVE USE PROJECT	10,000	0.00	0.00	0.0%	0	discontinued
NOBLE TURNOUT EXPANSION						
DESIGN	25,000	13,840.48	16,608.58	-50.5%	0	completed
CONSTRUCTION	295,000	213,256.25	403,750.00	26.9%	8,000	0.0%
POST DESIGN	30,000	15,570.70	18,684.84	-60.6%	1,500	-92.0%
SITES RESERVOIR	0	615,291.00	615,291.00	0.0%	322,000	0.0%
MONITORING WELLS USGS	1,020,000	90,000.00	770,000.00	-32.5%	250,000	-67.5%
TOTAL GENERAL FUND CAPITAL EXPENDITURES	5,975,000	3,250,409.51	5,782,171.13	-3.3%	712,500	-87.7%
TRANSFERS TO OTHER FUNDS	0		0.00			
TOTAL GENERAL FUND EXPENSES	14,249,200	7,841,436.00	11,764,949.81	-21.1%	9,292,100	-21.0%
WITHDRAWALS FROM RESERVES	4,575,000		4,333,128		1,340,200	
NET TRANSFERS TO/FROM RESERVES	4,575,000		4,333,128		1,340,200	
GENERAL FUND NET INCOME YEAR TO DATE	554,800	-1,789,414.68	1,597,989.66		1,609,100	

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DRAFT



MEMORANDUM

Date: May 2, 2019

To: ACWA REGION 9 MEMBER AGENCY PRESIDENTS AND GENERAL MANAGERS
(sent via e-mail)

From: ACWA REGION 9 NOMINATING COMMITTEE
Nancy Wright, Mission Springs Water District
Randy Record, Eastern Municipal Water District
Greg Morrison, Elsinore Valley Municipal Water District
Glenn Miller, Indio Water Authority

The Region 9 Nominating Committee is looking for ACWA members who are interested in leading the direction of ACWA Region 9 for the 2020-2021 term. The Nominating Committee is currently seeking candidates for the Region 9 Board, which is comprised of Chair, Vice Chair and up to five Board Member positions.

The leadership of ACWA's ten geographical regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 9 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 9. The members of the Region 9 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals on behalf of members and serve as a key role in ACWA's grassroots outreach efforts.

If you, or someone within your agency, are interested in serving in a leadership role within ACWA by becoming a Region 9 Board Member, please familiarize yourself with the Role of the Regions and Responsibilities; the Election Timeline; and the Region 9 Rules and Regulations and complete the following steps:

- **Complete the attached Region Board Candidate Nomination Form HERE**
- **Obtain a Resolution of Support from your agency's Board of Directors (Sample Resolution HERE)**
- **Submit the requested information to ACWA as indicated by Friday, June 28, 2019**

The Region 9 Nominating Committee will announce their recommended slate by July 31, 2019. On August 1, 2019 the election will begin with ballots sent to General Managers and Board Presidents. One ballot per agency will be counted. The election will be completed on September 30, 2019. On October 4, 2019, election results will be announced. The newly elected Region 9 Board Members will begin their two-year term of service on January 1, 2020.

If you have any questions, please contact Regional Affairs Representative Michael Cervantes, at michaelc@acwa.com or (916) 441-4545.

2019 ACWA Region Election Timeline 2020-2021 Term

- February 28:** **NOMINATING COMMITTEES APPOINTED**
- With concurrence of the region board, the region chairs appoint at least three region members to serve as the respective region's Nominating Committee
 - Those serving on nominating committees are ineligible to seek region offices
 - Nominating Committee members are posted online at www.acwa.com
- March 1-31:** **NOMINATING COMMITTEE TRAINING**
- Nominating Committee packets will be e-mailed out to each committee member
 - ACWA staff will hold a training session via conference call with each nominating committee to educate them on their specific role and duties
 - Regions 1-10 Nominating Committees: via Go-to-Meeting
- May 13:** **CALL FOR CANDIDATES**
- The call for candidate nominations packet will be e-mailed to ACWA member agency Board Presidents and General Managers
- June 28:** **DEADLINE FOR COMPLETED NOMINATION FORMS**
- Deadline to submit all Nomination Forms and board resolutions of support for candidacy for region positions
 - Nominating Committee members may need to solicit additional candidates in person to achieve a full complement of nominees for the slate
- July 10:** **CANDIDATE INFORMATION TO NOMINATING COMMITTEES**
- All information submitted by candidates will be forwarded from ACWA staff to the respective region Nominating Committee members with a cover memo explaining their task

