



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS  
Tuesday, December 21, 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 2021-23*

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**Call to Order: President Slawson**

*President Slawson began the meeting at 6:04 p.m.*

*Pledge of Allegiance was led by Director Ramirez.*

*Invocation was given by Director Hoffman.*

**Announcement of Teleconference Participation**

Director of Finance and Administrative Services Kirene Manini, PhD, advised that this meeting is conducted pursuant to BCVWD Resolution 2021-23.

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.

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Finance and Administrative Services Kirene Manini, PhD Director of Engineering Mark Swanson Director of Operations James Bean Director of Information Technology Robert Rasha Senior Finance and Administrative Analyst William Clayton Senior Accountant Sylvia Molina Human Resources Coordinator Sabrina Foley Accounting Technician Erica Gonzales Administrative Assistant Cenica Smith Administrative Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered their attendance: Mia Corral Brown with Chandler Asset Management, and Nisha Wade with CV Strategies.

**Public Comment:** None.

**1. Adjustments to the Agenda:** None.

**2. Reorganization of the Board of Directors for Calendar Year 2022**

*The Board affirmed the following officers for Calendar Year 2022 pursuant to Policy 4025:*

- *President Lona Williams*
- *Vice President Andy Ramirez*
- *Secretary David Hoffman*
- *Treasurer John Covington*

*by the following vote:*

MOVED: Ramirez	SECONDED: Covington	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

*The Board appointed Director of Finance and Administrative Services Kirene Manini, PhD as the Recording Secretary for Calendar Year 2022 by the following vote:*

MOVED: Slawson	SECONDED: Covington	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

President-elect Lona Williams re-appointed the following members to standing committees for Calendar Year 2022:

	Member	Member	Alternate
Personnel Committee	Covington	Ramirez	Hoffman
Finance & Audit Committee	Hoffman	Williams	Covington

President-elect Lona Williams appointed the following representatives to outside agencies for Calendar Year 2022:

	Primary	Secondary
San Gorgonio Pass Regional Water Alliance	Slawson	Williams
Collaborative Agencies Committee	Ramirez	Williams
San Gorgonio Pass Water Agency	Slawson	Covington

**3. Resolution 2021-25: Adopting the Fiscal Year 2022 Operating Budget and 2022-2026 Capital Improvement Budget, and Approval of the 2021 Operating Budget Carryover Schedule**

General Manager Jagers reported that staff reviewed the Information Technology section of the budget as requested by the Board and was satisfied that the proposed budget was appropriate. Director Ramirez pointed out budget items that had been incomplete and rolled over for two years. He requested assurance from staff. Mr. Jagers responded and gave an overview of the 2020 and 2021 departmental expenditures and savings. He briefly explained the proposed Fiscal Year (FY) 2022 budget and noted anticipated savings and increases.

Mr. Jagers responded to questions from Director Covington regarding an added \$218,000 in labor costs in the Engineering Department. Increased costs are attributed to an internal promotion, temporary assistance, and increased development activity.

Director Covington observed that there is significant increase from the 2021 projected expenditures to the 2022 proposed expenditures. Mr. Jagers detailed some reasons for the lower than anticipated 2021 costs, and the increases expected in 2022. He also noted reimbursement of labor costs related to the Capital Improvement Program via developer fees.

In response to Director Covington, Mr. Jagers also detailed several additional budget line items.

Director Ramirez inquired about the \$40,000 budgeted for postage. Mr. Jagers explained this includes mailing of required notices and redistricting outreach.

Director Covington opined that it is unfortunate that the budget adds \$379,000 for the City of Beaumont for paving. Mr. Jagers confirmed that these costs are related to the City's new paving moratorium and encroachment permit process.

Director Covington asked about the fund balance for the monthly maintenance fees on the District residences. Mr. Jagers explained that the funds have been collected and tracked over several years, and noted the budget section on property maintenance fees. The balance is retained in the general reserve pool and totals approximately \$100,000. Covington pointed out these are to be restricted funds to assure the money is appropriated only to the residences. Covington requested the budget show what has been collected along with expenditures throughout the year, and a budget amendment to allocate the funds.

President Slawson invited public comment. There was none.

*The Board adopted Resolution 2021-25: Adopting the Fiscal Year 2022 Operating Budget and 2022-2026 Capital Improvement Budget by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 4-0-1
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None	
ABSTAIN:	Ramirez	
ABSENT:	None	

*The Board approved the 2021 Operating Budget Carryover Schedule by the following roll-call vote:*

MOVED: Hoffman	SECONDED: Williams	APPROVED 4-0-1
AYES:	Covington, Hoffman, Slawson, Williams	
NOES:	None	
ABSTAIN:	Ramirez	
ABSENT:	None	

**4. Resolution 2021-26: Acknowledging the Review, Receipt and Acceptance of the District's Investment Policy**

Dr. Kirene Manini advised that the investment policy must be adopted annually. She briefly reviewed the policy components and highlighted changes from the prior policy. Mr. Jagers added that some changes were recommended by the District's potential financial advisor, Chandler Asset Management (Chandler).

