



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

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
Wednesday, April 12, 2023 at 6:00 p.m.**

*Meeting held in person at 560 Magnolia Ave., Beaumont, CA  
pursuant to California Government Code Section 54950 et. seq.*

**Call to Order:** *President Hoffman opened the meeting at 6:05 p.m.*

*Pledge of Allegiance was led by Director Slawson.*

*Invocation was given by President Hoffman.*

**Announcement and Verification of Remote Meeting Participation Pursuant to  
AB 2449 or GC 54953(b)**

*No Board members were attending via teleconference.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez (6:38 p.m.)Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Finance and Administration Kirene Bargas, PhD Director of Engineering Mark Swanson Director of Operations James Bean Director of Information Technology Robert Rasha Water Utility Supervisor Julian Herrera Engineering Assistant Evan Ward Water Production Operator II Dustin Smith Water Utility Worker II Jonathan Medina Senior Water Utility Worker Andrew Becerra Administrative Assistant Cenica Smith
Legal Counsel	James Markman

Members of the public who registered attendance: Nisha Ajmani, CV Strategies; Sean McReynolds of Townsend Public Affairs, Inc.; Kevin Walton, Nyles O'Harra, and Ron Duncan of the San Geronio Pass Water Agency (SGPWA); Norma Medina; and Melissa Malone.

**Public Comment:**

Ms. Norma Medina reminded of her prior approach to the Board at meetings in September, 2021. She requested an update on the waterline to her property on Elm Avenue and the requested fire hydrant and asked for the action sooner rather than later. President Hoffman directed staff to add this item to the April 27, 2023 meeting agenda.

Kevin Walton, Division 3 director of the SGPWA extended gratitude to BCVWD staff for collaborating with the SGPWA to move water from northern California to the recharge basins. Together, it has been possible to move more water.

**1. Adjustments to the Agenda:**

General Manager Jagers pointed out some clerical errors.

**2. Reports / Presentations / Information Items**

Dr. Kirene Bargas introduced the following reports:

- a. Townsend Public Affairs, Inc. Monthly Update
- b. Local Agency Formation Commission election results
- c. Acknowledge Receipt of the Operating Budget Excellence Award from the California Society of Municipal Finance Officers
- d. Grant Activity Quarterly Update

*The Board received and filed reports a through d by the following roll-call vote:*

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

**e. CV Strategies Monthly Report**

Director Covington requested to pull item e and asked Ms. Nisha Ajmani of CV Strategies about the Planning and Strategy development and 12-month implementation timeline. Ms. Ajmani explained the timeline which is currently being reviewed by and pending feedback from the ad hoc Communications Committee and staff. The timeline mirrors the categories in the Cost Menu and details activities within each, she stated. Once approved, metrics will be added to demonstrate where goals stand as the year progresses. General Manager Jagers reminded about the successful proposal from CV Strategies and noted these items parallel what was included in the Request for Proposals. The ad hoc Communications Committee is working through the items to resolve target areas of interest to bring back to the Board.

Director Williams added that this item allows the Committee to stay on task and on track with costs.

*The Board received and filed the above-listed report by the following roll-call vote:*

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

### 3. Consent Calendar:

*Consent Calendar items 3a through 3f were approved with one motion by the following roll-call vote:*

- a. Review of the February 2023 Budget Variance Reports
- b. Review of the February 28, 2023 Cash/Investment Balance Report
- c. Review of Check Register for the Month of March 2023
- d. Review of March 2023 Invoices Pending Approval
- e. Approval of Minutes of the Special Meeting of March 15, 2023
- f. Memo: Requested information re: Well Feasibility and Siting Study

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

### 4. Approval of Amendment #1 to the Professional Services Agreement for Grant Writing Consulting Services with Townsend Public Affairs, Inc. Extending the Term of Performance through April 30, 2024 (one year)

Director of Finance and Administration Kirene Bargas advised that the current agreement terminates on April 30, 2023 and this request is for a first amendment for a one-year extension not to exceed \$60,000. In response to Director Covington, Dr. Bargas confirmed the contract amount was the same as previous.

So far this year, Townsend has submitted applications for three different grants and results are being awaited, Bargas noted.

