



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

**NOTICE AND AGENDA  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

*This meeting is hereby noticed pursuant to  
California Government Code Section 54950 et. seq.*

**Wednesday, June 10, 2026 - 6:00 p.m.**  
**560 Magnolia Avenue, Beaumont, CA 92223**

**TELECONFERENCE NOTICE**

*The BCVWD Board of Directors will attend in person at the BCVWD  
Administrative Office and/or via Zoom video teleconference pursuant to  
Government Code 54953 et. seq.*

*To access the Zoom conference, use the link below:*  
<https://us02web.zoom.us/j/84318559070?pwd=SXlzMfZCMGh0YTFlL2tnUGlpU3h0UT09>

*To telephone in, please dial: (669) 900-9128  
Enter Meeting ID: 843 1855 9070 / Enter Passcode: 113552*

*For Public Comment, use the “Raise Hand” feature on the video call  
when prompted. If dialing in, dial \*9 to “Raise Hand” when prompted*

*BCVWD provides remote attendance options primarily as a matter of  
convenience to the public. Unless a Board member is attending remotely  
pursuant to provisions of GC 54953 et. seq., BCVWD will not stop or  
suspend its in-person public meeting should a technological interruption  
occur with respect to the Zoom teleconference or call-in line listed on the  
agenda. Members of the public are encouraged to attend BCVWD meetings  
in person at the above address, or remotely using the options listed.  
Members of the public are not required to provide identifying information in  
order to attend public meetings. Through the link above, the Zoom platform  
requests entry of a name and email address, and BCVWD is unable to  
modify this requirement.*

*Meeting materials are available on the BCVWD website:*  
<https://bcvwd.gov/document-category/regular-board-agendas/>

## BCVWD REGULAR MEETING – JUNE 10, 2026

**Call to Order: President Williams**

Roll Call - Board of Directors

**Pledge of Allegiance: Director Hoffman**

	President Lona Williams
	Vice President Andy Ramirez
	Secretary David Hoffman
	Treasurer John Covington
	Member Daniel Slawson

**Invocation: President Williams**

**Request or Announcement, and Verification of Remote Meeting Participation Pursuant To GC 54953.8**

**Roll Call and Introduction of Staff Members Present**

**Public Comment**

**PUBLIC COMMENT: RAISE HAND OR PRESS \*9 to request to speak when prompted. If you are present in the Board Room, please fill out a Request to Speak card and deliver it to the Recording Secretary.**

At this time, any person may address the Board of Directors on matters within its jurisdiction. However, state law prohibits the Board from discussing or taking action on any item not listed on the agenda. Any non-agenda matters that require action will be referred to Staff for a report and possible action at a subsequent meeting.

**Please limit your comments to three minutes.** Sharing or passing time to another speaker is not permitted.

### **ACTION ITEMS**

*Action may be taken on any item on the agenda. Information on the following items is included in the full Agenda Packet.*

**1. Adjustments to the Agenda:** In accordance with Government Code Section 54954.2, additions to the agenda require a 2/3 vote of the legislative body, or if less than 2/3 of the members are present, a unanimous vote of those members present, which makes the determination that there is a need to take action, and the need to take action arose after the posting of the agenda.

- a. Item(s) to be removed or continued from the Agenda
- b. Emergency Item(s) to be added to the Agenda
- c. Changes to the order of the agenda

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

Reports from consultants, contractors, or staff. Presentations may be made upon request of the Board. Requested presentations should be limited to no longer than five (5) minutes.

- a) Emergency Preparedness Program Status Report (pages 7 - 9)
- b) Update: BCVWD 2026 Operational Budget Timeline (pages 10 - 11)

3. **Consent Calendar:** All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and may be approved in one motion. There will be no discussion of these items prior to the time the Board considers the motion unless members of the Board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.
  - a) Minutes of the Regular Meeting of April 23, 2026 (pages 13 - 18)
4. **BCVWD's Draft 2026-2027 Annual Water Supply and Demand Assessment** (pages 20 – 33)
5. **Resolution 2026-\_\_:** Amending the District's Policies and Procedures Manual: **Policy 3225 Employee Leave Donation Program** (pages 34 - 60)
6. **Approval of the Notice of Election of 2026 for submission to the Registrars of Voters of the County of San Bernardino and the County of Riverside regarding the November 3, 2026 Consolidated Election** (pages 61 - 65)
7. **Resolution 2026-\_\_ Adopting an Amendment to the District's Conflict of Interest Code** (pages 66 - 73)
8. **Request for District Oversizing Contribution for Tract 36307 Infrastructure located within Oak Valley Parkway** (pages 74 - 87)
9. **Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem** (pages 88 - 99)
10. **Reports For Discussion and Possible Action**
  - a. Ad Hoc Committees
    - i. Sites Reservoir
    - ii. Bogart Park
    - iii. Water Re-Use 3x2
  - b. Standing Committees  
*No oral report | written report only - pages 100 - 101)*
    - i. Finance & Audit Committee
    - ii. Personnel Committee
  - c. Directors' Reports  
*In compliance with Government Code § 53232.3(d), Water Code § 20201, and BCVWD Policies and Procedures Manual Part II Policies 4060 and 4065 directors claiming a per diem and/or expense reimbursement (regardless of pre-approval status) will provide a brief report following attendance*
    - CSDA Webinar: Vision to Action: Special District Planning for Impact on May 19, 2026 (Hoffman, Ramirez, Slawson, Williams)
    - Building Industry Association Inland Empire Mid Year Economic Update 2026 on May 20, 2026 (Slawson, Williams)
    - CSDA Webinar: Bridge the Gap: Interim Financing Solutions for your Agency's Needs on May 21, 2026 (Hoffman, Ramirez, Slawson, Williams)

## BCVWD REGULAR MEETING – JUNE 10, 2026

---

- San Geronio Pass Water Agency Meetings on May 2 & 18, 2026
  - San Geronio Pass Regional Water Alliance Meeting on May 27, 2026 (Slawson)
  - CSDA Virtual Workshop: Organizational Development on May 27-28, 2026 (Ramirez)
  - Beaumont Chamber of Commerce Breakfast on June 3, 2026 (Hoffman, Slawson, Williams)
  - Public Policy Institute of California Tribal Water Rights in California Virtual Webinar on June 4, 2026 (Ramirez, Slawson, Williams)
  - California-Nevada Drought and Climate Outlook Webinar on June 8, 2026 (Hoffman, Ramirez, Slawson, Williams)
  - CSDA Webinar: From Policy to Practice: Implementing Effective Reserve Strategies on June 9, 2026 (Hoffman, Ramirez, Slawson, Williams)
- d. Directors' General Comments
- e. General Manager's Report (pages 102 – 117)
- f. Legal Counsel Report

### 11. Topic List for Future Meetings

*A Board Member may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors (Policy 4030.5)*

	Item requested	Date of request	Requester
1	Update on Grand Avenue pipeline project	1/22/26	Covington
2	Legal Counsel update on SGMA cases and examples	3/11/26	Williams

### 12. Announcements

*Check the meeting agenda for location and potential teleconference information.*

- Finance & Audit Committee special meeting: Thursday, Jun. 11 at 3:00 p.m. (postponed from 6/4)
- Personnel Committee: Tuesday, Jun. 16 at 4:30 p.m.
- Engineering Workshop: Thursday, Jun. 25 at 6:00 p.m.
- Finance & Audit Committee meeting: Wednesday, Jul. 1 at 3:00 p.m. (note date change due to holiday)
- District offices will be closed in observance of Independence Day: Thursday, Jul. 2
- Regular Board Meeting: Wednesday, Jul. 8 at 6:00 p.m.
- San Geronio Pass Regional Water Alliance: Wednesday, Jul. 22 at 5:00 p.m.

### 13. Closed Session

*The Board may meet in Closed Session pursuant to the Government Code sections listed below.*

- a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: APNs 407-170-008 and 407-170-029  
Agency Negotiator: Dan Jaggars, General Manager  
Under Negotiation: Price and terms of payment
  
- b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to Government Code section 54956.8  
Property: 635 Veile Avenue (Unit A, Unit B), Beaumont, CA  
District Negotiator: Dan Jaggars and Mark Swanson  
Under Negotiation: Both price and terms of payment

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

### 15. Adjournment

#### NOTICES

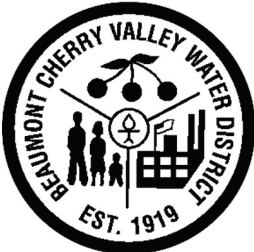
**AVAILABILITY OF AGENDA MATERIALS** - Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Beaumont-Cherry Valley Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection in the District's office, at 560 Magnolia Avenue, Beaumont, California ("District Office") during business hours, Monday through Thursday from 7:30 a.m. to 5 p.m. If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available from the District Office at the same time or within 24 hours' time as they are distributed to Board Members, except that if such writings are distributed one hour prior to, or during the meeting, they can be made available in the Board Room at the District Office. Materials may also be available on the District's website: <https://bcvwd.gov/>. (GC 54957.5)

**REVISIONS TO THE AGENDA** - In accordance with §54954.2(a) of the Government Code (Brown Act), revisions to this Agenda may be made up to 72 hours before the Board Meeting, if necessary, after mailings are completed. Interested persons wishing to receive a copy of the set Agenda may pick one up at the District's Main Office, located at 560 Magnolia Avenue, Beaumont, California, up to 72 hours prior to the Board Regular Meeting.

**REQUIREMENTS RE: DISABLED ACCESS** - In accordance with Government Code §54954.2(a), and the Americans with Disabilities Act (ADA), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the District Office. Notification of at least 48 hours in advance of the meeting will generally enable staff to make reasonable arrangements to ensure accessibility. The Office may be contacted by telephone at (951) 845-9581, email at [info@bcvwd.gov](mailto:info@bcvwd.gov) or in writing at the Beaumont-Cherry Valley Water District, 560 Magnolia Avenue, Beaumont, California 92223.

**CERTIFICATION OF POSTING:** A copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Beaumont-Cherry Valley Water District and to its website at least 72 hours in advance of the meeting (Government Code §54954.2(a)).

# Reports





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 2a**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Daniel K. Jagers, General Manager  
Ren Berioso, Human Resources Manager

**SUBJECT: 2026 Emergency Preparedness Program Status Report**

---

**Staff Recommendation**

Receive and file the 2025 Emergency Preparedness Program Status Report in accordance with Policy Number 5005 Emergency Preparedness (policy).

**Executive Summary**

This report outlines the District's ongoing efforts and progress related to emergency preparedness as mandated by BCVWD Policy 5005.9. The Human Resources (HR) and Risk Management Department continued coordinating with Department Heads and members of the Emergency Response Team (ERT) to support Risk Management activities, emergency preparedness initiatives, and cross-departmental collaboration. Various trainings, emergency preparedness drills, and policy updates were implemented throughout the year to reinforce District readiness, operational continuity, and employee safety.

Additionally, the 2025 Annual Risk Management Report was presented to the Personnel Committee in January 2026 to provide analysis on workers' compensation claims, property loss/damage claims, and related risk mitigation efforts.

**Background**

Policy Number 5005 (Section 5005.9) requires the General Manager or his/her designee to provide the Board with an annual report on the Emergency Preparedness Program's progress, and additional reports following any declared District emergency. This report fulfills the annual requirement by summarizing the year's initiatives and highlighting critical program developments that strengthen the District's readiness, resilience, and emergency response capabilities.

**Discussion**

**1. Risk Management Updates**

Throughout the year, the Human Resources and Risk Management Division conducted regular meetings with key personnel from various departments to review and discuss the status of the District's Risk Management activities. These meetings focused on identifying ongoing and emerging risks, monitoring progress in addressing them, and reinforcing employee safety awareness.

The 2025 Annual Risk Management Report was presented to the Personnel Committee at its January 2026 meeting, highlighting that the District recorded a total of twelve (12) workers'



compensation claims and thirteen (13) property loss and damage claims, seven of which involved District employees.

In addition to claims analysis, efforts to mitigate legal and fiscal risks included implementing additional layers of in-house safety trainings at no cost to the District, particularly emphasizing safety-sensitive roles and operational readiness.

## **2. Emergency Response Plan (ERP) Revision**

The Emergency Response Plan (ERP) continues to undergo regular review and refinement every two months by members of the Emergency Response Team to ensure the document remains current, effective, and aligned with operational needs and regulatory requirements.

As part of the ongoing enhancements, an Emergency Response Matrix was added to the ERP to provide a comprehensive guide outlining the roles and responsibilities of Board Members, the General Manager, Executive Team members, and key staff during emergency situations. The matrix improves coordination, accountability, and communication during emergency response efforts while supporting continuity of operations.

## **3. FEMA Emergency Management Training**

At the April 15, 2025 Personnel Committee meeting, the Committee recommended that the General Manager and HR and Risk Manager coordinate Federal Emergency Management Agency (FEMA) training for key members of the Emergency Response Team (ERT). This training initiative is intended to strengthen employees' understanding of state- and federally-required emergency and non-emergency response protocols.

As part of this effort, thirteen (13) Emergency Response Team members are required to complete designated FEMA courses by the end of calendar year 2026.

As of March 31, 2026, participants have achieved an 88% to 90% completion rate across all four FEMA virtual courses. These courses, ranging between two (2) and four (4) hours each, support continued compliance with incident command and emergency management training requirements while reinforcing the District's preparedness capabilities.

## **4. Emergency Preparedness Drills and Assessments**

The Human Resources and Operations Departments continue to enhance the District's emergency preparedness efforts for earthquakes, fires, and other emergency situations through coordinated drills, assessments, and response evaluations.

Traditionally, most agencies conduct earthquake drills annually during October as part of the "Great ShakeOut" campaign. However, HR and the Director of Operations coordinated a series of surprise emergency drills throughout the year to evaluate employee readiness and operational response capabilities under unannounced conditions.

The assessments identified communication gaps and procedural improvements that need to be addressed to strengthen the District's response during future emergency events. Additional unannounced drills are planned throughout the year to support continuous improvement, reinforce employee preparedness, and enhance overall emergency response coordination.



## **5. ACWA JPIA President's Special Recognition Awards**

On December 1, 2025, Beaumont-Cherry Valley Water District (BCVWD) was honored with three President's Special Recognition Awards from the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA), recognizing exceptional performance in risk management and loss prevention.

This marks the first time BCVWD has received all three awards concurrently, highlighting the District's strong commitment to operational excellence, employee safety, infrastructure protection, and fiscal stewardship.

BCVWD received the General Liability Program award for maintaining low claim costs relative to contributions from October 1, 2021, through September 30, 2024, reflecting a culture of accountability and effective risk management.

Additionally, the District earned first-time President's Special Recognition Awards for both the Property Program and Workers' Compensation Program for the period July 1, 2021, through June 30, 2024, underscoring the District's continued dedication to employee safety and infrastructure protection.

