



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS  
Thursday, October 28, 2021 at 6:00 p.m.**

*Meeting held in person and via teleconference and video teleconference  
pursuant to California Government Code Section 54950 et. seq. and under the  
provisions of Assembly Bill 361 and BCVWD Resolution 2021-16*

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**Call to Order: President Slawson**

*President Slawson began the meeting at 6:02 p.m.*

*Pledge of Allegiance was led by President Slawson.*

*Invocation was given by Director Hoffman.*

**Announcement of Teleconference Participation**

Director of Finance and Administrative Services Kirene Manini, PhD, clarified that this meeting is conducted pursuant to BCVWD Resolution 2021-16.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. The teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities and at the BCVWD Administrative Office Board Room.

All four directors in attendance were present in the Board Room.

**Roll Call:**

Directors present:	Covington, Hoffman, Slawson, Williams
Directors absent:	Ramirez
Staff present:	General Manager Dan Jagers Director of Finance and Administrative Services Kirene Manini, PhD Senior Engineer Mark Swanson Director of Operations James Bean Senior Finance and Administrative Services Analyst William Clayton Human Resources Coordinator Sabrina Foley Accounting Technician Erica Gonzales Administrative Assistant Cenica Smith
Legal Counsel	Absent

Members of the public who registered their attendance: David Hendricks of Meritage Homes.

**Public Comment:** None.

1. **Adjustments to the Agenda:** None.
2. **Consider Setting a Date for a Public Hearing and Adoption of Ordinance 2021-02: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2021-01**

General Manager Jagers reminded the Board of the adoption of Ordinance 2021-01 on January 28, 2021 establishing the per diem rate at \$260 per day of service to the District. District policy requires review each October, he explained. The Board may increase the per diem by 5 percent (\$13) via a public hearing.

President Slawson reiterated that this had been addressed at the beginning of 2021. President Slawson invited public comment. There was none.

Director Covington recommended leaving the per diem as it stands now at \$260. All directors concurred. No action was taken.

3. **Resolution 2021-19: Adopting Policy 5095 District Residences and Facility Emergency Policy and Amending the District's Policies and Procedures Manual**

General Manager Dan Jagers advised the Board that the minor changes requested at the last meeting were made, and presented the resolution for approval.

Director Covington said he reviewed the changes as had been discussed and said staff has met all the marks as requested by the Board.

President Slawson invited public comment. There was none.

*The Board approved Resolution 2021-19 Adopting Policy 5095 District Residences and Facility Emergency Policy and amending the District's Policies and Procedures Manual by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

4. **Resolution 2021-20: Adjustment to the Fiscal Year 2021 Operating Budget for Electricity - Wells**

Mr. Jagers reminded the Board of prior discussion regarding a discrepancy in the electrical pass-through rate, which was increased accordingly. There were two parts to the discrepancy, he explained: an increase in the budget line item to account for the correction of the pass-through rate, and additional sales which required higher energy use to pump the water.

Any budget adjustment of \$50,000 or greater comes to the Board for approval, he noted. In response to questions from President Slawson and Director Covington, Mr. Jagers reviewed the expense and revenue estimates, and mechanism for budgeting.

Director Covington asked about the driver of the higher bills from Southern California Edison (SCE). Mr. Jagers explained that the budget numbers were adopted in 2019 and the beginning of 2020, and in 2020 and 2021 there were rate increases from SCE which created a significant cost increase to the District.

Director Covington asked about the reason for funding the overage in cost via transfer from the Capital Replacement reserve. Mr. Jagers explained and said the most recent rate study considered a "fund-as-you-go" strategy, and this is the pool where leftover funds land, he said. He assured the Board that the increase in SCE pass-through is matching the cost and is being moved for spending in the correct item. Water use is still up, as it has been a very dry year, he said, but the pass-through and expenses should balance at the end of the year.

Jagers assured Covington that the Finance and Audit Committee had reviewed the activity. President Slawson clarified Jagers' intent to review the use of the Capital Replacement reserve.

Director Hoffman requested detailed tracking of the transfer funds to assure adherence to budget. Jagers explained the current ongoing analysis.

