



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

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
Wednesday, October 9, 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.*

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**Call to Order:** *President Covington opened the meeting at 6:07 p.m.*

*Pledge of Allegiance was led by Vice President Slawson.  
Invocation was given by Director Williams.*

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

*No directors were attending via teleconference.*

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Engineering Mark Swanson 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 Water Utility Worker II Luis Lomeli Executive Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered attendance: Jacob Montagne, Rick Rush, Kevin Walton.

*President Covington noted that Director Ramirez is present but will be excused from the Closed Session.*

**Public Comment:** None.

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

## 2. Reports / Presentations / Information Items

President Covington pointed to Item 2a, the Update on Water Theft, and asked about enforcement and collection of penalties. General Manager Dan Jagers affirmed that the ordinance is being enforced.

*The Board received and filed the following reports:*

- a. *Update on Water Theft Since Updated Miscellaneous Fees Adoption*
- b. *Annual Disclosure of Director or Employee Reimbursements over \$100 (Government Code 53065.5)*
- c. *Annual Review of Director Per Diem Compensation*
- d. *Acknowledgement of Receipt of the Low-Income Household Water Assistance Program (LIHWAP) Partnership Award*
- e. *Townsend Public Affairs, Inc. Monthly Update*

*by the following roll-call vote:*

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

## 3. Consent Calendar

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

- a. *Review of the August 2024 Budget Variance Reports*
- b. *Review of the August 30, 2024 Cash/Investment Balance Report*
- c. *Review of Check Register for the Month of September 2024*
- d. *Review of September 2024 Invoices Pending Approval*
- e. *Minutes of the Regular Meeting of July 25, 2024*

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

## 4. Resolution 2024-16: Adjustment to the BCVWD Fiscal Year 2024 Operating Budget for Additional Water Supply Purchase

Assistant Director of Finance and Administration Sylvia Molina explained that 2,800 acre-feet (af) of additional water supply is available from the San Geronio Pass Water Agency (SGPWA). The budget included purchase of 11,200 af. Authorization was requested to purchase the available water at a cost of \$1,117,200 from the capital replacement reserve. She reminded that imported water is a pass-through charge on customers' bills.

General Manager Jagers explained that the District's Beaumont Basin storage account is at about 32,000 af. This is part of the conjunctive use plan, he noted.

President Covington said he is glad the storage account has been replenished. He noted that he is typically in favor of buying water when available, but posited that it may be more beneficial for the District to retain the money, earn interest, and allow SGPWA to purchase the water.

General Manager Jagers explained that in 2020-2021 prior to the drought, the storage account balance had been about 39,000 af. This purchase will bring the account up to around 35,000 af, and the goal is to get back to 39,000 to 40,000 af which gives the District three years of buffer against drought conditions. He recommended making the purchase this year.

In response to further questions from President Covington, Jagers explained production, water loss, and replenishment needs. Director Hoffman noted that interest rates are falling, and recommended purchase of the water.

Director Slawson asked for specifics of customer water use and Mr. Jagers indicated sales of 12,960 af.

*The Board adopted Resolution 2024-16 authorizing a mid-year adjustment to the Fiscal Year 2024 Operating Budget for State Water Project additional water supply purchases in an amount not to exceed \$1,117,200 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	

**5. Resolution 2024-17: Acceptance of an Easement for District Facilities on behalf of BCVWD for an area north of Oak Valley Parkway and west of the I-10 Freeway (APN 400-020-042)**

Director of Engineering Mark Swanson presented the request for the development Crown and Virtue between Tournament Hills and Fairway Canyon, and is required to extend three large pipelines westerly through Oak Valley Parkway, which contains a number of other utilities. Because these pipelines are not actually in the roadway, an easement is required which is not included on the Tract Map and therefore comes to the Board.

General Manager Jagers explained that the pipeline could not go over or under the existing storm drain, causing the pipeline to move north.