Ms. Mia Corral Brown from Chandler explained that the proposed changes align the policy with the California Government Code, the Government Finance Officers Association, and the California Debt and Investment Advisory Commission. Adoption of these best practices will allow the District to submit the policy to the California Municipal Treasurers Association for an award. It increases safety and allows participation in all the available investments per the California Government Code. It prioritizes safety, liquidity, and return, she noted.

President Slawson invited public comment. There was none.

*The Board adopted Resolution 2021-26: Acknowledging the Review, Receipt and Acceptance of the District's Investment Policy by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

**5. Receive and File Professional Services Agreement with Chandler Asset Management for Investment Advisory Services**

General Manager Jagers reminded the Board of its previous authorization to move forward with the agreement.

*The Board received and filed the Professional Services Agreement with Chandler Asset Management for Investment Advisory Services by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

**6. Authorization of General Manager to extend a Contract for Public Relations and Community Outreach Consulting Services with CV Strategies for a One-Year Term in an Amount Not-to-Exceed \$99,165**

General Manager Jagers explained this is the final year extension of the CV Strategies contract offering a cafeteria style menu of services, which provides flexibility for the District to meet its upcoming needs. Director Ramirez explained that the ad hoc Communications Committee has taken a conservative approach to the budget and has had great success with exposure for the District's work, informing residents, and better outreach to the Spanish-speaking community. There is a better flow on social media, he added. The impact feels good, and there is no request for additional money, he noted.

In response to President Slawson, Mr. Jagers assured that the contract would go to bid again for 2023 via a Request for Proposal if the Board desires to continue.

President Slawson invited public comment. There was none.

*The Board authorized the General Manager to extend a contract for Public Relations and Community Outreach Consulting Services with CV Strategies for a one-year term in an amount not-to-exceed \$99,165 by the following roll-call vote:*

MOVED: Covington	SECONDED: Williams	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

**7. Authorization of Funding for Roof Repair at District Properties not to exceed \$89,000**

Director of Operations James Bean presented the project and noted that staff had initially expected the project cost to be under the General Manager's spending limit of \$25,000. He explained the difficulty in locating contractors able to comply with the prevailing wage requirement as confirmed by legal counsel. Two quotes were received with a base bid for two District-owned houses with detached garages plus added materials.

Mr. Jagers advised that the state of disrepair of the roofs requires immediate attention. He provided additional detail on expenses and the effort to identify a contractor, which took more than a year.

President Slawson pointed out that additional problems may be encountered as the work progresses. Director Hoffman advised that roof work he had done this past year was \$18,000; Slawson suggested that work was not subject to prevailing wage.

Hoffman directed staff to make sure there is a warranty and performance clause.

Director Covington asked about labor cost. Bean assured that labor is included in the bid and with the materials items.

*The Board authorized the General Manager to execute a contract with Ace Tek Roofing Company for the roof repairs at two District residences and two detached garages located at 13695 and 12303 Oak Glen Road in an amount not to exceed \$89,000 by the following roll-call vote:*

MOVED: Covington	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

## **8. Adoption of 2022 Board of Directors Meeting Schedule**

General Manager Jagers presented schedule options. Director Covington suggested no Board meetings be held in December and acknowledged that policy changes would be necessitated as a result. Discussion ensued.

President Slawson invited public comment. There was none.

*The Board adopted the 2022 meeting schedule Option A as amended with one regular Board meeting in December on the 7<sup>th</sup> and removal of the December 22, 2022 meeting by the following roll-call vote:*

MOVED: Ramirez	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

## **9. Review of Annual List of Preapproved Events**

General Manager Jagers reminded the Board that the Annual List had been adopted recently but is to be reviewed in December per policy.

*The Board adopted the Annual List of Preapproved Events with the addition of the San Geronio Pass Water Agency representatives as appointed by the President by the following roll-call vote:*

MOVED: Ramirez	SECONDED: Hoffman	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

## **10. Consideration of 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**

California is getting some rain, but it will take time for the state to recover, General Manager Jagers reported. He pointed to increased reservoir levels and snowpack, but advised that Metropolitan Water District and other agencies are considering restrictions such as limiting irrigation to only three days per week. Further discussion will be needed in January, he said.

Slawson said he heard that the snowpack was now at 80 percent and observed that there is another storm coming. Jagers warned that this will not necessarily solve the problem of empty reservoirs.

President Slawson invited public comment. There was none.

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

General Manager Jagers reviewed the listed events.