July 11 - 31:

RECOMMENDED SLATES SELECTED

- Nominating Committees will meet to determine the recommended individuals for their region. The slate will be placed on the election ballot.
- Nominating Committee Chairs will inform their respective ACWA Regional Affairs Representative of their recommended slate by July 24
- Candidates will be notified of the recommended slate by August 1
- The Nominating Committee Chair will approve the official region ballot

August 1:

ELECTIONS BEGIN

- All 10 official electronic ballots identifying the recommended slate and any additional candidates for consideration for each region will be produced and e-mailed to ACWA member agencies only
- Only one ballot per agency will be counted

September 30:

ELECTION BALLOTS DUE

- ***Deadline for all region elections. All region ballots must be received by ACWA by September 30, 2019***

October 4:

ANNOUNCEMENT OF ELECTION RESULTS

- Newly-elected members of the region boards will be contacted accordingly
- An ACWA Advisory will be distributed electronically to all members reporting the statewide region election results
- Results will be posted at acwa.com and will be published in the October issue of ACWA News



REGION BOARD CANDIDATE NOMINATION FORM

Name of Candidate: _____

Agency: _____ Title: _____

Agency Phone: _____ Direct Phone: _____

E-mail: _____ ACWA Region: _____ County: _____

Address: _____

Region Board Position Preference: (If you are interested in more than one position, please indicate priority - 1st, 2nd and 3rd choice)

- Chair _____
- Vice Chair _____
- Board Member _____

In the event, you are not chosen for the recommended slate, would you like to be listed on the ballot's individual candidate section? (If neither is selected, your name will **NOT** appear on the ballot.)

- Yes
- No

Agency Function(s): (check all that apply)

- Wholesale
- Sewage Treatment
- Flood Control
- Urban Water Supply
- Retailer
- Groundwater Management / Replenishment
- Ag Water Supply
- Wastewater Reclamation
- Other: _____

Describe your ACWA-related activities that help qualify you for this office:

In the space provided, please write or attach a brief, half-page bio summarizing the experience and qualifications that make you a viable candidate for ACWA Region leadership. Please include the number of years you have served in your current agency position, the number of years you have been involved in water issues and in what capacity you have been involved in the water community.

I acknowledge that the role of a region board member is to actively participate on the Region Board during my term, including attending region board and membership meetings, participating on region conference calls, participating in ACWA's Outreach Program, as well as other ACWA functions to set an example of commitment to the region and the association.

*I hereby submit my name for consideration by the Nominating Committee.
(Please attach a copy of your agency's resolution of support/sponsorship for your candidacy.)*

 Signature Title Date

Submit completed form by **June 28, 2019** to regionelections@acwa.com



ACWA Region 9
Rules & Regulations

Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association (ACWA Bylaw V, 6.).

Officers

The chair and vice chair shall be elected, one from each area, and the positions shall be rotated between the Western and Arid areas of Region 9.

The chair will appoint a secretary to the Board if one is deemed necessary.

When possible, alternates should be selected from the same Arid or Western regions as their corresponding chair or vice chair.

<p>Western area which shall include:</p> <ul style="list-style-type: none"> • Beaumont-Cherry Valley WD (Beaumont) • Chino Basin WCD (Montclair) • Chino Basin Watermaster (Rancho Cucamonga) • City of Corona Dept of Water and Power (Corona) • Crestline Village WD (Crestline) • Crestline-Lake Arrowhead WA (Crestline) • Cucamonga Valley WD (Rancho Cucamonga) • DWP, City of Big Bear (Big Bear Lake) • East Valley WD (San Bernardino) • Eastern MWD (Perris) • Elsinore Valley MWD (Lake Elsinore) • Inland Empire Utilities Agency (Chino) • Jurupa CSD (Mira Loma) • Lake Arrowhead CSD (Lake Arrowhead) • Lake Hemet MWD (Hemet) • Monte Vista WD (Montclair) • Rancho California WD (Temecula) • Riverside County FC & WCD (Riverside) • Riverside Public Utilities (Riverside) • San Bernardino Valley MWD (San Bernardino) • San Bernardino Valley WCD (Redlands) • San Gorgonio Pass WA (Beaumont) • Santa Ana Watershed Project Authority (Riverside) • West Valley WD (Rialto) • Western MWD (Riverside) 	<p>Arid area which shall include:</p> <ul style="list-style-type: none"> • Apple Valley Foothill CWD (Apple Valley) • Apple Valley Heights CWD (Apple Valley) • Bard WD (Winterhaven) • Big Bear Area Regional Wastewater Agency (Big Bear City) • Big Bear CSD (Big Bear City) • Big Bear MWD (Big Bear City) • Bighorn-Desert View WA (Yucca Valley) • Coachella Valley WD (Coachella) • County of San Bernardino, Special District D (Victorville) • Desert Water Agency (Palm Springs) • Heber PUD (Heber) • Hi-Desert WD (Yucca Valley) • Idyllwild WD (Idyllwild) • Imperial ID (Imperial) • Joshua Basin WD (Joshua Tree) • Mariana Ranchos CWD (Apple Valley) • Mission Springs WD (Desert Hot Springs) • Mojave Water Agency (Apple Valley) • Palo Verde ID (Blythe) • Phelan Pinon Hills CSD (Phelan) • Pinyon Pines CWD (Mountain Center) • Twentynine Palms WD (Twentynine Palms)
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Meetings

