



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

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
Wednesday, November 10, 2021 at 6:00 p.m.**

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

Call to Order: *President Slawson opened the meeting at 6:06 p.m.*

Pledge of Allegiance was led by Director Covington.

Invocation was given by Director Williams.

Announcement of Teleconference Participation

General Manager Dan Jagers clarified that this meeting is conducted in person and via teleconference pursuant to California Government Code Section 54953, and under the provisions of AB 361.

Roll Call:

Directors present:	Covington, Slawson, Williams
Directors absent:	Hoffman, Ramirez
Staff present:	General Manager Dan Jagers Senior Engineer Mark Swanson Senior Finance and Administrative Analyst William Clayton Human Resources Coordinator Sabrina Foley Director of Information Technology Robert Rasha Administrative Assistant Cenica Smith
Legal Counsel	James Markman

Members of the public who registered attendance: Larry Smith, San Geronio Pass Water Agency (SGPWA) Board member, John Heiman, Robert Ybarra, SGPWA Board member.

Public Comment:

1. Adjustments to the Agenda:

None.

2. Consent Calendar:

The following Consent Calendar items were approved with one motion:

- a. Review of the August 2021 Budget Variance Reports
- b. Review of the September 2021 Budget Variance Reports
- c. Review of the September 30, 2021 Cash/Investment Balance Report
- d. Review of Check Register for the Month of October 2021
- e. Review of October 2021 Invoices Pending Approval
- f. Minutes of the Regular Meeting of October 13, 2021
- g. Minutes of the Regular Meeting of October 28, 2021
- h. Resolution 2021-22 Authorizing Public Meetings to be Held via Teleconferencing Pursuant to Government Code Section 54953(e) and Making Findings and Determinations Regarding the Same

MOVED: Covington	SECONDED: Williams	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

3. Resolution 2021-22: Amending the District Policies and Procedures Manual Part I: Personnel: Policy 3010 Employee Performance Evaluation

Human Resources Coordinator Sabrina Foley reminded the Board of adoption of this policy at the October 28, 2021 meeting and pointed out some minor changes as had been recommended by the Personnel Committee. Director Covington indicated satisfaction with the amendments.

President Slawson invited public comment. There was none.

The Board adopted Resolution 2021-22 Amending the District Policies and Procedures Manual Part I: Personnel: Policy 3010 Employee Performance Evaluation by the following vote:

MOVED: Williams	SECONDED: Covington	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

4. Request for Will-Serve Letter Related to the Fairway Canyon Master Plan Development Located in the City of Beaumont and Further Identified as Tract No. 37696 (a Portion of Planning Area 25)

Senior Engineer Mark Swanson introduced the request for 62 single family units as part of Planning Area 25C, described the location on the east side of Tukwet Canyon Parkway, and advised of the project plan status.

Director Covington noted that PA 25 was not included in any previous planning. Mr. Swanson explained that the area was designated for a school, but the school district has deferred on the parcel, so it has been converted to residential.

District Counsel James Markman confirmed that Director Covington did not need to recuse himself from this item.

President Slawson invited public comment. There was none.

The Board approved the request for Will Serve Letter (WSL) for domestic and recycled water service for Tract 37696, a single-family residential tract project, (a portion of Assessor's Parcel Number 413-790-020) located south of Champions Drive and east of Tukwet Canyon Parkway in the City of Beaumont by the following vote:

MOVED: Williams	SECONDED: Covington	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

5. Proposed Policy 4025: Annual Organization Meeting: Election of Officers and Rotation of Board President

General Manager Jagers indicated that this item resulted from previous discussions regarding a more formal approach to Board organization. He reviewed the current policy language related to elections and introduced the information in the staff report.

President Slawson stated he liked the potential of structure with the option to defer and indicated support for a two-year officer term. Vice President Williams also supported the concept for consistency and two-year terms.

Legal Counsel Markman advised the Board to move forward with setting a rotation of one- or two-year terms affording each director an opportunity to serve in office. He emphasized that the Board needs to be able to remove and change officers with a vote of three members of the Board in favor. He also pointed out that it is the President and General Manager who prepare the meeting agendas, and therefore recommended that the Board adopt a policy regarding the addition of items to the agenda upon the request of two directors.

