

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Ave, Beaumont, CA 92223**  
**Board Finance & Budget Workshop**  
**Agenda**  
**August 24, 2020 at 1:30 p.m.**

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

**1. Call to Order, Flag Salute**

**2. Adoption and Adjustment of Agenda**

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

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

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

**5. Announcements**

- A. The office will be closed Monday, September 7, 2020 in observance of Labor Day
- B. Regular Board Meeting, Tuesday, September 8, 2020, 1:30 pm, via Teleconference/Zoom
- C. Engineering Workshop, September 14, 2020, 1:30 pm, via Teleconference/Zoom

**6. Adjournment**

**\*Information Included In Agenda Packet**

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

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

ACCOUNTS PAYABLE

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
07/01/2020	119734	ACWA BENEFITS	873.59
07/01/2020	119735	BDL ALARMS, INC.	78.00
07/01/2020	119736	BEAUMONT CHAMBER OF COMMERCE	300.00
07/01/2020	119737	THE RECORD-GAZETTE	24.95
07/01/2020	119738	VALLEY OFFICE EQUIPMENT, INC.	113.90
07/01/2020	119739	WASTE MANAGEMENT INLAND EMPIRE	115.90
07/08/2020	119740	BEST BEST & KRIEGER	14,899.34
07/08/2020	119741	GOPHER PATROL	51.00
07/08/2020	119742	HEEMSTRA SIGNS	240.00
07/08/2020	119743	MACRO COMMUNICATIONS	495.00
07/08/2020	119744	LAFCO RIVERSIDE	6,434.93
07/08/2020	119745	CHERYLE M. STIFF	443.09
07/08/2020	119746	STATE WATER CONTRACTORS	58,515.00
07/08/2020	119747	UNLIMITED SERVICES	295.00
07/08/2020	119748	UNDERGROUND SERVICE ALERT	36.40
07/23/2020	119749	ACWA BENEFITS	873.59
07/23/2020	119750	ACWA JPIA	3,754.66
07/23/2020	119751	ALBERT WEBB ASSOCIATES	5,000.50
07/23/2020	119752	BANNING CHAMBER OF COMMERCE	350.00
07/23/2020	119753	BEAUMONT COPY & GRAPHICS	57.05
07/23/2020	119754	ERSC	2,846.20
07/23/2020	119755	FEDERAL EXPRESS	29.50
07/23/2020	119756	FRONTIER COMMUNICATIONS	1,317.08
07/23/2020	119757	MATTHEW PISTILLI LANDSCAPE SERVICES	2,115.00
07/23/2020	119758	NICE-INCONTACT	118.93
07/23/2020	119759	OFFICE SOLUTIONS	628.49
07/23/2020	119760	PROVOST & PRITCHARD	15,378.13
07/23/2020	119761	SANTA ANA WATERSHED PROJ. AUTHORITY	16,737.00
07/23/2020	119762	VISIONARY LOGICS	360.00
07/23/2020	119763	WELLS FARGO ELITE CREDIT CARD	1,074.70
07/30/2020	119764	STANDARD INSURANCE COMPANY	499.59
07/15/2020	575985	EMPLOYMENT DEVELOPMENT DEPARTMENT	648.92
07/15/2020	506175	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	4,451.50
07/30/2020	520569	EMPLOYMENT DEVELOPMENT DEPARTMENT	1,393.97
07/30/2020	525024	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	8,547.48
07/01/2020	900325	CALPERS HEALTH	8,142.79
07/08/2020	900326	CALPERS RETIREMENT	56,842.00
07/27/2020	900327	CALPERS RETIREMENT	4,262.85
07/27/2020	900328	CAL PERS RETIREMENT - SIP-457	1,050.00
07/30/2020	900329	CALPERS RETIREMENT	5,735.53
07/30/2020	900330	CAL PERS RETIREMENT - SIP-457	1,050.00
07/31/2020	900331	DEPARTMENT OF WATER RESOURCES	1,039,108.00
<b>TOTAL ACCOUNTS PAYABLE CHECKS</b>			<b>1,265,289.56</b>

