

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Ave, Beaumont, CA 92223**  
**Board Finance & Budget Workshop**  
**Agenda**  
**August 26, 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 July, 2019 by Reviewing Check History Reports in Detail\*
- B. Review of Pending Legal Invoices\*
- C. Review of July, 2019 Bank Reconciliation\*
- D. Review of Budget Report for July, 2019\*

**5. Announcements**

- A. San Gorgonio Pass Regional Water Alliance, August 28, 2019, 5:00 pm  
Banning City Hall
- B. Office will be closed on Monday, September 2 in observance of Labor Day
- C. Regular Board Meeting, Tuesday, September 3, 2019, 1:30 pm

**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 Gorgonio Pass Water Agency**  
**Check History Report**  
 July 1 through July 31, 2019

ACCOUNTS PAYABLE

Date	Number	Name	Amount
07/01/2019	119326	ACWA BENEFITS	872.29
07/01/2019	119327	BEST BEST & KRIEGER	6,447.90
07/03/2019	119328	AMERICAN WATER WORKS ASSOCIATION	277.00
07/03/2019	119329	BEAUMONT-CHERRY VALLEY WATER DISTRICT	470.82
07/03/2019	119330	BDL ALARMS, INC.	78.00
07/03/2019	119331	BEAUMONT CHAMBER OF COMMERCE	300.00
07/03/2019	119332	VOID	0.00
07/03/2019	119333	MST BACKFLOW	261.76
07/03/2019	119334	LAFCO RIVERSIDE	6,651.71
07/03/2019	119335	THE RECORD-GAZETTE	24.95
07/03/2019	119336	SITES PROJECT JPA	302,057.17
07/03/2019	119337	STATE WATER CONTRACTORS	37,126.00
07/03/2019	119338	UNDERGROUND SERVICE ALERT	23.20
07/08/2019	119339	ACWA BENEFITS	872.29
07/08/2019	119340	ACWA JPIA	1,130.24
07/08/2019	119341	GOPHER PATROL	51.00
07/08/2019	119342	MACRO COMMUNICATIONS	375.00
07/08/2019	119343	OFFICE SOLUTIONS	208.01
07/08/2019	119344	PETTY CASH	97.18
07/08/2019	119345	UNLIMITED SERVICES BUILDING MAINT.	295.00
07/08/2019	119346	WASTE MANAGEMENT INLAND EMPIRE	112.59
07/19/2019	119347	ACWA JPIA	2,420.65
07/19/2019	119348	AUTOMATION PRIDE	100.00
07/19/2019	119349	BANNING CHAMBER OF COMMERCE	350.00
07/19/2019	119350	BLAIR M. BALL	800.00
07/19/2019	119351	FRONTIER COMMUNICATIONS	1,303.79
07/19/2019	119352	I. E. RESOURCE CONSERVATION DISTRICT	7,200.00
07/19/2019	119353	KVAC ENVIRONMENTAL	3,600.00
07/19/2019	119354	MATTHEW PISTILLI LANDSCAPE SERVICES	350.00
07/19/2019	119355	NICE-INCONTACT	85.29
07/19/2019	119356	PROVOST & PRITCHARD	1,323.00
07/19/2019	119357	SANTA ANA WATERSHED PROJ. AUTHORITY	18,046.00
07/19/2019	119358	VISIONARY LOGICS	540.00
07/19/2019	119359	WELLS FARGO ELITE CREDIT CARD	2,118.87
07/30/2019	119360	STANDARD INSURANCE COMPANY	493.39
07/13/2019	501638	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,172.59
07/13/2019	583296	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	6,732.59
07/30/2019	552006	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,202.44
07/30/2019	537893	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	7,631.94
07/01/2019	900247	CALPERS HEALTH	8,057.33
07/03/2019	900248	CALPERS RETIREMENT	48,548.00
07/13/2019	900249	CALPERS RETIREMENT	5,450.06
07/13/2019	900250	CAL PERS RETIREMENT - SIP-457	1,680.00
07/19/2019	900251	CALPERS HEALTH	8,060.54
07/30/2019	900252	CALPERS RETIREMENT	5,801.85
07/30/2019	900253	CAL PERS RETIREMENT - SIP-457	1,680.00
07/31/2019	900254	DEPARTMENT OF WATER RESOURCES	1,417,131.00
TOTAL ACCOUNTS PAYABLE CHECKS			1,909,611.44

