



**BEAUMONT-CHERRY VALLEY WATER DISTRICT AGENDA  
MEETING OF THE FINANCE & AUDIT COMMITTEE  
Thursday, December 5<sup>th</sup>, 2013 at 3:00 p.m.  
560 Magnolia Avenue, Beaumont, CA 92223**

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**CALL TO ORDER**

*Chairman Ross called the meeting to order at 3:00 p.m., 560 Magnolia Avenue, Beaumont, California.*

*Present at this meeting were Directors Ross and Guldseth, General Manager: Eric Fraser, Director of Financial & Administrative Services: Melissa Bender, and Senior Financial & Administrative Analyst: Dawn Jorge.*

*Public that registered their attendance were: Bill Dickson, Patsy Reeley, Tom Todd Jr. and Ray Morris.*

**PUBLIC INPUT**

*No public comment was received.*

**ACTION ITEMS**

1. Adoption of the Agenda (pages 1-2)

*The Committee adopted the agenda as presented.*

2. Review and Acceptance of the November 7<sup>th</sup>, 2013 Minutes of the Finance and Audit Committee\*\* (pages 3-4)

*The Committee accepted the minutes of November 7<sup>th</sup>, 2013 as presented.*

3. Receive and File Check Register for the Month of October 2013\*\* (pages 5-20)

*The Committee received and filed the October 2013 Check Register as presented.*

4. Financial Reports/Recommendations

- a. Review of the October 2013 Budget Variance Report \*\* (pages 21-25)
- b. Review of the October 31<sup>st</sup>, 2013 Cash/Investment Balance Report\*\* (page 26)
- c. Review of Check Register for the Month of November 2013\*\* (pages 27-39)
- d. Review of November 2013 Invoices Pending Approval\*\* (pages 40-42)
- e. Oral Report: November 7<sup>th</sup>, 2013 Finance & Audit Committee Meeting Action List Items:
  - Review of Irrigation Revenue Account 01-50-510-410151
  - Review of Property, Auto & Gen Liability Insurance Expense Account 01-30-310-550054

*Senior Financial & Administrative Analyst Dawn Jorge advised the Committee that as per their request, a review of the irrigation sales revenue and insurance expense accounts was performed. The irrigation revenue had not been separated from the general sales revenue account and this has been corrected. A portion of the insurance*

*expenses were reclassified into a prepaid account for insurance expenses covering the 2014 year.*

*After review and discussion, the Committee recommended presenting the Financial Reports to the Board for approval.*

5. 2014 Draft Budget Preliminary Review (pages 43-47)

*General Manager Fraser provided an overview on the preliminary draft budget.*

6. Action List for Future Meetings

*No action items were discussed.*

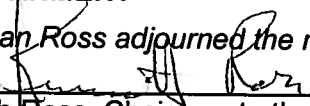
**ANNOUNCEMENTS**

- Regular Board meeting, December 11<sup>th</sup>, 2013 at 7:00 p.m.
- 2014 Budget workshop to be held mid to late December 2013
- District Offices will be closed on December 25<sup>th</sup>, 2013 in observance of Christmas Day.
- District Offices will be closed on January 1<sup>st</sup>, 2014 in observance of New Year's Day.
- Finance & Audit Committee meeting, January 2<sup>nd</sup>, 2014 at 3:00 p.m.
- Regular Board meeting, January 8<sup>th</sup>, 2014 at 7:00 p.m.

*The announcements above were made by Chairman Ross, adding that the 2014 Budget workshop has been scheduled for December 18<sup>th</sup>, 2013 at 6:00 p.m.*

**ADJOURNMENT**

*Chairman Ross adjourned the meeting at 4:00 p.m.*

  
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Kenneth Ross, Chairman to the  
Finance and Audit Committee of the  
Beaumont-Cherry Valley Water District

\*\* Information included in the agenda packet