President Slawson pointed to the current policy for agenda items. Mr. Jagers advised that the Board Policy Manual states that any director may request that an item be placed on the agenda and suggested that separate language be embedded in the officer rotation policy. Mr. Markman advised that Board members should not have carte blanche to add items to the agenda and noted that a vote of two does not violate the Brown Act, would be reasonable and would assure the item is substantial.

Director Covington recalled the Board's modification of the agenda policy in December 2019 and agreed that the two aspects of the policy must be in agreement. He suggested further discussion on this item when the two absent Board members are present.

Covington indicated support for officer rotation annually to assure progression of directors: if terms are two years, a director may never have an opportunity. He said the annual organization of the Board looks appropriate, noted that Board members should be able to nominate themselves for office, and there

should be allowances for escape if there are unusual circumstances. The policy should offer a clear pathway through all four offices, he noted.

Covington reviewed the proposed policy language and suggested tailoring it to one-year terms and rotation of all four offices, but not taking into consideration the officer terms as dovetailed with re-election dates or by random process.

Covington also agreed with Mr. Markman's observation that with the way this is currently done at the annual reorganization meeting, if there were one or more rogue Board members, the Board could be monopolized, especially as to creation of agenda. He emphasized crafting a policy for clear guidance to the Board.

Slawson said he was not opposed to one year term. Director Covington requested this item be brought back to the Nov. 22, 2021, meeting.

President Slawson invited public comment. There was none.

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

The Board pre-approved attendance of all directors at the following events for purpose of per diem and reimbursement of associated reasonable and necessary expenses per District policy:

- *Public Policy Institute of California: Seizing the Drought: Water Priorities for Our Changing Climate – Nov. 15-17, 2021 virtual conference*
- *California-Nevada Drought & Climate Outlook Webinar on Nov. 22, 2021*
- *Institute for Local Government: Master Your Role as an Effective Elected Official and Community Leader – Dec. 6 and 13, 2021 virtual conferences*

by the following roll-call vote:

MOVED: Covington	SECONDED: Williams	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

7. 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 advised the Board that the Metropolitan Water District recently declared a drought emergency and began to institute some restrictions. This is on the radar screen, he stated, and cautioned that there are likely some dire times ahead with or without significant rainfall. Actions in accordance with the Water Shortage Contingency Plan (WSCP) will be needed, he advised.

Director Covington pointed to current reservoir conditions and asked if any were gaining. Mr. Jagers explained that with the most recent atmospheric river, there were some positive upswings in reservoir levels, but not a lot in the northern areas. It was not significant enough to view positively, he said.

In response to Director Covington, Jagers explained Lake Perris as a source of supply. The reservoir is kept full in case of interruption in the State Water Project, he noted. It is held in reserve for emergencies.

President Slawson invited public comment. There was none.

8. Recommendations from the Ad Hoc Communications Committee regarding Outreach Opportunities

Mr. Jagers advised that the FY 2021 communications budget has not been entirely expended and noted that there is another cafeteria style menu from the consultant for FY 2022.

Mr. Jagers reviewed the activity recommendations from the Communications Committee which require Board direction: an email blast, and an artwork contest. He emphasized that discussion at the Board level is needed regarding continuation of the communications program.

Director Williams advised the Board of discussion at the Communications Committee on Nov. 9 regarding the budget and activities for 2021. She advised that goals were set for the 2022 social media campaign and education.

Williams explained the details of the recommended artwork contest and the purpose of engaging youth.

President Slawson asked about the CV Strategies contract budget and expenditures. Director Williams explained that the FY 2021 budget was \$99,330 and the proposed 2022 budget is \$99,165. Total expenses to date for 2021 are \$58,905 leaving a balance of \$40,424 remaining in the budget, she said.

Director Covington asked if the Communications Committee was satisfied with the work of CV Strategies; Director Williams said yes and advised that 2022 would be the third extension of the contract. Director Covington requested a list of communications activities for 2022 to offer the Board a holistic view of the vision of the Communications Committee as part of the budget process to be specifically approved by the Board. He said he considers the work of the Communications Committee important.