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

PAYROLL

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
07/14/2020	801931	LANCE E. ECKHART	1,818.07
07/14/2020	801932	KENNETH M. FALLS	3,429.12
07/14/2020	801933	CASMIR J. OLAIVAR	655.25
07/14/2020	801934	CHERYLE M. STIFF	2,459.43
07/14/2020	801935	THOMAS W. TODD, JR.	3,798.63
07/29/2020	801936	BLAIR M. BALL	1,272.58
07/29/2020	801937	JEFFREY W. DAVIS	5,589.76
07/29/2020	801938	RONALD A. DUNCAN	1,272.58
07/29/2020	801939	LANCE E. ECKHART	5,906.77
07/29/2020	801940	KENNETH M. FALLS	3,429.12
07/29/2020	801941	DAVID L. FENN	1,018.07
07/29/2020	801942	STEPHEN J. LEHTONEN	1,018.07
07/29/2020	801943	CASMIR J. OLAIVAR	655.25
07/29/2020	801944	LEONARD C. STEPHENSON	1,272.58
07/29/2020	801945	CHERYLE M. STIFF	2,459.43
07/29/2020	801946	MICHAEL D. THOMPSON	1,272.58
07/29/2020	801947	THOMAS W. TODD, JR.	3,798.63
		TOTAL PAYROLL	<u>41,125.92</u>
		TOTAL DISBURSEMENTS FOR JULY, 2020	<u><u>1,306,415.48</u></u>

SAN GORGONIO PASS WATER AGENCY  
New Vendors List  
August, 2020

Vendor - Name and Address	Expenditure Type
Ernst & Young old address: 2901 Douglas Blvd. Suite 300; Roseville, CA 95661 new address: P O Box 846793; Los Angeles, CA 90084	SWC Audit

**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	200731	LEGAL SERVICES JULY 2020	13,941.30

TOTAL PENDING INVOICES FOR APPROVAL AUGUST 2020

13,941.30

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

BALANCE PER BANK ON 07/31/2020 - CHECKING ACCOUNT 358,552.33

LESS OUTSTANDING CHECKS

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
		119764	499.59
		ACH	1,050.00

0.00

1,549.59

TOTAL OUTSTANDING CHECKS -1,549.59

BALANCE PER GENERAL LEDGER **357,002.74**

BALANCE PER GENERAL LEDGER ON 06/30/2020 323,241.81

CASH RECEIPTS FOR JULY 239,080.42

CASH DISBURSEMENTS FOR JULY

ACCOUNTS PAYABLE - CHECK HISTORY REPORT	-1,265,289.56
PAYROLL TRANSFER - BANK OF HEMET	-40,000.00

**-1,305,289.56**

BANK CHARGES -29.93

TRANSFER FROM LAIF 1,100,000.00

BALANCE PER GENERAL LEDGER AT 07/31/2020 **357,002.74**

REPORT PREPARED BY:

  
 Cheryle M. Stiff

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

<u>DATE</u>	<u>RECEIVED FROM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL DEPOSIT AMOUNT</u>
<b>DEPOSIT TO CHECKING ACCOUNT</b>				
7/28/20	BCVWD	WATER SALES	231,021.00	231,021.00
7/28/20	TVI	CD - BOND INTEREST	8,059.42	8,059.42
		TOTAL FOR JULY 2020	239,080.42	239,080.42

**SAN GORGONIO PASS WATER AGENCY**  
**BUDGET REPORT FY 2019-20**  
**BUDGET VS. REVISED BUDGET VS. ACTUAL**  
**FOR THE ONE MONTH ENDING ON JULY 31, 2020**

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	4,200,000		4,200,000	0.00	100.00%
TAX REVENUE	3,300,000		3,300,000	0.00	100.00%
INTEREST	250,000		250,000	4,059.11	98.38%
DESIGNATED REVENUES	910,000		910,000	0.00	100.00%
CAPACITY FEE	0		0	0.00	
OTHER (REIMBURSEMENTS, TRANSFERS)	32,000		32,000	0.00	100.00%
<b>TOTAL GENERAL FUND INCOME</b>	<b>8,692,000</b>	<b>0</b>	<b>8,692,000</b>	<b>4,059.11</b>	<b>99.95%</b>
<b>GENERAL FUND - EXPENSES</b>					
<b>COMMODITY PURCHASE</b>					
PURCHASED WATER	6,000,000		6,000,000	0.00	100.00%
<b>TOTAL COMMODITY PURCHASE</b>	<b>6,000,000</b>	<b>0</b>	<b>6,000,000</b>	<b>0.00</b>	<b>100.00%</b>
<b>SALARIES AND EMPLOYEE BENEFITS</b>					
SALARIES	543,000		543,000	35,957.10	93.38%
PAYROLL TAXES	48,000		48,000	3,444.80	92.82%
RETIREMENT	470,000		470,000	58,305.53	87.59%
OTHER POST-EMPLOYMENT BENEFITS (OPEB)	63,000		63,000	1,723.70	97.26%
HEALTH INSURANCE	78,000		78,000	5,539.54	92.90%
DENTAL INSURANCE	6,100		6,100	688.64	88.71%
LIFE INSURANCE	1,700		1,700	284.12	83.29%
DISABILITY INSURANCE	5,800		5,800	448.47	92.27%
WORKERS COMP INSURANCE	4,500		4,500	0.00	100.00%
SGPWA STAFF MISC. MEDICAL	12,000		12,000	443.09	96.31%
EMPLOYEE EDUCATION	3,000		3,000	0.00	100.00%
<b>TOTAL SALARIES AND EMPLOYEE BENEFITS</b>	<b>1,235,100</b>	<b>0</b>	<b>1,235,100</b>	<b>106,834.99</b>	<b>91.35%</b>



