

**SAN GORGONIO PASS WATER AGENCY**  
**Board of Directors**  
**Finance & Engineering Workshop Agenda**  
**November 15, 2021 at 6:00 p.m.**

President  
Stephen Lehtonen

Vice President  
Larry Smith

Treasurer  
Mickey Valdivia

Directors  
Dr. Blair M Ball  
Ron Duncan  
Chander Letulle  
Robert Ybarra

General Manager  
Lance Eckhart,  
PG, CHG

Legal Counsel  
Jeffrey Ferre

PURSUANT TO RESOLUTION NO. 2021-20, IN AN EFFORT TO PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS), AND BECAUSE STATE AND/OR LOCAL OFFICIALS ARE RECOMMENDING MEASURES TO PROMOTE SOCIAL DISTANCING, THE PUBLIC MAY VIEW THIS MEETING ONLINE. **THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING THIS BOARD MEETING IN PERSON.** MEMBERS OF THE PUBLIC MAY LISTEN AND PROVIDE PUBLIC COMMENT VIRTUALLY BY CALLING THE FOLLOWING NUMBER: 669-900-6833 - MEETING ID: 834 9484 9626 OR VIA ZOOM: [Zoom Link: Finance & Engineering Workshop](#)

**1. Call to Order, Flag Salute, Invocation and Roll Call**

**2. Adoption and Adjustment of Agenda**

**3. Public Comment**

Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. Speakers are requested to keep their comments to no more than five minutes. Under the Brown Act, no action or discussion shall take place on any item not appearing on the agenda, except that the Board or staff may briefly respond to statements made or questions posed for the purpose of directing statements or questions to Staff for follow up.

**4. Reports – Staff [\(4.A\)](#)**

- A. General Manager's Report
  - Water Conditions Update

**5. New Business Finance & Budget [\(5. A-D\)](#) [\(5. E\)](#) [\(5.F\)](#)**

(Discussion and possible recommendations for action at a future Regular Board meeting)

- A. Ratification of Paid Invoices and Monthly Payroll for October, 2021 by Reviewing Check History Reports in Detail
- B. Review of Bank Reconciliation for October, 2021
- C. Review of Budget Report for October, 2021
- D. Review of Pending Legal Invoice
- E. Draft Vacation Buy-Back Policy
- F. Proposal: Financial Analysis Income Study

**6. New Business Engineering [\(6. A\)](#)**

(Informational)

- A. Infrastructure Study Report

**7. Announcements**

- A. Regular Board Meeting, November 22, 2021, at 1:30 p.m.
- B. Office closed in observance of Thanksgiving, November 25<sup>th</sup> & 26<sup>th</sup>, 2021
- C. 2021 ACWA Fall Conference, November 30, 2021 through December 2, 2021
- D. Regular Board Meeting, December 13, 2021, at 1:30 p.m.

**8. Adjournment**

(1) Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, during regular business hours. When practical, these public records will also be made available on the Agency's website, accessible at: [www.sgpwa.com](http://www.sgpwa.com) (2) Any person with a disability who requires accommodation in order to participate in this meeting should telephone the Agency at least 48 hours prior to the meeting in order to make a request for a disability-related accommodation or