These recognitions are proudly dedicated to all BCVWD staff, whose professionalism, diligence, and daily commitment made this milestone achievement possible in service to the Beaumont and Cherry Valley communities.

### **Fiscal Impact**

There is no fiscal impact in the Workers' Compensation area, as all related costs are covered under the ACWA JPIA blanket policy. Additionally, the incidents did not result in lost time that could have impacted operating costs.

The fiscal impact of property damage/loss claims involving employees varies by incident. The deductible is \$10,000 for Buildings, Personal Property, Fixed Equipment, and Unscheduled Vehicles on Premises, and \$500 for Vehicles. Minor vehicle repairs typically range from approximately \$600 to \$1,500 per incident and are generally handled internally rather than submitted as insurance claims to help avoid increases in insurance premiums.

For calendar year 2025, aggregate repair costs and property losses totaled approximately \$50,000 and were accounted for within the District's annual budget. A significant portion of these costs resulted from the theft of five fire hydrants during the fiscal year.

The fiscal impact associated with ERP revisions and FEMA training primarily consists of staff time and is accounted for within the District's annual operating budget.

**Attachments:** None

Staff Report prepared by Ren Berioso, Human Resources and Risk Manager



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 2b**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Sylvia Molina, Director of Finance and Administration  
**SUBJECT:** **BCVWD 2026 Operating Budget Timeline**

---

**Staff Recommendation**

Receive and file the 2026 Operating Budget Timeline for the Board of Directors.

**Executive Summary**

Staff has prepared the 2026 Operating Budget Timeline, which includes key dates and milestones associated with the annual mid-year review process and development of the Fiscal Year 2027 Operating Budget. The timeline identifies important meeting dates that will impact the Board of Directors throughout the budget development and review process, as reflected in Table 1, Operating Budget Timeline.

**Background**

District policy requires the Board of Directors to approve the Operations Budget for the upcoming fiscal year no later than December 31 of the current year. Prior to presentation of the budget document to the Board for formal approval, several key steps must be completed throughout the budget development process. These efforts include the mid-year review, budget analysis, personnel reviews, and various internal discussions and meetings, as well as training sessions and evaluations of each department's accomplishments and goals. The process also includes preparation of staff reports and supporting documentation required for presentation of the budget resolution to the full Board of Directors.

**Discussion**

The budget development process consists of more than 200 individual tasks and milestones coordinated across multiple departments and committees. Included within the schedule are several key meeting dates involving the Finance and Audit Committee, the Personnel Committee, and the Board of Directors. Table 1, Operating Budget Timeline, outlines the anticipated schedule of events associated with the development, review, and adoption of the Operating Budget. The timeline was presented for the Finance and Audit Committee on June 4, 2026 and was approved to be presented to the Board of Directors.

Table 1 – Operating Budget Timeline

<b>Line #</b>	<b>Date</b>	<b>Legislative Body</b>	<b>Topic(s)</b>
<b>1</b>	06/10/2026	Board of Directors	Budget Timeline
<b>2</b>	06/16/2026	Personnel Committee	Budget Timeline
<b>3</b>	08/06/2026	<b>Finance and Audit Committee</b>	Mid-Year Budget Review



Table 1 – Operated Budget Timeline (*continued*)

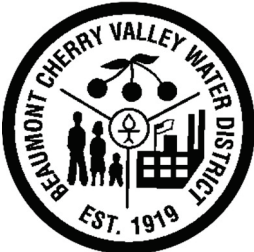
Line #	Date	Legislative Body	Topic(s)
4	08/12/2026	Board of Directors	Mid-Year Budget Review
5	09/15/2026	Personnel Committee	Draft Organization Chart
6	10/01/2026	<b>Finance and Audit Committee</b>	Budget Status Report
7	10/15/2026	<b>Finance and Audit Committee</b>	Revenues/Expense Details
8	10/20/2026	Personnel Committee	Draft Salary Chart
9	11/05/2026	<b>Finance and Audit Committee</b>	Draft Budget Document
10	11/12/2026	Board of Directors	Budget presentation
11	11/19/20026	Board of Directors	Budget document revisions
12	12/3/2026	<b>Finance and Audit Committee</b>	Final Budget document review
13	12/09/2026	Board of Directors	Resolution for 2027 Operating Budget

**Fiscal Impact**

None.

Staff Report prepared by Sylvia Molina, Director of Finance and Administration

# **Consent Calendar**





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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS  
Thursday, April 23, 2026 at 6:00 p.m.**

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

**Call to Order:** Director Covington opened the meeting at 6:02 p.m.  
*Pledge of Allegiance was led by President Williams.  
Invocation was given by Vice President Ramirez.*

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

**Roll Call:**

Directors present:	Covington, Hoffman, Ramirez, Slawson, Williams
Directors absent:	None
Staff present:	General Manager Dan Jaggars Director of Engineering Mark Swanson Director of Operations James Bean Director of Finance and Administration Sylvia Molina Director of IT and Cybersecurity Robert Rasha Human Resources and Risk Manager Ren Berioso Development Services Technician Lillian Medellin Tienda Associate Civil Engineer Evan Ward Executive Assistant Lynda Kerney
Legal Counsel	James Markman

Members of the public who registered their attendance or appeared online: Flory Smith, Michael Tahan, Blair Ball.

**Public Comment:** None.

- 1. Adjustments to the Agenda:** None.
- 2. Request for Will-Serve Letter for the Proposed Multi-Family Residential Development identified as the Beaumont Ridge Apartment Project located South of 8th Street between Illinois Avenue and American Avenue**

Associate Civil Engineer Evan Ward presented a request for a Will-Serve Letter (WSL) for the proposed Beaumont Ridge Apartments project, consisting of 39 residential units and an administrative office building, including associated recreational and site improvements, with an estimated water demand of 11,491 gallons per day, or 26.1 equivalent dwelling units (EDUs).

Ward stated that the site, previously served by a single-family residence, is proposed for redevelopment to higher-density residential use and can be served by existing District infrastructure within 8th Street, including potable and non-potable water mains.

General Manager Jagers confirmed for Vice President Ramirez that this action is part of the entitlement process and this WSL would show the City that there is assurance of water supply. Vice President Ramirez asked about any assessment of the area's aging infrastructure and Jagers noted that once fire supply and other needs are confirmed, staff will make an assessment as to whether there is a need to replace lines.

Vice President Ramirez noted that the applicant would bear the cost of any extraordinary expenses related to providing service and Mr. Ward assured that this is covered in the District's conditions of approval. Director Covington noted the importance of ensuring that developments are paying their fair share and not burdening existing ratepayers. Director of Engineering Mark Swanson and Mr. Jagers added detailed information about connection to the main line.

*The Board approved the request for water service for the proposed multi-family residential development identified as the Beaumont Ridge Apartments located south of 8th Street on Riverside County Assessor's Parcel Number (APN) 419-222-012 in the City of Beaumont, subject to payment of all deposits and fees to the District and securing all approvals from the City of Beaumont with conditions as enumerated 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	

### **3. Award a Contract to General Pump Company for Well 25 and Well 1 Pumping Unit Repair and Well 25 Rehabilitation**

Director of Operations James Bean presented a request to award a contract to General Pump Company for repair and rehabilitation work associated with Well 25 and Well 1. Mr. Bean explained that Well 25 recently developed vibration and abnormal noise indicative of possible subsurface equipment wear, though the well remains operational and staff believes the issue was identified early enough to allow repair rather than full replacement. He also reported that Well 1 has been out of service since 2013 and that staff proposes refurbishing and reusing the existing equipment in the newly drilled Well 1A to support non-potable system operations. Mr. Bean noted that staff may also install a bentonite plug in Well 1A depending on upcoming water quality results from Well 2A.

Several contractors expressed interest in the project, but only one bid was ultimately received. General Pump Company submitted a responsive bid totaling approximately \$246,000 for the base work and staff developed a conservative project budget including contingencies. During the presentation, Mr. Bean corrected the recommended authorization amount from \$310,000 to a rounded not-to-exceed amount of \$335,000 after identifying that the well sealing cost for Well 1A had inadvertently not been included in the final budget summary.

General Manager Jagers added that the District intends to place Well 1A into non-potable service as part of the District's chromium-6 management strategy while continuing to evaluate water quality conditions. Staff is attempting to maximize reuse of existing equipment and minimize unnecessary costs while preparing for long-term treatment and operational planning, and he noted that Well 25 is a major production well shared with the City of Banning.

Director Hoffman asked whether General Pump Company had previously performed work for the District and whether staff had concerns regarding receiving only one bid. Staff responded that General Pump Company had completed prior District well projects and historically had been the lowest responsive bidder for other projects. Mr. Jagers explained that the District extended the bid deadline in an effort to encourage competition, but no additional bids were submitted, and staff believed the pricing remained reasonable under current market conditions.

Director Hoffman and Director Covington both asked about cost-sharing obligations associated with Well 25, which is jointly owned with the City of Banning. Staff explained that the bid schedules and invoicing would separately identify work performed on Well 25 and Well 1, allowing accurate allocation of costs under the existing agreement with Banning, and noted that reimbursement from Banning has not historically been an issue. Vice President Ramirez commented on the importance of transparency in the bidding process and acknowledged that specialized contractors with strong experience may naturally emerge as the most competitive bidders.

*The Board authorized the General Manager to execute a contract with General Pump Company in an amount not to exceed \$335,000 for the removal, inspection, and repair of the District's existing Well 25 and Well 1 pumping units, including reinstallation of Well 1 equipment into Well 1A, and to perform rehabilitation of Well 25 as necessary 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	

#### **4. Update: Development Activity and Engineering Department Workload**

Director of Engineering Mark Swanson provided an overview of current development activity throughout the District's sphere of influence and explained that the Engineering Department has experienced a significant increase in workload since early 2026. Mr. Swanson stated that the purpose of the presentation was to familiarize the Board with the volume, location, and complexity of projects currently under review or construction, noting that activity includes residential, commercial, industrial, institutional, and mixed-use projects both inside and outside the District's current boundaries. He reviewed maps showing active development areas in Beaumont, Cherry Valley, and portions of Calimesa, and explained that many projects are simultaneously undergoing annexation review, plan checks, water supply assessments, plan of service analysis, and infrastructure evaluation.

Mr. Swanson discussed several active projects, including the Target center area, Fairway Canyon, Beaumont Pointe / Jackrabbit Trail, and multiple proposed industrial developments south of Interstate 10. He explained that many of the southern projects are located in areas where little or no District infrastructure currently exists, requiring evaluation of future transmission mains, storage, booster stations, pressure-reducing stations, and looping requirements. General Manager Jagers added that changes to the City of Beaumont's General Plan have shifted substantial areas previously planned for residential development toward industrial and commercial uses, creating new infrastructure and service planning challenges that differ from prior master planning assumptions. Staff emphasized that Engineering, Operations, and management staff are collaboratively evaluating elevations, pressure zones, storage capacity, and long-term system reliability as these projects evolve.

Jagers explained that the District's existing master planning documents serve as a guide but must continually be refined as actual project layouts and infrastructure demands become known. He noted that many of the proposed warehouse developments require substantial fire flow capacity and storage, with some facilities proposing millions of square feet of development area and requiring extensive looping systems to avoid dead-end pipelines. Developers will be required to construct much of the infrastructure necessary to support their projects, including tanks, transmission pipelines, booster stations, and related facilities where appropriate, with reimbursement or community facilities district (CFD) mechanisms potentially used for shared infrastructure. Swanson emphasized that the District intends to avoid incomplete or temporary infrastructure configurations that could remain in place long term if projects stall or change ownership.

Vice President Ramirez asked questions regarding specific projects identified on the maps and whether neighboring agencies could potentially provide service if the District lacked infrastructure capacity. Jagers responded that no practical alternative service exists from neighboring agencies due to geographic constraints, distance from Metropolitan Water District (MWD) or Eastern Municipal Water District (EMWD) infrastructure, and operational challenges associated with maintaining water quality in long dead-end transmission systems. The District must carefully balance oversized infrastructure needs against water quality and operational concerns while ensuring sufficient storage and fire flow protection for future development.

Director Covington asked several questions regarding specific developments, including the Childhelp property, long-pending residential tracts, and recently proposed housing and warehouse projects. Staff clarified the status of several projects, including those with expired entitlements, pending will-serve extensions, or ongoing due diligence. Director Covington also asked about prior concerns involving unauthorized or temporary groundwater well activity in Cherry Valley and on the Mesa. Mr. Swanson and General Manager Jagers reported that staff continues to monitor those areas, including through drone inspections and water usage monitoring, and stated that no evidence has been found indicating that unauthorized wells have become operational. Staff further explained that property owners seeking agricultural or vineyard-related service in Cherry Valley are being directed through appropriate Local Agency Formation Commission (LAFCO) and District processes before permanent service can be established.

Director Slawson asked how proposed developments south of Beaumont would address sewer service given the terrain and elevations. Staff responded that sewer service would likely require lift stations or other pumping infrastructure similar to other

portions of Beaumont. During additional discussion, staff explained large industrial fire flow demands can affect entire pressure zones and storage operations, emphasizing the importance of ensuring adequate emergency storage capacity while maintaining service reliability for existing customers. Mr. Jagers concluded by stating that the Engineering Department’s workload now extends well beyond capital improvement projects alone, with extensive behind-the-scenes planning, coordination, legal review, and system analysis occurring to prepare for the next phase of regional growth.

**5. Topic List for Future Meetings:**

	Item requested	Date of request	Requester
1	Update on Grand Avenue pipeline project	1/22/26	Covington
2	Revisit the LAFCO election nomination / ballot	2/24/26	Slawson

**6. Announcements**

*President Williams called attention to the following announcements:*

- Collaborative Agencies meeting: Wednesday, Apr. 29 at 5:00 p.m.
- Finance & Audit Committee meeting: Thursday, May 7 at 3:00 p.m.
- Regular Board Meeting: Wednesday, May 13 at 6:00 p.m.
- Personnel Committee: Tuesday, May 19 at 4:30 p.m.
- District offices will be closed in observance of Memorial Day: Monday, May 25
- San Geronio Pass Regional Water Alliance: Wednesday, May 27 at 5 p.m.
- Engineering Workshop: Thursday, May 28 at 6:00 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Jun. 3 at 11:00 a.m.