Director Covington indicated support and said the monthly reports and attendance are appreciated. President Hoffman indicated he is hoping to see some success in funding on those applications and recommended reevaluating in the future.

Mr. Jagers advised that the District received an invitation last week from the office of Congressman Raul Ruiz and attended a roundtable discussion on the current administration's grant opportunities in the next few years. Over three to six years, there is a lot of money coming available, he noted, and BCVWD wants to be in a position to leverage any opportunity.

*The Board approved the term extension and authorized the General Manager to execute the contract Amendment #1 for grant writing consulting services with Townsend Public Affairs, Inc. for a one-year term in an amount not-to-exceed \$60,000 by the following roll-call vote:*

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

**5. Amendment No. 2 of Raftelis Financial Consultants, Inc. Rate Study and (by Amendment No. 1) Capacity Charges (Facilities Fees) Study Contract**

General Manager Jagers provided some project history, reminding the Board of the canceled contract with Bartle Wells and amendment to the rate study contract with Raftelis to add this component. He advised that the project is at a point to be finished within the next six months.

Jagers pointed out the District's investment in the Sites Reservoir and noted that Raftelis is much more tuned in to the new source water activity. This amendment to the original contract is to address Sites Reservoir holistically and concisely, he explained. Dr. Bargas added that the amendment adds \$10,150 for the capacity fee study including the new water source.

Director Covington commented that the scope of work looks good. President Hoffman invited public comment.

*The Board authorized the General Manager to execute an amendment to the 2019 Water Rate Fee Study project with Raftelis Financial Consultants, Inc. to perform services necessary to complete the Water Capacity Charges (Facilities Fees) Study in an amount not to exceed \$51,750 by the following roll-call vote:*

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

6:38 p.m. – Director Ramirez joined the meeting in the Board Room.

**6. Resolution 2023-10: Amending the District Policies and Procedures Manual Adopting Policy 3145 Driver Training and Record Review**

Director of Finance and Administration Kirene Bargas explained the minor revisions and said legal counsel has reviewed the policy. The MOU employee group had no comments, she added.

Director Williams asked if employees' Department of Motor Vehicles reports were reviewed annually; it does not appear in the draft policy. Dr. Bargas advised that said report is provided to the Personnel Committee. Director Covington indicated it is listed in policy section 3145.3 as the DMV Pull Notice Program. President Hoffman explained that any agencies with commercial drivers are required by the State of California to be part of the Pull Notice Program.

Mr. Jagers noted that this policy had been presented to the Personnel Committee and was authorized to move forward. Director Covington concurred and said the Committee was pleased with positive comments on the policy changes. Director Ramirez noted it was a privilege to work on the policy with the Committee and staff.

*The Board adopted Resolution 2023-10 Amending the District Policies and Procedures Manual and Adopting Policy 3145 Driver Training and Record Review 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. Request for “Will Serve Letter” for Proposed Coffee Shop for APN 418-290-023 (Beaumont Gateway Plaza) located on 1st Street, west of Beaumont Avenue (Further Identified as 311 East 1st Street) located in the City of Beaumont**

Director of Engineering Mark Swanson introduced the application from Ziggi's Coffee and further defined the location as infill within the Beaumont Gateway Plaza. All application procedures were followed, and staff requested consumption data. It is a 670 square foot (small) building, pretty much all drive-thru, he noted. The consumption numbers provided appeared low, but are from a store owned by the applicant in Colorado, he stated.

Mr. Swanson detailed the consumption of 1.2 EDUs and .4 EDUs of non-potable for irrigation. Staff investigated but was unable to find that the development had paid capacity charges therefore this project would be required to pay the appropriate fees. The project must still process plans through the City and service connection plans through BCVWD. Staff will need to be on site to confirm what is truly built, Swanson explained.

General Manager Jaggars pointed out this project's consumption is below the 2.0 EDUs that restrict development per Resolution 2014-05.

President Hoffman invited public comment.

Mr. Jack Lanphere, architect for the project representing the owner, said he appreciated the expeditiousness of the application. He clarified that the estimated water usage came from an almost identical building in Colorado, a drive-thru only.