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

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<b>GENERAL FUND - EXPENSES</b>				Comparison:	92%
<b>ADMINISTRATIVE &amp; PROFESSIONAL</b>					
<b>DIRECTOR EXPENDITURES</b>					
DIRECTORS FEES	117,000		117,000	7,716.80	93.40%
DIRECTORS TRAVEL & EDUCATION	15,000		15,000	0.00	100.00%
DIRECTORS MISC. MEDICAL	21,000		21,000	0.00	100.00%
<b>OFFICE EXPENDITURES</b>					
OFFICE EXPENSE	15,000		15,000	1,064.39	92.90%
POSTAGE	600		600	0.00	100.00%
TELEPHONE	11,500		11,500	707.72	93.85%
UTILITIES	5,000		5,000	78.00	98.44%
<b>SERVICE EXPENDITURES</b>					
COMPUTER, WEB SITE AND PHONE SUPPORT	25,000		25,000	360.00	98.56%
GENERAL MANAGER & STAFF TRAVEL	12,000		12,000	0.00	100.00%
INSURANCE & BONDS	23,000		23,000	2,566.87	88.84%
ACCOUNTING & AUDITING	21,000		21,000	0.00	100.00%
STATE WATER CONTRACT AUDIT	6,000		6,000	0.00	100.00%
DUES & ASSESSMENTS	35,000		35,000	59,165.00	-69.04%
OUTSIDE PROFESSIONAL SERVICES	100,000		100,000	7,165.42	92.83%
BANK CHARGES	1,500		1,500	67.45	95.50%
MISCELLANEOUS EXPENSES	500		500	0.00	100.00%
<b>MAINTENANCE &amp; EQUIPMENT EXPENDITURES</b>					
TOOLS PURCHASE & MAINTENANCE	1,000		1,000	0.00	100.00%
VEHICLE REPAIR & MAINTENANCE	8,000		8,000	51.00	99.36%
MAINTENANCE & REPAIRS - BUILDING	25,000		25,000	760.90	96.96%
MAINTENANCE & REPAIRS - FIELD	25,000		25,000	1,765.00	92.94%
CONTRACT OPERATIONS AND MAINTENANCE	140,000		140,000	0.00	100.00%
WATER TREATMENT EXPENSE	75,000		75,000	0.00	100.00%
<b>COUNTY EXPENDITURES</b>					
LAFCO COST SHARE	7,500		7,500	6,434.93	14.20%
ELECTION EXPENSE	125,000		125,000	0.00	0.00%
TAX COLLECTION CHARGES	10,000		10,000	0.00	100.00%
<b>TOTAL ADMINISTRATIVE &amp; PROFESSIONAL</b>	<b>825,600</b>	<b>0</b>	<b>825,600</b>	<b>87,903.48</b>	<b>89.35%</b>

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**BUDGET REPORT FY 2019-20**  
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FOR THE FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020

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<b>GENERAL FUND - EXPENSES</b>				Comparison:	92%
<b>GENERAL ENGINEERING</b>					
SGMA					
GSP CONSULTANT	500,000		500,000	495.00	99.90%
YUCAIPA GSA	30,000		30,000	0.00	100.00%
STUDIES					
URBAN WATER MANAGEMENT PLAN (UWMP)	125,000		125,000	0.00	100.00%
WATER RATE NEXUS STUDY	52,000		52,000	0.00	100.00%
CAPACITY FEE NEXUS STUDY UPDATE	20,000		20,000	0.00	100.00%
WHEELING RATE STUDY	4,000		4,000	0.00	100.00%
USGS	115,000		115,000	0.00	100.00%
UPDATED STUDY ON AVAILABLE WATER SOURCES	2,000		2,000	0.00	100.00%
GENERAL ENGINEERING STUDIES	15,000		15,000	0.00	100.00%
OTHER PROJECTS					
FLUME MONITORING	30,000		30,000	0.00	0.00%
INFRASTRUCTURE PLAN	12,000		12,000	0.00	
BASIN MONITORING TASK FORCE	30,000		30,000	16,737.00	44.21%
GIS SERVICES	5,000		5,000	0.00	100.00%
GENERAL AGENCY, CEQA, ETC.	10,000		10,000	0.00	100.00%
<b>TOTAL GENERAL ENGINEERING</b>	950,000	0	950,000	17,232.00	98.19%
<b>LEGAL SERVICES</b>					
LEGAL SERVICES - GENERAL	125,000		125,000	0.00	100.00%
<b>TOTAL LEGAL SERVICES</b>	125,000	0	125,000	0.00	100.00%
<b>CONSERVATION &amp; EDUCATION</b>					
SCHOOL EDUCATION PROGRAMS	16,000		16,000	0.00	100.00%
ADULT EDUCATION PROGRAMS	10,000		10,000	0.00	100.00%
SPONSORSHIPS	5,000		5,000	0.00	100.00%
OTHER CONSERVATION, EDUCATION AND P. R.	15,000		15,000	0.00	100.00%
<b>TOTAL CONSERVATION &amp; EDUCATION</b>	46,000	0	46,000	0.00	100.00%