**7. Recessed to Closed Session: 7:24 p.m.**

*Vice President Ramirez exited the meeting and did not join Closed Session.*

*President Williams announced the following Closed Session items:*

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: Recycled water generated by the City of Beaumont Wastewater Treatment Plant  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment
  
- b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Pursuant to California Government Code Section 54956.8  
Property: APN 407-150-016  
Agency Negotiator: Dan Jagers, General Manager  
Under Negotiation: Price and terms of payment

**Reconvene in Open Session: 8:14 p.m.**

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

*President Williams announced there was no reportable action taken in Closed Session.*

**9. Adjournment**

*President Williams adjourned the meeting at 8:14 p.m.*

ATTEST:

*DRAFT UNTIL APPROVED*

*DRAFT UNTIL APPROVED*

---

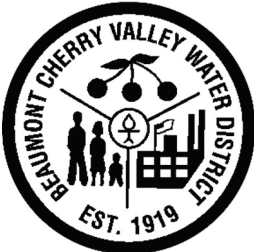
Director Lona Williams, President  
to the Board of Directors of the  
Beaumont-Cherry Valley Water District

---

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

DRAFT

# Action Items





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 4**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Discussion of BCVWD's Draft 2026-2027 Annual Water Supply and Demand Assessment

---

**Staff Recommendation**

No recommendation. This item is for discussion purposes only.

**Executive Summary**

District staff has prepared the preliminary Annual Water Supply and Demand Assessment (AWSDA), which is required by the State Water Resources Control Board (SWRCB) to be submitted no later than July 1, 2026 and has presented a draft for discussion with the Board. Following discussion of the draft AWSDA, District staff will prepare the final AWSDA and bring said report to the Board for final approval and adoption by resolution. Upon adoption by the Board, District staff will follow DWR requirements to submit the final AWSDA to DWR by July 1, 2026.

In the previous calendar year (2025), the District recharged approximately 16,200 acre-feet of water replenishing the Beaumont Basin water storage account from years prior. Due to the above average reservoir storage levels within the State Water Project (SWP), the SWP allocation has been increased to 45 percent for the 2026 water year and the District has been working with the San Geronio Pass Water Agency (SGPWA) to import available water through the SWP. Based on the current SWP allocation, District staff anticipates that the District will have sufficient water supplies to recharge water into the Beaumont Basin and satisfy its 2026 Water Order. The District continues to leverage its conjunctive use strategy utilizing imported State Water Project supplies, local groundwater production, and groundwater storage within the Beaumont Basin.

Based on the analysis contained in the Draft AWSDA, District staff anticipates that available water supplies will be sufficient to meet projected potable and non-potable water demands during the July 2026 through June 2027 assessment period. The Draft AWSDA identifies an estimated surplus of approximately 121 acre-feet of potable water and no anticipated water shortages requiring implementation of the District's Water Shortage Contingency Plan.

**Background**

In April 2022, the DWR released the final guidance document to be used by water suppliers for preparing AWSDAs. The DWR recently released an addendum to the guidance document on April 23, 2024. In order to prepare the District's AWSDA, District staff has analyzed its potential water sources for the current/upcoming year (July 2026 – June 2027 per the Water Code), as well as the estimated consumption based on the findings of the 2020 Urban Water Management Plan (UWMP) and forecasted usages based on actual District consumption data. Staff has prepared a preliminary AWSDA for the July 1, 2026 through June 30, 2027 assessment period, consistent with DWR guidance and Water Code requirements, which is to be submitted via email to DWR



by July 1, 2026. The procedures and results of District staff's analysis are included herein. See Attachment 1 for the Draft AWSDA as it would be submitted to DWR to meet the July 1<sup>st</sup> deadline.

## **Discussion**

District staff analyzed projected water demands, available water supplies, existing infrastructure capabilities, and applicable water shortage response actions in accordance with DWR guidance and Water Code requirements. Based on this analysis, the District is projected to maintain sufficient potable and non-potable water supplies to meet anticipated demands during the July 2026 through June 2027 assessment period. The following discussion summarizes the methodology and findings used to prepare the Draft AWSDA.

As part of the requirements for AWSDAs, water suppliers are required by the Water Code to analyze the following:

- i. Current year unconstrained demand
- ii. Current year available supply
- iii. Existing infrastructure capabilities and plausible constraints
- iv. A defined set of locally applicable evaluation criteria that are consistently relied upon for each annual water supply and demand assessment
- v. A description and quantification of each source of water supply

Water suppliers are required to complete five (5) separate submittal tables to be provided to DWR as part of the AWSDA. The submittal tables are summarized below (note, these are not representative of the tables provided herein):

- Table 1: Annual Assessment Information
  - Water Supplier's contact information
- Table 2: Water Demands
  - Estimated unconstrained water demands for the upcoming year
- Table 3: Water Supplies
  - Available Water Supplies
- Table 4: Potable and Non-Potable Water Shortage Assessment
  - Uses input data from Tables 2 and 3 and calculates the surplus/shortage as a percentage for each month of the upcoming year and uses said percentage to determine the corresponding Water Shortage Level.
  - Water suppliers have the option to input planned WSCP Actions which result in a quantified supply augmentation and/or demand reduction. Revised surplus/shortages are auto calculated based on WSCP Actions.
- Table 5: Planned Water Shortage Response Actions
  - Estimated reduction in water demands due to water shortage actions.



### Current Year Unconstrained Demand

As part of the Annual Shortage Report, water suppliers are encouraged to project demands for the upcoming year on a monthly basis in order to reveal any potential shortages throughout the year. Suppliers are given the option to report on a monthly basis (or other time basis as desired) and are given the option to include project water demand by consumer class.

To create an accurate projection of monthly demand by consumer class, District staff analyzed monthly consumption data from July 2017 – April 2026. Each respective consumer class and its “share” of the total monthly water demand was analyzed, and the average monthly “share” of demand by consumer class was used to project what the monthly demand breakdown will be over the upcoming year.

The “share” by consumer class, by month, as percent of total yearly consumption, was applied to an estimated annual consumption (July 2026 – June 2027) of 12,161 acre-feet (AF) for potable water use and 1,747 AF for non-potable water use. This estimated annual consumption was determined based on the previous year’s annual consumption (July 2025 – June 2026; note, demand for May – June 2026 was estimated for the preliminary AWSDA. Actual consumption data for May 2026 will be included in the Final AWSDA) plus the annual incremental increase in demand based on District-wide growth, as determined in the 2020 UWMP.

Table 1 below includes the general procedure for determining the current year unconstrained demand.

**Table 1 – Unconstrained Demand Projection Procedure**

Step	Description
1	Determine total monthly demand for all accounts from 2017 – 2026
2	Analyze each month's percentage of total annual demand from 2017 – 2026
3	Analyze monthly demand for each consumer class from 2017 – 2026
4	Determine each consumer class’s average share (percentage) of total monthly demand (by month 2017 – 2026). For any consumer class for which meters are read on a bi-monthly basis, the bi-monthly demand was divided in half and applied over the two-month period in order to analyze realistic monthly use.
5	<b>Total estimated current year unconstrained demand:</b> Use incremental increase in demand based on 2020 UWMP findings and apply increase to unconstrained demands from the previous year (July 2025 – June 2026)
6	<b>Monthly Demand (all Consumer Classes):</b> Based on average (2017 – 2026) monthly percentage of total annual demand, apply percentage for each month to estimated total annual demand. For any consumer class that is measured on a bi-monthly basis, bi-monthly demand is averaged over two months to estimate monthly demand.
7	<b>Monthly Demand (by Consumer Class):</b> Based on estimated monthly demands, apply consumer class percentage to total estimated monthly demand.

Note: any reference to demand in Table 1 above includes both potable and non-potable demand. Estimated Unconstrained demand data is included in Table 2 of Attachment 1.



The District’s estimated unconstrained water demands for July 2026 – June 2027 are summarized in Table 2, below. The previously forecasted data for July 2025 – June 2026 and the actual data from July 2025 – April 2026 is included for comparison. Note, the total demand data for May – June 2026 is estimated at this time, so total potable and non-potable demands are not separated for the forecasted data. May 2026 will be finalized prior to the submittal of the Final AWSDA.

**Table 2 –Unconstrained Demands**

	Projected		Actual
	1	2	3
Description	July 2026 – June 2027 Water Demand, AF	July 2025 – June 2026 Water Demand, AF	July 2025 – April 2026 Water Demand, AF
Potable	12,161	11,145	9,908
Non-Potable	1,754	1,765	1,008
<b>Total</b>	<b>13,915</b>	<b>12,910</b>	<b>10,916</b>

The total annual demand data presented in Table 2 may differ from any annual demand information provided previously to the Board, as the District typically analyzes its demands from January – December.

Current Year Available Supply

To estimate available water supply for the upcoming year, District staff analyzed the District’s available supplies to date, estimated how much water through the SWP may be delivered by the end of the 2026 calendar year, as well as the estimated water deliveries which may be received from January – June 2027 based on the assumption that ample water supply is available. Based on the current State Water Project allocation, the SWP has an ample amount of water available.

Based on direction of staff from the State Water Board, water districts are to report water supplies necessary to meet their demands and ultimately, not show an abundance of water supplies. District staff has applied a reduction factor to the water supplies available to the District through the State Water Project to address this.

A summary of the various supply sources available to the District which were analyzed for the Annual Shortage Report are included in Table 3 below.



**Table 3 – Available Water Supply Sources**

Supply Description	Local/ Imported	Potable/ Non- Potable
<b>Edgar Canyon Groundwater:</b> No limit on pumping, long-term average annual yield between 1,100-1,400 AFY.	Local	Potable
<b>State Water Project Table A Water:</b> Subject to varying reliability. San Geronio Pass Water Agency (SGPWA) allocation for 45% year is 7,785 AF. This would equate to approximately 7,785 AF (45% of 17,300 AF). District staff anticipates approximately 3,675 AF is required to meet the proposed demands with some replenishment.	Imported	Potable
<b>City of Ventura Table A:</b> Access to City of Ventura's SWP 10,000 AF Allocation. Subject to reliability of SWP. This would equate to approximately 4,500 AF (45% of 10,000 AF). District staff anticipates approximately 2,111 AF is required to meet the proposed demands with some replenishment.	Imported	Potable
<b>AVEK-Nickel Water:</b> Access to water from Nickel Farms, by SGPWA deal with Antelope Valley-East Kern Water Agency (AVEK). 1,700 AFY, not subject to SWP reliability.	Imported	Potable
<b>Article 21 Water:</b> Subject to varying reliability. Due to the available water supplies in the SWP, District staff does not plan on receiving Article 21 Water for the 2026-2027 year.	Imported	Potable
<b>State Water Project Table A Carryover Water:</b> Subject to varying reliability. San Geronio Pass Water Agency (SGPWA) Carryover Water from the previous year (2025). District staff is assuming the SGPWA Table A Carryover Water to be zero (0) in 2026.	Imported	Potable
<b>City of Ventura Carryover Water:</b> Subject to varying reliability. City of Ventura Carryover Water from the previous year (2025). District staff is assuming the City of Ventura Carryover Water to be zero (0) in 2026.	Imported	Potable
<b>Beaumont Basin Groundwater (Reallocated Unused Overlier Rights):</b> Allocation determined on an annual basis by Beaumont Basin Watermaster. No replenishment requirement for Unused Overlier rights. Annual allocation for 2026 and 2027 taken from the Draft 2025 Beaumont Basin Watermaster Report. Total annual allocation divided evenly over each month.	Local	Potable/ Non- Potable
<b>Beaumont Basin Groundwater (Supply from Storage):</b> Adjudicated groundwater basin, with replenishment requirements. Withdrawal from BCVWD storage account required during dry years. Due to the available water supplies in the SWP, District staff does not plan on pulling water from the storage account for the 2026-2027 year.	Local	Potable/ Non- Potable

Water suppliers are encouraged by DWR to input available supplies on a monthly basis. The available monthly supplies for imported water typically vary from year to year, based on SWP, weather, and available capacity in DWR facilities to transport Table A water. Over previous years during the drought, water availability through the SWP was inconsistent. However, due to the



recent rainfall and snowpack levels, Table A water will likely be available throughout the year. The available monthly supplies included in BCVWD’s AWSDA are assumed to be consistent throughout the year and with BCVWD. Actual availability and timing of imported water may differ from projections provided in the AWSDA.

The available monthly supplies for local groundwater is predictable; District staff was able to analyze the monthly production for both Edgar Canyon and the Beaumont Basin from 2017 – 2026 to project the available supplies for the upcoming year. The projected groundwater supplies from Edgar Canyon were increased based on the recent wet years.

A summary of the District’s procedures for analyzing the available supply for the upcoming year is included in Table 4 below.

**Table 4 – Supply Projection Procedure**

Step	Description
1	<p>Based on a 45% Allocation for the current water year, District estimated approximately 45% would be available over the 2026-2027 year. This amount was reduced to meet the proposed demands with some replenishment. This amount was divided over the 11-month period (332 AF/month for July 2026 – June 2027) with 1 month (January 2027) being 0 AF to allow for SWP maintenance.</p> <p>This step was repeated for all sources which rely on SWP reliability including Nickel Water due to its conveyance through the SWP.</p>
2	<p>Analyze monthly groundwater production from Edgar Canyon. Based on monthly data for 2017 – 2026, monthly yield was projected for the upcoming year. This estimate was increased due to recent “wet” years.</p>
3	<p>Analyze reallocated unused overlie rights for the Beaumont Basin, as determined by the Beaumont Basin Watermaster (1,922 AF in 2026 and 1,737 AF in 2027). The total reallocated rights were divided evenly over the next 12 months.</p>
4	<p>Determine each consumer class’s average share (percentage) of total monthly demand (by month 2017 – 2026). For any consumer class for which meters are read on a bi-monthly basis, the bi-monthly demand was divided in half and applied over the two-month period in order to analyze realistic monthly use.</p>
5	<p>Based on the supply projections as determined in Steps 1 – 4, estimate the required water to be withdrawn from BCVWD’s storage account.</p>



A summary of the District's projected available supplies is included in Table 5, below.

**Table 5 – Projected Available Supply**  
(from Attachment 1 – Table 3)

	<b>July 2026 - June 2027 Water Supply, AF</b>
Potable	12,282
Non-Potable	1,755
<b>Total</b>	<b>14,037</b>

The District's total water supply for the July 2026 – June 2027 year is approximately 14,037 AF. For AWSDA reporting purposes, available imported water supplies were conservatively limited to quantities necessary to satisfy projected demands and maintain a modest surplus. While the assessment identifies a projected surplus of approximately 121 AF, the District has access to additional imported water supplies through the State Water Project, City of Ventura Table A supplies, and other available imported water sources if warranted by operational conditions. The District's conjunctive use strategy allows District staff to balance imported water deliveries, groundwater production, and groundwater storage to meet demands while maintaining long-term supply reliability.

