San Gorgonio Pass Water Agency

DATE: July 19, 2021

TO: Board of Directors

FROM: Lance Eckhart, General Manager

BY: Tom Todd, Jr., Chief Financial Officer

SUBJECT: SUMMARY OF RECOMMENDATIONS TO THE BOARD FROM THE FINANCE & BUDGET COMMITTEE, JULY 2021.

RECOMMENDATION

The Finance and Budget Committee recommends the following:

- Item A: The Board **approve** payments as listed in the Check History reports for Accounts Payable and Payroll for the month of **June, 2021.**
- Item B: The Board **approve** payment of the Legal Invoice for **June**, **2021**.
- Item C: The Board accept the Bank Reconciliation for June, 2021.
- Item D: The Board **accept** the Unaudited Budget Report for **June**, **2021**.
- Item E: The Board accept the Unaudited Cash Reconciliation Report for April June, 2021.
- Item F: The Board approve the Unaudited Reserve Allocation Report for April June, 2021.
- Item G: The Board accept the Unaudited Investment Report for April June, 2021.

BACKGROUND

The Finance & Budget Committee reviews the necessary financial material before the Finance & Budget Workshop and presents its findings at the Workshop. The Committee then makes these recommendations for Board action at its next Board meeting.

<u>ACTION</u>

The Board take the above listed actions as a consent calendar action, or individually, at its pleasure.

San Gorgonio Pass Water Agency Check History Report

June 1 through June 30, 2021

ACCOUNTS PAYABLE

Date	Number	Name	Amount
06/16/2021	120086	BLAIR M. BALL	196.79
06/16/2021	120087	BEST BEST & KRIEGER	12,043.65
06/16/2021	120088	BEAUMONT HOME CENTER	346.57
06/16/2021	120089	ERSC	3,005.00
06/16/2021	120090	MACRO COMMUNICATIONS	800.00
06/16/2021	120091	OFFICE SOLUTIONS	278.54
06/16/2021	120092	PROVOST & PRITCHARD	37,719.20
06/16/2021	120093	RIVERSIDE COUNTY REGISTRAR OF VOTERS	102,831.75
06/16/2021	120094	RISK SCIENCES	350.00
06/16/2021	120095	SOUTHERN CALIFORNIA GAS	21.18
06/16/2021	120096	TULLY & YOUNG	17,775.00
06/16/2021	120097	UNLIMITED SERVICES	295.00
06/16/2021	120098	UNDERGROUND SERVICE ALERT	31.45
06/16/2021	120099	U. S. GEOLOGICAL SURVEY	26,853.00
06/16/2021	120100	VISIONARY LOGICS	1,080.00
06/16/2021	120101	WASTE MANAGEMENT INLAND EMPIRE	115.90
06/17/2021	120102	WELLS FARGO ELITE CREDIT CARD	4,797.79
06/22/2021	120103	AT&T MOBILITY	129.69
06/22/2021	120104	FRONTIER COMMUNICATIONS	736.82
06/22/2021	120105	I. E. RESOURCE CONSERVATION DISTRICT	4,050.00
06/22/2021	120106	IN-SITU, INC.	2,470.77
06/22/2021	120107	MATTHEW PISTILLI LANDSCAPE SERVICES	1,460.00
06/22/2021	120108	OFFICE SOLUTIONS	90.59
06/22/2021	120109	SOUTHERN CALIFORNIA EDISON	127.58
06/26/2021	120110	AUTOMATION PRIDE	95.00
06/26/2021	120111	LANCE E. ECKHART	225.74
06/26/2021	120112	KENNETH M. FALLS	663.07
06/26/2021	120113	HAMMER ANALYTIX	1,780.00
06/26/2021	120114	STEPHEN J. LEHTONEN	308.00
06/26/2021	120115	PETTY CASH	27.70
06/26/2021	120116	THOMAS W. TODD, JR.	1,652.60
06/26/2021	120117	VALLEY OFFICE EQUIPMENT, INC.	205.69
06/28/2021	120118	STANDARD INSURANCE COMPANY	460.09
06/15/2021	564321		937.97
06/15/2021	501972	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	6,756.40
06/28/2021	503515	EMPLOYMENT DEVELOPMENT DEPARTMENT	943.83
06/28/2021	595480	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	8,896.66
06/15/2021	900397	CALPERS RETIREMENT	5,823.84
06/15/2021			
	900398 900399	CAL PERS RETIREMENT - SIP-457 CALPERS RETIREMENT	2,150.00
06/17/2021			100,000.00
06/28/2021	900400	CALPERS RETIREMENT	5,823.84
06/28/2021	900401	CAL PERS RETIREMENT - SIP-457	2,150.00
06/29/2021	900402	DEPARTMENT OF WATER RESOURCES	715,100.00
		TOTAL ACCOUNTS PAYABLE CHECKS	1,071,606.70