The Board approved the following recommendations of the Ad Hoc Communications Committee: 1) email blast, and 2) artwork contest by the following vote:

MOVED: Covington	SECONDED: Slawson	APPROVED 3-0
AYES:	Covington, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	Hoffman, Ramirez	

9. Status of Local Emergency Regarding the Impact of the Respiratory Illness Pandemic COVID-19 Pursuant to Resolution 2020-07

General Manager Jagers updated the Board on the current status of the COVID-19 pandemic. He observed that cases are still holding steady at a bit high, not declining. The District is managing at a good rate, Jagers said, and recognized the Board's approval of the ongoing resolution regarding the AB 361 requirements for teleconferencing.

Jagers expressed hope that there will not be an upswing after the holidays as happened last year. He pointed to serious cases of COVID among people known to the District and breakthrough cases in those who are vaccinated but said this is a version of a "new normal" and the District must continue to do business. Unless seeing something incredibly unsafe, the current practices will continue, he said.

10. 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

Mr. Jagers said there are pockets of green appearing after the recent rains, but there is not enough growth to mitigate any earth movement. No adverse effects have been seen other than some ash washout from the hills. Staff has examined the area via drone and has not identified concerns.

The intensity levels for soil movement have been raised, so the experts believe things are getting better. Forest cleanup continues, he explained.

11. Reports For Discussion

a. Ad Hoc Committees:

Communications Committee: Director Williams reported on a positive article on October 25 in the Record Gazette regarding the WSCP and updated Urban Water Management Plan and link to conservation tips, and American City and County also ran an article on California's Water Crisis Impacting Local Districts and Energy Production on October 15. These resulted from the efforts of the Communications Committee, she noted.

Sites Reservoir Committee: No report.

Water Re-Use 2x2: No report.

b. Directors' Reports:

Director Covington indicated he would not be requesting a per diem and reported on the following event:

- California Special Districts Association "General Manager Evaluations" webinar on 10/10/21

President Slawson reported on the following event:

- Special Meeting of the San Geronio Pass Regional Water Alliance on Nov. 3

c. Directors' General Comments: None.

d. General Manager's Report:

Mr. Jagers presented the following information:

- The budget cycle, and the classification and compensation studies are underway
- The new Utility Maintenance Worker has started, and work has begun
- The Well 25 motor has been installed and will be started on Friday
- Quotes for roofing the district residences are being received. Home inspections are still being sought, he said
- Estimates are being obtained for fire resistant roofing on well sites.
- Cleanup has begun on the Noble Creek Recharge Facility (NCRF) using the current landscaping contractor
- Water has been turned off at the NCRF for the rest of the year
- The District was approached by Beaumont-Cherry Valley Recreation and Park District to utilize the NCRF area for parking for Winterfest activities, and staff plans to allow it with some caveats in order to be supportive of the endeavors of the community
- There was a break in Line B in the Canyon which has caused redoubling of efforts to get out the RFP for the pipeline work capital replacement project
- The AMR/ AMI project is moving forward. Sixteen repeaters were budgeted upon the recommendation of the representatives, but it may be possible to get by with fewer
- The Finance and Administrative Services Department is busy with the annual budget cycle, and Engineering has several projects underway.
- On Nov. 9, Director of Operations James Bean gave a presentation on water supply and drought at the request of the Four Seasons Homeowners Association.

Director Covington indicated concern that there is a lot going on and requested a schedule of meetings related to budget, classification and compensation studies, MOU negotiations, and other projects to be sent to the Board to have a general idea of when the Board will address these sensitive items.

e. Legal Counsel Report: None.

12. Action List 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
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13. Announcements

President Slawson read the following announcements:

- District offices will be closed Thursday, Nov. 11, 2021 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, 2021 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.
- Regular Board Meeting: Wednesday, Dec. 8, 2021 at 6 p.m.

14. Recessed to Closed Session: 7:39 p.m.

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

Reconvene in Open Session: 7:49 p.m.

15. Report on Closed Session

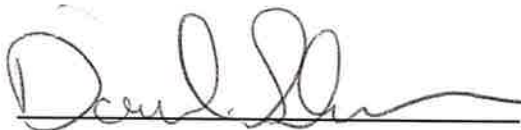
President Slawson announced that no reportable action was taken.

16. Consideration and Possible Action Regarding Proposed Changes to Contract, Salary, and / or Fringe Benefits of General Manager

There was no discussion.

17. Adjournment

President Slawson adjourned the meeting at 7:49 p.m.



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

ATTEST:



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