Although the AWSDA evaluates water supply and demand on a monthly basis, projected monthly shortages identified in the assessment do not necessarily represent actual operational shortages. Several months reflect temporary shortages due to the conservative assumptions used in the AWSDA, including the assumption that imported State Water Project supplies will not be available during January maintenance periods. The District operates its water system using a conjunctive use strategy that incorporates local groundwater production, imported water supplies, and groundwater storage. Based on the overall annual assessment, District staff does not anticipate any actual water supply deficiencies during the July 2026 through June 2027 assessment period.

#### Potable/Non-Potable Water Shortage Assessment

Based on the above projections, DWR Submittal Table 4 is auto populated to calculate any surplus or shortage without any WSCP Shortage Response Actions. Water suppliers are then required to analyze the findings of their WSCP and input quantified supply augmentations or demand reductions based on the actions outlined in the WSCP.

Based on the results of the assessment in DWR Submittal Table 4, the District will have an abundance of water supply of approximately 1% (in comparison of the Supply vs the Demand) for the upcoming year.



A brief summary of the potable and non-potable shortage assessment is included in Table 6 below.

**Table 6 – Potable and Non-Potable Water Shortage Assessment**

	<b>July 2026 - June 2027 Potable Water Assessment</b>	<b>July 2026 - June 2027 Non-Potable Water Assessment</b>
Anticipated Unconstrained Demand, AF	12,161	1,754
Anticipated Water Supply, AF	12,282	1,755
Surplus (Shortage) w/o WSCP Action, AF	121	1
% Surplus (-% Shortage) w/o WSCP Action	1%	0%
<b>Revised Surplus (Shortage) w/ WSCP Actions, AF</b>	<b>0</b>	<b>0</b>
<b>Revised % Surplus (-% Shortage) w WSCP Action</b>	<b>1%</b>	<b>0%</b>

Based on the assessment, District staff estimates that approximately 121 AF of surplus potable water supply could be available for recharge to the Beaumont Basin storage account. For AWSDA reporting purposes, available imported supplies were conservatively limited to quantities necessary to satisfy projected demands and maintain a modest surplus, consistent with State guidance. The actual recharge amount depends on the amount of imported water that the District decides to purchase over the next year. Any water recharged to the storage account will account for previous and future dry years when demands exceed the supply. This is conjunctive use and is how the District’s system is designed to function.

Planned Water Shortage Response Actions

The final component of the AWSDA is a list of each water supplier’s planned water shortage response actions, and each action’s associated quantified demand reduction/supply augmentation. The shortage response actions outlined in the WSCP are included in Table 5 of Attachment 1.



### Coordination with SGPWA

District staff intends to continue discussions with the SGPWA to discuss water supply availability and projected demands and will provide the SGPWA with its total annual demands and connections for each year from 2017 – 2026. District staff will also provide the SGPWA with its monthly water demands by consumer class from 2017 – 2026. This information will be utilized by SGPWA in the preparation of its AWSDA. District staff will continue coordination with the SGPWA in order to ensure consistency between the District's data and the SGPWA's projected supplies and demands for the region.

### Fiscal Impact

None. There is currently no fiscal impact related to reporting the Annual Water Supply and Demand Assessment to the Board at this time.

### Attachments

1. Draft BCVWD Annual Water Supply and Demand Assessment Tables (2026-2027)

Staff Report prepared by Evan Ward, Associate Civil Engineer I

Table 1. Annual Assessment Information	
<b>Type of Supplier (Required to check one or two)</b>	
Supplier is a Wholesaler	<input type="checkbox"/>
Supplier is a Retailer	<input checked="" type="checkbox"/>
If you are both a wholesaler and retailer, will you be submitting two separate reports or a combined report?	
<b>Year Covered By This Shortage Report (Required)</b>	
Start: July 1,	2026
End: June 30,	2027
<b>Volume Unit for Reported Supply and Demand:</b> <i>(Must use the same unit throughout)</i>	AF
<b>Supplier's Annual Assessment Planning Cycle (Required)</b>	
Start Month:	JULY
End Month:	JUNE
<b>Data Interval:</b>	Monthly (12 data points per year)
<b>Water Supplier's Contact Information (Required)</b>	
Water Supplier's Name:	BEAUMONT-CHERRY VALLEY WATER DISTRICT
Contact Name:	MARK SWANSON
Contact Title:	DIRECTOR OF ENGINEERING
Street Address:	560 MAGNOLIA AVENUE, BEAUMONT CA
ZIP Code:	92223
Phone Number:	(951) 845-9581
Email Address:	mark.swanson@bcvwd.gov
<b>Report Preparer's Contact Information</b> <i>(if different from above)</i>	
Preparer's Organization Name:	
Preparer's Contact Name:	
Phone Number:	(XXX)XXX-XXXX
Email Address:	
<b>Supplier's Water Shortage Contingency Plan</b>	
<b>WSCP Title</b>	Beaumont-Cherry Valley Water District Water Shortage Contingency Plan
<b>WSCP Adoption Date</b>	8/26/2021
<b>Other Annual Assessment Related Activities</b>	
<b>Activity</b>	<b>Timeline/ Outcomes / Links / Notes</b>
Annual Assessment/ Shortage Report Title:	Optional
Annual Assessment / Shortage Report Approval Date:	MM/DD/YYYY
Other Annual Assessment Related Activities:	Optional
(Add rows as needed)	

= From prior tables  
 = Auto calculated

**Table 2: Water Demands<sup>1</sup>**

Use Type		Start Year:	2026		Volumetric Unit Used <sup>2</sup> :										AF
Drop-down list May select each use multiple times These are the only Use Types that will be recognized by the WUEdata online submittal tool (Add additional rows as needed)	Additional Description (as needed)	Level of Treatment for Non-Potable Supplies Drop-down list	Projected Water Demands - Volume <sup>3</sup>												
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total by Water Demand Type
<b>Demands Served by Potable Supplies</b>															
Single Family			967	905	1,180	861	933	642	675	520	557	460	606	695	9,001
Multi-Family			22	50	25	46	20	41	16	41	18	35	16	42	372
Commercial	Commercial / Institutional		139	177	136	163	118	126	71	105	66	92	65	136	1,394
Industrial			14	21	16	21	13	15	13	17	17	16	13	24	200
Landscape			42	54	39	44	30	22	13	21	13	17	20	39	354
Agricultural irrigation			6	5	10	9	6	5	2	2	2	1	3	2	53
Other Potable	Construction Grading Water		22	32	23	110	114	104	107	114	102	13	16	30	787
															0
															0
															0
<b>Total by Month (Potable)</b>			1,212	1,244	1,429	1,254	1,234	955	897	820	775	634	739	968	12,161
<b>Demands Served by Non-Potable Supplies</b>															
Commercial	Commercial / Institutional Non-Potable		0.8	0.8	0.8	0.8	0.9	0.7	0.3	0.4	0.2	0.2	0.5	0.7	7.1
Landscape			216.0	253.6	253.4	209.1	140.7	115.3	67.1	77.3	57.4	53.0	119.8	183.9	1,746.6
															0
															0
															0
<b>Total by Month (Non-Potable)</b>			216.8	254.4	254.2	209.9	141.6	116.0	67.4	77.7	57.6	53.2	120.3	184.6	1,754
Notes: Water Supplies greater than the Demands shown above will be recharged into the Adjudicated Beaumont Basin.															
<sup>1</sup> Projections are based on best available data at time of submitting the report and actual demand volumes could be different due to many factors.															
<sup>2</sup> Units of measure (AF, CCF, MG) must remain consistent.															
<sup>3</sup> When opting to provide other than monthly volumes (bi-monthly, quarterly, or annual), please see directions on entering data for Projected Water Demand in the Table Instructions.															

Optional (for comparison purposes)	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Last year's total demand													0
Two years ago total demand													0
Three years ago total demand													0
Four years ago total demand													0

= From prior tables  
 = Auto calculated

**Table 3: Water Supplies<sup>1</sup>**

Water Supply	Start Year:	Volumetric Unit Used <sup>2</sup> :															
<b>Drop-down List</b> May use each category multiple times. These are the only water supply categories that will be recognized by the WUEdata online submittal tool (Add additional rows as needed)	Additional Detail on Water Supply	Projected Water Supplies - Volume <sup>3</sup>														Water Quality	Total Right or Safe Yield* (optional)
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total by Water Supply Type	Drop-down List		
<b>Potable Supplies</b>																	
Groundwater (not desal.)	Edgar Canyon Groundwater - No limit on pumping, typical yield between 1100 - 1400 AFY	135	124	120	130	122	120	115	114	130	151	153	145	1,559			
Purchased/Imported Water	Table A Allocation (45%)	334	334	334	334	334	334	0	334	334	334	334	335	3,675			
Purchased/Imported Water	Ventura (45%)	191	192	192	192	192	192	0	192	192	192	192	192	2,111			
Purchased/Imported Water	Nickel Water	150	155	155	155	155	155	0	155	155	155	155	155	1,700			
Purchased/Imported Water	Article 21	0	0	0	0	0	0	0	0	0	0	0	0	0			
Purchased/Imported Water	City of Yuba City Water Purchase	127	128	128	128	128	128	0	128	128	128	128	128	1,407			
Purchased/Imported Water	Table A Allocation Carryover Water	0	0	0	0	0	0	0	0	0	0	0	0	0			
Purchased/Imported Water	Ventura Allocation Carryover Water	0	0	0	0	0	0	0	0	0	0	0	0	0			
Groundwater (not desal.)	Adjudicated Beaumont Basin Groundwater - Reallocated Unused Overlier Rights	160	160	160	160	160	160	145	145	145	145	145	145	1,830			
Supply from Storage	Adjudicated Beaumont Basin	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Total by Month (Potable)</b>		<b>1,097</b>	<b>1,093</b>	<b>1,089</b>	<b>1,099</b>	<b>1,091</b>	<b>1,089</b>	<b>260</b>	<b>1,068</b>	<b>1,084</b>	<b>1,105</b>	<b>1,107</b>	<b>1,100</b>	<b>12,282</b>			<b>0</b>
<b>Non-Potable Supplies</b>																	
Groundwater (not desal.)	Adjudicated Beaumont Basin Groundwater (BCVWD Well 26)	134	149	138	127	94	55	41	35	34	60	91	102	1060			
Supply from Storage	Adjudicated Beaumont Basin	57	58	58	58	58	58	58	58	58	58	58	58	695			
														0			
														0			
														0			
<b>Total by Month (Non-Potable)</b>		<b>191</b>	<b>207</b>	<b>196</b>	<b>185</b>	<b>152</b>	<b>113</b>	<b>99</b>	<b>93</b>	<b>92</b>	<b>118</b>	<b>149</b>	<b>160</b>	<b>1755</b>			<b>0</b>

Notes: It is assumed that there will be no imported water from the State Water Project for the month of January to account for facility maintenance.

<sup>1</sup>Projections are based on best available data at time of submitting the report and actual supply volumes could be different due to many factors.  
<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.  
<sup>3</sup>When opting to provide other than monthly volumes (bi-monthly, quarterly, or annual), please see directions on entering data for Projected Water Supplies in the Table Instructions.

Optional (for comparison purposes)	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
eAR Reported Total Water Supplies													0

= Auto calculated
= From prior tables
= For manual input

Table 4(P): Potable Water Shortage Assessment <sup>1</sup>	Start Year: 2026					Volumetric Unit Used <sup>2</sup> :						AF	Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun <sup>3</sup>	
Anticipated Unconstrained Demand	1212.0	1244.0	1429.0	1254.0	1234.0	955.0	897.0	820.0	775.0	634.0	739.0	968.0	12161.00
Anticipated Total Water Supply	1097.0	1093.0	1089.0	1099.0	1091.0	1089.0	260.0	1068.0	1084.0	1105.0	1107.0	1100.0	12282.00
Surplus/Shortage w/o WSCP Action	-115.0	-151.0	-340.0	-155.0	-143.0	134.0	-637.0	248.0	309.0	471.0	368.0	132.0	121.0
% Surplus/Shortage w/o WSCP Action	-9%	-12%	-24%	-12%	-12%	14%	-71%	30%	40%	74%	50%	14%	1%
<b>State Standard Shortage Level</b>	1	2	3	2	2	0	6	0	0	0	0	0	0
Planned WSCP Actions <sup>4</sup>													
Benefit from WSCP: Supply Augmentation													0.0
Benefit from WSCP: Demand Reduction													0.0
Revised Surplus/Shortage with WSCP	-115.0	-151.0	-340.0	-155.0	-143.0	134.0	-637.0	248.0	309.0	471.0	368.0	132.0	121.0
% Revised Surplus/Shortage with WSCP	-9%	-12%	-24%	-12%	-12%	14%	-71%	30%	40%	74%	50%	14%	1%

<sup>1</sup>Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.  
<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.  
<sup>3</sup>When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.  
<sup>4</sup>If you enter any WSCP Benefits, then you must enter the corresponding planned Actions into Table 5.

= Auto calculated
= From prior tables
= For manual input

Table 4(NP): Non-Potable Water Shortage Assessment <sup>1</sup>	Start Year: 2026					Volumetric Unit Used <sup>2</sup> :						AF	Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun <sup>3</sup>	
Anticipated Unconstrained Demand: Non-Potable	216.8	254.4	254.2	209.9	141.6	116.0	67.4	77.7	57.6	53.2	120.3	184.6	1,753.70
Anticipated Total Water Supply: Non-Potable	191.0	207.0	196.0	185.0	152.0	113.0	99.0	93.0	92.0	118.0	149.0	160.0	1,755.0
Surplus/Shortage w/o WSCP Action: Non-Potable	-25.8	-47.4	-58.2	-24.9	10.4	-3.0	31.6	15.3	34.4	64.8	28.7	-24.6	1.3
% Surplus/Shortage w/o WSCP Action: Non-Potable	-12%	-19%	-23%	-12%	7%	-3%	47%	20%	60%	122%	24%	-13%	0%
Planned WSCP Actions <sup>4</sup>													
Benefit from WSCP: Supply Augmentation													0.0
Benefit from WSCP: Demand Reduction													0.0
Revised Surplus/Shortage with WSCP	-25.8	-47.4	-58.2	-24.9	10.4	-3.0	31.6	15.3	34.4	64.8	28.7	-24.6	1.3
% Revised Surplus/Shortage with WSCP	-12%	-19%	-23%	-12%	7%	-3%	47%	20%	60%	122%	24%	-13%	0%

<sup>1</sup>Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.  
<sup>2</sup>Units of measure (AF, CCF, MG) must remain consistent.  
<sup>3</sup>When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.  
<sup>4</sup>If you enter any WSCP Benefits, then you must enter the corresponding planned Actions into Table 5.





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 5**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** Resolution 2026-\_\_: Amending the District's Policies and Procedures Manual: 3225 Employee Leave Donation Program and Policy

---

**Staff Recommendation**

Adopt Resolution 2026-\_\_ Amending the District's Policies and Procedures Manual.

