



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

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
Wednesday, July 10, 2024 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 Covington opened the meeting at 6:05 p.m.*

*Pledge of Allegiance was led by Director Ramirez.*

*Invocation was given by Director Slawson.*

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

*At 6:07 p.m., the Board approved by consensus the attendance of  
Director Ramirez via teleconference under the AB 2449 Just Cause  
provision.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams (6:15 p.m.)
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Engineering Mark Swanson Director of Operations James Bean Director of Information Technology Robert Rasha Assistant Director of Finance and Administration Sylvia Molina Human Resources Manager Ren Berioso Engineering Assistant Evan Ward Engineering Assistant Khalid Sebai Development Services Technician Lilian Tienda Executive Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered attendance: Larry Smith of the San Geronio Pass Water Agency; Craig Heaps, Gerry Cody.

**Public Comment:** None.

1. **Adjustments to the Agenda:** General Manager Jagers drew attention to a revised exhibit related to Item 6 and Legal Counsel confirmed.

Staff may request the Board continue the Closed Session item, pending receipt of related information, Jagers noted.

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

*The Board received and filed the following reports:*

- a. *Legislative Action and Issues Report*
- b. *Ad Hoc Communications Committee Quarterly Report*

*by the following roll-call vote:*

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

3. **Consent Calendar**

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

- a. *Review of June 2024 Invoices Pending Approval*
- b. *Status of Declared Local Emergencies Related to Fires*
  - i. *Impact of the Apple Fire pursuant to Resolution 2020-17*
  - ii. *Impact of the El Dorado Fire pursuant to Resolution 2020-20*

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

6:15 p.m. – Director Williams joined the meeting

4. **Presentation, Resolution 2024-10 Amending the District’s Policies and Procedures Manual**

a.	Policy 3180	Nepotism/ Employment of Relatives and Fraternization
b.	Policy 3160	HIPAA Compliance
c.	Policy 3185	Employee Separation
d.	Policy 3065	Reduction in Force
e.	Policy 3200	Grievance Procedures

Human Resources Manager Ren Berioso presented the policy revisions as recommended by the Personnel Committee and pointed to applicable legal references.

a. Policy 3180 Nepotism/ Employment of Relatives and Fraternization  
Mr. Berioso explained changes related to supervisory roles, conflicts of interest, and investigations.

b. Policy 3160 HIPAA Compliance  
Mr. Berioso noted that legal counsel advised that the District could opt out of HIPAA compliance as the District is not related to health care. However, the Personnel Committee noted that there are activities related to personal information and recommended retaining the policy. Additional provisions of the health Insurance Portability and Accountability Act (HIPAA) have been included, he noted.

c. Policy 3185 Employee Separation  
This policy was created to improve guidance and replaces the Confidentiality in Resignations policy. Mr. Berioso advised. He highlighted changes and additions. Director Williams asked about refusal to return District property or equipment. Mr. Berioso noted this was discussed but he Personnel Committee and Mr. Markman advised the District cannot hold back what is owed for labor but may be pursued via other legal action.

d. Policy 3065 Reduction in Force  
Mr. Berioso highlighted changes to the policy to align with Article 18 of the Employee Memorandum of Understanding (MOU) regarding notice of layoff and with Policy 3060 Continuity of Service.

e. Policy 3200 Grievance Procedures  
Mr. Berioso reviewed some additions to procedures and noted alignment with the MOU Article 19. When an employee resigns, any grievance is automatically dismissed, he advised.

*The Board adopted Resolution 2024-10: Amending the District's Policies and Procedures Manual Replacing Part I Section 43 Nepotism/Employment of Relatives with Policy 3180 Nepotism/Employment of Relatives and Fraternization, Replacing Part I Section 39 with Policy 3160 HIPAA Compliance, Replacing Part I Section 44 Confidentiality in Resignations with Policy 3185 Employee Separation, Replacing Part I Section 20 with Policy 3065 Reduction in Force, and Replacing Part I Section 47 with Policy 3200 Grievance Procedures 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	

**5. Request for Increase of Water Service *Will-Serve Letter* for an Expansion to the Existing Calvary Chapel Church Located on Riverside County Assessor's Parcel Number (APN) 408-070-012 on the Southeast Corner of Brookside Avenue and Orchard Heights Avenue**

*President Covington advised that the Calvary Chapel property is within 500 feet of his primary residence. He recused himself from the discussion and exited the Board room.*

Director of Engineering Mark Swanson explained the phased expansion of the church and anticipated increased water use. Staff reviewed architectural and landscape plans and existing consumption (2.5 EDUs) and provided an estimated increase of 2.3 EDUs, (total of 4.8 EDUs), Swanson said.