San Gorgonio Pass Water Agency Check History Report June 1 through June 30, 2021

PAYROLL			
Date	Number	Name	Amount
06/14/2021	802107	JEFFREY W. DAVIS	660.46
06/14/2021	802108	RONALD A. DUNCAN	1,303.10
06/14/2021	802109	LANCE E. ECKHART	5,900.40
06/14/2021	802110	KENNETH M. FALLS	3,390.75
06/14/2021	802111	CHERYLE M. STIFF	2,514.07
06/14/2021	802112	SCOTT W. TIRRELL	711.09
06/14/2021	802113	THOMAS W. TODD, JR.	2,767.42
06/27/2021	802114	BLAIR M. BALL	3,648.69
06/27/2021	802115	JEFFREY W. DAVIS	873.89
06/27/2021	802116	RONALD A. DUNCAN	1,303.10
06/27/2021	802117	LANCE E. ECKHART	5,900.40
06/27/2021	802118	KENNETH M. FALLS	3,390.75
06/27/2021	802119	STEPHEN J. LEHTONEN	1,303.10
06/27/2021	802120	CHANDER P. LETULLE	3,909.31
06/27/2021	802121	LAWRENCE R. SMITH	1,303.10
06/27/2021	802122	CHERYLE M. STIFF	2,514.07
06/27/2021	802123	SCOTT W. TIRRELL	452.51
06/27/2021	802124	THOMAS W. TODD, JR.	2,767.42
06/27/2021	802125	MICHAEL R. VALDIVIA	1,303.10
06/27/2021	802126	ROEBERT G. YBARRA	1,303.10
		TOTAL PAYROLL	47,219.83
		TOTAL DISBURSEMENTS FOR JUNE, 2021	1,118,826.53

SAN GORGONIO PASS WATER AGENCY New Vendors List July, 2021

Vendor - Name and Address

Ewing Painting, Inc. P O Box 35; Beaumont, CA 92223

Pacific Flagpole Service 11633 La Colina Road; San Diego, CA 92131 Building Maintenance

Building Maintenance

Expenditure Type

SAN GORGONIO PASS WATER AGENCY

LEGAL INVOICES ACCOUNTS PAYABLE INVOICE LISTING

VENDOR	INVOICE NBR	COMMENT	AMOUNT
BEST, BEST & KRIEGER	210630	LEGAL SERVICES JUNE 2021	9,241.90

TOTAL PENDING INVOICES FOR APPROVAL JULY 2021

9,241.90

SAN GORGONIO PASS WATER AGENCY **Bank Reconciliation** June 30, 2021

BALANCE PER BANK AT 06/30/2021 - CHECKING ACCOUNT Pending Partial ACH to CALPERS Retirement 1,383,765.75

1,383,765.75

LESS OUTSTANDING CHECKS

CHECK		CHECK	
NUMBER	AMOUNT	NUMBER	AMOUNT
120086	196.79	120112	663.07
120092	37,719.20	120113	1,780.00
120094	350.00	120114	308.00
120098	31.45	120115	27.70
120105	4,050.00	120117	205.69
120100	95.00	120118	460.09
120111	225.74		
	42,668.18		3,444.55

TOTAL OUTSTANDING CHECKS

(46,112.73)

BALANCE PER GENERAL LEDGER AT 06/30/2021	1,337,653.02
BALANCE PER GENERAL LEDGER AT 05/31/2021	7,262,914.05
CASH RECEIPTS FOR JUNE (+)	704,345.67
CASH DISBURSEMENTS FOR JUNE	
ACCOUNTS PAYABLE - CHECK HISTORY REPORT (-)	(1,071,606.70)
PAYROLL TRANSFER TO BK OF HEMET FOR JUNE (-)	(45,000.00)
BANK CHARGES (-)	-
TRANSFERS FROM LAIF (+)	-
TRANSFERS TO LAIF (-)	(6,750,000.00)
TRANSFER TO TVI(-)	-
TRANSFER FROM TVI (+)	1,237,000.00
BALANCE PER GENERAL LEDGER AT 06/30/2021	1,337,653.02
REPORT PREPARED BY:	

