



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS  
Thursday, November 16, 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 6:06 p.m.*

*Pledge of Allegiance was led by Director Ramirez.*

*Invocation was given by President Hofman.*

**Announcement and Verification of Remote Meeting Participation**  
*No Board members were attending via teleconference.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Williams
Directors absent:	Slawson
Staff present:	General Manager Dan Jagers Director of Engineering Mark Swanson Assistant Director of Finance and Administration Sylvia Molina Director of Information Technology Robert Rasha Management Analyst II Erica Gonzales Engineering Assistant Evan Ward Engineering Assistant Inmar Shihab Field Superintendent Julian Herrera Executive Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered their attendance: Nisha Ajmani of CV Strategies.

**Public Comment:** None.

- 1. Adjustments to the Agenda:** None.
- 2. 2017 Water Pipeline Replacement Project (Pipeline 2, P-3620-0015, Appletree Lane) Project Cost Update & Notice of Completion**

Director of Engineering Mark Swanson advised that the project is finished, explained the completion process, and provided some background on the project activity. Staff

procured the materials, and a contractor was hired to provide labor and equipment. The paving portion was brought back to the Board and an additional \$74,000 was allocated, he reminded.

The approved project budget was \$543,430 and a total of \$445,556.75 was spent, Swanson reported. The Notice of Completion will be filed, and the retaining amount will be paid to the contractor, he noted.

General Manager Jagers stated that the best possible paving for the community was provided, and this will alleviate having to repair leaks along Appletree Lane in the near future. He acknowledged the smooth management of materials by the field staff.

President Hoffman added that staff did a good job, it went smoothly, and the Appletree Lane residents were pleased with the interaction with District staff and the work accomplished.

*The Board authorized the General Manager to file the Notice of Completion for the 2017 Water Pipeline Replacement Project (Pipeline 2, P-3620-0015; Appletree Lane) with the Riverside County Assessor – County Clerk – Recorder by the following roll-call vote:*

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

### **3. Beaumont Master Drainage Line 16 Replacement Pipelines 6A, 7, and 8 Project Cost Update and Notice of Completion**

Director of Engineering Mark Swanson provided background on the project and reminded that Pipeline 6A and 7 were included in the Capital Improvement Budget (CIB), but Pipeline 8 was not. Staff worked to fit all three projects in the existing budget but went over budget by only about \$5,712.61. He requested the Board amend the CIB to reflect the overage.

General Manager Jagers reminded that this project was in the area of Grand Avenue which was to be paved. It was decided at the Board and staff level to complete the Grand Avenue programmed pipelines to get the street completely repaired and move forward. In the interest of transparency staff presents the budget overage, he added.

Given its complexity, the work was done efficiently and close to the original budget, Jagers explained.

The project is complete and will be updated in GIS, Swanson noted.

Director Covington noted that all pertinent information was contained in the staff report. President Hoffman concurred and noted the efficiency and purchase of materials.

*The Board:*

- 1. Authorized the General Manager to file the Notice of Completion for the Beaumont Master Drainage Plan Line 16 Replacement Pipelines 6A, 7, and 8 Project with the Riverside County Assessor – County Clerk – Recorder, and*
- 2. Adopted Resolution 2023-29 Amending the 2023-2027 Capital Improvement Budget in the amount of \$5,712.61 for Pipeline 6A of the Grand Avenue Replacement Pipelines Project (P-3040-0019) by the following roll-call vote:*

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

**4. Authorization of the General Manager to enter a Contract Extension for Social Media and Public Relations Services with Consultant CV Strategies**

Assistant Director of Finance and Administration Sylvia Molina provided background on the CV Strategies services for media and public relations since 2018. A Request for Proposal in 2022 resulted in continuation of those services and the current contract term expires at the end of December 2023.

The ad hoc Communications Committee discussed changes in the contract scope of services to focus more on the upcoming water rate study and less on some of the management portion, as staff has shown interest in continuing some of the tasks in-house, Ms. Molina explained. The Committee has been mindful of costs and an estimated \$14,000 was saved over the approved contract amount in 2023, she added.

If staff is able to fit some of this work into their schedule, additional savings in 2024 could be realized, but in hope of Board approval, the full contract amount has been included in the FY 2024 budget, Molina continued. She reviewed the revised scope of services.

General Manager Jagers reminded that CV Strategies assisted with the prior rate study, and said it made sense to leverage the contract forward another year.

Ad hoc Communications Committee Chairperson Director Ramirez acknowledged the work of staff and Committee Member Director Williams, and the collaboration with CV Strategies. Director Williams concurred and said she was pleased that staff is engaged and would like to take on some of the activities. She noted that CV Strategies is also working with other water agencies which helps with the messaging in the area and promotes consistency. With the rate study coming up, it will be beneficial to retain them for the year, she said.

Director Covington pointed out that the contract term would not end December 31, 2023. He said he was in favor of extension. Jagers noted that staff brought this contract amendment for approval now in order to be included in the FY 2024 budget.