Director Ramirez pointed to above-ground water piping and asked if there were concerns or recommendations. Mr. Swanson noted those were the original devices constructed years ago and those services will be confirmed. There should not be any issues with those facilities being in the way. Should they need to be relocated, it would be on the applicant to do so. Director Ramirez asked if the recommendation was to relocate those facilities, and Mr. Swanson said the plan was to stay where they are. Director Ramirez asked about need to install cages to prevent vandalism, and Mr. Swanson said that cages are not generally used for facilities of that type and no vandalism has been experienced. Cages may restrict fire department access, Mr. Jaggars added.

Director Williams asked about entry from Beaumont Avenue. Mr. Jagers said the development has existing ingress and egress. Access would be primarily from 1st Street, Mr. Swanson noted.

Director Williams asked if it would be a building or a trailer. Mr. Lanphere said it would be a building, and described the design.

*The Board approved the request for water service Will Serve Letter for a property located within Riverside County Assessor's Parcel No. (APN) 418-290-023 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: Williams	SECONDED: Ramirez	APPROVED 5-0
AYES:	Covington, Hoffman, Ramirez, Slawson, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

#### **8. Amendment to HR Dynamics & Performance Management Consulting Agreement for 2023**

Director of Finance and Administration Kirene Bargas advised that following the departure of the HR Administrator in March, there is a need for human resources consulting services on an interim basis to assist with HR functions and recruitment of new HR personnel. Staff recommends an amendment to the existing contract with HR Dynamics for a 14-week period, she explained. This will consist of an increase in the scope of services.

Funds budgeted for the fully-burdened rate of the HR Administrator will offset the cost of the consultant, Dr. Bargas noted.

Mr. Jagers reminded that the HR program was started from scratch and built under the guidance of the Board and the Personnel Committee. This is now maintenance rather than creation, and the intent is to look at the level of service needed for replacement HR personnel.

Director Covington said it was refreshing that HR Dynamics was willing to assist although they are extremely busy, and in providing a budget that appears reasonable. The company is known and sought after for their services, he noted.

*The Board authorized the General Manager to execute an amendment to the existing 2023 professional services agreement with HR Dynamics & Performance Management for an addition to the Scope of Services in an amount not to exceed \$43,400 (original contract amount \$15,000) for a revised total contract amount not to exceed \$58,400 by the following roll-call vote:*

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



**9. Award Contract to MCC Equipment Rentals, Inc. for Construction of the 2022-2023 Service Lateral Replacement Project (P-2750-0096) for an Amount Not to Exceed \$284,273.00**

Director of Engineering Mark Swanson explained that the request is for approval of the contract and authorization of total funds of \$312,773 including contingency.

Swanson reminded the Board of previous discussion on this item. Staff has been working diligently on a plan based on the City's annual paving plan as the downtown area contains some older services and pipes. Field crews identified approximately 106 services for the 2022-2023 Service Lateral Replacement Project, he noted.

The project went to bid on March 17 and four bids were received, Swanson continued. MCC was the lowest bid contractor and staff recommends award in order to move forward quickly ahead of the City's paving projects. Swanson reviewed the project cost breakdown. Funds will come from Capital Replacement Reserves.

This is the third pipeline project with MCC, Mr. Jaggars added. He reminded that it is important for the District to complete these activities prior to the paving project due to the high cost of pavement repairs. Staff is looking at all aging services and targeting as annual projects, with an ultimate strategy to accomplish them via an active program. This translates to labor savings in the future as fewer repairs are needed, he said.

Director Ramirez asked about use of contingency funds with prior projects with MCC Equipment Rentals. Mr. Swanson pointed to a District directed minor change order on another project.

Director Covington asked if the lines would be replaced if it were not for the City's paving activity. Mr. Swanson explained there was not a previous plan; the driving factor was to get ahead of the City. Covington contrasted the project action in response to the City of Beaumont using funding from Capital Replacement Reserves with the Elm Avenue project. The District should already have done the Elm Avenue pipeline project, he posited. Director Slawson concurred.

President Hoffman asked when MCC was to be paving on Grand Avenue. Mr. Swanson said as soon as the permit is received from the County.