mine

Scott Tirrell

SAN GORGONIO PASS WATER AGENCY DEPOSIT RECAP FOR THE MONTH OF JUNE 2021

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT
DEPOSIT TO	O CHECKING ACCOUNT		
6/7/21	RIVERSIDE COUNTY	PROPERTY TAXES - RPTTF	462,082.45
6/11/21	STATE OF CALIF/DWR	BOND COVER REFUND	97,034.47
6/15/21	RIVERSIDE COUNTY	PROPERTY TAXES - US FISH & GAME	35.85
6/21/21	STATE OF CALIF/DWR	OFF-AQUEDUCT COVER REFUND	10,177.00
6/24/21	STATE OF CALIF/DWR	GRANT PAYMENT COMP. 1 RETENTION	100,000.00
6/28/21	RIVERSIDE COUNTY	PROPERTY TAXES - HOMEOWNERS EXMPTN	32,043.48
6/28/21	TVI	CD - BOND INTEREST	2,941.61
6/28/21	TVI	INTEREST - CDs MATURED	30.81

TOTAL FOR JUNE 2021

704,345.67

SAN GORGONIO PASS WATER AGENCY **BUDGET REPORT FY 2020-21** UNAUDITED BUDGET VS. REVISED BUDGET VS. ACTUAL FOR THE TWELVE MONTHS ENDING ON JUNE 30, 2021 FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021 TOTAL REMAINING ADOPTED REVISIONS REVISED ACTUAL PERCENT BUDGET TO BUDGET BUDGET YTD OF BUDGET **GENERAL FUND - INCOME** Comparison: 0% INCOME WATER SALES 4.200.000 4.200.000 3.371.063.22 19.74% TAX REVENUE 3,300,000 3,300,000 3,849,694.79 -16.66% INTEREST 89,361.79 64.26% 250,000 250,000 DESIGNATED REVENUES 910,000 910,000 836,818.65 8.04% CAPACITY FEE 0 0 0.00 OTHER (REIMBURSEMENTS, TRANSFERS) 32.000 32.000 54.482.54 -70.26% TOTAL GENERAL FUND INCOME 8,692,000 0 8,692,000 8.201.420.99 5.64% **GENERAL FUND - EXPENSES** COMMODITY PURCHASE PURCHASED WATER 6,000,000 6,000,000 4,569,767.93 23.84% 4.569.767.93 TOTAL COMMODITY PURCHASE 6.000.000 0 6.000.000 23.84% SALARIES AND EMPLOYEE BENEFITS SALARIES 9.93% 543,000 543,000 489,066.80 PAYROLL TAXES 48,000 48,000 47,829.69 0.35% RETIREMENT 10.70% 470.000 470.000 419,706.48 OTHER POST-EMPLOYMENT BENEFITS (OPEB) 63.000 35.788.47 43.19% 63.000 HEALTH INSURANCE 78.000 78.000 68.292.58 12.45% DENTAL INSURANCE 6,100 6.100 4,851.03 20.47% LIFE INSURANCE 1,700 1,700 1,346.26 20.81% DISABILITY INSURANCE 5.800 5.800 5.381.61 7.21% WORKERS COMP INSURANCE 4.500 4.500 3.895.66 13.43% SGPWA STAFF MISC. MEDICAL 12.000 12.000 5.367.88 55.27% EMPLOYEE EDUCATION 3,000 3,000 190.00 93.67% TOTAL SALARIES AND EMPLOYEE BENEFITS 1,235,100 12.42% 0 1,235,100 1,081,716.46

0%

4.05%

67.11%

SAN GORGONIO PASS WATER AGENCY **BUDGET REPORT FY 2020-21** UNAUDITED **BUDGET VS. REVISED BUDGET VS. ACTUAL** FOR THE TWELVE MONTHS ENDING ON JUNE 30, 2021 FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021 TOTAL REMAINING REVISED ACTUAL PERCENT ADOPTED REVISIONS BUDGET TO BUDGET BUDGET YTD OF BUDGET **GENERAL FUND - EXPENSES** Comparison: **ADMINISTRATIVE & PROFESSIONAL** DIRECTOR EXPENDITURES DIRECTORS FEES 117,000 117,000 112,258.03 **DIRECTORS TRAVEL & EDUCATION** 15,000 15,000 4,934.01