*The Board adopted Resolution 2024-17 Approving, Authorizing and Directing staff to accept an Easement for District-Owned Water Facilities once executed by the Applicant (grantor) by the following roll-call vote:*

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

**6. Resolution 2024-18 Amending the District’s Policies and Procedures Manual Part I and Part III**

<b>a.</b>	<b>Policy 3136</b>	<b>Succession and Workforce Planning</b>
<b>b.</b>	<b>Policy 3176</b>	<b>Transfers and Voluntary Demotion</b>
<b>c.</b>	<b>Policy 3255</b>	<b>Other Mandated Leaves of Absence</b>
<b>d.</b>	<b>Policy 5025</b>	<b>Illness and Injury Prevention Program</b>

Human Resources Manager Ren Berioso presented each policy’s purpose and changes. These eliminate some redundancies, he noted. Legal Counsel’s recommendations were incorporated, ensuring compliance with state laws and District standards.

**a. Policy 3136 Succession and Workforce Planning**

Mr. Berioso explained that the policy does not guarantee promotion, it is a way to create a pool of talent for critical vacancies and foster a culture of career growth and development.

- Purpose: To ensure business continuity in the event of anticipated retirements, resignations, or unexpected vacancies in leadership or technical roles.
- Key Features:
  - Emphasizes creating a pool of talent for critical positions.
  - Encourages career growth and development within the organization.
  - Includes tools such as Individual Development Plans (IDP) for employees.
  - Mentorship is limited to 20% of mentees' work hours to prevent operational disruptions.

**b. Policy 3176 Transfers and Voluntary Demotion**

This policy ensures that the District is able to support, retain, and develop employees in their roles. It promotes flexibility and provides a robust structure.

- Purpose: To support employee retention and development through structured transfers and voluntary demotions.
- Key Features:
  - Defines the process and approval authority for transfers and demotions.
  - Outlines steps for employees on probation who do not meet departmental standards.
  - Example provided: An employee voluntarily moved to a lower position in another division.

Director Slawson asked if this was common practice and Mr. Berioso provided an example.

- c. Policy 3255 Other Mandated Leaves of Absence  
These are required, job-protected leaves. The policy provides legal guidance and spells out limitations when taking leave.
  - Purpose: To provide legal guidance for employees taking state-mandated job-protected leaves of absence.
  - Key Features:
    - Includes provisions for voting leave, organ donation, bone marrow leave, and reproductive loss leave.
    - Specifies protections against retaliation and requirements for documentation.
    - Aligns with state posting requirements for such policies.
  - Fiscal Impact: Limited to costs for paid leave, accounted for in the budget.
  
- d. Policy 5025 Illness and Injury Prevention Program
  - Purpose: To consolidate duplicate policies and align safety protocols with Cal/OSHA standards.
  - Key Features:
    - Defines the role of a "competent person" as per Cal/OSHA guidelines.
    - Includes a non-retaliation clause for employees reporting health or safety concerns.

*The Board adopted Resolution 2024-18 Amending the District Policies and Procedures Manual Part I and Part III 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	

**7. Request to Rescind Continuation of Service for Previously Approved Project At 1680 E 6th Street, Suite A (APN 419-150-006) – East of Allegheny Avenue, and West of Highland Springs Avenue**

Engineering Assistant Evan Ward reminded that a Continuation of Service Letter was approved by the Board for a laundromat (Jenny’s Laundry) at 1680 East Sixth Street, Suite A, at the February 22, 2024 meeting. The tenant applicant paid capacity charges for an additional two EDUs (Equivalent Dwelling Units) based on anticipated water consumption. Due to circumstances beyond the tenant’s control, they never occupied the suite and have since vacated the premises.

The tenant has requested the rescission of the continuation of service letter and a refund of the capacity charges paid. If approved, the property owner would retain the original one EDU allocation, and the tenant would be refunded the facility fees paid, Ward explained.

General Manager Jaggars clarified that Continuation of Service Letters are often part of the City of Beaumont’s (City) redevelopment application process. The rescission would be memorialized to avoid future misallocation of development facility fees.

In response to President Covington, Mr. Ward confirmed that the Continuation of Service Letter was issued to the tenant, not the property owner.  
 In response to Director Slawson, Mr. Ward confirmed that the tenant never used the water facilities, and there was no impact on the District's water system.