Director Slawson asked about future phases, and Swanson noted this action includes phases 1 and 2. Should phase 3 go forward, staff will evaluate and bring it back should there be a further increase.

One of the conditions requires establishment of a separate meter for irrigation, to comply with the Making Conservation a Way of Life regulations, Swanson noted. In the future, if there is a non-potable line in the area, this could be connected. Capacity Charges would be due on the incremental increase.

General Manger Jagers added that the requirement for a separate irrigation meter aligns with the recent regulations adopted by the Department of Water Resources.

Mr. Craig Heaps representing Calvary Chapel indicated he agrees with the Conditions of Approval.

Director Hoffman asked about requirements for fire sprinklers. Mr. Swanson noted there is an existing facility with fire service and the church will need to upgrade its service in accordance with the Fire Code. If needed, they will have to install a larger fire service.

*The Board approved the application and granted an increase in water service Will-Serve Letter per the enumerated conditions for the proposed expansion to the Calvary Chapel church located on Riverside County Assessor's Parcel Number (APN) 408-070-012 for phases 1 and 2 subject to payment of all deposits and fees to the District and securing all approvals from the City of Beaumont by the following roll-call vote:*

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

6:43 p.m. President Covington rejoined the meeting.

**6. Request for Increase in Legal Rates by Richards, Watson & Gershon**

Assistant Director of Finance and Administrative Services Sylvia Molina clarified the staff recommendation is to approve the contract amendment that includes the rate increases. She noted that RWG has been representing the District and providing legal guidance since 2011 and has not increased rates in the last 13 years. This is a request to amend the existing agreement with new rates (Exhibit A) effective July 1. She reminded that Exhibit B was not part of the amendment.

General Manager Jagers advised that Mr. Markman’s firm has provided service to the organization for more than 12 years and has been found to be responsive and reliable, and to provide reasonable guidance to staff.

Mr. Markman acknowledged the large increase but noted it has been 13 years and no routine increases had been requested over the past years.

President Covington pointed to Agenda Item 3a, Approval of Invoices and said it would be prudent and more transparent to have at least billable hours and rates identified, and what level of staff is being paid. Mr. Markman said the detail is usually provided.

Covington reviewed the proposed rates: \$350 for general services, \$300 for other services by shareholders and \$250 for associates. He agreed the RWG services had been of quality and the working relationship good and said the lack of previous rate increase had been appreciated.

President Covington invited public comment. Mr. Gary Cody asked if there was a cap on number of hours. President Covington noted that legal services were included in the budget; and that is the cap. He added that if there was litigation, that would come back to the Board for authorization.

*The Board approved Amendment 1 to the Legal Services Agreement with Richards Watson and Gershon with rate increase 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	

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

General Manager Jagers reviewed the list and directors indicated interest in the following events:

DATE	EVENT	COVINGTON	HOFFMAN	RAMIREZ	SLAWSON	WILLIAMS
Jul 12	Beaumont Chamber of Commerce Breakfast	NO	YES	NO	YES	YES
Jul 18	ACWA Virtual event: Mastering the Op-Ed	YES	NO	MAYBE	NO	YES
Aug 9	Beaumont Chamber of Commerce Breakfast	NO	YES	NO	NO	NO
Aug 9	Building Industry Association So Cal Water Conference	NO	NO	NO	YES	YES
Aug 13	ACWA Region 9 Event: Workforce Development	NO	NO	NO	YES	YES
Aug 13	CSDA Webinar: Demystifying LAFCOs	YES	YES	YES	NO	NO
Aug 14	Riverside County Supervisor Gutierrez State of the 5th District	MAYBE		MAYBE	YES	
Aug 20	Building Industry Association Orange County Housing and Sustainability Conference	NO	NO	YES	NO	NO
Aug 21-23	Urban Water Institute annual Conference	MAYBE		YES	YES	YES
Sept 9 - 12	California Special Districts Association (CSDA) Annual Conf	NO			YES	YES
Sept 19	Beaumont Chamber State of the City dinner	YES	YES	MAYBE	YES	YES
Sept 25 & 26	CSDA Virtual Workshop: Finance	NO	NO	MAYBE	PROBABLY	PROBABLY

*The Board preapproved attendance of all directors at the following events for purposes of per diem and reimbursement of associated reasonable and necessary transportation expenses per District policy:*

- *Riverside County Supervisor Gutierrez State of the 5th District on Aug. 14*

*by the following roll-call vote:*

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

The Board considered postponing the Aug. 22 Engineering Workshop to Aug. 29 to accommodate the Urban Water Institute and directed staff to bring back calendar options.