DIRECTORS MISC. MEDICAL	21,000	21,000	15,949.13	24.05%
OFFICE EXPENDITURES				
OFFICE EXPENSE	15,000	15,000	22,617.50	-50.78%
POSTAGE	600	600	585.75	2.38%
TELEPHONE	11,500	11,500	11,916.13	-3.62%
UTILITIES	5,000	5,000	4,707.15	5.86%
SERVICE EXPENDITURES				
COMPUTER, WEB SITE AND PHONE SUPPORT	25,000	25,000	33,493.53	-33.97%
GENERAL MANAGER & STAFF TRAVEL	12,000	12,000	1,158.82	90.34%
INSURANCE & BONDS	23,000	23,000	23,974.87	-4.24%
ACCOUNTING & AUDITING	21,000	21,000	20,200.00	3.81%
STATE WATER CONTRACT AUDIT	6,000	6,000	5,555.00	7.42%
DUES & ASSESSMENTS	35,000	35,000	26,310.00	24.83%
OUTSIDE PROFESSIONAL SERVICES	100,000	100,000	109,742.68	-9.74%
BANK CHARGES	1,500	1,500	751.85	49.88%
MISCELLANEOUS EXPENSES	500	500	0.00	100.00%
MAINTENANCE & EQUIPMENT EXPENDITURES				
TOOLS PURCHASE & MAINTENANCE	1,000	1,000	0.00	100.00%
VEHICLE REPAIR & MAINTENANCE	8,000	8,000	8,780.91	-9.76%
MAINTENANCE & REPAIRS - BUILDING	25,000	25,000	17,454.27	30.18%
MAINTENANCE & REPAIRS - FIELD	25,000	25,000	40,580.02	-62.32%
CONTRACT OPERATIONS AND MAINTENANCE	140,000	140,000	53,867.38	61.52%
WATER TREATMENT EXPENSE	75,000	75,000	25,218.60	66.38%
COUNTY EXPENDITURES				
LAFCO COST SHARE	7,500	7,500	6,434.93	14.20%
ELECTION EXPENSE	125,000	125,000	102,958.75	17.63%
TAX COLLECTION CHARGES	10,000	10,000	11,429.06	-14.29%
TOTAL ADMINISTRATIVE & PROFESSIONAL	825,600	0 825,600	660,878.37	19.95%

SAN GORGONIO PASS WATER AGENCY **BUDGET REPORT FY 2020-21** UNAUDITED **BUDGET VS. REVISED BUDGET VS. ACTUAL** FOR THE TWELVE MONTHS ENDING ON JUNE 30, 2021 FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021 TOTAL REMAINING ADOPTED REVISIONS REVISED ACTUAL PERCENT BUDGET TO BUDGET BUDGET YTD OF BUDGET **GENERAL FUND - EXPENSES** Comparison: 0% GENERAL ENGINEERING SGMA GSP CONSULTANT 500.000 500,000 438,972.11 12.21% 30,000 YUCAIPA GSA 30,000 4.117.40 86.28% STUDIES URBAN WATER MANAGEMENT PLAN (UWMP) 125.000 125.000 90.880.20 27.30% WATER RATE NEXUS STUDY 52.000 52.000 0.00 100.00% CAPACITY FEE NEXUS STUDY UPDATE 20,000 20,000 3,849.63 80.75% WHEELING RATE STUDY 4,000 4,000 0.00 100.00% USGS 115,000 115,000 107,923.00 6.15% UPDATED STUDY ON AVAILABLE WATER SOURCES 2.000 2.000 2.868.00 -43.40% 15.000 GENERAL ENGINEERING STUDIES 15.000 5.838.82 61.07% OTHER PROJECTS FLUME MONITORING 30,000 30.000 0.00 100.00% INFRASTRUCTURE PLAN 12,000 12,000 3,812.50 68.23% BASIN MONITORING TASK FORCE 30.000 30.000 30.741.00 -2.47% GIS SERVICES 5.000 5.000 5.900.00 -18.00% GENERAL AGENCY, CEQA, ETC. 10.000 10.000 9.324.85 6.75% TOTAL GENERAL ENGINEERING 950,000 0 950,000 704,227.51 25.87% LEGAL SERVICES LEGAL SERVICES - GENERAL 125,000 125,000 131,913.44 -5.53% 125.000 125.000 131.913.44 -5.53% TOTAL LEGAL SERVICES 0 **CONSERVATION & EDUCATION** SCHOOL EDUCATION PROGRAMS 16.000 16.000 10.860.00 32.13% ADULT EDUCATION PROGRAMS 10.000 10.000 0.00 100.00% SPONSORSHIPS 5.000 5.000 90.00% 500.00 15,000 OTHER CONSERVATION, EDUCATION AND P. R. 15,000 0.00 100.00% **TOTAL CONSERVATION & EDUCATION** 46,000 0 46,000 11,360.00 75.30%