*The Board authorized the General Manager to enter a contract with MCC Equipment Rentals, Inc. to provide all labor, equipment and testing necessary to complete construction of the 2022-2023 Water Service Lateral Replacement Project in the amount of \$284,273.00 and authorize 10% contingencies in the amount of \$28,500 for a total authorized project amount with contingencies of \$312,773.00 by the following roll-call vote:*

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

**10. Continued Review of California Drought Conditions, District Urban Water Management Plan and Water Shortage Contingency Plan, BCVWD Resolution 2022-12 Implementing Water Use Restrictions (as amended), and Other Drought Response**

General Manager Dan Jagers reported that with the abundance of rain and heavy snowpack in California this year, the lakes are filling. He explained the availability of State Water Project (SWP) Article 21 above the current allocation. BCVWD is currently recharging about 90 acre-feet (af) per day and has worked with the SGPWA to keep ponds full and is setting records for the amount of recharge. The associated bill amounts to about \$1 million, but the District is pleased to pay it after experiencing a few 5 percent years.

To date for February and March, recharge is approaching 4,000 acre-feet, Jagers stated. The SGPWA is optimistic to bring down up to 25,000 af but there may be hydraulic restrictions on the East Branch Extension, he explained. Any opportunity to get extra water is being taken, he noted.

Typically, the District needs to replenish 11,000 af per year, Jagers advised. The current storage is 23,000 af, and with the 25 percent reduction in consumption so far it may be possible to catch up replenishment even more, Jagers said.

Jagers said he is optimistic about the partnership with SGPWA and the diligent work to assure that the region is prepared for future droughts via recharging the storage accounts in the Beaumont Basin.

President Hoffman invited public comment.

Director Ramirez pointed out the current Water Shortage Contingency Level and asked if the Governor had made any changes to restrictions.

In response to Director Slawson, Jagers noted the last time Article 21 water was available was in 2019. Jagers explained how the supply is allocated through the system. Director Hoffman said he could not remember a time when all the ponds were full to capacity, as well as the SGPWA ponds. Percolation is taking longer than ideal due to conditions, but delivery is still being taken which is positive. Plans for the future are needed while being grateful for the present and learning from the past, he added.

**11. Resolution 2023-11 Rescinding Resolutions 2022-12, 2022-18, and 2022-23 Regarding Water Use Restrictions in Accordance with the Governor's Executive Order**

General Manager Jagers reported that Governor Gavin Newsom issued Executive Order N-5-23 on March 23 terminating a number of drought restrictions which had been in effect since 2021. Additionally, the SWP allocation has been increased to 75 percent. Staff recommends rescinding the Water Shortage Contingency Plan (WSCP) Water Shortage Level 3 while retaining some conservation measures as recommended by the Governor and the State Water Resources Control Board.



Jaggers reviewed BCVWD potential 2023 available water supply of approximately 24,500 acre-feet which is close to meeting the water order plus some catch up replenishment. Due to the wet weather, water use has been down by 25 percent (700 to 800 af) for the last three months or so, Jaggers continued. Staff recommends removal of the watering restrictions, he stated.

Mr. Swanson pointed to the existing and prior water restriction resolutions and reminded that the WSCP must now be reviewed each year. The nexus for rescinding the resolutions include the increase in SWP allocation and the availability of other sources; the District's current water supply is above the normal average, he explained. Jaggers added that the water supply situation has improved also because of the good work done by the SGPWA.

The long-term Ventura water deal made by the SGPWA also impacts the District's Urban Water Management Plan, Swanson pointed out.

Director Ramirez asked about a lower WSCP stage, such as level 1. Mr. Swanson noted there would not be a water shortage level in effect, but conservation would always be promoted. There will be no restrictions other than those that remain in place from the Governor, he said.

Director Ramirez asked for clarification on the Governor's orders and any liability stemming from the rescission of the restrictions. Mr. Swanson directed attention to the staff report exhibit detailing the areas where orders are terminated. The resolution indicates those areas where the Governor's order remains in effect.

Director Ramirez asked about similar actions by other water districts in the area. Mr. Jaggers said every agency seems to be following suit.

Director Williams initiated discussion about the potential for impacts from the ongoing Colorado River restrictions and long-term water supply management. Mr. Jaggers responded.