Ms. Molina pointed out that the term end date does specify December 31.

*The Board authorized the General Manager to enter into a One-Year Term Contract Extension for Social Media and Public Relations Services with Consultant CV Strategies in an amount not to exceed \$99,715, by the following roll-call vote:*

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

#### **5. Approval of Changes to Draft Fiscal Year 2024 Operating Budget & 2024-2028 Capital Improvement Budget**

Assistant Director of Finance and Administration Sylvia Molina advised the Board about the presentation of the budget to the Finance and Audit Committee and Personnel Committee, and reminded about the comprehensive presentation at the November 8 meeting. She noted that an update to the director per diem rate per the Board's vote for a 4 percent increase resulted in no change in numbers due to rounding, and the award received from the residents of Appletree Lane was added to the Engineering and Operations accomplishments.

General Manager Jagers reminded that Director Ramirez was not present at the last meeting and said that any questions would be answered. He noted that the overall theme from the Board appears to be that the document is on target for moving the budget document forward to the December 13 meeting for consideration.

President Hoffman invited public comment. There was none.

President Hoffman stated that staff has paid great attention to detail and said he believes the budget is accurate. Things can happen, he continued, and there is opportunity during the year to review, discuss, and adjust items as needed.

President Hoffman said he noticed in the General Manager's Report that services will be increased in 2024 and that may contribute to additional income. General Manager Jagers explained that number of connections and related usage are projected forward, and those numbers are included in various documents. He reminded the Board of the water use reduction requirements of AB 606 and SB 1668 and relationship to rates.

President Hoffman noted that questions were asked of Assemblyman Greg Wallis at the Beaumont Chamber of Commerce Breakfast. Mr. Jagers emphasized that the FY 2024 budget has been thoroughly reviewed and will not be approved lightly. Director Covington suggested reviewing the November 8 PowerPoint presentation and acknowledged the de minimus changes described by Ms. Molina.

*The Board approved the changes to the Draft Fiscal Year 2024 Operating Budget and 2024-2028 Capital Improvement Budget by following roll-call vote:*

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

## **6. Reports for Discussion and Possible Action**

### **a. Directors' Reports:**

- i. Beaumont Chamber of Commerce Breakfast on November 9, 2023 (Hoffman, Williams)
- ii. Orange County Water Summit (Director Ramirez)
- iii. California Special Districts Association Academy (Director Ramirez)
- iv. Collaborative Agencies Committee (Director Ramirez)

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

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

Mr. Jagers reported:

- Staff holiday luncheon on December 20 at noon
- It has been raining, and water has been captured in the recharge facility
- Working to prepare for additional rain event
- Monitoring to make sure the water recharged is clean
- A couple of wells are experiencing productivity issues
- The 5<sup>th</sup> Street pipeline is predominantly installed but there had been a struggle with a CalTrans permit
- Many service lines were replaced along 6<sup>th</sup> Street, ahead of the City's paving
- There will be a meeting next week with the City Manager regarding recycled water
- Staff is working on a request from City staff and there will hopefully be some relief on paving costs

President Hoffman said he had heard messaging regarding caution in washing fats down the sink, as it can cause blockages and affects water recycling. He suggested similar messaging in the future when relevant.

- d. Legal Counsel Report: Mr. Markman advised of fast moving developments in the relationship between SGMA and the new adjudication law. BCVWD is pretty much exempt, he said, as the Beaumont Basin is adjudicated and listed as exempt from SGMA, but he expects fights over jurisdiction and control of a managed basin. He suggested a presentation in January.

Mr. Jagers suggested a closed session on potential litigation.

## 7. Topic List for Future Meetings

- Update / presentation on the AMR / AMI project
- Presentation on the San Bernardino Valley Resource Conservation District
- Presentation on solar power opportunities
- Sites Reservoir update
- Policy 5095 – District Residences and Facility Emergency Policy

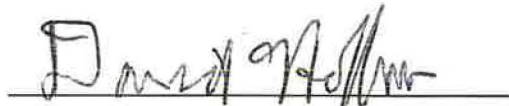
## 8. Announcements

*President Hoffman called attention to the following announcements:*

- Personnel Committee Meeting: Tuesday, Nov. 21 at 5:30 p.m.
- District offices closed Thursday, Nov. 23 in observance of Thanksgiving Day
- Beaumont Basin Watermaster Meeting: Dec. 6 at 11 a.m.
- Finance & Audit Committee meeting: Thursday, Dec. 7 at 3:00 p.m.
- Regular Board Meeting: Wednesday, Dec. 13 at 6 p.m.
- District offices closed Monday, Dec. 25 in observance of Christmas Day
- District offices closed Monday, Jan. 1, 2024 in observance of New Year's Day

## 9. Adjournment

*President Hoffman adjourned the meeting at 7:03 p.m.*



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

ATTEST:



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