*The Board approved the request to rescind the Continuation of Service Letter for the proposed project at 1680 E 6th Street Suite A (Jenny's Laundry), located at Assessor's Parcel Number (APN) 419-150-006 and authorized the General Manager to refund Capacity Charges paid by Jenny's Laundry in the amount of \$20,244.00 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	

**8. Consider Setting a Date for a Public Hearing and Adoption of Ordinance 2024-01: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2023-01**

*By consensus, the Board took no action.*

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

Directors indicated interest in the following events:

DAY	EVENT	COVINGTON	HOFFMAN	RAMIREZ	SLAWSON	WILLIAMS
11-Oct	Beaumont Chamber Breakfast	NO	YES		YES	YES
30-Oct	WEF Annual Water Summit (Sacramento)	NO	NO	NO	YES	YES
3-Nov	CSDA Special District Leadership Academy	NO	NO	NO	NO	MAYBE
8-Nov	Beaumont Chamber Breakfast	NO	YES	YES	YES	YES
3-Dec	ACWA Fall Conference (Palm Desert)			YES	YES	YES
4-Dec	CSDA Virtual Workshop: Board's Role in HR	NO	NO	NO	NO	NO

**10. Reports For Discussion and Possible Action**

a. Ad Hoc Committees:

- i. Communications Committee: Director Ramirez reported that staff continues to excel in communications, achieving efficiency and cost savings by handling more tasks internally, such as faster social media updates and improved collaboration with the Committee. He praised the team for maintaining the communications budget and highlighted the

District's updated and user-friendly website, now using the official ".gov" domain, as a testament to their efforts. Ramirez acknowledged staff, including IT Director Robert Rasha, for their excellent work in keeping the District's outreach effective and professional.

- ii. Sites Reservoir: General Manager Jagers shared that he recently discussed with Lance Eckhart, general manager of the SGPWA the possibility of convening an ad hoc committee meeting to explore future collaborative efforts. The intent is to meet in the near term to advance discussions on local progress related to Sites Reservoir efforts. He indicated ongoing alignment with previously discussed goals.
- iii. Bogart Park General Manager Jagers stated that progress is paused until after the election, and likely until early 2025, unless he is provided alternative direction. He also noted the District has a 99-year lease nearing its end, with approximately 12 years remaining, which has been transitioned to the Beaumont-Cherry Valley Recreation and Parks District.
- iv. Water Re-Use 3x2: General Manager Jagers said he heard that the City's consultant has prepared a term sheet, and it was being reviewed internally. A scheduled meeting with the City Manager and Public Works Director did not take place but has been moved forward. He intends to touch base with the Public Works Director tomorrow.

b. Directors' Reports:

*Reports were provided as follows:*

- i. ACWA CLE Workshop on General Counsel Roles & Responsibilities on October 2, 2024 (Ramirez)
- ii. Beaumont Basin Watermaster Meeting on October 2, 2024 (Slawson)
- iii. Institutes for Local Government Webinar: Brown Act Basics on October 3, 2024 (Covington, Slawson)
- iv. Riverside County Water Task Force Speaker Series Webinar on October 4, 2024 (Hoffman, Ramirez, Slawson)
- v. San Geronio Pass Water Agency meeting on October 7 (Slawson)
- vi. Meeting with Chandler Asset Management on October 9 (Hoffman)

c. Directors' General Comments:

President Covington requested that Legal Counsel Markman provide a primer on 2025 updates in the Brown Act (AB 2449 changes) and a legal memo on changes to Proposition 218 elements.

d. General Manager's Report:

Mr. Jagers reported:

- Chandler Asset Investment Strategy: The District's investment strategy for Chandler Assets remains focused on a 5-year horizon to ensure cash availability for projects. The shift in strategy involves extending the timeline slightly without committing to long-term investments.
- Beaumont Basin Watermaster: Clarified that Watermaster Committee seats are designated for staff, as specified in the judgment. The City of

Beaumont's request to seat an elected official is being cautiously approached, with further discussions anticipated if oversight elements arise.