Director Covington suggested the resolution is vague about the Colorado River and suggested removal or revision of that "whereas." Director Slawson indicated uncertainty about the suggestion. Mr. Jaggers indicated that that section reflects the Governor's declaration and would not affect BCVWD. Following some discussion, the provision was retained in the resolution.

Director Slawson indicated support for returning to normal without water restrictions, noting that Resolution 2014-05 merely goes inactive until drought occurs again.

President Hoffman recapped the discussion and invited a motion.

*The Board adopted Resolution 2023-11 Rescinding Resolutions 2022-12, 2022-18, and 2022-23 in accordance with the Governor's Executive Order N-5-23 (March 24, 2023) by the following roll-call vote:*

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

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

General Manager Jagers reviewed the listed events. Directors indicated interest in the following events:

- Beaumont Chamber of Commerce Breakfast on May 5 – Slawson, Covington, Hoffman, Williams
- Riverside County Water Task Force on June 16 – Ramirez, Slawson, Williams (tentative)

## **13. Reports For Discussion and Possible Action**

### **a. Ad Hoc Committees:**

Communications Committee: No report.

Sites Reservoir Committee: No report.

Water Re-Use 3x2: Dan Jagers advised a meeting has been set for Thursday, June 1 from 3 to 5 p.m., and the Finance and Audit Committee meeting has been rescheduled to 10 a.m. to accommodate.

### **b. Directors' Reports:**

Director Williams reported on the following:

- ACWA Region 9 Salton Sea Tour on March 27, 2023

Director Slawson reported on the following:

- ACWA Region 9 Salton Sea Tour on March 27, 2023
- CSDA Webinar: How and Why Involvement in Local Agency Formation Commission (LAFCO) Matters for Special Districts on April 4, 2023

Director Covington reported on the following:

- ACWA Region 9 Salton Sea Tour on March 27, 2023

Director Ramirez reported on the following:

- Welcome Home Vietnam Veterans Day on March 24, 2023
- CSDA Webinar: How and Why Involvement in Local Agency Formation Commission (LAFCO) Matters for Special Districts on April 4, 2023

### **c. Directors' General Comments: None.**

### **d. General Manager's Report:**

Mr. Jagers reported:

- As much water as possible is being recharged to catch up the Beaumont Basin storage account
- Hopeful that at the end of the year to replenish by 7,000 af to total 30,000 af in storage
- Internal recruitment and promotions are occurring
- District is moving forward with many activities
- All recharge ponds are full
- Field staff attending meetings is appreciated

e. Legal Counsel Report: No report.

#### **14. Action List for Future Meetings:**

- Clarification of Resolution 2023-07 due to clerical error
- Elm Avenue pipeline project
- Update / Presentation on the AMR/AMI project
- Presentation on the San Bernardino Valley Resource Conservation District
- Presentation on solar power opportunities
- Sites Reservoir update
- Maximization of groundwater supplies

#### **15. Announcements**

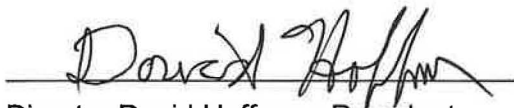
*President Hoffman pointed out the announcements:*

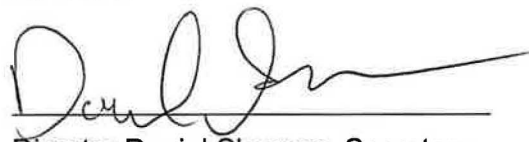
- Personnel Committee Meeting: Tuesday, Apr. 18 at 5:30 p.m.
- Engineering Workshop: Thursday, Apr. 27 at 6 p.m.
- Collaborative Agencies Committee: Wednesday, May 3 at 5 p.m.
- Finance and Audit Committee Meeting: Thursday, May 4 at 3 p.m.
- Regular Board Meeting: Wednesday, May 10 at 6 p.m.

#### **16. Adjournment**

*President Hoffman adjourned the meeting at 8:21 p.m.*

ATTEST:

  
 Director David Hoffman, President  
 to the Board of Directors of the  
 Beaumont-Cherry Valley Water District

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