**San Gorgonio Pass Water Agency**  
**Check History Report**  
 July 1 through July 31, 2019

PAYROLL
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Date	Number	Name	Amount
07/12/2019	801746	JEFFREY W. DAVIS	4,998.40
07/12/2019	801747	KENNETH M. FALLS	3,914.68
07/12/2019	801748	CHERYLE M. STIFF	2,305.38
07/12/2019	801749	THOMAS W. TODD, JR.	3,799.47
07/29/2019	801750	BLAIR M. BALL	1,237.90
07/29/2019	801751	JEFFREY W. DAVIS	5,259.95
07/29/2019	801752	KENNETH M. FALLS	3,820.26
07/29/2019	801753	DAVID L. FENN	1,237.90
07/29/2019	801754	LEONARD C. STEPHENSON	1,237.90
07/29/2019	801755	CHERYLE M. STIFF	2,305.06
07/29/2019	801756	MICHAEL D. THOMPSON	990.32
07/29/2019	801757	THOMAS W. TODD, JR.	3,798.63
TOTAL PAYROLL			34,905.85
TOTAL DISBURSEMENTS FOR JULY 2019			1,944,517.29

**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	190731	LEGAL SERVICES JUL19	7,204.26

TOTAL PENDING INVOICES FOR APPROVAL AUGUST 2019

7,204.26

**SAN GORGONIO PASS WATER AGENCY  
BANK RECONCILIATION  
July 31, 2019**

BALANCE PER BANK AT 07/31/2019 - CHECKING ACCOUNT 196,889.70

LESS OUTSTANDING CHECKS

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
119350	800.00		
119360	493.39		
	1,293.39		0.00

TOTAL OUTSTANDING CHECKS -1,293.39

BALANCE PER GENERAL LEDGER **195,596.31**

BALANCE PER GENERAL LEDGER ON 06/30/2019 161,847.91

**CASH RECEIPTS FOR JULY** 829,361.34

**CASH DISBURSEMENTS FOR JULY**

ACCOUNTS PAYABLE - CHECK HISTORY REPORT	-1,909,611.44
PAYROLL TRANSFER - BANK OF HEMET	-36,000.00
	<b>-1,945,611.44</b>

BANK CHARGES -1.50

TRANSFER FROM LAIF 1,150,000.00

BALANCE PER GENERAL LEDGER AT 07/31/2019 **195,596.31**

REPORT PREPARED BY:

Cheryle M. Stiff

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Cheryle M. Stiff

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

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL DEPOSIT AMOUNT</u>
<b>DEPOSIT TO CHECKING ACCOUNT</b>				
7/2/19	MOHAVE W. A.	CLASS 8 MEETINGS	1,350.00	
7/2/19	CLAWA	CLASS 8 MEETINGS	1,350.00	
7/2/19	DESERT W. A.	CLASS 8 MEETINGS	1,350.00	4,050.00
7/9/19	COACHELLA VALLEY W A	CLASS 8 MEETINGS	1,350.00	
7/9/19	SBVMWD	CLASS 8 MEETINGS	1,350.00	2,700.00
7/9/19	TVI	T-BILL INTEREST	89,359.95	89,359.95
7/10/19	SGVMWD	CLASS 8 MEETINGS	1,350.00	
7/10/19	YVWD	WATER SALES	18,138.54	19,488.54
7/15/19	BCVWD	WATER SALES	699,846.00	
7/15/19	PALMDALE W. D.	CLASS 8 MEETINGS	1,350.00	701,196.00
7/26/19	TVI	CD - BOND INTEREST	12,566.85	12,566.85
TOTAL FOR JULY 2019			829,361.34	829,361.34

**SAN GORGONIO PASS WATER AGENCY**  
**BUDGET REPORT FY 2019-20**  
**BUDGET VS. REVISED BUDGET VS. ACTUAL**  
**FOR THE ONE MONTH ENDING ON JULY 31, 2019**

FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020					
	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
<b>GENERAL FUND - INCOME</b>				Comparison:	92%
<b>INCOME</b>					
WATER SALES	5,600,000		5,600,000	0.00	100.00%
TAX REVENUE	2,750,000		2,750,000	0.00	100.00%
INTEREST	350,000		350,000	9,856.91	97.18%
DESIGNATED REVENUES	820,000		820,000	0.00	100.00%
CAPACITY FEE	0		0	0.00	
OTHER (REIMBURSEMENTS, TRANSFERS)	31,000		31,000	0.00	100.00%
<b>TOTAL GENERAL FUND INCOME</b>	<b>9,551,000</b>	<b>0</b>	<b>9,551,000</b>	<b>9,856.91</b>	<b>99.90%</b>
<b>GENERAL FUND - EXPENSES</b>					
<b>COMMODITY PURCHASE</b>					
PURCHASED WATER	6,100,000		6,100,000	0.00	100.00%
<b>TOTAL COMMODITY PURCHASE</b>	<b>6,100,000</b>	<b>0</b>	<b>6,100,000</b>	<b>0.00</b>	<b>100.00%</b>
<b>SALARIES AND EMPLOYEE BENEFITS</b>					
SALARIES	500,000		500,000	41,577.79	91.68%
PAYROLL TAXES	43,000		43,000	3,570.11	91.70%
RETIREMENT	250,000		250,000	51,480.33	79.41%
OTHER POST-EMPLOYMENT BENEFITS (OPEB)	73,000		73,000	3,346.96	95.42%
HEALTH INSURANCE	68,000		68,000	10,970.29	83.87%
DENTAL INSURANCE	5,000		5,000	803.00	83.94%
LIFE INSURANCE	1,600		1,600	269.92	83.13%
DISABILITY INSURANCE	5,200		5,200	432.41	91.68%
WORKERS COMP INSURANCE	3,800		3,800	0.00	100.00%
SGPWA STAFF MISC. MEDICAL	10,000		10,000	0.00	100.00%
EMPLOYEE EDUCATION	1,000		1,000	0.00	100.00%
<b>TOTAL SALARIES AND EMPLOYEE BENEFITS</b>	<b>960,600</b>	<b>0</b>	<b>960,600</b>	<b>112,450.81</b>	<b>88.29%</b>

**SAN GORGONIO PASS WATER AGENCY**  
**BUDGET REPORT FY 2019-20**  
**BUDGET VS. REVISED BUDGET VS. ACTUAL**  
**FOR THE ONE MONTH ENDING ON JULY 31, 2019**

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

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
<b>GENERAL FUND - EXPENSES</b>				Comparison:	92%
<b>ADMINISTRATIVE &amp; PROFESSIONAL</b>					
<b>DIRECTOR EXPENDITURES</b>					
DIRECTORS FEES	115,000		115,000	5,093.71	95.57%
DIRECTORS TRAVEL & EDUCATION	15,000		15,000	0.00	100.00%
DIRECTORS MISC. MEDICAL	21,000		21,000	800.00	96.19%
<b>OFFICE EXPENDITURES</b>					
OFFICE EXPENSE	15,000		15,000	232.96	98.45%
POSTAGE	700		700	0.00	100.00%
TELEPHONE	11,500		11,500	662.45	94.24%
UTILITIES	5,000		5,000	78.00	98.44%
<b>SERVICE EXPENDITURES</b>					
COMPUTER, WEB SITE AND PHONE SUPPORT	17,000		17,000	375.00	97.79%
GENERAL MANAGER & STAFF TRAVEL	18,000		18,000	0.00	100.00%
INSURANCE & BONDS	23,000		23,000	2,420.65	89.48%
ACCOUNTING & AUDITING	21,000		21,000	0.00	100.00%
STATE WATER CONTRACT AUDIT	5,500		5,500	0.00	100.00%
DUES & ASSESSMENTS	30,000		30,000	927.00	96.91%
OUTSIDE PROFESSIONAL SERVICES	7,500		7,500	0.00	100.00%
BANK CHARGES	1,000		1,000	38.42	96.16%
MISCELLANEOUS EXPENSES	500		500	0.00	100.00%
<b>MAINTENANCE &amp; EQUIPMENT EXPENDITURES</b>					
TOOLS PURCHASE & MAINTENANCE	500		500	0.00	100.00%
VEHICLE REPAIR & MAINTENANCE	5,000		5,000	700.94	85.98%
MAINTENANCE & REPAIRS - BUILDING	30,000		30,000	458.59	98.47%
MAINTENANCE & REPAIRS - FIELD	8,000		8,000	350.00	95.63%
CONTRACT OPERATIONS AND MAINTENANCE	125,000		125,000	0.00	100.00%
<b>COUNTY EXPENDITURES</b>					
LAFCO COST SHARE	6,000		6,000	6,651.71	-10.86%
ELECTION EXPENSE	0		0	0.00	0.00%
TAX COLLECTION CHARGES	11,000		11,000	0.00	100.00%
<b>TOTAL ADMINISTRATIVE &amp; PROFESSIONAL</b>	<b>492,200</b>	<b>0</b>	<b>492,200</b>	<b>18,789.43</b>	<b>96.18%</b>



