# *San Gorgonio Pass Water Agency*

**DATE:** September 24, 2026

**TO:** Finance and Budget Committee

**FROM:** Lance Eckhart, General Manager

**BY:** Jennifer Ustation, Chief Financial Officer

**SUBJECT: Summary of Recommended Committee Actions**

## RECOMMENDATIONS

Recommendations for Finance and Budget Committee actions:

Item 4A: **Motion: The Committee approves the minutes.**

Item 5A: The Committee **accepts** payments as listed in the Check History reports for Accounts Payable and Payroll.
Item 5B: The Committee **accepts** the Bank Reconciliation.
Item 5C: The Committee **accepts** the Budget Report.
Item 5D: The Committee **accepts** the GAP Funding and Heli-Hydrant Report.
Item 5E: The Committee **accepts** the Treasury Report (New).
**Motion: The Committee accepts items 5A-E.**

Item 5F: **Motion: The Committee approves payment of the Legal Invoice.**

Item 5G: **Motion: The Committee recommends forwarding the Credit Card Policy to the Board for approval.**

Item 5H: **Motion: The Committee recommends forwarding the Investment Policy to the Board for approval.**

## BACKGROUND

The Finance & Budget Committee reviews the necessary financial material during this meeting and will present its findings at the next regular Board meeting.

## ACTION

The Committee takes the above-listed actions and recommends Board ratification of the same.

**SAN GORGONIO PASS WATER AGENCY**
**1210 Beaumont Avenue, Beaumont, California 92223**

**Official Minutes**
**Finance & Budget Committee Meeting**
**August 27, 2026**

THIS MEETING WAS HELD IN PERSON AND VIA ZOOM.

**Committee Members Present:** Mickey Valdivia, Chair
James Tickemyer, Treasurer
Robert Ybarra, President

**Staff Present:** Lance Eckhart, General Manager
Jennifer Ustation, Chief Financial Officer

**1. Call to Order, Pledge of Allegiance and Roll Call**

The San Gorgonio Pass Water Agency Finance and Budget Committee Meeting was called to order by Chair Mickey Valdivia at 4:02 p.m., Thursday, August 27, 2026, at the office of the Agency. Chair Valdivia led the Pledge of Allegiance and requested a roll call. A quorum was present.

**2. Adoption and Adjustment of Agenda**

The agenda was adopted as published.

**3. Public Comment**

No public comment received.

**4. Approval of the Minutes**

A. Approval of the Minutes of the Finance & Budget Committee Meeting, July 23, 2026

On a motion duly made and seconded, the Committee approved the minutes of the July 23, 2026, Finance & Budget Committee Meeting.
Approved by the following vote:
Ayes: Valdivia, Tickemyer, Ybarra
Noes: None
Absent: None
**Motion passed 3-0.**

**5. New Business – Discussion and Possible Action**

**A. Ratification of Paid Invoices and Monthly Payroll for July 2026**

Ms. Ustation reviewed the July check history report, reporting accounts payable of $5,408,650.86 and payroll of $101,560.05, for total July disbursements of $5,510,210.91. The Committee discussed tribal monitoring invoices related to County Line Road, Brookside heli-hydrant work, education and outreach expenses, the General Manager contract items, on-call engineering services, DWR payments, State Water Contractors dues, landscaping and weed abatement, and credit card expenses.

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**B. Review of Bank Reconciliation for July 2026**

Ms. Ustation reviewed the July bank reconciliation, reporting a beginning general ledger balance of $9,172,198.61, cash receipts of $2,754,157.98, sweep interest income of $23,131.06, cash disbursements of $5,510,210.91, and an ending general ledger balance of $6,439,276.74. She noted that certain July cash receipts related to the prior fiscal year, including water sales, property taxes, and ARPA grant reimbursement for County Line Road.

**C. Review of Budget Report for July 2026**

Ms. Ustation reviewed the July budget report and noted limited activity at the beginning of the fiscal year. For the General Fund, she reported revenues of approximately $149,000, expenditures of approximately $135,000, and net income of approximately $14,000. She noted higher early-year expenses related to payroll services, PARS administration, retirement and health insurance, and LAFCO cost share.

Ms. Ustation reported that the consigned fund received approximately $113,567 in interest earnings with no expenses for July. For the Debt Service Fund, she reported revenues of approximately $335,000, expenditures of approximately $1.9 million, and a net loss of approximately $1.6 million, noting that property tax revenues are expected later in the fiscal year.

**D. Gap Funding Report and Heli-Hydrant Report**

Ms. Ustation reviewed the Gap Funding and Heli-Hydrant Funding Report, noting that Banning Heights Mutual Water Company paid $500,000 toward its balance and that $60,000 in heli-hydrant funding was paid to South Mesa Water Company.

**E. Review of Treasurer's Report for July 2026**

Ms. Ustation presented a new Monthly Treasurer's Investment Report showing a total portfolio of approximately $174.7 million, with funds held in CAMP investments, LAIF, CAMP liquidity, the Wells Fargo sweep account, and Wells Fargo checking. She reported an overall average yield of 4.16 percent and total July interest income of $597,798.18. The Committee discussed portfolio diversification, collateralization of public funds, cash flow planning, and future refinements to investment reporting.

On a motion duly made and seconded, the Committee accepted items 5.A through 5.E.
Approved by the following vote:
Ayes: Valdivia, Tickemyer, Ybarra
Noes: None
Absent: None
Motion passed 3-0.

**F. Review of Pending Legal Invoices for July 2026**

Ms. Ustation presented the July legal invoice from Best Best & Krieger in the amount of $42,094.69. She reviewed general matter billing items, including Sites

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Reservoir, foundation matters, General Manager contract, tax rate, Brown Act, and Proposition 43 and Proposition 45 issues. The Committee discussed billing summaries, prior balances, timing of invoice payment following Board approval, and potential allocation of certain legal costs to appropriate funding sources.

On a motion duly made and seconded, the Committee approved item 5.F.
Approved by the following vote:
Ayes: Valdivia, Tickemyer, Ybarra
Noes: None
Absent: None
Motion passed 3-0.

**G. Discussion regarding Agency's application status for Cal-Card Program**

Ms. Ustation presented the June legal invoice from Best Best & Krieger in the

**H. Review of Reserve Allocation Report for June 2026**

Ms. Ustation reported that the Agency's Cal-Card application had been approved and that staff would begin the implementation process. She stated the program includes government purchasing restrictions, receipt upload features, and app-based account management, and that staff will provide training before transitioning from the Wells Fargo credit card to the Cal-Card program. This item was informational only, and no action was taken.

**6. Committee Member Comments**

The Committee discussed recent regional issues, including fire hydrant theft, data center presentations, and related local agency considerations.

**7. Announcements**

Chair Valdivia reviewed the following announcements:
A. Regular Board Meeting, September 14, 2026, at 1:30 p.m.
B. Regular Board Meeting, September 21, 2026 at 6:00 p.m.
C. Finance & Budget Committee Meeting, September 24, 2026 at 4:00 p.m.

**8. Adjournment**

There being no further business to discuss, Chair Valdivia adjourned the Finance & Budget Committee meeting at 4:49 p.m.

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Maricela V. Cabral, MPA, CMC
Deputy Secretary of the Board

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