The region will hold at least quarterly meetings, including the ACWA spring and fall conferences.

The Region 9 board will set all region meetings.

Any member wanting to add an agenda item for consideration at any Region 9 meeting must submit the information to be discussed at least 48 hours in advance of the meeting to the region chair to ensure that both sides of the issue will be present for consideration and understanding. However, a majority vote of those present, after a quorum is established, may provide for immediate consideration of an issue.

Attendance

If a region chair or vice chair is no longer allowed to serve on the Board of Directors due to his / her attendance, the region board shall appoint from the existing region board a new region officer. (ACWA Policy & Guideline Q, 1.)

If a region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (ACWA Policy & Guideline Q, 1.)
If a region board member has three consecutive unexcused absences from a region board meeting or general membership business meeting, the region board will convene to discuss options for removal of the inactive board member. If the vacancy causes the board to fail to meet the minimum requirement of five board members, the region must fill the vacancy according to its rules and regulations. (ACWA Policy & Guideline Q, 3.)

Vacancy

Should a vacancy occur in the region chair position, the alternate chair shall assume the position.

Should a vacancy occur in the region vice chair position, the alternate vice chair shall assume the position.

When filling a chair or vice chair vacancy, where possible the board will fill the position with a candidate from the correct Arid or Western regions.

Should a vacancy occur in either the alternate chair or the alternate vice chair positions, the region chair shall appoint a replacement from the remaining board members with concurrence from the region board.

Should a vacancy occur in any of the other three remaining board positions, the region chair shall appoint a replacement from a member agency within the appropriate designated area with concurrence from the region board.

Elections



All nominations received for the region chair, vice chair and board positions must be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the Board of Directors. Only one individual may be nominated from a given agency to run for election to a region board. Agencies with representatives serving on the nominating committees should strive not to submit nominations for the region board from their agency. (ACWA Policy & Guideline P, 2.)

Election ballots will be e-mailed to ACWA member agency general managers and presidents.

The nominating committee shall consist of three to six individuals; and shall have the same number of members from each Western and Arid areas.

The nominating committee shall pursue qualified members within the region to run for the region board and consider geographic diversity, agency size and focus in selecting a slate.

See current region election timeline for specific dates.

Endorsements

ACWA, as a statewide organization, may endorse potential nominees and nominees for appointment to local, regional, and statewide commissions and boards. ACWA's regions may submit a recommendation for consideration and action to the ACWA Board of Directors to endorse a potential nominee or nominee for appointment to a local, regional or statewide commission or board. (ACWA Policy & Guideline P, 3.)

Committee Recommendations & Representation

All regions are given equal opportunity to recommend representatives of the region for appointment to a standing or regular committee of the Association. If a region fails to provide full representation on all ACWA committees, those committee slots will be left open for the remainder of the term or until such time as the region designates a representative to complete the remainder of the term. (ACWA Policy & Guideline P, 4. A.)

At the first region board / membership meeting of the term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (ACWA Policy & Guideline P, 4. B.)

The chair and vice chair shall make all committee appointment recommendations to the ACWA committees, to be ratified by the region board prior to submission to the ACWA president for consideration.

Tours



ACWA may develop and conduct various tours for the regions. All tour attendees must sign a “release and waiver” to attend any and all region tours. Attendees agree to follow environmental guidelines and regulations in accordance with direction from ACWA staff; and will respect the rights and privacy of other attendees. (ACWA Policy & Guideline P, 6.)

Finances

See “Financial Guidelines for ACWA Region Events” document.

