

San Geronio Pass Water Agency

DATE: February 5, 2024
TO: Board of Directors
FROM: Lance Eckhart, General Manager
BY: Tom Todd, Jr., Chief Financial Officer
SUBJECT: REQUEST FOR BOARD TRAVEL OUTSIDE CALIFORNIA

BACKGROUND

The Board is considering a request by Chander Letulle to travel outside the state of California to attend an ACWA conference in Washington, D.C., February 27 through February 29, 2024.

ANALYSIS

The Directors' Travel and Expense Reimbursement Policy states in Section 4, subsection 5: *Directors are authorized to travel anywhere within the State of California, or to participate in any Water Education Foundation (WEF) tour. Travel to other states outside of a WEF tour is allowed if approved in advance by the Board of Directors at a regularly scheduled Board meeting.*

DISCUSSION

ACWA's 2024 D.C. Conference is a great opportunity to promote the good work SGPWA is doing in the region and to seek support for key issues facing the Pass area with federal policymakers.

Vice President Letulle is also on several ACWA Committee's including the local government committee which makes recommendations to ACWA's Board of Directors and the State Legislative Committee on local government matters affecting water agencies, including planning issues, local government organization, and finance. The committee also gathers and disseminates information on the value of special districts, and shares information promoting excellence in local government service delivery.

FISCAL IMPACT

Expenditures for Board travel and education are included in the General Fund budget. The budget that is established for Travel and Education is a combined amount and includes all Board member travel and education. Each Board member has a separate general ledger designation in order to keep track of individual expenditures.

The total amount budgeted for the line item Directors Travel and Education is \$50,000. As of January 2023, Mr. Letulle has expended \$11,057.21.

Anticipated expenses include airfare, hotel, conference registration, ground transportation, and miscellaneous meals, for an estimated total of \$3,500.

The history of Board enacted policies show that the Board is mindful of its responsibility to the public. From Section 3 of the policy: *Because the Pass Agency is a public agency, such expenses should be carefully considered, bearing in mind that these are public funds and that only a reasonable level of expense is warranted.*

ACTION

The Board authorization is required for travel outside California. The Board has a number of options; the following are suggestions, not constraints: permit travel for an individual, permit travel for an event, cost-share the expense with another public agency, or refuse authorization.

ATTACHMENTS

- ACWA 2024 Washington D.C. Water Conference
- ACWA 2024 Washington D.C. Water Conference Preliminary Agenda

ACWA 2024

WASHINGTON D.C. WATER CONFERENCE

FEB 27 - 29 | #ACWACONF



Meet and join fellow water agencies in Washington, D.C. to highlight the importance of California water issues.

ACWA's 2024 D.C. Conference will be an exciting time to gather in the Nation's Capital! With the Presidential election on the horizon and Congress wrestling with many critical issues facing the nation, join your colleagues for three days of networking, learning, and interacting with policy makers.

Whether you're a seasoned advocate or just beginning to learn about ACWA's federal efforts, the 2024 D.C. Conference is accessible for all water professionals. Innovative programming paired with traditional favorites will offer a breadth of topics and a variety of speakers.

WHAT CAN YOU EXPECT?

TUESDAY

Join Advocacy 101, a new program with experts sharing advice on the finer points of federal advocacy and how to make the most of your time in the Nation's Capital. Finish off your first day at a joint reception with the California Association of Sanitation Agencies (CASA).

WEDNESDAY

Join the networking breakfast and hear keynote addresses from Biden Administration officials. Then, meet back up with colleagues for lunch before heading to the Capitol to hear from the CA Congressional Delegation at the signature Congressional Speech Program.

THURSDAY

Members are encouraged to schedule their own meetings with Congressional Representatives and Administration Officials. For resources and tips on scheduling meetings, please review [ACWA's Outreach Handbook](#).

Capacity is limited. Registration available on a first-come, first-served basis.

CONFERENCE REGISTRATION

Advantage: \$825*

Standard: \$1,240

Deadline: Feb. 9, 2024

Registration includes Tuesday breakfast, lunch and Congressional Reception, Wednesday breakfast and lunch, and Thursday breakfast along with conference materials.

**To be eligible for 'Advantage Pricing', you MUST be an ACWA Public Agency Member, Associate, or Affiliate*

LOCATION

Willard InterContinental

Washington, D.C.

1401 Pennsylvania Avenue NW,

Washington, D.C. 20004

(202) 628-9100

washington.intercontinental.com

HOTEL RESERVATIONS

Special Rate

\$379/night + taxes & fees

Reservation cut-off

Feb. 2, 2024

SPONSORSHIPS

Contact Joseph Ramos at

josephr@acwa.com for more information.

QUESTIONS?

Contact ACWA's events team at

events@acwa.com or

(916) 441-4545.

REGISTER NOW » www.acwa.com/events

ACWA 2024

WASHINGTON D.C. WATER CONFERENCE

FEB 27 - 29 | #ACWACONF

PRELIMINARY AGENDA

TUE., Feb. 27 – *Willard Intercontinental Hotel*

9:00 – 10:00 a.m.	Breakfast
10:15 – 12:30 p.m.	Federal Advocacy 101
12:30 – 1:30 p.m.	Lunch
2:00 – 4:30 p.m.	Afternoon Programming
6:00 – 8:00 p.m.	ACWA Congressional Reception with the California Association of Sanitation Agencies <i>U.S. Botanic Gardens, 100 Maryland Ave SW, Washington, DC 20001</i>

WED., Feb. 28 – *Willard Intercontinental Hotel and Capitol Visitor Center*

8:00 a.m. – 9:00 a.m.	Breakfast
8:45 – 11:30 a.m.	Morning Programming
11:45 a.m. – 12:45 p.m.	Lunch
1:30 p.m.	Group Picture
2:00 – 5:00 p.m.	Congressional Speech Program

THUR., Feb. 29 – *Willard Intercontinental Hotel*

8:30 – 9:30 a.m.	Closing Breakfast
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Members are encouraged to schedule independent advocacy meetings during this time.