#### **8. Discussion: District Operations Center**

*At the request of General Manager Jagers, President Covington tabled this item.*



**9. Discussion and Authorization for Possible Funds for Improving the Field Office at 12th and Palm**

General Manager Jagers briefed the Board on action to address the building and space needs. Staff has moved out of the 12th and Palm facility and interim space is being sought while a more long-term solution is being addressed.

Jagers reviewed elements of work for the 12th and Palm building restoration including mold remediation and provided an estimate of costs. All work plus furniture with contingencies totals approximately \$87,000, he explained.

President Covington recalled discussion on moving the field staff to the building where the Engineering team is located and asked about the cost. Mr. Jagers recalled the additional 2,400 square feet of space was \$5,600 per month / \$67,000 per year, and the other space considered was approximately \$120,000 per year. President Covington noted that tenant improvements would be additional cost.

Director Williams asked about timeline. Director of Operations James Bean indicated the mold remediation could be done in a couple of weeks, and staff believes the work could be complete and staff moved back in in approximately one month.

Director Hoffman indicated this appears to be the quickest, most economical way to address the issue and recommended approval with progress reports to be provided. Director Ramirez and President Covington agreed.

*The Board directed staff to move forward with mold remediation and approved expenditure of not-to-exceed \$87,000 for restoration of the 12th and Palm facility 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. Reports For Discussion and Possible Action**

a. Ad Hoc Committees:

- i. Communications Committee: Director Ramirez reported that cost savings have been possible due to staff bringing some public engagement and outreach in house following some changes at CV Strategies. The budget is looking good. Other agencies are copying what the District is doing, and BCVWD is also learning from other agencies. He thanked Director Williams for her support and leadership.

Director Williams added that all should look at this year's Water Quality Report (available on the website), which was produced in house. She thanked staff for the good job.

- ii. Sites Reservoir: Mr. Jagers reported the project continues to move forward. At the San Gorgonio Pass Water Agency meeting on Monday, water resource planning was discussed including Sites. There is more to talk about with the committee.
- iii. Bogart Park: Director Hoffman reported on the meeting of June 10: there was discussion of park and District boundaries and resolution of discrepancies. President Covington added there was a review of the program beginning and contractual obligations. Some follow up items were requested from staff. More discussion will be on tap in the near future.
- iv. Water Re-Use 3x2: Mr. Jagers noted the meeting on June 4 included staff only. He reported discussion of City elements including liability. The District provided information to the City's consultant who was hired to help them decide what to do with the water supply. There will be some decision-making shortly, he noted. There is nothing that the District or the SGPWA have not done; the City has to make some decisions and establish a critical path.

b. Directors' Reports:

- Riverside County Water Task Force on June 28, 2024 (Slawson)
- San Gorgonio Pass Water Agency Special Meeting on July 8, 2024 (Slawson)

c. Directors' General Comments: None.

d. General Manager's Report:

Mr. Jagers reported:

- Pond maintenance cycle is ongoing
- Water is being put back into Pond 4
- Wells have been returned to service after maintenance
- Design is being wrapped up on the Board-approved Elm Avenue pipeline and it will be going in soon
- A preconstruction meeting on the Noble Pipeline project was held
- Other capital replacement projects are moving forward
- A phased approach will be brought to the Board for a new staff facility

e. Legal Counsel Report: No report.

**11. 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
- Revision of policies related to expenses and travel
- Operations Center



**12. Announcements**

*President Covington pointed out the announcements:*

- Finance & Audit Committee special meeting: Thursday, July 11 at 3 p.m.
- Personnel Committee meeting: Tuesday, July 16 at 5:30 p.m.
- San Geronio Pass Regional Water Alliance: Wednesday, July 24 at 5 p.m.
- Engineering Workshop: Thursday, July 25 at 6 p.m.
- Finance & Audit Committee meeting: Thursday, Aug. 1 at 3 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Aug. 7 at 11 a.m.
- Regular Board meeting: Wednesday, Aug. 14 at 6 p.m.

**13. Recess to Closed Session**

*President Covington tabled the Closed session item.*


- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
 Pursuant to California Government Code Section 54956.8  
 Property: APNs 408-080-009, 408-080-010, 408-080,011, 480-080-012  
 Agency Negotiator: Dan Jagers, General Manager  
 Under Negotiation: Price and terms of payment

**14. Report on Action Taken During Closed Session**

*There was no closed session.*

**15. Adjournment**


*President Covington adjourned the meeting at 8:01 p.m.*




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Director John Covington, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

ATTEST:




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Director Lona Williams, Secretary  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District