



BEAUMONT-CHERRY VALLEY WATER DISTRICT
560 Magnolia Avenue, Beaumont, CA 92223

MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING
Thursday, April 2, 2020 at 3:00 p.m.

***Meeting held via teleconference pursuant to
California Government Code Section 54950 et. seq. and
California Governor's Executive Orders N-29-20 and N-33-20***

CALL TO ORDER

Director Hoffman called the meeting to order at 3:00 p.m. via teleconference.

Announcement of Teleconference Participation

Director of Finance and Administration Yolanda Rodriguez clarified that this meeting is conducted via teleconference pursuant to California Government Code Section 54953, and under Executive Order N-29-20 and N-33-20 of the Governor of California.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda for this meeting, pursuant to the Brown Act and the Governor's Executive Order. Under the Governor's Executive Order and the Gathering Guidelines of the California Department of Health due to the danger of COVID-19, the teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities.

The Beaumont-Cherry Valley Water District (BCVWD) will use sound discretion and make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to meetings.

Attendance

Directors present:	Director Hoffman and Director Slawson
Directors absent:	None.
Staff present:	General Manager Dan Jaggars Director of Finance and Administrative Services Yolanda Rodriguez Assistant Director of Operations James Bean Senior Engineer Mark Swanson Senior Finance and Administrative Analyst Bill Clayton Accountant III Lorena Lopez Administrative Assistant Erica Gonzales
Members of the public who registered:	None.

Director of Finance and Administration Yolanda Rodriguez verified that all members of the Finance and Audit Committee and staff have indicated that they are able to hear the other members clearly on the teleconference. No committee members or staff expressed any reason to believe, based on voice recognition or otherwise, that those persons representing themselves to be committee members are not truly so.

PUBLIC INPUT: *None.*

ACTION ITEMS

1. Adjustments to the Agenda: *None.*
2. Review and Acceptance of the March 5, 2020 Minutes of the Finance and Audit Committee

The Committee accepted the minutes of March 5, 2020 as presented.

3. Receive and File the Check Register for the Month of February 2020

The Committee received and filed the February 2020 Check Register as presented.

4. Financial Reports/Recommendations

- a. Review of the February 2020 Budget Variance Report
- b. Review of the February 29, 2020 Cash/Investment Balance Report
- c. Review of Check Register for the Month of March 2020
- d. Review of March 2020 Invoices Pending Approval

Director Hoffman reviewed the reports. He noted that the budget seems on schedule, but it is early in the year to tell. He reminded that water has been purchased and at a higher price, which will be reflected in expenses.

Director Hoffman pointed out interest earned equating to a cash increase.

On the March check register, Hoffman noted check 9998 payable to B81 paving combining several invoices for a total of \$13,688. General Manager Jagers confirmed this was for service relocations between 9th and 10th on Magnolia related to the pipeline project approved by the Board as part of the Beaumont Avenue paving project, other District-wide repairs, meter service lines and mainlines unrelated to the Beaumont Avenue paving project. Director Hoffman asked about costly traffic control measures or personnel expenses. Ms. Lopez explained that charges are based on the size of the repair. Mr. Clayton added that the District obtains prices per square foot from several different contractors and at B81 is currently at \$7.25 per square foot which is the least expensive. Director Hoffman inquired about higher grade asphalt used on the street; Mr. Jagers answered that paving is done to city or county standards using their public works specifications.

In response to Director Hoffman, Mr. Jagers explained the expense for the landscape maintenance contractor on site specific services.

Director Hoffman pointed out the cost of electricity for pumping. He noted water purchases from San Geronio Pass Water Agency (SGPWA) for February at \$823,526. He requested an update on water supply status during the General Manager's Report.

Director Hoffman acknowledged the invoices from legal counsel.

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

5. Analysis: Monthly electricity expenditures related to production

Director Hoffman said the comparison information is appreciated and recommended Director Slawson review the report.

6. Status of State Water Project Water Deliveries during the Local Emergency due to COVID-19

General Manager Jagers noted that the District has suspended deliveries in the short term to the Noble Creek Recharge Facilities in an effort to minimize non-critical activities required of staff. He expects activity to be suspended until at least April 13, however messaging from the Riverside County Emergency Operations Department has identified an expected increase of COVID-10 related cases projected out to May 7. Staff will decide whether to take deliveries based on that information, Jagers stated. He explained that any water deliveries may be staggered on / off for two or three weeks in order to minimize the need for maintenance and ongoing activities by staff.

Director Hoffman said he walked Phase 1 of the ponds and noted they were pretty empty, and that water has percolated in good order. He said he saw no evidence of damaged fences or vandalism on the facility. Hoffman pointed out the District has also received water through the SGPWA facility and said he believes the District is in a good position to be able to plan for the benefit of those to whom service is provided.

Director Slawson encouraged everyone to stay safe.

General Manager Jagers noted that a little more than 3,000 acre-feet (AF) was delivered between February and early March. The order for this year is approximately 9,400 AF and will try to deliver another 6,400 AF. If restarting in May, the District would want to accept 914 AF per month which is achievable, he noted. More will be known in the next week or so, Jagers advised.

Director Hoffman added that he has received his water bills for several properties. With the steady rain, he noted, his water bills are almost a record low, and suggested revenue may be less than normal over a month's period.

7. Action List for Future Meetings:

- Update on Water Supply Conditions
- Water rates
- Capacity fees

ANNOUNCEMENTS – Pursuant to Governor's Executive Order N-33-20, all BCVWD Board and Committee meetings will be held via Teleconference until further notice

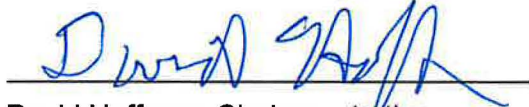
Director Hoffman read the following announcements:

- Regular Board Meeting: Wednesday, April 8, 2020 at 6:00 p.m.
- Engineering Workshop: Thursday, April 23, 2020 at 6:00 p.m.
- Collaborative Agencies Committee Meeting: Wednesday, May 6 at 5:00 p.m.
- Finance and Audit Committee Meeting: Thursday, May 7, 2020 at 3:00 p.m.
- District offices will be closed on Monday, May 25 in observance of Memorial Day
- Beaumont Basin Watermaster Committee: Wednesday, June 3, 2020 at 10 a.m.

Ms. Rodriguez added a Personnel Committee Special Meeting: May 18, 2020 at 5:30 p.m.

ADJOURNMENT

Director Hoffman adjourned the meeting at 3:34 p.m.



David Hoffman, Chairman to the
Finance and Audit Committee of the Beaumont-Cherry Valley Water District