Jagers further explained that this was being brought to the Board before the next payment tipped the expense over the approved budget. Director Covington indicated that he has experienced the same over budget SCE costs at his employer and suggested many may be in the same predicament.

*The Board approved Resolution 2021-20: A mid-year adjustment to the Fiscal Year 2021 Operating Budget for Electricity - Wells in the amount of \$511,000 by the following roll-call vote:*

MOVED: Williams	SECONDED: Hoffman	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

## **5. Antonell Court Pipeline Replacement Project Cost Update and Notice of Completion**

Senior Engineer Mark Swanson reviewed the project: abandonment of an existing line and replacement with a new 8" line. Contractor Merlin Johnson provided the labor, and the District supplied materials, he explained.

Swanson reminded the Board about the additional funding that had been requested due to unanticipated requests from the City of Beaumont, and summarized the project costs totaling approximately \$236,700. There is some minimal staff time remaining, he noted, but the project has come in under budget.

Mr. Jagers added that this is a new format to finish a project, provide the Board-requested wrap up report, and have a memorialization of the project status.

President Slawson invited public comment. There was none.

*The Board authorized the General Manager to file the Notice of Completion for the Antonell Court Pipeline Replacement Project with the Riverside County Assessor – County Clerk – Recorder by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

**6. Approve Additional Expenditures for the previously Approved Pipeline Relocation Project for Beaumont Master Drainage Plan (MDP) Line 16, Award Contract for Pipeline Relocation Project for MDP Line 16, and Approve Operated Equipment Rental Funds for MDP Line 16 Phase II Pond Bank and Tank Site Grading**

General Manager Jagers detailed the components of the three-part request and explained impacts to the project costs. Mr. Swanson explained the current activity and timing. The intent is to bring back to the Board an update upon completion of the grading, he said.

The District is suffering from the economy on the construction side, but is saving some funds with a creative approach to grading, Jagers noted.

President Slawson invited public comment. There was none.

*The Board:*

- 1. approved additional expenditure for Beaumont Master Drainage Plan (MDP) Line 16 Pipeline Relocation Project in the amount of \$134,000 for a not-to-exceed total project amount of \$875,300 to cover increased costs associated with MDP Line 16 water line relocation construction activities and grading operations, including material purchased and project contingencies to be distributed between various project components as necessary; and*
- 2. authorized the General Manager to enter a contract with Merlin Johnson Construction to provide labor and construction equipment and testing necessary to complete the Pipeline Relocation Project for the MDP Line 16 in the amount of \$448,700; and*

3. *approved fund expenditure in the amount not-to-exceed for Operated Equipment Rental with Weaver Grading, Inc. necessary to complete the Noble Creek Recharge Facilities Phase II Pond Bank Grading in the amount of \$166,000*

*by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

**7. Consider Issuance of Grading Water for Upcoming Development Within Fairway Canyon Master Planned Community (Tract 31462 – Phase IVB)**

Mr. Jagers reminded the Board of discussion of this item at the October 13, 2021 Regular meeting and the Board's request to bring back the intended grading water letter.

Mr. David Hendricks of Meritage Homes expressed appreciation for the work of the Engineering Department on the project, noting that the project was acquired on June 30 and is ready to start the second phase of grading.

Director Covington pointed to the draft letter included in the agenda packet. Mr. Swanson noted inclusion of language regarding potential restriction of potable water for grading activities as related to the Water Shortage Contingency Plan.

Swanson added that there will be additional grading phases in the future. Director Covington noted the grading activity and Swanson explained the majority of heavy grading would occur between November 1, 2021 and April 1, 2022. In response to Director Covington, Mr. Swanson stated that supply is provided at a construction water rate, and in this instance, the developer has their own meter which is read daily by the District.

President Slawson invited public comment. There was none.

**8. Consideration of Request for Update of *Will-Serve Letter* for Previously Approved Development – Noble Creek Estates (Riverside County Assessor's Parcel Nos. 400-250-010 & 400-250-012 and Annexation of Riverside County Assessor's Parcel No. 400-250-010 – a portion of Noble Creek Vistas Specific Plan) located in the City of Beaumont**

Senior Engineer Mark Swanson reminded the Board of previous discussion on the Noble Creek Specific Plan. These two parcels are the area on the northern side fronting Brookside, he explained. The developer is proposing 185 homes, he said. The portion of the project on APN 400-250-012 is within the District's boundary and was part of an annexation of the larger project. The 400-250-010 parcel would require annexation, he added. The APN numbers are transposed on the exhibit, Jagers clarified.