**Executive Summary**

At the February 17 and May 19, 2026 Personnel Committee meetings, Human Resources (HR) staff presented proposed revisions to Policy 3225, Employee Leave Donation Program and Policy, to modernize the program, clarify eligibility requirements, strengthen safeguards, and ensure alignment with applicable employment laws. The proposed updates provide clearer definitions, improved program administration, confidentiality protection, and safeguards against misuse while preserving the District's intent to support employees facing legitimate and unforeseen hardship.

**Background**

The Leave Donation Program was originally created in 2019 in response to staff members expressing a desire to donate accrued leave to a colleague experiencing hardship. Following discussions at Personnel Committee meetings and subsequent consideration by the Board of Directors, Policy 3225 was adopted on October 9, 2019, through Resolution 2019-11.

While the intent of the policy was to provide a mechanism for employee support, the eligibility requirements have proven to be highly restrictive. As written, the criteria have made it difficult for employees to qualify for the program, resulting in the policy remaining unused since its adoption more than five (5) years ago.

The District is fortunate to have compassionate employees who continue to express a willingness to donate accrued leave to colleagues facing legitimate hardship. Upon review by Human Resources and the General Manager, it was determined that the policy requires updates to better reflect operational realities and the needs of the organization.

The proposed revisions were developed collaboratively by Human Resources, department heads, MOU representatives, and the General Manager to ensure fairness, accountability, and operational practicality. The draft was also reviewed by Legal Counsel to ensure compliance with applicable laws and reduce potential legal risks.

The draft policy was reviewed by the Personnel Committee on February 17, 2026, and again on May 19, 2026. During the second review, concerns were raised regarding the donation of sick leave. Staff determined that allowing sick leave donations could create financial exposure and administrative risks to the District. As a result, the policy was revised to remove sick leave as an eligible donation option and limit donations to vacation leave and other approved leave banks.



This revised policy draft is now presented to the full Board for a comprehensive review and possible adoption.

**Discussion**

Table A, Summary of Policy Changes, outlines the proposed changes to the current Employee Leave Donation Program and Policy that are in reference to the redlined draft version attached herewith.

Table A – Summary of Policy Changes

<b>TABLE A</b>	<b>Policy Section</b>	<b>State / Federal Law requirement</b>	<b>BCVWD current practice</b>	<b>Added / Revised Sections</b>
<b>1</b>	<b>Entire Policy Sections</b>	<b>None</b>	N/A	Modernized the language and updated certain procedures based on current events and changes in organizational structure.  <i>Removed "Sick Leave" in all sections and subsections.</i>
<b>2</b>	<b>Section 3225.1</b>	<b>None</b>	The policy only covers catastrophic medical conditions.	Added qualifying events such as death of a family member(s) and/or being a victim of a crime.
<b>3</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.1 Definition of Terms for Recipient and Donating Employees
<b>4</b>	<b>None</b>	<b>None</b>	The District uses Catastrophic Medical Condition in its language.	Added Section 3225.2.2(a)(1) that defines "Serious Health Condition".  Added Section 3225.2.2(a)(1)(i) that included Grandparent and Siblings as covered family members.
<b>5</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.2.2(a)(1)(ii) that defines "Death of a Family Member"



<b>TABLE A</b>	<b>Policy Section</b>	<b>State / Federal Law requirement</b>	<b>BCVWD current practice</b>	<b>Added / Revised Sections</b>
<b>6</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.2.2(a)(1)(iii) that defines "Crime Victim"
<b>7</b>	<b>3225.2.c</b>	<b>None</b>	N/A	Revised the 12 months rolling period to 6 months for eligibility for another donation request.
<b>8</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.2.3 "Safeguards Against Program Manipulation"
<b>9</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.2.4 "No Guarantee of Approval"
<b>10</b>	<b>None</b>	<b>None</b>	N/A	Updated Section 3225.2.7 and changed the section title to "Notice of Leave Donation and Confidentiality of the Participants"
<b>11</b>	<b>None</b>	<b>None</b>	N/A	Updated Section 3225.2.9 per Legal Counsel and Director of Finance and Admin's advice. Since this is not pertaining to FMLA/CFRA, certain provisions need to be adjusted.
<b>12</b>	<b>None</b>	<b>None</b>	N/A	Updated Section 3225.2.10 to address the dynamics if two or more employees donated, and the process of the return of residual leave accruals.  Also, Director of Finance and Admin provided an example to illustrate the provisions of the section.
<b>13</b>	<b>None</b>	<b>None</b>	N/A	Deleted Section 3225.2.11 and 12 since these provisions are already covered in other policies.
<b>14</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.3 "Insufficient Leave Donations"



<b>TABLE A</b>	<b>Policy Section</b>	<b>State / Federal Law requirement</b>	<b>BCVWD current practice</b>	<b>Added / Revised Sections</b>
<b>15</b>	<b>None</b>	<b>None</b>	N/A	Added Section 3225.4 “No Retaliation”
<b>16</b>	<b>None</b>	<b>None</b>	N/A	Deleted Section 3225.2.5 “Forms” since this is procedural.

**Fiscal Impact**

There is no direct fiscal impact associated with this revision. The Leave Donation Program redistributes existing accrued leave between employees.

**Attachments**

1. Proposed Resolution 2026-\_\_
2. Clean version – proposed revised Policy 3225
3. Redlined version Policy 3225 Employee Leave Donation Program and Policy
4. Side-by-Side version Policy 3225 Employee Leave Donation Program and Policy

Staff Report prepared by Ren Berioso

# Attachment 1

## RESOLUTION 2026-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS BEAUMONT-CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL

**WHEREAS**, on March 18, 2009 the Board of Directors of the Beaumont-Cherry Valley Water District adopted Resolution 2009-05, establishing a Policies and Procedures Manual applicable to Board of Directors and District staff; and

**WHEREAS**, upon review and discussion, the Personnel Committee of the Board of Directors recommended two new policies for addition to the Policy and Procedures Manual; and

**WHEREAS**, the Board of Directors has reviewed and considered the subject policies attached hereto and listed below, finds the new policies relevant and acceptable, and it to be in the best interests of the District that the following actions be taken,

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of the Beaumont-Cherry Valley Water District that the BCVWD Policies and Procedures Manual is revised as follows:

Policy 3225 is replaced in entirety with the revised Policy 3225 Employee Leave Donation Program and Policy attached herewith as Exhibit A.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
Director Lona Williams, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

\_\_\_\_\_  
Director David Hoffman, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

Attachment: Exhibit A – Policy 3225

## EXHIBIT A

**POLICY TITLE: EMPLOYEE LEAVE DONATION PROGRAM AND POLICY**  
**POLICY NUMBER: 3225**

3225.1 **Purpose.** To establish a program to assist Beaumont-Cherry Valley Water District (“District”) employees who have exhausted all earned paid time off caused by a serious health condition, death of a family member, or being victims of a crime, and to outline a procedure through which employees may donate their accrued vacation or other forms of leave (e.g. administrative or floating leave) to an eligible employee in need.

### 3225.2 **Policy.**

#### 1. **Definition of Terms**

- a. **Recipient Employee.** A full-time, regular District employee who meets the eligibility criteria of the Leave Donation Program and has been approved to receive donated leave due to a qualifying event resulting in financial hardship after exhausting all accrued paid leave.
- b. **Donating Employee.** A full-time, regular District employee who voluntarily donates accrued vacation or other forms of leave (e.g. administrative or floating leave) to an eligible Recipient Employee, in accordance with the provisions of this policy.

#### 2. **Eligibility**

- a. **Participation Criteria.** The recipient of the Leave Donation Program is available to a full time, regular employee who has experienced a personal (or eligible family member) serious health condition, death of a family member, or being a victim of crime which totally incapacitates the employee from work, and forces the employee to exhaust all leave time earned by that employee, resulting in a loss of compensation from the District and financial hardship for that employee. The General Manager or his/her designee may authorize the donation of leave hours to a recipient employee who is under the probationary period.
  - i. **Serious Health Condition.** A serious health condition is defined as an illness, injury, impairment, or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider, which makes the recipient employee or a covered family member unable to work or perform other regular daily activities. A medical certification from the treating healthcare provider must be provided to substantiate the existence of a serious health condition and to verify that the employee is subject to work restrictions. Per this section, the “Eligible Family” members covered include:
    1. **Child.** A child, which means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
    2. **Parent.** A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee’s spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.

3. Spouse. The term “spouse” is not defined in the legislation mandating kin care but presumably applies only to an individual to whom the employee is legally married.
  4. Registered domestic partner. A registered domestic partnership shall be established in California when both persons file a Declaration of Domestic Partnership and are registered with the Secretary of State.
  5. Grandparent. A biological, adoptive, step, or foster grandparent.
  6. Sibling. A biological, adoptive, step, or foster brother or sister, including half-siblings.
- ii. **Death of a Family Member.** The Recipient employee must have an approved bereavement leave in place prior to submitting the Leave Donation request. Human Resources may request supporting documentation from the recipient employee. For information regarding the relationship of the employee to the deceased family member, please refer to Policy Number 3100.
  - iii. **Crime Victim.** The Recipient Employee must be the direct victim to be eligible for the Leave Donation Program. Human Resources may request supporting documentation (e.g. police report). For documentation information, please refer to Policy 3111.
- b. The Recipient Employee must have exhausted all earned paid leave (sick leave, vacation, bereavement and other available accrued time banks) to be eligible to accept leave donations.
  - c. Before an employee is eligible to receive donated leave after having received donated leave from a previous occasion, the employee must have returned to work with the District and have worked a minimum of six (6) consecutive months preceding the request.

### 3. Safeguards Against Program Manipulation

- a. Eligibility may be affected if the Recipient Employee has received a sick leave cash-out within six (6) months preceding the event under consideration.
- b. Eligibility is also determined based on a review of the Recipient Employee’s attendance record reviewed by Human Resources and the General Manager or designee.
- c. The District may review up to twelve (12) months of the Recipient Employee’s leave usage to determine eligibility.
- d. The Recipient Employee shall be deemed ineligible if it is determined that accrued leave was intentionally depleted, converted, or cashed out for the purpose of qualifying for leave donations, or in anticipation of a reasonably foreseeable qualifying event.

### 4. No Guarantee of Approval

- a. Meeting the minimum eligibility requirements of this policy does not guarantee approval of leave donations. All requests are subject to the District’s discretionary

review based on the totality of circumstances, program intent, and equity considerations.

- b. If the Recipient Employee's request for Leave Donation under this policy has been denied, this shall not be construed as an adverse action against the Recipient Employee.

## **5. Requesting Leave Donations**

- a. A Recipient employee, meeting the requirements stated above, must submit a request in writing using the form provided by Human Resources.
- b. Human Resources shall ensure the confidentiality of all information related to the Recipient Employee.
- c. The Recipient Employee shall agree to accept the donated leave under the terms of this policy.
- d. The Recipient Employee's information shall not disclose his/her medical condition, diagnosis, and/or prognosis.

## **6. Authorization**

- a. Human Resources will verify that the Recipient Employee meets the eligibility requirements, including required documentation as set forth in this policy.
- b. Human Resources will submit the request for Leave Donation to the General Manager or his/her designee for consideration together with the supporting documentation.
- c. The General Manager or his/her designee will serve as the final decision-making authority. The General Manager or his/her designee retains sole discretion to determine the amount of leave donations granted to the recipient employee, including any extensions, on a case-by-case basis.
- d. A decision on approval or denial of the Leave Donation request shall be made within one (1) work week of receipt of a completed request.
- e. The Recipient Employee shall be notified in writing of approval by Human Resources. If the Leave Donation request is denied, Recipient employee shall also be notified in writing including the reason for denial. Such denial shall not be construed as an adverse action against the Recipient Employee.

## **7. Notice of Leave Donation and Confidentiality of the Participants**

- a. Upon approval of the Leave Donation request, a notice to all District employees shall be prepared by Human Resources and distributed via email and on District bulletin boards disclosing only the minimum information necessary to facilitate participation.
- b. Medical information, diagnosis, prognosis, treatment details, financial circumstances, leave balances, benefit status, or any other confidential personnel information related to the Recipient Employee shall not be disclosed.
- c. The Recipient Employee's name and the nature of the qualifying event shall not be disclosed without the Recipient Employee's prior written authorization. If

authorization is not provided, the notice may refer to “a District employee” approved under the Leave Donation Program.

- d. The identity of Donating Employee(s), the amount donated, and related payroll or leave information shall remain confidential and shall not be disclosed except as necessary for payroll administration, auditing, or as otherwise required by law

## **8. Donations to Recipient Employee**

- a. Once a Leave Donation request has been approved, the Department of Finance and Administration, through its Payroll Division, shall establish a leave donation account for Recipient Employee and tracking system for the receipt and usage of donations.
- b. All employee donations made to the Recipient Employee shall remain confidential, including the Donating Employee(s)'s identity and personal information.
- c. Employees shall solely determine whether to voluntarily participate in making leave donations, without influence from the District, or its employees, supervisors or managers on whether or not to participate.
- d. Donations may be made in increments of one (1) hour.
- e. Employees who wish to donate to Recipient Employee may choose to donate time from his/her sick leave or vacation leave bank and must maintain a minimum balance of 40 hours in the leave bank(s) selected.
- f. Donating Employees are limited to donate a minimum of one (1) hour, and a maximum of forty (40) hours per Recipient Employee, each year, and may donate to more than one Recipient Employee in a calendar year, provided that the donating employee retains the minimum required leave balance of forty (40) hours in his/her leave bank(s).
- g. The value of donated leave time shall be determined based on the Donating Employee(s)'s regular pay rate, and then converted to the Recipient Employee's regular pay rate to determine the number of leave hours donated.

*Example: Paul earns \$40 per hour and wants to donate 8 hours of vacation time to Jane, who earns \$20 per hour.*

*The value of Paul's donation is \$320 ( $\$40 \times 8$ ), which would equate to 16 hours of vacation leave ( $\$320 / 20$ ) donation for Jane.*

*Similarly, if Jane donated 8 hours to Paul, the value of her donation is \$160 ( $\$20 \times 8$ ), which would equate to 4 hours of vacation leave donation ( $\$160 / \$40$ ) for Paul.*

## **9. Use of Leave Donation**

- a. Only the Recipient Employee approved by the General Manager or his/her designee may receive donated hours, and such donated hours shall not be transferred by Recipient Employee to other employees.
- b. The Recipient Employee's account shall be administered accordingly so that hours will be used only as needed.

