

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue
Beaumont, California 92223
Minutes of the
Board Finance and Budget Workshop
May 22, 2017

Directors Present: David Fenn, President
Ron Duncan, Vice President
Lenny Stephenson, Treasurer
Blair Ball, Director
David Castaldo, Director
Steve Lehtonen, Director
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 Treasurer Lenny Stephenson at 4:00 pm, May 22, 2017, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Director Stephenson 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, 2017 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Duncan, seconded by Director Ball, to recommend that the Board ratify paid monthly invoices of \$814,983.68 and payroll of \$32,403.90 for the month of April, 2017, for a combined total of \$847,387.58. The motion passed 7 in favor, no opposed.
 - B. Review Pending Legal Invoices: After review and discussion, a motion was made by Director Duncan, seconded by Director Thompson, to recommend that the Board approve payment of the pending legal invoices for April, 2017. The motion passed 7 in favor, no opposed.
 - C. Review of April, 2017 Bank Reconciliation: After review and discussion, a motion was made by Director Duncan, seconded by Director Lehtonen, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for April, 2017 as presented. The motion passed 7 in favor, no opposed.

- D. Review of Budget Report for April, 2017: After review and discussion, a motion was made by Director Lehtonen, seconded by Director Duncan, to recommend that the Board acknowledge receipt of the Budget Report for April, 2017. The motion passed 7 in favor, no opposed.

- E. Consideration of Cost of Living Adjustment for FY 2017-18: General Manager Jeff Davis reviewed past actions the Board has taken regarding cost of living adjustments. After review and discussion, a motion was made by Director Duncan, seconded by President Fenn, to recommend that the Board approve a cost of living adjustment of 2.7% for staff for FY 2017-18. The motion passed 7 in favor, no opposed.

- F. Review of Proposed General Fund Budget for FY 2017-18: General Manager Davis opened the discussion by giving an overview of the budget setting process. This is the first look at the proposed budget. Suggestions from the Board will be incorporated into a revised budget, which will be presented at the June Finance and Budget workshop. The Board will review the revised proposed budget, and make additional recommendations if necessary, which will be presented at the first Board meeting in July. Each category was reviewed and discussed by the staff and Board.

5. Announcements:

- A. The office will be closed in observance of Memorial Day, Monday, May 29, 2017
- B. San Gorgonio Pass Regional Water Alliance, May 31, 2017
 - 1. Administrative Committee at 4:30 pm – Banning City Hall
 - 2. Regular Meeting at 5:30 pm – Banning City Hall
- C. Regular Board Meeting, June 5, 2017, 7:00 pm
- D. Engineering Workshop, June 12, 2017, 4:00 pm

6. Adjournment: The Finance and Budget workshop of the San Gorgonio Pass Water Agency Board of Directors was adjourned at 6:16 pm.



Jeffrey W. Davis, Secretary of the Board