Amending the Region Rules & Regulations

ACWA policies and guidelines can be amended by approval of the ACWA Board of Directors. The Region 9 Rules & Regulations can be amended by a majority vote at any region meeting following advance written notice to member agencies.



THE ROLE OF THE REGIONS

Mission:

ACWA Regions will provide the grassroots support to advance ACWA's legislative and regulatory agenda.

Background:

As a result of ACWA's 1993 strategic planning process, known as Vision 2000, ACWA modified its governance structure from one that was based on sections to a regional-based configuration. Ten regions were established to provide geographic balance and to group agencies with similar interests.

The primary charge of regions:

- To provide a structure where agencies can come together and discuss / resolve issues of mutual concern and interest and based on that interaction, provide representative input to the ACWA board.
- To assist the Outreach Task Force in building local grassroots support for the ACWA Outreach Program in order to advance ACWA's legislative and regulatory priorities as determined by the ACWA Board and the State Legislative, Federal Affairs or other policy committees.
- To provide a forum to educate region members on ACWA's priorities and issues of local and statewide concern.
- To assist staff with association membership recruitment at the regional level.
- To recommend specific actions to the ACWA Board on local, regional, state and federal issues as well as to recommend endorsement for various government offices and positions.
 - *Individual region boards CANNOT take positions, action or disseminate communication on issues and endorsements without going through the ACWA Board structure.*

Region chairs and vice chairs, with support from their region boards, provide the regional leadership to fulfill this charge.

GENERAL DUTIES / RESPONSIBILITIES FOR REGION OFFICERS

Region Chair:

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Chair will also call at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Is a member of ACWA's Outreach Program, and encourages region involvement.
 - Appoints Outreach Captain to help lead outreach effort within the region.

- Presides over all region activities and ensures that such activities promote and support accomplishment of ACWA's Goals.
- Makes joint recommendations to the ACWA President regarding regional appointments to all ACWA committees.
- Appoints representatives in concurrence of the region board, to serve on the region's nominating committee with the approval of the region board.
- Facilitates communication from the region board and the region membership to the ACWA board and staff.

Region Vice Chair:

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Vice Chair will also participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- In the absence of the chair and in partnership with the chair, exercises the powers and performs duties of the region chair.
- Is a member of ACWA's Outreach Program, and encourages region involvement.
- Makes joint recommendations to the ACWA president regarding regional appointments to all ACWA committees.

Region Board Member:

- May serve as alternate for the chair and/or vice chair in their absence (if appointed) to represent the region to the ACWA Board.
- Will participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Supports program planning and activities for the region.
- Actively participates and encourages region involvement in ACWA's Outreach Program.

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
(DISTRICT NAME)
PLACING IN NOMINATION (NOMINEE NAME)
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION ___ (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF (DISTRICT NAME) AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the (District Name) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region ____

and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region ____.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF (DISTRICT NAME),

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region ____.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region ____ shall be borne by the (District Name).

Adopted and approved this ____ day of ____ (month) 2019.

(SEAL)

(Nominee Name), (Title)
(District Name)

December 11, 2018

ATTEST:

(Secretary Name), Secretary

I, (SECRETARY NAME), Secretary to the Board of Directors of (District Name), hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the ____ day of ____ (month) 2019, and was adopted at that meeting by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

(Secretary Name), Secretary to the
Board of Directors of
(District Name)

December 11, 2018

MEMORANDUM

TO: Board of Directors

FROM: General Manager

RE: Cost of Living Allowance for Agency Staff

DATE: June 3, 2019

Summary:

At the May 28 Finance and Budget workshop, the Board recommended that Agency staff (not including the General Manager) receive a 2.8% cost of living increase starting July 1. The purpose of this proposed Board action is to act on that recommendation.

Background:

The Board has traditionally maintained that a small staff with high morale and low turnover best serves the interests of the Agency. Toward that end, it has endeavored to do its part to maintain high employee morale to minimize turnover. For at least the past 15 years, with a few exceptions, the Board has provided staff with cost of living salary increases to maintain their purchasing power and to keep up with inflation.

Detailed Report:

At the May Finance and Budget workshop, the Board was presented with inflation data for Riverside, San Bernardino, and Ontario from the Bureau of Labor Statistics (included in this agenda package). This rate, for the past twelve months, was 2.8%.

Fiscal Impact:

The Board reviewed a draft 2019-2020 general fund budget at the workshop. The draft budget reviewed included a cost of living increase for staff, so the impact is included in the draft budget.

Recommendation:

Staff recommends that the Board approve a 2.8% cost of living adjustment for Agency staff, not including the General Manager.