- c. Recipient Employee must keep Human Resources informed of any changes in medical status and/or limitations, and supported by a certification from the treating healthcare provider.
- d. If the Recipient Employee is under Family and Medical Leave, he/she must apply for any paid leave or benefit programs for which they are eligible and if the time permits, including State Disability Insurance (SDI), Paid Family Leave (PFL) and/or other benefit programs. Employee's access to the Leave Donation Program shall be limited to covering the difference between the employee's straight time base hourly wage and the compensation received from such programs. The Recipient Employee is required to provide official documentation of all benefits payments to Human Resources, during the long-term illness or injury, and while receiving donated leave.
- e. In the instance where a serious medical condition qualifies or may qualify an employee for State Workers' Compensation, the employee shall first make an application for Workers' Compensation benefits and then the employee's access to the Leave Donation Program shall only be for the difference between the employee's straight time base hourly wage and the amount paid the employee by the State Workers' Compensation benefits.

#### **10. No Residual Leave Donations**

- a. The donation of leave is not intended to result in the Recipient Employee having a residual leave balance after the qualifying event is over.
- b. Any leave donations not used by the Recipient Employee shall be returned to the Donating Employee(s). If two or more employees donated leave credits and the total donated leave exceeds the amount needed, the unused leave shall be returned to each Donating Employee in the form of leave credits. The return shall be proportional to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave. This includes leave credits that are determined later to be unnecessary because a Workers' Compensation claim was approved for the employee. Donating Employees shall be notified that the time they pledged was not needed by the Recipient Employee and is being credited back to his/her own leave bank.

*Example: Paul earns \$40 per hour and donates 8 hours of vacation time to Jane, who earns \$20 per hour. The donation value is \$320 and for Jane, that is 16 hours of vacation leave.*

*Jane uses 10 hours of donated vacation leave and no longer needs the remaining 6 hours of vacation leave, which has a value of \$120 (6x\$20).*

*The unused leave is transferred back to Paul. The vacation leave accruals for Paul are increased by 3 hours (\$120/\$40).*

- c. Donated and unused leave has no cash value and will not be paid out to the Recipient Employee if he/she separates from the District.
- d. If the Recipient Employee separates from District employment due to termination, retirement, disability, etc. any remaining donated leave shall be returned to the Donating Employee in the form of leave credits. If there are two or more Donating

Employees, leave credits will be returned proportionally to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave.

**3225.3 Insufficient Leave Donations.**

- a. If the total donated leave is insufficient to cover the Recipient Employee's approved absence, the Recipient Employee may elect to take unpaid leave in accordance with applicable District policy and law.
- b. The District is not obligated to supplement donated leave, extend donation periods, or provide additional compensation beyond the donated hours approved under this policy. The General Manager or designee may, at his/her sole discretion, authorize an additional donation notice period if warranted by the circumstances.

**3225.4 Abuse and Misuse of Donated Leave.** Donated leave must be used exclusively for its approved purpose. Any falsification, unauthorized use, abuse, or misuse may result in disciplinary action, up to and including termination of employment. The District, through its Human Resources reserves the right to investigate any suspected violations in accordance with its disciplinary procedures.

**3225.5 No Retaliation.** Participation in the Leave Donation Program is voluntary. No employee shall be subject to retaliation, intimidation, coercion, or adverse employment action for requesting donated leave, receiving donated leave, declining to donate leave, or participating in the program in any manner consistent with this policy.

Any employee who believes they have been subjected to retaliation related to the Leave Donation Program should report the matter to Human Resources. Allegations of retaliation will be reviewed and addressed in accordance with District policies and applicable law.

BEAUMONT-CHERRY VALLEY WATER DISTRICT

**POLICY TITLE: EMPLOYEE LEAVE DONATION PROGRAM AND POLICY**  
**POLICY NUMBER: 3225**

3225.1 **Purpose.** To establish a program to assist Beaumont-Cherry Valley Water District (“District”) employees who have exhausted all earned paid time off caused by a serious health condition, catastrophic illness or injury, death of a family member, or being victims of a crime, and to outline a procedure through which employees may donate their own-accrued sick, and vacation or other forms of leaves (e.g. administrative or floating leave) to an eligible employee in need.

**Commented [RB1]:** Sick Leave was removed due to liability reasons as discussed with the GM and the stakeholders.

3225.2 **Policy.**

**1. Definition of Terms**

- a. **Recipient Employee.** A full-time, regular District employee who meets the eligibility criteria of the Leave Donation Program and has been approved to receive donated leave due to a qualifying event resulting in financial hardship after exhausting all accrued paid leave.
- b. **Donating Employee.** A full-time, regular District employee who voluntarily donates accrued ~~sick or vacation or other forms of leave (e.g. administrative or floating leave)~~ to an eligible Recipient Employee, in accordance with the provisions of this policy.

**Formatted:** Font: Not Bold

**Formatted:** Justified

**Formatted:** Font: Not Bold

**Formatted:** Justified

**4.2 Eligibility**

- a. **Participation Criteria.** The recipient of the Leave Donation Program ~~hours are is~~ available to a full time, regular employee who has experienced a personal (or eligible family member) ~~“catastrophic serious health medical-condition, illness or injury”, death of a family member, or being a victim of crime~~ which totally incapacitates the employee from work, and forces the employee to exhaust all leave time earned by that employee, resulting in a loss of compensation from the District and financial hardship for that employee. The General Manager or his/her designee may authorize the donation of leave hours to a recipient employee who is under the probationary period.
  - i. **Serious Health Condition.** ~~A serious health condition is defined as an illness, injury, impairment, or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider, which makes the recipient employee or a covered family member unable to work or perform other regular daily activities. A medical certification from the treating healthcare provider must be provided to substantiate the existence of a serious health condition and to verify that the employee is subject to work restrictions. Per this section, the “Eligible Family” members covered as defined by the Healthy Workplaces, Healthy Families Act of 2014 (HWFHA) include:~~
    1. Child. A child, which means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
    2. Parent. A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee’s spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
    3. Spouse. The term “spouse” is not defined in the legislation mandating kin care but presumably applies only to an individual to whom the employee is legally married.

**Formatted:** Font: Not Bold

**Commented [RB2]:** This language was recommended by the Director of Engineering.

**Formatted:** Font: Not Bold

**Formatted:** Font: Not Bold

**Formatted:** Font: Not Bold

**Formatted:** Space After: 10 pt, Line spacing: Multiple 1.15 li

**Formatted:** Font: (Default) Arial

**Formatted:** Font: (Default) Arial

**Formatted:** Font: (Default) Arial

Adopted by Resolution ~~2019-011, 10/09/2019xxx~~

- 4. Registered domestic partner. A registered domestic partnership shall be established in California when both persons file a Declaration of Domestic Partnership and are registered with the Secretary of State.
  - 5. Grandparent. A biological, adoptive, step, or foster grandparent.
  - 6. Sibling. A biological, adoptive, step, or foster brother or sister, including half-siblings.
- ii. ~~Recipient Employee must be on an approved Family, Medical and/or Pregnancy Disability leave including a medical certification from the treating medical provider that the catastrophic medical condition, illness or injury exists.~~ **Death of a Family Member.** The Recipient employee must have an approved bereavement leave in place prior to submitting the Leave Donation request. Human Resources may request supporting documentation from the recipient employee. For information regarding the relationship of the employee to the deceased family member, please refer to Policy Number 3100.
  - iii. **Crime Victim.** The Recipient Employee must be the direct victim to be eligible for the Leave Donation Program. Human Resources may request supporting documentation (e.g. police report). **For documentation information, please refer to Policy 3111.**
- b. ~~The Recipient Employee must have exhausted all earned paid leave (including sick leave, vacation, bereavement and other available accrued time banks.) before the employee may to be eligible to accept leave donations.~~
  - c. ~~Recipient Employee must have passed their probationary period.~~
  - c. Before an employee is eligible to receive donated leave after having received donated leave from a previous occasion, the employee must have returned to work with the District and have worked a minimum of ~~six (6) three (3) 12~~ consecutive months ~~and minimum of 1250 hours during the months~~ preceding the request.
  - d. **Safeguards Against Program Manipulation**
- a. Eligibility may be affected if the Recipient Employee has received a sick leave cash-out within six (6) months preceding the event under consideration.
  - a-b. Eligibility is also determined based on a review of the Recipient Employee's attendance record reviewed by ~~by~~ Human Resources and the General Manager or designee.
  - b-c. ~~The District may review up to twelve (12) months of~~ the Recipient Employee's leave usage to determine eligibility.
  - e-d. ~~The Recipient Employee shall be deemed ineligible if it is determined that accrued leave was intentionally depleted, converted, or cashed out for the purpose of qualifying for leave donations, or in anticipation of a reasonably foreseeable qualifying event.~~
- 3-4. **No Guarantee of Approval**
  - a. ~~Meeting the minimum eligibility requirements of this policy does not guarantee approval of leave donations. All requests are subject to the District's discretionary review based on the totality of circumstances, program intent, and equity considerations.~~
  - a-b. ~~If the Recipient Employee's request for Leave Donation under this policy has been denied, this shall not be construed as an adverse action against the Recipient Employee.~~

Formatted: Add space between paragraphs of the same style, Tab stops: 0.25", Left + 0.5", Left + 0.75", Left + 1", Left + 1.25", Left

Formatted: Font: Bold

Formatted: Font: Bold

Commented [RB3]: These sections were jointly created by HR, Directors of Engineering, IT and Operations.

Formatted: Font: (Default) Arial

Formatted: Font: (Default) Arial

Commented [RB4]: 12 consecutive months is very restrictive per feedback from stakeholders.

Formatted: Strikethrough

Formatted: Font color: Auto

Formatted: Indent: Left: 1", No bullets or numbering

Commented [RB5]: This section was jointly created by HR, Directors of Engineering, IT and Operations.

Formatted: Font: Bold

Formatted: Font color: Auto

Formatted: Font: Not Bold

Commented [RB6]: Added by HR.

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: (Default) Arial, Bold

**4.5. Requesting Leave Donations**

- a. An Recipient eligible employee, meeting the requirements stated above, must submit a request in writing using the form provided by the Human Resources District.
- b. Human Resources shall ensure the confidentiality of all information related to the Recipient Employee.
- c. The Recipient ~~employee~~ Employee shall agree to accept the donated leave under the terms of this policy.
- d. The Recipient Employee's information shall not disclose his/her medical condition, diagnosis, and/or prognosis.

**5.6. Authorization**

- a. Upon verification Human Resources will verify that the Recipient eEmployee meets the eligibility requirements, including required documentation as set forth in this policy.
- a-b. ~~the Human Resources Director of Finance and Administrative Services or their designee shall will recommend submit that the request for Leave Donation to the General Manager or his/her designee for consideration together with the supporting documentation be approved;~~ similarly requests that are not found to meet eligibility requirements shall be recommended for denial.
- b-c. The General Manager or his/her designee shall will serve as the final decision-making authority. The General Manager or his/her designee retains sole discretion to determine the amount of leave donations granted to the recipient employee, including any extensions, on a case-by-case basis.
- e-d. A decision on approval or denial of the Leave Donation request shall be made within one (1) work week eight (8) working days of receipt of a completed request.
- e. The Recipient Employee shall be notified in writing of approval by Human Resources. If the Leave Donation request is denied, Recipient employee shall also be notified in writing including the reason for denial. Such denial shall not be construed as an adverse action against the Recipient eEmployee.

**6.7. Notice of Leave Donation and Confidentiality of the Participantsto Recipient Employee**

- a. Upon approval of the Leave Donation request, a notice to all District employees shall be prepared by Human Resources the Director of Finance and Administrative Services, or designee, using the District's prescribed form, and distributed via email and on District bulletin boards disclosing only the minimum information necessary to facilitate participation. using the District's standardized form for this purpose.
- b. Medical information, diagnosis, prognosis, treatment details, financial circumstances, leave balances, benefit status, or any other confidential personnel information related to the Recipient Employee shall not be disclosed.
- a-c. The Recipient Employee's name and the nature of the qualifying event shall not be disclosed without the Recipient Employee's prior written authorization. If authorization is not provided, the notice may refer to "a District employee" approved under the Leave Donation Program.

Adopted by Resolution ~~2019-011, 10/09/2019xxx~~

Formatted: Font: Bold

Formatted: Font: (Default) Arial

Formatted: Space After: 0 pt, Add space between paragraphs of the same style, Line spacing: single

Formatted: Font: (Default) Arial

Formatted: Indent: Left: 1", No bullets or numbering

Formatted: Font: Bold

Formatted: Indent: Left: 1", No bullets or numbering

Commented [RB7]: Modified by HR.

Formatted: Font: Bold

Formatted: Font: Bold

~~b. The identity of Donating Employee(s), the amount donated, and related payroll or leave information shall remain confidential and shall not be disclosed except as necessary for payroll administration, auditing, or as otherwise required by law. Recipient Employee's Personal medical information shall not be disclosed including the requesting Recipient Employee's his/her medical condition, diagnosis, and/or prognosis. The notice shall include the employee's name, department, and the process in which to donate.~~

~~d.~~

e.

**7-8. Donations to Recipient Employee**

- a. Once a Leave Donation request has been approved, the ~~Department Director of Finance and Administration, or its designee, through its Payroll Division,~~ shall establish a leave donation account for Recipient Employee and tracking system for the receipt and usage of donations.
- b. All employee donations made to the Recipient Employee shall remain confidential, ~~including the Donating Employee(s)'s identity and personal information.~~
- c. Employees shall solely determine whether to voluntarily participate in making leave donations, without influence from the District, or its employees, supervisors or managers on whether or not to participate.
- d. Donations may be made in increments of one (1) hour.
- e. Employees who wish to donate to Recipient Employee may choose to donate time from ~~his/her~~ sick leave or vacation leave bank, and must maintain a minimum balance of 40 hours in the leave bank(s) selected.
- f. ~~Donating Employees are limited to donating a minimum of one (1) hour, and a maximum of forty (40) hours per calendar year per Recipient Employee, each year, and may donate to more than one Recipient Employee in the same calendar year, provided that the donating employee retains the minimum required leave balance as stated above of forty (40) hours in his/her leave bank(s).~~
- g. The value of donated leave time shall be determined based on the ~~Donating Employee's~~ donor's regular pay rate, and then converted to the Recipient Employee's regular pay rate ~~to the nearest half (0.5) hour~~ to determine the number of leave hours donated.

*Example: Paul earns \$40 per hour and wants to donate 8 hours of sick-vacation time to Jane, who earns \$20 per hour.*

*The value of Paul's 8-hours donation is \$320 (\$40x8), which would equate to 16 hours of sick-vacation leave (\$320/\$20) donation for Jane.*

*Similarly, if Jane donated 8 hours to Paul, the value of her 8-hours donation is \$160 (\$20x8), which would equate to 4 hours of sick-vacation leave donation (\$160/\$40) for Paul.*

**8-9. Use of Leave Donation**

- a. Only the ~~approved~~ Recipient Employee ~~approved by the General Manager or his/her designee~~ may receive donated hours, and such donated hours ~~shall~~ may not be transferred by Recipient Employee ~~or by donors~~ to other employees.
- b. The Recipient Employee's account shall be administered ~~accordingly~~ so that hours will be used only as needed ~~and in the order donated. Donated hours shall reflect as a negative adjustment to the Donating Employee(s) donor's accrual balance~~

Formatted: Font: (Default) Arial

Formatted: Normal, No bullets or numbering

Formatted: Font: Bold

Commented [SM8]: I moved this because it makes it sound like you can only donate once, and then says you can donate to others.