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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 FUND CAPITAL EXPENDITURES</b>					
BUILDING & EQUIPMENT					
BUILDING	10,000		10,000	0.00	100.00%
FURNITURE & OFFICE EQUIPMENT	25,000		25,000	0.00	100.00%
OTHER EQUIPMENT	0		0	0.00	0.00%
MT. VIEW CONNECTION					
INTEGRATION AND PROGRAMMING	7,500		7,500	0.00	100.00%
NOBLE TURNOUT EXPANSION					
INTEGRATION AND PROGRAMMING	2,500		2,500	0.00	100.00%
BUNKER HILL CONJUNCTIVE USE PROJECT	40,000		40,000	0.00	100.00%
SITES RESERVOIR	1,400,000		1,400,000	0.00	100.00%
<b>TOTAL GENERAL FUND CAPITAL EXPENDITURES</b>	<b>1,485,000</b>	<b>0</b>	<b>1,485,000</b>	<b>0.00</b>	<b>100.00%</b>
<b>TRANSFERS TO OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>10,666,700</b>	<b>0</b>	<b>10,666,700</b>	<b>211,970.47</b>	<b>98.01%</b>
<b>GENERAL FUND NET INCOME YEAR TO DATE</b>	<b>-1,974,700</b>	<b>0</b>	<b>-1,974,700</b>	<b>-207,911</b>	
<b>ITEMS FUNDED BY RESERVES</b>					
MT. VIEW INTEGRATION AND PROGRAMMING	7,500				
NICKEL WATER SUBSIDY	1,000,000				
SITES RESERVOIR	1,000,000				
<b>TOTAL ITEMS FUNDED BY RESERVES</b>	<b>2,007,500</b>				

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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	25,651,818		25,651,818	0.00	100.00%
INTEREST	600,000		600,000	15,269.98	97.46%
DWR CREDITS - BOND COVER, OTHER	3,307,573		3,307,573	0.00	100.00%
<b>TOTAL DEBT SERVICE FUND INCOME</b>	<b>29,559,391</b>	<b>0</b>	<b>29,559,391</b>	<b>15,269.98</b>	<b>99.95%</b>
<b>DEBT SERVICE FUND - EXPENSES</b>					
<b>EXPENSES</b>					
SALARIES	63,000		63,000	4,914.90	92.20%
PAYROLL TAXES	6,000		6,000	375.98	93.73%
BENEFITS	77,000		77,000	8,628.87	88.79%
STATE WATER CONTRACT PAYMENTS	23,000,000		23,000,000	843,158.00	96.33%
WATER TRANSFERS	2,107,500		2,107,500	0.00	100.00%
SWC CONTRACTOR DUES	75,000		75,000	0.00	100.00%
DELTA CONVEYANCE FACILITY AUTHORITY	0		0	0.00	0.00%
EBX CONTRACT OPERATIONS AND MAINTENANCE	150,000		150,000	0.00	100.00%
SWP ENGINEERING AND MAINTENANCE	250,000		250,000	0.00	100.00%
DEBT SERVICE UTILITIES	11,000		11,000	728.29	93.38%
STATE WATER PROJECT LEGAL SERVICES	0		0	0.00	0.00%
TAX COLLECTION CHARGES	90,000		90,000	0.00	
SBVMWD FOOTHILL PIPELINE CAPACITY	3,129,634		3,129,634	0.00	100.00%
<b>TOTAL DEBT SERVICE FUND EXPENSES</b>	<b>28,959,134</b>	<b>0</b>	<b>28,959,134</b>	<b>857,806.04</b>	<b>97.04%</b>
<b>TRANSFERS FROM RESERVES</b>	<b>0</b>		<b>0</b>	<b>0.00</b>	
<b>DEBT SERVICE NET INCOME YEAR TO DATE</b>	<b>600,257</b>	<b>0</b>	<b>600,257</b>	<b>-842,536.06</b>	