*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:*

- *American Water Works Association California-Nevada Section: Lessons Learned from 2015 Drought: How to Prepare for Next – Jan. 3, 2022*
- *National Integrated Drought Information System (NOAA) California-Nevada Winter Status Update webinar – Jan. 24, 2022*

*by the following roll-call vote:*

MOVED: Ramirez	SECONDED: Williams	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

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

General Manager Jagers reported that indoor mask use is now required and staff is complying. The District's prevention methodologies have been successful so far, he reported, and the District continues to perform the public's business.

#### **13. 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

General Manager Jagers reported there was a rain event with mud and debris flows. The District continues to partner with Riverside County Flood Control and will meet with them soon to prepare for the next storm. The partnership demonstrates a desire to participate in protecting the area's communities.

The most recent NOAA projections for the burn scar area suggest that Thursday may see 0.5 to 2 inches of rain per hour, which begins to approach the mobilization threshold, Jagers advised.

President Slawson noted that the last storm seemed intense. Director Covington pointed out that the reason that damage from debris flow was not seen was due to the efforts and resources put in place over the last year and a half. He noted some effects of flow from Cherry Valley into San Timoteo. He also pointed to the Board's efforts and authorization for the mitigation measures.

#### **14. Reports for Discussion**

a. Directors' Reports:

Director Covington, Director Ramirez and President Slawson reported on the following:

- Institute for Local Government – Level Up Your Leadership Training

b. Director General Comments:

Director Covington recommended that the Engineering Workshops be limited to an engineering work session. Director Ramirez indicated support.

Director Covington thanked staff for their work.

c. General Manager's Report

Mr. Jagers commented on the budget process and noted that all staff members have contributed to success.

There have been no changes to the zero allocation from the State Water Project, Jagers reported. Lance Eckhart, general manager of the San Geronio Pass Water Agency (SGPWA) indicated that 500 acre-feet (af) of stored water is available, and they are working on a response to the request from BCVWD to purchase that water. The approach is to proportionately share the water between those agencies interested. BCVWD should be seeing approximately 485 af into the District's groundwater storage account from the SGPWA account in late 2021 or early 2022, which will incur an expenditure of approximately \$200,000 (\$399 per af) to the direct pass-through account.

Jagers advised the Board that the District's application to the California Water and Wastewater Arrearage Payment Program had been approved for \$165,760.55 toward unpaid balances. The funds will be credited to 713 residential accounts and 16 commercial accounts in arrears between March 2020 and June 2021, he stated. Bill credits and notification will be provided to those customers and documentation will be provided to the State. Penalties totaling \$13,850 for those accounts are required to be waived, Jagers concluded.

Grading is continuing at the Noble Creek Recharge Facility (NCRF), Jagers said. He shared photos and explained the benefits and progress of the project.



Jaggers shared photos and described the storm event impacts near International Park Road just outside of Bogart Park, and the NCRF and Wallace Canyon Recharge Basins. He detailed the successful implementation of the storm mitigation measures as installed by the District and Riverside County Flood Control, and noted collaborative efforts and the work of staff. He indicated concern about future weather events.

d. Legal Counsel Report: None.

#### **15. 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

#### **16. Announcements**

- District offices will be closed Thursday, Dec. 23 in observance of Christmas Day
- District offices will be closed Thursday, Dec. 30 in observance of New Year's Day
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5 p.m.
- Finance and Audit Committee Meeting: Thursday, Jan. 6, 2022 at 3 p.m.
- Special Board Meeting: Tuesday, Jan. 11, 2022 at 5:30 p.m.
- Regular Board Meeting: Wednesday, Jan. 12, 2022 at 6 p.m.
- District offices will be closed Monday, Jan. 17, 2022 in observance of Martin Luther King, Jr. Day
- Personnel Committee Meeting: Tuesday, Jan 18, 2022 at 5:30 p.m.
- Special Board Meeting: Tuesday, Jan. 25, 2022 at 5:30 p.m.
- Engineering Workshop: Thursday, Jan. 27, 2022 at 6 p.m.

#### **17. Closed session at 8:38 p.m.**

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

**Reconvened in Open Session at 9:30 p.m.**

#### **18. Report on Action Taken at Closed Session**

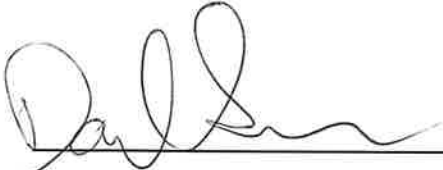
President Slawson advised that the Board will retain General Manager Dan Jaggers and provide a 2.5 percent raise.

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

There was no discussion or action.

**20. Adjournment**

*President Slawson adjourned the meeting at 9:30 p.m.*



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

ATTEST:



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