Commented [BR(9)]: Sylvia suggested removed.

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Font: Italic

Formatted: Indent: Left: 1.06", First line: 0"

Formatted: Font: Bold

Commented [RTG10]: You may want to develop a system to determine what happens when there is more than one eligible employee. Perhaps donated hours could be divided between or among them. Donor employees should not be able to choose which employee they donate to.

Commented [BR(11R10)]: The LDP is not a bank and distributed to qualified employees. This is the employee's discretion to donate or not to someone whom they feel needs it.

~~during the pay period in which they are utilized and not immediately upon submittal approval of the leave donation form.~~

- c. ~~Recipient Employee must follow all District required Family and Medical Leave procedures including keeping Human Resources the District informed of any changes in medical status and/or limitations, and supported by a certification from the treating healthcare provider, consistent with District Policy and FMLA/CFRA/CPDL regulations.~~
- d. ~~If the Recipient Employee is under Family and Medical Leave, he/she must apply for any paid leave or benefit programs for which they are eligible and if the time permits, including State Disability Insurance (SDI), Paid Family Leave (PFL) and/or other benefit programs, and then the eEmployee's access to the Leave Donation Program shall only be limited to covering for the difference between the employee's straight time base hourly wage and the compensation received from amount paid the employee by such programs. The Recipient Employee is required to provide shall present official documentation of such compensation all benefits payments received to the Director of Finance and Administrative Services, or designee Human Resources, during the catastrophic long-term illness or injury, and while receiving donated leave.~~
- e. ~~In the instance where a catastrophic illness or injury serious medical condition qualifies or may qualify an employee for State Workers' Compensation, the employee shall first make an application for Workers' Compensation benefits and then the employee's access to the Leave Donation Program shall only be for the difference between the employee's straight time base hourly wage and the amount paid the employee by the State Workers' Compensation benefits. Recipient Employee is limited to a maximum total Life time donation of 680 hours during their entire employment with the District.~~
- f. ~~No As with all sick leave, abuse and misuse of donated leave is grounds for disciplinary action, up to and including termination.~~

**9-10. Residual Leave Donations**

- a. ~~The donation of leave is not intended to result in the Recipient Employee having a residual leave balance after the qualifying catastrophic event is over.~~
- b. ~~Any leave donations not used by the Recipient Employee shall be returned to the Donating Employee(s) donor(s) based on the order in which the hours were donated and used. If two or more employees donated leave credits and the total donated leave exceeds the amount needed, the unused leave shall be returned to each Donating Employee in the form of leave credits. The return shall be proportional to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave. This includes leave credits that are later determined later to be unnecessary because a Workers' Compensation claim was approved for the employee. Donating Employees shall be notified that the time they pledged was not needed by the Recipient Employee and is being credited back to their/his/her own leave bank.~~

*Example: Paul earns \$40 per hour and donates 8 hours of sickvacation time to Jane, who earns \$20 per hour. The donation value is \$320 and for Jane, that is 16 hours of sickvacation leave.*

*Jane uses 10 hours of donated sickvacation leave and no longer needs the remaining 6 hours of sickvacation leave, which has a value of \$120 (6x\$20).*

Adopted by Resolution ~~2019-011, 10/09/2019xxx~~

**Commented [SM12]:** If you adjust to the donating person per pay period, that will be way too complicated and will not be even hours - only a lump sum adjustment would (which is what the example is), especially if there are more than a day's worth of hours donated OR more than one person donating- I can explain if needed, but this is NOT something I would want my team to have to calculate.

**Commented [RTG13]:** Not clear whether you are saying that the same policies and procedures that apply to FMLA and PDL also apply to this policy, or that someone is eligible for leave donation only if they are on FMLA or PDL.

**Commented [BR(14R13):** Deleted FMLA provisions.

**Formatted:** Indent: Left: 1", No bullets or numbering

The unused leave is transferred back to Paul. The sick/vacation leave accruals for Paul are increased by 3 hours (\$120/\$40).

- b. \_\_\_\_\_
- c. Donated and unused leave has no cash value, and will not be paid out to the Recipient Employee if they/she separates from the District employment.
- d. If the Recipient Employee separates from District employment due to termination, retirement, disability, etc. any remaining donated leave shall be returned to the donor/Donating Employee in the form of leave credits. If there are two or more Donating Employees, leave credits will be returned proportionally to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave.-

Formatted: Indent: Left: 1", No bullets or numbering

d. **10. Health Benefits**

Formatted: No bullets or numbering

a. ~~Health Insurance.~~ Employees on leave who were previously covered by the District's health benefits shall continue to be covered at the level and under the condition that the coverage would have been provided if the employee were continuing to work, consistent with FMLA/CFRA, and CPDL and existing benefits and leave policy.

Formatted: Font: Bold

b. ~~Sick and Vacation Accruals.~~ Sick leave, vacation time, and other time off benefits do not accrue during the use of leave donated under the Employee Leave Donation program, or Family and Medical Leave.

Formatted: Indent: Left: 1", No bullets or numbering

**11. Return to Work.** Employee's return to work may require a physician's release and shall follow district policy and procedures related to Family and Medical Leave.

Commented [RTG15]: If the employee is on FMLA, wouldn't a separate policy apply?

Commented [BR(16R15)]: Referred to Policy 3115. Done.

3225.3 **Insufficient Leave Donations.**

a. If the total donated leave is insufficient to cover the Recipient Employee's approved absence, the Recipient Employee may elect to take unpaid leave in accordance with applicable District policy and law.

Commented [RTG17]: Not sure why the return to work policy would be different for employees using donated leave versus employees on unpaid status for long-term medical issues?

b. The District is not obligated to supplement donated leave, extend donation periods, or provide additional compensation beyond the donated hours approved under this policy. The General Manager or designee may, at his/her sole discretion, authorize an additional donation notice period if warranted by the circumstances.

Commented [RB18]: Added to address Insufficient Leave Donations.

Formatted: Font: Bold

Formatted: Indent: Left: 0.75", Hanging: 0.25", Tab stops: Not at 0.63" + 0.69"

**3225.4 Abuse and Misuse of Donated Leave.** Donated leave must be used exclusively for its approved purpose. Any falsification, unauthorized use, abuse, or misuse may result in disciplinary action, up to and including termination of employment. The District, through its Human Resources reserves the right to investigate any suspected violations in accordance with its disciplinary procedures.

**3225.5 No Retaliation.** Participation in the Leave Donation Program is voluntary. No employee shall be subject to retaliation, intimidation, coercion, or adverse employment action for requesting donated leave, receiving donated leave, declining to donate leave, or participating in the program in any manner consistent with this policy.

Formatted: Font: Bold

Any employee who believes they have been subjected to retaliation related to the Leave Donation Program should report the matter to Human Resources. Allegations of retaliation will be reviewed and addressed in accordance with District policies and applicable law.

**3225.4 Procedures/Steps.**

Adopted by Resolution 2019-011, 10/09/2019xxx

BEAUMONT-CHERRY VALLEY WATER DISTRICT

Requesting Recipient Employee

~~1. Initiates Submits a request for Leave Donation using the District's prescribed form and submits to Human Resources the Director of Finance and Administrative Services.~~

**Formatted:** Normal (Web), Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Human Resources

~~2. Verifies eligibility of the requesting Recipient Employee based on the documentation submitted, and makes recommendation to the General Manager or his/her designee.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Tab stops: 0.63", Left + 0.69", Left

General Manager or his/her designee

~~3. Renders a decision within one (1) work week eight (8) working days of receipt of request.~~

**Formatted:** Normal (Web), Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Human Resources

~~4. Informs requesting Recipient Employee of decision and if approved, Prepares and distributes a notice to District employees informing of the opportunity for employees to donate leave with a time frame of one (1) work week or four (4) workdays to donate to the bank.~~

**Formatted:** Normal (Web), Justified, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Department of Finance and Administration (Payroll)

~~5. If approved by the General Manager, simultaneously Establishes a leave donation account for Recipient Employee; tracks donations and usage.~~

**Commented [BR19]:** Suggested language to ensure a timely donation from everyone and to reduce administrative work

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Donor Donating Employee

~~6. Completes a leave donation form and submits to Human Resources the Director of Finance and Administrative Services, or designee.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Director of Finance and Administrative Services, or Designee  
Department of Finance and Administration (Payroll)

~~7. Manages leave donations, converts hours, and allocates donations to Recipient Employee in the order received.~~

**Formatted:** Normal (Web), Justified, Tab stops: 0.63", Left + 0.69", Left

~~8. Deducts leave donations from donor Donating Employee(s) accounts at the time of use, and in the order received.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Recipient Employee

~~9. Adheres to all provisions of the policy in order to become and remain eligible to receive leave donations, including the District's Family and Medical Leave procedures (if applicable), and keeping the District informed of leave status.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

~~10. Applies for any State (or other) paid leave programs for which he/she is eligible if taking Family and medical Leave (FMLA/CFRA), and provides documentation to the District. The same rule applies if the employee is eligible for State Workers Compensation benefits.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

Adopted by Resolution 2019-011, 10/09/2019xxx

BEAUMONT-CHERRY VALLEY WATER DISTRICT

~~Recipient Employee~~

~~112. Coordinates return to work with the District Human Resources.~~

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

~~Director of Finance and Administrative Services, or Designee Department of Finance and Administration (Payroll)~~

~~123. Returns residual donations to Donating Employee(s) proportionally to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave.~~

**Formatted:** Normal (Web), Justified, Tab stops: 0.63", Left + 0.69", Left

**Formatted:** Normal (Web), Justified, Space After: 0 pt, Tab stops: 0.63", Left + 0.69", Left

~~3225.4 Forms.~~

~~1. Employee Request for Leave Donation~~

~~2. Authorization to Donate Leave~~

~~3. Physician's Certification (Employee to Use District's FMLA/CFRA Medical Certification Form)~~

**Formatted:** No bullets or numbering

Adopted by Resolution ~~2019-011, 10/09/2019xxx~~

CURRENT POLICY

POLICY TITLE: EMPLOYEE LEAVE DONATION PROGRAM AND POLICY
POLICY NUMBER: 3225

3225.1 Purpose. To establish a program to assist Beaumont-Cherry Valley Water District ("District") employees who have exhausted all earned paid time off caused by a catastrophic illness or injury, and a procedure in which employees may donate their own accrued sick and vacation leave to an eligible employee in need.

3225.2 Policy.

1. Eligibility

- a. Leave Donation Program hours are available to a full time, regular employee who has experienced a personal (or eligible family member) "catastrophic medical condition, illness or injury", which totally incapacitates the employee from work, and forces the employee to exhaust all leave time earned by that employee, resulting in a loss of compensation from the District and financial hardship for that employee.
b. "Eligible Family" members as defined by the Healthy Workplaces, Healthy Families Act of 2014 (HWHFA):
i. Child. A child, which means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
ii. Parent. A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
iii. Spouse. The term "spouse" is not defined in the legislation mandating kin care but presumably applies only to an individual to whom the employee is legally married.
iv. Registered domestic partner. A registered domestic partnership shall be established in California when both persons file a Declaration of Domestic Partnership and are registered with the Secretary of State.
c. Determination of a "catastrophic medical condition" shall be consistent with eligibility for leave under the Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA) and the California Pregnancy Disability Leave Act (CPDL). Conditions that are short-term in nature including, but not limited to, common illnesses such as influenza, measles, common injuries, broken bones, strained ligaments, uncomplicated pregnancy, and the like are not catastrophic. Chronic illnesses or injuries such as cancer, major surgery, unresponsive syndromes and the like, which result in intermittent absences from work and which are long-term in nature and require long recuperation periods may be considered catastrophic.
d. Recipient Employee must be on an approved Family, Medical and/or Pregnancy Disability leave including a medical certification from the treating medical provider that the catastrophic medical condition, illness or injury exists.
e. Recipient Employee must have exhausted all earned paid leave including sick leave, vacation, and other available accrued time banks, before the employee may accept leave donations.
f. Recipient Employee must have passed their probationary period.
g. Before an employee is eligible to receive donated leave after having received donated leave from a previous occasion, the employee must have returned to work with the District and have worked a minimum of 12 consecutive months and minimum of 1250 hours during the months preceding the request.

2. Requesting Leave Donations

PROPOSED POLICY

POLICY TITLE: EMPLOYEE LEAVE DONATION PROGRAM AND POLICY
POLICY NUMBER: 3225

3225.1 Purpose. To establish a program to assist Beaumont-Cherry Valley Water District ("District") employees who have exhausted all earned paid time off caused by a serious health condition, catastrophic illness or injury, death of a family member, or being victims of a crime, and to outline a procedure through which employees may donate their own accrued sick and vacation or other forms of leaves (e.g. administrative or floating leave) to an eligible employee in need.

3225.2 Policy.

1. Definition of Terms.

- a. Recipient Employee. A full-time, regular District employee who meets the eligibility criteria of the Leave Donation Program and has been approved to receive donated leave due to a qualifying event resulting in financial hardship after exhausting all accrued paid leave.
b. Donating Employee. A full-time, regular District employee who voluntarily donates accrued sick or vacation or other forms of leave (e.g. administrative or floating leave) to an eligible Recipient Employee, in accordance with the provisions of this policy.

1.2 Eligibility.

- a. Participation Criteria. The recipient of the Leave Donation Program hours are is available to a full time, regular employee who has experienced a personal (or eligible family member) "catastrophic serious health medical condition, illness or injury", death of a family member, or being a victim of crime which totally incapacitates the employee from work, and forces the employee to exhaust all leave time earned by that employee, resulting in a loss of compensation from the District and financial hardship for that employee. The General Manager or his/her designee may authorize the donation of leave hours to a recipient employee who is under the probationary period.
i. Serious Health Condition. A serious health condition is defined as an illness, injury, impairment, or physical or mental condition that involves either inpatient care or continuing treatment by a health care provider, which makes the recipient employee or a covered family member unable to work or perform other regular daily activities. A medical certification from the treating healthcare provider must be provided to substantiate the existence of a serious health condition and to verify that the employee is subject to work restrictions. Per this section, the "Eligible Family" members covered as defined by the Healthy Workplaces, Healthy Families Act of 2014 (HWHFA) include:
1. Child. A child, which means a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.
2. Parent. A biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.
3. Spouse. The term "spouse" is not defined in the legislation mandating kin care but presumably applies only to an individual to whom the employee is legally married.