Director Slawson pointed out that the parcel to be annexed is an island within BCVWD boundaries, and Mr. Swanson stated there are two areas and the history of annexation is unknown. There is an additional 2.2-acre parcel (APN 400-250-011) that requires annexation, but staff has been unable to identify the owner, Swanson added, and this parcel is part of the 15 acres identified in the Settlement Agreement (Case No. RIC 427282) which stated there should have been a conveyance to the City of Beaumont for use by BCVWD.

In response to Director Covington, Mr. Swanson clarified that the *Will-Serve Letter* (WSL) issued around 2002 for the Noble Creek Vistas Specific Plan (of which this project was identified as TTM 29522) went dormant, and consideration of issuance for this Project should be considered a new WSL, as it has been redefined. This Project has recently resumed moving forward, and although the entitlements are dead, the reshaped project will still fall under the entitlements of the overall specific plan, he explained.

Director Hoffman asked about APN 400-250-011. Mr. Swanson explained the necessity for annexation with the assistance of the developer under a conditional WSL. This approval includes the condition to include the parcel with the annexation package, he said. Mr. Jagers offered a brief history of the development, and Director Hoffman opined this should be a new WSL, not an update. Mr. Swanson pointed to the entitlements of the original Specific Plan.

Mr. Jagers clarified that this WSL is part of an overall specific plan previously considered by the Board, but this component is being considered as a standalone item; a WSL to support the specific plan but is new to this contract. Director Hoffman noted it was approved 20 years ago, has not been updated, and is now being presented to the Board again for renewal. Mr. Swanson pointed out the original WSL will always reside with the name "Noble Creek Vistas."

President Slawson pointed out the reduction in number of units for the project is a positive.

*The Board approved the request for update of Will-Serve Letter for a previously approved development located between Oak Valley Parkway and Brookside Avenue and west of Beaumont Avenue, identified as Riverside County Assessor's Parcel Nos. 400-250-010 & 400-250-012 and Annexation of Riverside County Assessor's Parcel No. 400-250-010 within the City of Beaumont, subject to payment of all fees to the District and securing all approvals from the City of Beaumont for a term of one year by the following roll-call vote:*

MOVED: Williams	SECONDED: Hoffman	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

9. **Request for *Will-Serve Letter* for Riverside County Assessor's Parcel Nos. 419-150-026 & 419-150-027 located on Highland Springs Avenue, north of 6<sup>th</sup> Street (Further Defined as 675 & 695 Highland Springs Avenue) in the City of Beaumont**

Senior Engineer Mark Swanson explained the location of the existing Splash Car Wash and two parcels adjacent to the north. The owner has indicated intent to merge the parcels and develop an office building and restaurant, he stated. He discussed water consumption with the owner determining no anticipated increase in water consumption from the car wash, but there is no tenant yet identified for the new buildings.

The WSL would be based on the staff-estimated 5.25 equivalent dwelling units (EDUs) based on similar uses, Swanson explained. Once a tenant is identified, the anticipated consumption numbers will be requested and adjusted, and the new number will come back to the Board if there is an increase above what has been identified, he said. In response to President Slawson, Mr. Swanson and Mr. Jagers detailed the process for estimation of water use. Director Covington added that the Board will likely see this again due to the potential development timeline.

Mr. Swanson assured the Board that the District reserves the right to collect additional fees if water use exceeds the expected amount.

Director Covington asked about the criteria for requirement or extending recycled water lines to a project. General Manager Jagers paraphrased the policy and explained that if there is a reasonable expectation that a significant amount of area is going to develop that will continue to consume and warrant the extension of the line to that area, then it is a Case A. If it is an outlier in a developed area with no service, then it is a Case B, and the District has historically made that determination and presents it to the Board conditioned in that manner. Mr. Swanson also pointed to the non-potable Water Master Plan.

President Slawson invited public comment. There was none.

