

**SAN GORGONIO PASS WATER AGENCY**  
**1210 Beaumont Avenue**  
**Beaumont, California 92223**  
**Minutes of the**  
**Board Finance and Engineering Workshop**  
**October 17, 2022**

IN AN EFFORT TO PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS),  
AND IN ACCORDANCE WITH THE GOVERNOR’S EXECUTIVE ORDER N-29-20,  
THIS MEETING WAS HELD VIA ZOOM.

**Board Present:** Larry Smith, President  
All participants attended by video conferencing/  
teleconferencing Chander Letulle, Treasurer  
Blair Ball, Director  
Ron Duncan, Director  
Kevin Walton, Director  
Robert Ybarra, Director

**Board Absent:** Mickey Valdivia, Vice President

**Staff Present:** Lance Eckhart, General Manager  
Tom Todd, Jr., Chief Financial Officer  
Emmett Campbell, Sr. Planner  
Matt Howard, Operations Manager  
Cheryle Stiff, Executive Assistant

**Consultants Present:** Holland Stewart, Legal Counsel

- 1. Call to Order, Flag Salute, and Roll Call:** The Finance and Engineering Workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by Treasurer Chander Letulle at 6:00 p.m., October 17, 2022. Treasurer Letulle led the Pledge of Allegiance to the flag. Treasurer Letulle gave the invocation. Treasurer Letulle requested a roll call.

<b><u>Roll Call:</u></b>	<b><i>Present</i></b>	<b><i>Absent</i></b>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Treasurer Letulle	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice President Valdivia	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director Ybarra	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>
President Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A quorum was present.

- 2. Adoption and Adjustment of Agenda**  
The agenda was adopted as published.

### 3. Public Comment

There was no public comment.

### 4. Consent Calendar

A. Adopt Resolution No. 2022-25 of the Board of Directors of the San Geronio Pass Water Agency Re-Authorizing Remote Teleconference/Virtual Meetings of Pass Water Agency Legislative Bodies for the Period of October 17, 2022 to November 16, 2022 Pursuant to Brown Act Provisions

Director Smith made a motion to approve the consent calendar. Director Walton seconded the motion. Treasurer Letulle requested a roll call vote.

<b>Roll Call</b>	<b>Ayes</b>	<b>Noes</b>	<b>Abstain</b>	<b>Absent</b>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Letulle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Valdivia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ybarra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion passed 6-0, with Vice President Valdivia absent.

### 5. Reports

#### A. General Manager's Report

1. New Hire: General Manager Lance Eckhart introduced the Agency's newly hired Operations Manager, Matt Howard. Mr. Howard thanked Mr. Eckhart for the opportunity to work for the Agency, and said he looks forward to working with each of the directors.
2. Water Conditions Update. Mr. Eckhart spoke briefly on current water conditions.
3. Recharge Update: Mr. Eckhart reviewed the amount of water that has been recharged in 2022. He noted that about 1,300 acre-feet of Nickel water would be delivered during October and November. The Board asked clarifying questions.

### 6. New Business Finance & Budget

A. Investment Performance Report (Richard Babbe, Sr. Managing Consultant, PFM Asset Management): Mr. Todd introduced Mr. Babbe. Mr. Babbe reviewed the current state of the economy and the performance of Agency investments for the quarter ending September 30, 2022. He answered clarifying questions from the Board.

Treasurer Letulle noted that he and Vice President Valdivia reviewed the financial documentation for items 6. B-E.

**6. (cont)**

- B. Ratification of Paid Invoices and Monthly Payroll for September 30, 2022: The Board reviewed paid invoices of \$11,513,202.56 and monthly payroll of \$75,408.71 for a total of \$11,588,611.27 for September, 2022.
- C. Review of Bank Reconciliation for September 30, 2022: The Board reviewed the bank reconciliation for September, 2022. Mr. Todd explained the line item “Add: In-Transit Expenses” as noted on the Bank Reconciliation.
- D. Review of Budget Report for September 30, 2022: The Board reviewed the budget report for the three months ending September 30, 2022. After discussion, Treasurer Letulle asked for a motion on Items 6. B-D. Director Duncan made a motion to accept Items 6. B-D at the next regular Board meeting, as presented. Director Ybarra seconded the motion. Treasurer Letulle requested a roll call vote.

<b>Roll Call</b>	<b>Ayes</b>	<b>Noes</b>	<b>Abstain</b>	<b>Absent</b>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Letulle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Valdivia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ybarra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion passed 6-0, with Vice President Valdivia absent.

- E. Review of Pending Legal Invoices for September, 2022: Mr. Todd noted that the legal invoice for September was a more than average. He explained the activities that caused the additional expenditures. Director Ball made a motion to recommend that the Board approve payment of the legal invoice for September, 2022 in the amount of \$26,764.74 at the next regular Board meeting. Director Ybarra seconded the motion. Treasurer Letulle requested a roll call vote.

<b>Roll Call</b>	<b>Ayes</b>	<b>Noes</b>	<b>Abstain</b>	<b>Absent</b>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Letulle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Valdivia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ybarra	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion passed 6-0, with Vice President Valdivia absent.

Mr. Todd made a brief comment related to the Check History report. President Smith asked Mr. Todd to mention that electronic receipts for payments from directors and staff are acceptable documentation.

Mr. Eckhart made a brief comment related to the Procurement Policy, to inform the Board that he authorized Zanjero to complete additional work on the contract to complete the UWMP Annual Assessment. Currently, Zanjero is \$730 over budget, and will likely need to expend an additional \$3,000. The additional costs are within Mr. Eckhart's signing authority.

## **7. Informational:**

### **A. State Water Project/Central Valley Project Update**

Mr. Eckhart shared a video from a recent meeting of the State Water Resources Control Board that featured an update on Drought and Current Hydrologic Conditions from Karla Nemeth, Director of DWR and Ernest Conant, Regional Director, United States Bureau of Reclamation.

## **8. Announcements**

Treasurer Letulle reviewed the announcements:

- A. Regular Board Meeting, October 24, 2022 at 1:30 p.m.  
- Teleconference/Zoom
- B. Office will be closed in observance of Veterans Day, November 11, 2022
- C. Regular Board Meeting, November 14, 2022 at 1:30 p.m.  
- Teleconference/Zoom
- D. Finance and Engineering Workshop, November 21, 2022 at 6:00 p.m.  
- Teleconference/Zoom

## **9. Adjournment**

Treasurer Letulle adjourned the meeting at 7:40 pm.



---

Lance Eckhart, Secretary of the Board

cms