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

MINUTES OF THE FINANCE AND AUDIT COMMITTEE SPECIAL MEETING
Thursday, September 4, 2025 at 10:00 a.m.

CALL TO ORDER

Chair Hoffman called the meeting to order at 10:04 a.m.

Attendance

Directors present:	Director David Hoffman and Director Lona Williams
Directors absent:	None
Staff present:	General Manager Dan Jaggers Director of Information Technology & Cybersecurity Robert Rasha Director of Finance and Administration Sylvia Molina Director of Operations James Bean Management Analyst II Erica Gonzales Finance Manager William Clayton Administrative Assistant Cenica Smith
Members of the public:	None

PUBLIC COMMENT: None

ACTION ITEMS

1. **Adjustments to the Agenda**: Mr. Clayton advised that the agenda had been corrected and posted online. The regular meeting of 3 p.m. has been canceled.

2. **Review and Acceptance of the Minutes of the Finance and Audit Committee**
   a. August 7, 2025 Regular Meeting

The Committee accepted the minutes as presented by the following vote:

MOVED: Williams	SECONDED: Hoffman	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

3. Receive and file the Check Register for the Month of June 2025

The Committee received and filed the Check Register as presented by the following vote:

MOVED: Williams	SECONDED: Hoffman	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

4. Financial Reports/Recommendations

a. Review of the July 2025 Budget Variance Reports
b. Review of the July 31, 2025 Cash and Investment Balance Report
c. Review of Check Register for the Month of August 2025
d. Review of August 2025 Invoices Pending Approval

Director Hoffman noted that the District is within budget, and everything is on schedule, perhaps a little under budget. Noting that the hot months began in July, he pointed out that summer revenue will not be seen until after the two-month billing period. He anticipated increased revenue from water sales over the next few months.

General Manager Dan Jaggers discussed the upcoming request for authorization to purchase additional imported water from the San Gorgonio Pass Water Agency (SGPWA). Director Hoffman asked about the SGPWA's purchase and delivery of imported water to their recharge ponds, and Mr. Jaggers provided detail on water supply and recharge efforts. He also advised of a deal the SGPWA entered with the San Bernardino Valley Municipal Water District for storing surplus water in the Bunker Hill Basin.

Staff highlighted and/or responded to committee inquiries about the following items:

- Interest: The rate of return was about 4.2 to 4.37 percent
- The Cal Trust short term account is doing well
- Many accounts are maturing soon, and the funds will be redistributed across the next six months
- A request to extend the paving cooperative agreement has been sent to the City of Beaumont and it may go to the City Council on September 16
- One Well Chromium 6 reading was 8.6. The current plan is to plumb the well and connect to the non-potable system.
- The redrilling of Well 2 is not yet in process.
- Title reports on parcels are budgeted each year for needed reports. The expense pointed out is for a sliver of property in which BCVWD has facilities.
- Stewart Park and surrounding facilities are being addressed as best for long term maintenance. Engineering Department provided preliminary design, and a welder had been engaged to do some needed work.

- The final payment on the CV Strategies contract was made. The in-house team is being built to maximize cost effectiveness. The next step may be to minimize the ad hoc Communications Committee for further cost savings.
- Expense of $33,170 is for radios and collectors as part of the AMR/AMI project to fill voids. Implementation of the radios is halfway complete. The system has saved a lot of time and has improved accuracy and billing.
- The erroneous billing from Southern California Edison has been corrected and staff will continue to monitor.
- A $15,000 refund to Allegheny Apartments was explained with four AR accounts with deposits. To clean up the system, deposits were transferred to other accounts and the refund was $4,061.40.
- A City of Beaumont encroachment permit was for a pressure reducing station.

The Committee recommended presenting the financial reports 4a to 4d to the Board of Directors for approval by the following vote:

MOVED: Hoffman	SECONDED: Williams	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

5. Expense and Per Diem Compensation Claims Submitted for Approval

The Committee reviewed the Expense and Per Diem Compensation Claims.

The claims were approved by the following vote:

MOVED: Hoffman	SECONDED: Williams	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

6. Report on Director Event Attendance

The Committee reviewed the report without comment, and it was received and filed by the following vote:

MOVED: Hoffman	SECONDED: Williams	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

7. Policy Tracking Matrix Progress Dashboard

Ms. Molina noted that policies on credit card usage and purchasing were still in progress. The project is approximately 66 percent complete.

The Committee approved the Table of upcoming policy items by the following vote:

MOVED: Williams	SECONDED: Hoffman	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

8. Update: BCVWD 2026 Operating Budget Timeline

Ms. Molina provided an update on the budget in process to meet the December deadline, and detailed the focused steps taken. Typically, the F&A Committee has a special meeting in October to split the budget numbers so as not to be overwhelming; and the President will be requested to call that meeting so the Committee can provide feedback.

Mr. Jaggers noted he will be on vacation for the December 4 meeting.

The Committee requested the Board President call a special F&A meeting on October 16 by the following vote:

MOVED: Williams	SECONDED: Hoffman	APPROVED 2-0
AYES:	Hoffman, Williams	
NOES:	None	
ABSTAIN:	None	
ABSENT:	None	

ANNOUNCEMENTS

Chair Hoffman pointed out the following announcements:

- ~~Regular Board Meeting: Wednesday, Sept. 10 at 6 p.m.~~ - CANCELED
- Special Board Meeting: Thursday, Sept. 11 at 6 p.m.
- Personnel Committee: Tuesday, Sept. 16 at 4:30 p.m.
- San Gorgonio Pass Regional Water Alliance: Wednesday, Sept. 24 at 5 p.m.
- Engineering Workshop: Thursday, Sept. 25 at 6 p.m.
- Finance & Audit Committee meeting: Thursday, Oct. 2 at 3 p.m.

ADJOURNMENT: 10:47 A.M.

David Hoffman, Chairman
to the Finance and Audit Committee of the Beaumont-Cherry Valley Water District