*The Board approved the request for water service Will-Serve Letter (WSL) for the proposed development located on Highland Springs Avenue, north of 6<sup>th</sup> Street, currently identified as Riverside County Assessor's Parcel Nos. (APN) 419-150-026 & 419-150-027 (further defined as 675 & 695 Highland Springs Avenue) within the City of Beaumont, subject to payment of all fees to the District and securing all approvals from the City of Beaumont by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 4-0
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None.	
ABSTAIN:	None.	
ABSENT:	Ramirez	

#### **10. Status of Grant Writing Consultant Townsend Public Affairs, Inc., and Contract Update**

Director of Finance and Administrative Services Kirene Manini, PhD advised that the contract with the consultant is set to expire October 31, 2021. She highlighted three areas in which Townsend assisted the District with grant funding.

General Manager Jagers noted the \$1.5 million Bureau of Reclamation grant at the beginning of the contract period, and indicated that efforts may have been

slowed by COVID and working remotely. There is now additional opportunity coming forward, he stated, and it is up to the Board to determine how to proceed in the future to position the District for other opportunities.

President Slawson pointed out that other contract renewals have involved reaching out to other consultants. The policy does not require an automatic extension, Jagers noted, but a request for proposals should the Board desire. This is a \$4,000 per month contract, he added.

Director Hoffman noted the funding received and suggested there is additional potential over the next three years in other areas. He said he felt it was successful; President Slawson concurred.

General Manager Jagers indicated that policy dictates that the services go back out for proposal and suggested reissuing the Request for Proposal, providing some budget for a gap period. Director Covington agreed that the RFP process should be repeated and stated that he had not heard anything from staff or Townsend related to water bond money of Proposition 61 or Proposition 68, and SAFER 200. He said he finds it hard to believe that none of these have hit the District's radar, but acknowledged that there may be staff level discussion or perhaps the District does not qualify for the programs. This presents a big question mark for Townsend, he noted, and said he wants to feel comfortable that nothing is being missed. The District needs to communicate its needs to the consultant, he added.

Mr. Jagers assured that information is being shared at staff level with Townsend, and acknowledged that a better report back and analysis is warranted. He suggested a bi-monthly report.

Director Hoffman agreed with Covington, acknowledged the staff report, and noted there should be some level of accountability and transparency such as updates to the Board on a regular basis without burdening staff. In response to Director Covington, Mr. Jagers advised that regular reports to staff are received by email.

Director Covington recommended that the RFP be refined and reissued with an eye to what was missing over the last three years, and the available funding.

#### **11. Continued Review of Anticipated California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response**

General Manager Jagers shared the statewide proclamation of drought by Governor Gavin Newsom on October 19, 2021. Conservation has reached only 1.8 percent, he noted, and read Newsom's statement that "the most impactful action Californians can take to extend available supplies is to redouble their efforts to voluntarily reduce their water use by 15 percent from 2020 levels."

The Governor is saying "do more," but there are no teeth in the proclamation, Jagers explained. He listed the water-saving recommendations that have not yet been adopted by the Water Board and advised there is no clear direction from the State. More will be known as the year progresses, he stated, but said he does not yet see the teeth needed in a State level statement to declare an emergency where conservation is required. Once there is something effective, it will be brought to the Board with the Water Shortage Contingency Plan and a recommendation.



Jaggers noted the recent rainfall but to get to normal, it will need to be a 170 percent year.

**12. Consideration of Attendance at the Association of California Water Agencies Annual Fall Conference (Pasadena) November 30 – December 2, 2021**

Mr. Jaggers reviewed the attendance options. President Slawson indicated interest in attending virtually. Directors Williams and Covington indicated interest in attending in person. Staff will follow up for detailed information.

**13. Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem**

General Manager Jaggers introduced new events of interest. Director Covington and President Slawson indicated interest in the Institute for Local Government training. Staff will follow up.

**14. Status of Local Emergency regarding the Impact of the Respiratory Illness Pandemic COVID-19 pursuant to Resolution 2020-07**

General Manager Jaggers reported that cases are trending downward, but the curve is flattening. He said he expects oscillation over the holidays, but does not see anything alarming related to District COVID exposures. The District is open to serve the ratepayers and staffing is being managed, he advised. There have been no outbreaks or District-transmitted cases.

