

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

**Official Minutes**  
**Board of Directors Regular Meeting**  
**September 9, 2024**

THIS MEETING WAS HELD IN PERSON,  
WITH PUBLIC AVAILABILITY PROVIDED VIA ZOOM.

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

The San Gorgonio Pass Water Agency Board of Directors meeting was called to order by President Valdivia at 1:30 p.m., Monday, September 9, 2024, at the office of the Agency. Director Duncan gave the invocation; Treasurer Ybarra led the Pledge of Allegiance and President Valdivia requested a roll call.

**Board Present:**

Mickey Valdivia, President  
Chander Letulle, Vice-President  
Robert Ybarra, Treasurer  
Kevin Walton, Secretary  
Blair M Ball, Director (arrived at 1:34 p.m.)  
Ron Duncan, Director  
Larry Smith, Director

**Staff Present:**

Lance Eckhart, General Manager  
Thomas Todd, Jr., Chief Financial Officer  
Maricela Cabral, Exec. Asst. /Clerk of the Board  
Emmett Campbell, Sr. Water Resources Planner  
Matt Howard, Operations Manager

**Consultant Present:**

Jeff Ferre, Legal Counsel

A quorum was present.

**2. Adoption and Adjustment of Agenda**

The agenda was adopted as published.

**3. Public Comment**

Joyce McIntire, President of the Yucaipa Valley Water District Board, announced their agency has been honored with the Medium Recycled Water Agency of the Year Award. This award will be presented at the upcoming 2024 WateReuse Conference in Garden Grove.

Sarah Wargo, President of Cabazon Water District, expressed gratitude for the funding received for the Isolation Valve Gap Project, which has been completed. She also reported the completion of the Bonita vault project and the Esperanza

project, which involved infrastructure upgrades. Additionally, she informed the Board about the upcoming Cabazon Community Day scheduled for September 21, 2024, from 10-1p.m.

**4. Consent Calendar**

- A. Approve Minutes of the August 19, 2024, Regular Meeting of the San Geronio Pass Water Agency Board of Directors.
- B. Approval of the Finance and Budget Committee Meeting Report, for September 5, 2024.

On a motion by Director Duncan, seconded by Treasurer Ybarra, the board approved the Consent Calendar as presented.

Approved by the following vote:

Ayes: Smith, Walton, Duncan, Ybarra, Letulle, Ball, Valdivia

Noes: None

Absent: None

**Motion passed 7-0.**

**5. Reports**

**A. General Manager's Report**

General Manager, Lance Eckhart reported on the following:

- 1. First GAP Funding check received from South Mesa Water Company.
- 2. Discussed the impact of the Line Fire and the agency's effort to support water delivery.
- 3. Announced SGPWA is being recognized by The California Association of Mutual Water Companies (CalMutuals) as the recipient of the inaugural "Jim Byerrum Small Systems Champion Award."
- 4. Highlighted Exec. Assistant/Clerk of the Board Cabral's recent educational achievements.

**B. Legal Counsel's Report**

Counsel Jeff Ferre provided an update on guidelines for directors and public agencies during the ongoing election cycle.

**6. New Business – Discussion and Possible Action:**

**A. Consideration of Updated Credit Card Policy**

Thomas Todd Jr., Chief Financial Officer outlined the proposed update to the Credit Card Policy. The revised policy grants staff access to credit cards at the General Manager's discretion, highlights the importance of promptly reporting fraud to the finance office, and enhances the General Manager's authority to cancel cards in cases of systematic abuse. These changes are designed to improve management flexibility and financial oversight.

The Board discussed the updates to the policy.

On a motion by Secretary Walton, seconded by Director Duncan, the board approved the updated Credit Card Policy as outlined in Draft Number Two.

Approved by the following roll call vote:

Ayes: Smith, Walton, Duncan, Ybarra, Letulle, Ball, Valdivia

Noes: None

Absent: None

**Motion passed 7-0.**

## **B. Consideration of Public Agency Retirement Services Trust Retirement Plan**

Thomas Todd, Jr., Chief Financial Officer introduced the consideration of a public agency retirement system trust retirement plan. The selection of PARS (Public Agency Retirement Services) as the provider due to their responsiveness and sustainability for small agencies. Mr. Todd emphasized the plan is designed to bolster PEPRA employees' retirement options, with contributions set by the agency. The plan aims to create equity for classic members and attract and retain quality employees.

The Board discussed the benefits of the defined contribution plan, including the flexibility of the plan, potential for future changes by the General Manager, and tax advantages for employees.

On a motion by Director Smith, seconded by Treasurer Ybarra, the board approved Resolution No. 2024-10, authorizing execution of an Agreement with the Public Agency Retirement System (PARS) Trust to provide a Defined Contribution Retirement Plan for Agency employees with plan updates to the board annually.

Approved by the following roll call vote:

Ayes: Smith, Walton, Duncan, Ybarra, Ball, Valdivia

Noes: Letulle

Absent: None

**Motion passed 6-1.**

## **7. Reports - Directors and Committee Report**

- i. August 20, 2024, Yucaipa Valley Water District Board Meeting (Duncan, Walton)
- ii. August 21-23, 2024, Urban Water Institute Annual Conference (Smith, Valdivia)
- iii. August 29, 2024, Beaumont-Cherry Valley Water District Special Meeting of the Board of Directors Engineering Workshop (Ball)
- iv. August 29, 2024, ACWA Executive Edge Leadership Forum (Letulle)
- v. September 3, 2024, San Bernardino Valley Municipal Water District Board Meeting (Smith, Valdivia, Walton)
- vi. September 3, 2024, Beaumont City Council Meeting (Walton)

- vii. September 4, 2024, Special Meeting of the Beaumont Basin Watermaster (Duncan, Smith, Valdivia, Walton)
- viii. September 6-7, 2024, Stagecoach Days Event (Duncan, Valdivia, Walton, Ybarra)

**8. Topics for Future Agendas**

No topics were discussed.

**9. Announcements**

President Valdivia reviewed the following announcements:

- A. Regular Board Meeting, September 16, 2024, at 6:00 p.m.
- B. Finance & Budget Committee Meeting, September 26, 2024, at 10:00 a.m.
- C. Backbone Pipeline Workshop, September 30, 2024, at 12:00 p.m.
- D. Regular Board Meeting, October 7, 2024, at 1:30 p.m.

**10. Adjournment**

There being no further business to discuss, President Valdivia adjourned the meeting at 3:24 p.m. The next regularly scheduled meeting is Monday, September 16, 2024, at 6:00 p.m.

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Kevin Walton, Secretary of the Board

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