

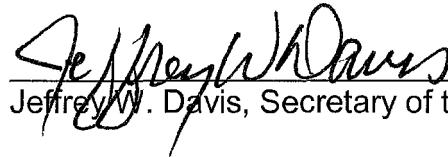
**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Finance and Budget Workshop**  
**December 16, 2019**

**Directors Present:** Ron Duncan, President  
Lenny Stephenson, Vice President  
Steve Lehtonen, Treasurer  
Blair Ball, Director  
David Castaldo, Director  
David Fenn, 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 Steve Lehtonen at 1:30 pm, December 16, 2019, in the Agency Conference Room at 1210 Beaumont Avenue, Beaumont, California. Treasurer Lehtonen led the Pledge of Allegiance to the flag. A quorum was present.
2. **Adoption and Adjustment of Agenda:** The agenda was adopted as posted.
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 November, 2019 by Reviewing Check History Reports in Detail: After review and discussion, a motion was made by Director Stephenson, seconded by Director Duncan, to recommend that the Board ratify paid monthly invoices of \$1,183,639.87 and payroll of \$38,253.64 for the month of November, 2019, for a combined total of \$1,221,893.51. 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 Stephenson, to recommend that the Board approve payment of the pending legal invoice for November, 2019 for \$7,497.47. The motion passed 7 in favor, no opposed.
  - C. Review of November, 2019 Bank Reconciliation: After review and discussion, a motion was made by Director Duncan, seconded by Director Fenn, to recommend that the Board acknowledge receipt of the Wells Fargo bank reconciliation for November, 2019 as presented. The motion passed 7 in favor, no opposed.

- D. Review of Budget Report for November, 2019: General Manager Davis reviewed the budget report, highlighting a number of items, and answering questions. After further review and discussion, a motion was made by Director Ball, seconded by Director Castaldo, to recommend that the Board acknowledge receipt of the Budget Report for November, 2019. The motion passed 7 in favor, no opposed.
5. **Announcements:** Treasurer Lehtonen reviewed the announcements:
- A. Office closed Tuesday and Wednesday, December 24-25, 2019 in observance of the Christmas holiday.
  - B. Office closed Tuesday and Wednesday, December 31, 2019 and January 1, 2020 in observance of the New Year's holiday.
  - C. Regular Board meeting January 6, 2020, 1:30 pm
6. **Adjournment:** The Finance and Budget workshop of the San Geronio Pass Water Agency Board of Directors was adjourned at 1:48 pm.

  
\_\_\_\_\_  
Jeffrey W. Davis, Secretary of the Board