Jaggers reminded the Board that Resolution 2021-16 will be on the next agenda for reaffirming the AB 361 teleconferencing requirements.

**15. Status of Declared Local Emergencies related to Fires**

- a. Impact of the Apple Fire pursuant to Resolution 2020-17
- b. Impact of the El Dorado Fire pursuant to Resolution 2020-20

President Slawson asked if there had been any impacts due to the recent rain. General Manager Jaggers explained there were some surface flows through Bogart Park and Noble Creek, and some ash appeared to wash off the hills and migrate down. No significant or alarming activity has been noted in the canyon, he said.

Jaggers said staff will continue to monitor and fly a drone to evaluate the upper areas of the canyon that are inaccessible. Cleanup continues of debris resulting from cutting of fire lines, he reported.

**16. Reports for Discussion**

- a. Directors' Reports:  
President Slawson reported on the following:
  - 10/22/2021 - Riverside County Water Task Force

b. Director General Comments: None.

c. General Manager's Report

Mr. Jagers updated the Board on the declared emergency regarding well repairs and status of motors. He noted steps toward landscape improvements.

The District housing roofing was inspected, Jagers reported. There had been difficulty finding prevailing wage roofers to address those projects, he added, but bids are now expected.

The California Conservation Corps workers performed a lot of work at Noble Creek Recharge Facilities Phases I and II, Jagers stated. The landscape contractor, Urban Habitat, has been asked for a quote to address the remainder of the tumbleweeds, and a reservoir cleaning RFP has been released, he said. Motor service is needed at Well 23 and will be coming to the Board in the near future.

Water is being introduced at Noble Creek Recharge Facility Phase I at 12 cfs, set to shut off for the remainder of the year around October 31 or November 1, Jagers advised. He reminded the Board that a letter was sent to the San Geronimo Pass Water Agency requesting purchase of the 580 acre-feet they have in storage.

Jagers said he has also reached out to other local partners to see if they have any interest in providing an opportunity for BCVWD to participate in their storage account activities. One has identified an interest and will respond in the next couple of weeks.

Jagers explained a struggle with five open positions in the water utility personnel. Four offers have been made and one for a temporary position, he reported.

d. Legal Counsel Report: None.

**17. Topics for Future Meetings:**

- Water supply for BCVWD and the region
- Matrix for delivery of recycled water
- Legal Counsel report on changes in Proposition 218
- Legal update on drought conditions in the west
- Maintenance costs at 800-hp well sites
- Policy on rotation of Board President

Mr. Jagers requested and received clarification from the Board on approach to the President rotation policy.

**18. Announcements**

- Finance and Audit Committee Meeting: Thursday, Nov. 4, 2021 at 3 p.m.
- Regular Board Meeting: Wednesday, Nov. 10, 2021 at 6 p.m.
- District offices will be closed Thursday, Nov. 11 in observance of Veterans Day

- Personnel Committee Meeting: Monday, Nov. 15, 2021 at 5:30 p.m.
- Finance & Audit Committee Special Meeting: Monday, Nov. 22, 2021 at 3 p.m.
- Engineering Workshop: Monday, Nov. 22, 2021 at 6 p.m. (Note date change due to holiday)
- District offices will be closed Thursday, Nov. 25 in observance of Thanksgiving Day
- Finance and Audit Committee Meeting: Thursday, Dec. 2, 2021 at 3 p.m.
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5 p.m.

**19. Closed session at 8:21 p.m.**

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54947  
Title: General Manager

**Reconvened in Open Session at 8:43 p.m.**

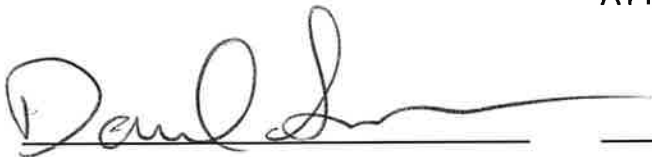
**20. Report on Action Taken at Closed Session**

President Slawson advised that no reportable action was taken.

**21. Adjournment**

*President Slawson adjourned the meeting at 8:43 p.m.*

ATTEST:



Director Daniel Slawson, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District



Director Andy Ramirez, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District