- 12th and Palm Facility Update: Renovations at the facility are progressing, with drywall, painting, and flooring work underway. Tile installation is scheduled to start shortly, with the project nearing completion.
  - Pavement Patches and Cooperative Agreement: The District has 50 road patches to complete under the new cooperative agreement, potentially significantly reducing costs from \$500,000 to \$80,000.
  - Heli-Hydrant Project: Discussed potential participation in a project involving up to six heli-hydrants for wildfire support, one of which is in the District's area. Obligations and agreements are under review.
  - Cybersecurity grant application: The District applied for a \$250,000 cybersecurity grant to enhance its systems.
  - Grant application for Well Relocation: Submitted a \$3 million grant application for relocating Well 30 to the northwest corner of the Noble Creek Recharge Facilities. The project aligns with chromium-6 mitigation efforts and is part of the District's Capital Improvement Plan (CIP).
  - Recycled Water and Wells: Contractors are ready to begin work on Wells 1A and 2A, pending coordination with Stewart Park construction activities.
  - Budget Preparation: The team is actively working on the budget process for next year and the next five years, ensuring alignment with District goals.
- e. Legal Counsel Report: Counsel Markman advised that his firm has written reports coming out on the changes to the Brown Act and he would provide them before the next meeting.

## 11. Topic List for Future Meetings

	Item requested	Date of request	Requester
A	Update / presentation on the AMR / AMI project	12/14/22	
B	Presentation on the San Bernardino Valley Resource Conservation District	7/13/22	
C	Presentation on solar power opportunities	12/14/22	Ramirez
D	Sites Reservoir update	2/23/23	
E	Operations Center update		
F	Primer on updates to the Brown Act effective 2025	10/9/24	Covington

## 12. Announcements

*President Covington pointed out the announcements:*

- Finance & Audit Committee special meeting: Thursday, Oct. 17 at 3 p.m.
- Personnel Committee meeting: Tuesday, Oct. 15 at 5:30 p.m.
- Engineering Workshop: Thursday, Oct. 24 at 6 p.m.
- Collaborative Agencies Committee meeting: Wednesday, Nov. 6 at 5 p.m.
- Finance & Audit Committee meeting: Thursday, Nov. 7 at 3 p.m.



- District office will be closed on Monday, Nov. 11 in observation of Veterans Day
- Regular Board meeting: Wednesday, Nov. 13 at 6 p.m.

**13. Closed Session: 7:37 p.m.**

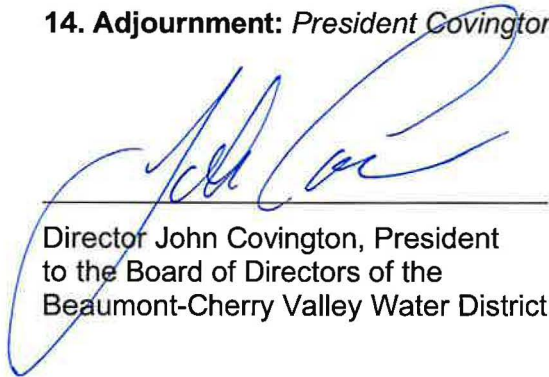
*President Covington announced the following Closed Session items:*

- 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 Jaggars, General Manager  
Under Negotiation: Price and terms of payment
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54947  
Title: General Manager
- CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to Government Code Section 54957.6  
District designated representatives: Dan Jaggars, General Manager  
Employee Organization: BCVWD Employee Association and Contract Positions

**Report on Action Taken During Closed Session:**

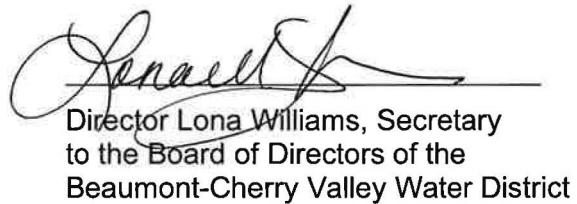
*President Covington stated there was no reportable action taken.*

**14. Adjournment:** *President Covington adjourned the meeting at 9:46 p.m.*



\_\_\_\_\_  
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