**SAN GORGONIO PASS WATER AGENCY**  
**BUDGET REPORT FY 2019-20**  
**BUDGET VS. REVISED BUDGET VS. ACTUAL**  
**FOR THE ONE MONTH ENDING ON JULY 31, 2019**

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

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
<b>GENERAL FUND - EXPENSES</b>				Comparison:	92%
<b>GENERAL ENGINEERING</b>					
<b>NEW WATER</b>					
UPDATED STUDY ON AVAILABLE SOURCES	16,000		16,000	0.00	100.00%
<b>SGMA SUPPORT</b>					
GSP CONSULTANT	500,000		500,000	0.00	100.00%
WEBSITE SERVICES	3,000		3,000	0.00	100.00%
UWMP CONSULTANT	35,000		35,000	0.00	100.00%
<b>STUDIES</b>					
USGS	115,000		115,000	0.00	100.00%
WATER RATE NEXUS STUDY	35,000		35,000	0.00	100.00%
WATER RATE FINANCIAL MODELING	15,000		15,000	0.00	100.00%
CAPACITY FEE NEXUS STUDY UPDATE	48,000		48,000	0.00	100.00%
WHEELING RATE STUDY	0		0	0.00	0.00%
<b>OTHER PROJECTS</b>					
IRWM IMPLEMENTATION PROPOSAL	22,000		22,000	0.00	100.00%
FLUME MONITORING	30,000		30,000	0.00	100.00%
INFRASTRUCTURE PLAN	30,000		30,000	0.00	100.00%
BASIN MONITORING TASK FORCE	18,000		18,000	18,046.00	-0.26%
GENERAL AGENCY - CEQA AND GIS SERVICES	7,000		7,000	0.00	100.00%
<b>TOTAL GENERAL ENGINEERING</b>	<b>874,000</b>	<b>0</b>	<b>874,000</b>	<b>18,046.00</b>	<b>97.94%</b>
<b>LEGAL SERVICES</b>					
LEGAL SERVICES - GENERAL	150,000		150,000	0.00	100.00%
<b>TOTAL LEGAL SERVICES</b>	<b>150,000</b>	<b>0</b>	<b>150,000</b>	<b>0.00</b>	<b>100.00%</b>
<b>CONSERVATION &amp; EDUCATION</b>					
SCHOOL EDUCATION PROGRAMS	12,000		12,000	0.00	100.00%
ADULT EDUCATION PROGRAMS	5,000		5,000	0.00	100.00%
SPONSORSHIPS	10,000		10,000	0.00	
OTHER CONSERVATION, EDUCATION AND P. R.	15,000		15,000	0.00	100.00%
<b>TOTAL CONSERVATION &amp; EDUCATION</b>	<b>42,000</b>	<b>0</b>	<b>42,000</b>	<b>0.00</b>	<b>100.00%</b>

**SAN GORGONIO PASS WATER AGENCY  
BUDGET REPORT FY 2019-20  
BUDGET VS. REVISED BUDGET VS. ACTUAL  
FOR THE ONE MONTH ENDING ON JULY 31, 2019**