SAN GORGONIO PASS WATER AGENCY **BUDGET REPORT FY 2020-21** UNAUDITED BUDGET VS. REVISED BUDGET VS. ACTUAL FOR THE TWELVE MONTHS ENDING ON JUNE 30, 2021 FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021 TOTAL REMAINING REVISIONS REVISED ACTUAL PERCENT ADOPTED BUDGET TO BUDGET BUDGET YTD OF BUDGET **GENERAL FUND - EXPENSES** 0% Comparison: **GENERAL FUND CAPITAL EXPENDITURES BUILDING & EQUIPMENT** BUILDING 10.000 100.00% 10,000 0.00 FURNITURE & OFFICE EQUIPMENT 25.000 25,000 17,179.21 31.28% OTHER EQUIPMENT 26.410.00 0.00% 0 0 MT. VIEW CONNECTION INTEGRATION AND PROGRAMMING 7,500 7,500 7,225.00 3.67% NOBLE TURNOUT EXPANSION INTEGRATION AND PROGRAMMING 2,500 2,500 4,088.80 -63.55% BUNKER HILL CONJUNCTIVE USE PROJECT 40,000 40,000 0.00 100.00% SITES RESERVOIR 1.419.942.83 1.400.000 1.400.000 -1.42% TOTAL GENERAL FUND CAPITAL EXPENDITURES 1.485.000 0 1.485.000 1.474.845.84 0.68% TRANSFERS TO OTHER FUNDS 0 0 0 0 TOTAL GENERAL FUND EXPENSES 10,666,700 0 10,666,700 8,634,709.55 19.05% GENERAL FUND NET INCOME YEAR TO DATE -1,974,700 -433,289 0 -1,974,700ITEMS FUNDED BY RESERVES MT. VIEW INTEGRATION AND PROGRAMMING 7,500 NICKEL WATER SUBSIDY 1,000,000 SITES RESERVOIR 1,000,000 TOTAL ITEMS FUNDED BY RESERVES 2.007.500

SAN GORGONIO PASS WATER AGENCY **BUDGET REPORT FY 2020-21** UNAUDITED **BUDGET VS. REVISED BUDGET VS. ACTUAL** FOR THE TWELVE MONTHS ENDING ON JUNE 30, 2021 FOR THE FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021 TOTAL REMAINING REVISIONS REVISED ACTUAL PERCENT ADOPTED BUDGET TO BUDGET BUDGET YTD OF BUDGET **DEBT SERVICE FUND - INCOME** Comparison: 0% INCOME TAX REVENUE 25,651,818 25.651.818 29.066.885.46 -13.31% INTEREST 600.000 600,000 307,188.85 48.80% DWR CREDITS - BOND COVER, OTHER -3.65% 3,307,573 3,307,573 3,428,385.00 TOTAL DEBT SERVICE FUND INCOME -10.97% 29.559.391 0 29.559.391 32.802.459.31 **DEBT SERVICE FUND - EXPENSES** EXPENSES SALARIES 63.000 63.000 59.862.08 4.98% PAYROLL TAXES 6.000 6.000 4.579.23 23.68% BENEFITS 77,000 77,000 73.289.65 4.82% STATE WATER CONTRACT PAYMENTS 23,000,000 23,000,000 22,805,418.00 0.85% WATER TRANSFERS 2.107.500 2.107.500 1.818.551.59 13.71% SWC CONTRACTOR DUES 75.000 75.000 60.099.00 19.87% DELTA CONVEYANCE FACILITY AUTHORITY 0 0.00 0.00% 0 EBX CONTRACT OPERATIONS AND MAINTENANCE 150,000 53,867.39 64.09% 150,000 SWP ENGINEERING AND MAINTENANCE 250,000 250,000 56,041.97 77.58% DEBT SERVICE UTILITIES 10,472.29 4.80% 11.000 11.000 STATE WATER PROJECT LEGAL SERVICES 704.37 0.00% 0 0 TAX COLLECTION CHARGES 90.000 90.000 103.522.42 -15.02% SBVMWD FOOTHILL PIPELINE CAPACITY 3,129,634 3,129,634.00 0.00% 3,129,634 TOTAL DEBT SERVICE FUND EXPENSES 2.70% 28.959.134 0 28.959.134 28.176.041.99 TRANSFERS FROM RESERVES 0 0 0.00 DEBT SERVICE NET INCOME YEAR TO DATE 600.257 600.257 4.626.417.32 0