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

10 / 11

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
<b>GENERAL FUND - EXPENSES</b>				Comparison:	92%
<b>GENERAL FUND CAPITAL EXPENDITURES</b>					
<b>BUILDING &amp; EQUIPMENT</b>					
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%
<b>FIESTA RECHARGE FACILITY</b>					
POST DESIGN	20,000		20,000	0.00	100.00%
CONSTRUCTION	76,000		76,000	0.00	100.00%
<b>BUNKER HILL CONJUNCTIVE USE PROJECT</b>	0		0	0.00	0.00%
<b>NOBLE TURNOUT EXPANSION</b>					
CONSTRUCTION	8,000		8,000	0.00	100.00%
POST DESIGN	1,500		1,500	0.00	100.00%
<b>SITES RESERVOIR</b>	322,000		322,000	302,057.17	6.19%
<b>MONITORING WELLS USGS</b>	250,000		250,000	3,600.00	98.56%
<b>TOTAL GENERAL FUND CAPITAL EXPENDITURES</b>	712,500	0	712,500	305,657.17	57.10%
<b>TRANSFERS TO OTHER FUNDS</b>	0		0	0.00	
<b>TOTAL GENERAL FUND EXPENSES</b>	9,331,300	0	9,331,300	454,943.41	95.12%
<b>WITHDRAWALS FROM RESERVES</b>	1,326,000		1,326,000		
<b>TOTAL TRANSFERS TO/FROM RESERVES</b>	1,326,000		1,326,000	0.00	
<b>GENERAL FUND NET INCOME YEAR TO DATE</b>	1,545,700	0	1,545,700	-445,086.50	

**SAN GORGONIO PASS WATER AGENCY  
 BUDGET REPORT FY 2019-20  
 BUDGET VS. REVISED BUDGET VS. ACTUAL  
 FOR THE ONE MONTH ENDING ON JULY 31, 2019**

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

	ADOPTED BUDGET	REVISIONS TO BUDGET	TOTAL REVISED BUDGET	ACTUAL YTD	REMAINING PERCENT OF BUDGET
<b>DEBT SERVICE FUND - INCOME</b>				Comparison:	92%
<b>INCOME</b>					
TAX REVENUE	23,995,229		23,995,229	0.00	100.00%
INTEREST	650,000		650,000	32,999.20	94.92%
DWR CREDITS - BOND COVER, OTHER	3,031,777		3,031,777	0.00	100.00%
<b>TOTAL DEBT SERVICE FUND INCOME</b>	<b>27,677,006</b>	<b>0</b>	<b>27,677,006</b>	<b>32,999.20</b>	<b>99.88%</b>
<b>DEBT SERVICE FUND - EXPENSES</b>					
<b>EXPENSES</b>					
SALARIES	60,000		60,000	5,863.79	90.23%
PAYROLL TAXES	4,700		4,700	448.57	90.46%
BENEFITS	74,000		74,000	9,141.75	87.65%
STATE WATER CONTRACT PAYMENTS	24,500,000		24,500,000	976,893.00	100.00%
WATER TRANSFERS	1,625,000		1,625,000	0.00	97.72%
SWC CONTRACTOR DUES	75,000		75,000	37,126.00	100.00%
DELTA CONVEYANCE FACILITY AUTHORITY	40,000		40,000	0.00	100.00%
EBX CONTRACT OPERATIONS AND MAINTENANCE	125,000		125,000	0.00	100.00%
SWP ENGINEERING AND MAINTENANCE	450,000		450,000	0.00	100.00%
DEBT SERVICE UTILITIES	11,000		11,000	726.63	93.39%
STATE WATER PROJECT LEGAL SERVICES	0		0	0.00	0.00%
TAX COLLECTION CHARGES	70,000		70,000	0.00	100.00%
<b>TOTAL DEBT SERVICE FUND EXPENSES</b>	<b>27,034,700</b>	<b>0</b>	<b>27,034,700</b>	<b>1,030,199.74</b>	<b>96.19%</b>
<b>TRANSFERS FROM RESERVES</b>	<b>0</b>	<b></b>	<b>0</b>	<b>0.00</b>	
<b>DEBT SERVICE NET INCOME YEAR TO DATE</b>	<b>642,306</b>	<b>0</b>	<b>642,306</b>	<b>-997,200.54</b>	

11/11