- a. An eligible employee, meeting the requirements stated above, must submit a request in writing using the form provided by the District.
  - b. Recipient employee shall agree to accept the donated leave under the terms of this policy.
3. Authorization
- a. Upon verification that the employee meets the eligibility requirements as set forth in this policy, the Director of Finance and Administrative Services or their designee shall recommend that the request for Leave Donation be approved; similarly requests that are not found to meet eligibility requirements shall be recommended for denial.
  - b. The General Manager shall serve as the final decision-making authority.
  - c. A decision on approval or denial of the Leave Donation request shall be made within eight (8) working days of receipt of a complete request.
  - d. The Recipient Employee shall be notified in writing of approval. If the Leave Donation request is denied, Recipient employee shall also be notified in writing including the reason for denial.
4. Notice to Recipient Employee
- a. Upon approval of the Leave Donation request, a notice to all District employees shall be prepared by the Director of Finance and Administrative Services, or designee, using the District's prescribed form, and distributed via email and on District bulletin boards using the District's standardized form for this purpose.
  - b. Personal medical information shall not be disclosed including the requesting Recipient Employee's condition, diagnosis, and/or prognosis. The notice shall include the employee's name, department, and the process in which to donate.
5. Donations to Recipient Employee
- a. Once a Leave Donation request has been approved, the Director of Finance and Administrative Services, or designee, shall establish a leave donation account for Recipient Employee and tracking system for the receipt and usage of donations.
  - b. All employee donations made to the Recipient Employee shall remain confidential.
  - c. Employees shall solely determine whether to voluntarily participate in making leave donations, without influence from the District, or its employees, supervisors or managers on whether or not to participate.
  - d. Donations may be made in increments of one (1) hour.
  - e. Employees who wish to donate to Recipient Employee may choose to donate time from their sick leave or vacation leave bank, and must maintain a minimum balance of 40 hours in the leave bank(s) selected.
  - f. Employees are limited to donating a maximum of 40 hours per calendar year per Recipient Employee, and may donate to more than one Recipient Employee in the same calendar year, provided that the donating employee retains the minimum required leave balance as stated above.
  - g. The value of donated leave time shall be determined based on the donor's regular pay rate, and then converted to the Recipient Employee's regular pay rate to the nearest half (0.5) hour to determine the number of leave hours donated.

Example: Paul earns \$40 per hour and wants to donate 8 hours of sick time to Jane, who earns \$20 per hour. The value of Paul's 8 hours is \$320, which would equate to 16 hours of sick leave donation for Jane. Similarly, if Jane donated to Paul, the value of her 8 hours is \$160, which would equate to 4 hours of sick leave donation for Paul.

- 4. Registered domestic partner. A registered domestic partnership shall be established in California when both persons file a Declaration of Domestic Partnership and are registered with the Secretary of State.
  - 5. Grandparent. A biological, adoptive, step, or foster grandparent.
  - 6. Sibling. A biological, adoptive, step, or foster brother or sister, including half-siblings.
- ii. Recipient Employee must be on an approved Family, Medical and/or Pregnancy Disability leave including a medical certification from the treating medical provider that the catastrophic medical condition, illness or injury exists. **Death of a Family Member.** The Recipient employee must have an approved bereavement leave in place prior to submitting the Leave Donation request. Human Resources may request supporting documentation from the recipient employee. For information regarding the relationship of the employee to the deceased family member, please refer to Policy Number 3100.
  - iii. Crime Victim. The Recipient Employee must be the direct victim to be eligible for the Leave Donation Program. Human Resources may request supporting documentation (e.g. police report). For documentation information, please refer to Policy 3111.]
- b. The Recipient Employee must have exhausted all earned paid leave (including sick leave, vacation, bereavement and other available accrued time banks;) before the employee may to be eligible to accept leave donations.
  - c. Recipient Employee must have passed their probationary period.
  - c. Before an employee is eligible to receive donated leave after having received donated leave from a previous occasion, the employee must have returned to work with the District and have worked a minimum of six (6) ~~three (3)~~ consecutive months and minimum of 1250 hours during the months preceding the request.
  - d. ..
- 2.3. Safeguards Against Program Manipulation
- a. Eligibility may be affected if the Recipient Employee has received a sick leave cash-out within six (6) months preceding the event under consideration.
  - a-b. Eligibility is also determined based on a review of the Recipient Employee's attendance record reviewed by Human Resources and the General Manager or designee.
  - b-c. The District may review up to twelve (12) months of the Recipient Employee's leave usage to determine eligibility.
  - c-d. The Recipient Employee shall be deemed ineligible if it is determined that accrued leave was intentionally depleted, converted, or cashed out for the purpose of qualifying for leave donations, or in anticipation of a reasonably foreseeable qualifying event.
- 3.4. No Guarantee of Approval
- a. Meeting the minimum eligibility requirements of this policy does not guarantee approval of leave donations. All requests are subject to the District's discretionary review based on the totality of circumstances, program intent, and equity considerations.
  - a-b. If the Recipient eEmployee's request for Leave Donation under this policy has been denied, this shall not be construed as an adverse action against the Recipient eEmployee.

6. Use of Leave Donation
  - a. Only the approved Recipient Employee may receive donated hours, and such donated hours may not be transferred by Recipient Employee or by donors to other employees.
  - b. The Recipient Employee's account shall be administered so that hours will be used only as needed and in the order donated. Donated hours shall reflect as a negative adjustment to the donor's accrual balance during the pay period in which they are utilized and not immediately upon submittal of the leave donation form.
  - c. Recipient Employee must follow all District required Family and Medical Leave procedures including keeping the District informed of any changes in medical status and/or limitations consistent with District Policy and FMLA/CFRA/CPDL regulations.
  - d. Recipient Employee must apply for any paid leave or benefit programs for which they are eligible, including State Disability Insurance (SDI), Paid Family Leave (PFL) and/or other benefit programs, and then the employee's access to the Leave Donation Program shall only be for the difference between the employee's straight time base hourly wage and the amount paid the employee by such programs. Recipient Employee shall present official documentation of such compensation received to the Director of Finance and Administrative Services, or designee, during the catastrophic illness, and while receiving donated leave.
  - e. In the instance where a catastrophic illness or injury qualifies or may qualify an employee for State Workers' Compensation, the employee shall first make an application for Workers' Compensation benefits and then the employee's access to the Leave Donation Program shall only be for the difference between the employee's straight time base hourly wage and the amount paid the employee by the State Workers' Compensation benefits.
  - f. Recipient Employee is limited to a maximum total Life-time donation of 680 hours.
  - g. As with all sick leave, abuse and misuse of donated leave is grounds for disciplinary action, up to and including termination.
7. Residual Leave Donations
  - a. The donation of leave is not intended to result in the Recipient Employee having a residual leave balance after the catastrophic event is over.
  - b. Any leave donations not used by the Recipient Employee shall be returned to the donor(s) based on the order in which the hours were donated and used. This includes leave credits that are later determined to be unnecessary because a Workers' Compensation claim was approved for the employee. Donors shall be notified that the time they pledged was not needed by the Recipient Employee and is being credited back to their own leave bank.
  - c. Donated and unused leave has no cash value.
  - d. If the Recipient Employee separates from District employment due to termination, retirement, disability, etc. any remaining donated leave shall be returned to the donor.
8. Health Benefits
  - a. **Health Insurance.** Employees on leave who were previously covered by the District's health benefits shall continue to be covered at the level and under the condition that the coverage would have been provided if the employee were continuing to work, consistent with FMLA/CFRA, and CPDL and existing benefits and leave policy.
  - b. **Sick and Vacation Accruals.** Sick leave, vacation time, and other time off benefits do not accrue during the use of leave donated under the Employee Leave Donation program, or Family and Medical Leave.
9. **Return to Work.** Employee's return to work may require a physician's release and shall follow district policy and procedures related to Family and Medical leave.

#### 4.5. **Requesting Leave Donations**

- a. An Recipient eligible employee, meeting the requirements stated above, must submit a request in writing using the form provided by ~~the Human Resources District.~~
- b. Human Resources shall ensure the confidentiality of all information related to the Recipient Employee.
- c. The Recipient ~~employee~~ Employee shall agree to accept the donated leave under the terms of this policy.
- d. The Recipient Employee's information shall not disclose his/her medical condition, diagnosis, and/or prognosis.

#### 5.6. **Authorization**

- a. Upon verification Human Resources will verify that the Recipient eEmployee meets the eligibility requirements, including required documentation as set forth in this policy.
- a.b. ~~\_\_\_\_\_ the Human Resources Director of Finance and Administrative Services or their designee shall will recommend submit that the request for Leave Donation to the General Manager or his/her designee for consideration together with the supporting documentation be approved. Similarly requests that are not found to meet eligibility requirements shall be recommended for denial.~~
- b.c. The General Manager or his/her designee shall will serve as the final decision-making authority. The General Manager or his/her designee retains sole discretion to determine the amount of leave donations granted to the recipient employee, including any extensions, on a case-by-case basis.
- e.d. A decision on approval or denial of the Leave Donation request shall be made within one (1) work week eight (8) working days of receipt of a completed request.
- e. The Recipient Employee shall be notified in writing of approval by Human Resources. If the Leave Donation request is denied, Recipient employee shall also be notified in writing including the reason for denial. Such denial shall not be construed as an adverse action against the Recipient eEmployee.
- d.

#### 6.7. **Notice of Leave Donation and Confidentiality of the Participantsto Recipient Employee**

- a. Upon approval of the Leave Donation request, a notice to all District employees shall be prepared by ~~Human Resources the Director of Finance and Administrative Services, or designee,~~ using the ~~District's prescribed form,~~ and distributed via email and on District bulletin boards disclosing only the minimum information necessary to facilitate participation using the District's standardized form for this purpose.
- b. Medical information, diagnosis, prognosis, treatment details, financial circumstances, leave balances, benefit status, or any other confidential personnel information related to the Recipient Employee shall not be disclosed.
- a.c. The Recipient Employee's name and the nature of the qualifying event shall not be disclosed without the Recipient Employee's prior written authorization. If authorization is not provided, the notice may refer to "a District employee" approved under the Leave Donation Program.

3225.3 Procedures/Steps.

Requesting Employee

1. Initiates a request for Leave Donation using the District's prescribed form and submits to the Director of Finance and Administrative Services.

Human Resources

2. Verifies eligibility of the requesting employee and makes recommendation to the General Manager.

General Manager

3. Renders a decision within eight (8) working days of receipt of request.

Human Resources

4. Informs requesting employee of decision and if approved, prepares and distributes a notice to District employees informing of the opportunity for employees to donate leave.

5. Establishes a leave donation account for Recipient Employee; tracks donations and usage.

Donor Employee

6. Completes a leave donation form and submits to the Director of Finance and Administrative Services, or designee.

Director of Finance and Administrative Services, or Designee

7. Manages leave donations, converts hours, and allocates donations to Recipient Employee in the order received.

8. Deducts leave donations from donor employee accounts at the time of use, and in the order received.

Recipient Employee

9. Adheres to all provisions of the policy in order to become and remain eligible to receive leave donations, including the District's Family and Medical Leave procedures, and keeping the District informed of leave status.

10. Applies for any State (or other) paid leave programs for which he/she is eligible and provides documentation to the District.

~~b. The identity of Donating Employee(s), the amount donated, and related payroll or leave information shall remain confidential and shall not be disclosed except as necessary for payroll administration, auditing, or as otherwise required by law. Recipient Employee's Personal medical information shall not be disclose including the requesting Recipient Employee's his/her medical condition, diagnosis, and/or prognosis. The notice shall include the employee's name, department, and the process in which to donate.~~

e.

~~7.8.~~ Donations to Recipient Employee

- a. Once a Leave Donation request has been approved, the Department Director of Finance and Administrative Services, or designee, through its Payroll Division, shall establish a leave donation account for Recipient Employee and tracking system for the receipt and usage of donations.
- b. All employee donations made to the Recipient Employee shall remain confidential, including the Donating Employee(s)'s identity and personal information.
- c. Employees shall determine whether to voluntarily participate in making leave donations, without influence from the District, or its employees, supervisors or managers on whether or not to participate.
- d. Donations may be made in increments of one (1) hour.
- e. Employees who wish to donate to Recipient Employee may choose to donate time from his/her their sick leave or vacation leave bank; and must maintain a minimum balance of 40 hours in the leave bank(s) selected.
- f. Donating Employees are limited to donating a minimum of one-two (12) hours, and a maximum of forty (40) hours per calendar year per Recipient Employee, each year, and may donate to more than one Recipient Employee in the same calendar year, provided that the donating employee retains the minimum required leave balance as stated above of forty (40) hours in his/her leave bank(s).
- g. The value of donated leave time shall be determined based on the Donating Employee(s) donor's regular pay rate, and then converted to the Recipient Employee's regular pay rate to the nearest half (0.5) hour to determine the number of leave hours donated.

~~Example: Paul earns \$40 per hour and wants to donate 8 hours of sick-vacation time to Jane, who earns \$20 per hour.~~

~~The value of Paul's 8-hours-donation is \$320 (\$40x8), which would equate to 16 hours of sick-vacation leave (\$320/\$20) donation for Jane.~~

~~Similarly, if Jane donated 8 hours to Paul, the value of her 8-hours-donation is \$160 (\$20x8), which would equate to 4 hours of sick-vacation leave donation (\$160/\$40) for Paul.~~

~~8.9.~~ Use of Leave Donation

- a. Only the approved Recipient Employee approved by the General Manager or his/her designee may receive donated hours, and such donated hours shall may not be transferred by Recipient Employee or by donors to other employees.
- b. The Recipient Employee's account shall be administered accordingly so that hours will be used only as needed and in the order donated. Donated hours shall reflect as a negative adjustment to the Donating Employee(s) donor's accrual balance

- 11. Submits Workers' Compensation claim, if the catastrophic injury or illness is perceived to be work related.
  - 12. Coordinates return to work with the District.
  - 13. Returns residual donations to donors.
- Recipient Employee
- Director of Finance and Administrative Services, or Designee

3225.4 **Forms.**

1. Employee Request for Leave Donation
2. Authorization to Donate Leave
3. Physician's Certification (Employee to Use District's FMLA/CFRA Medical Certification Form)

~~during the pay period in which they are utilized and not immediately upon submittal approval of the leave donation form.~~

- c. ~~Recipient Employee must follow all District required Family and Medical Leave procedures including keeping Human Resources the District informed of any changes in medical status and/or limitations, and supported by a certification from the treating healthcare provider, consistent with District Policy and FMLA/CFRA/CPDL regulations.~~
- d. ~~If the Recipient Employee is under Family and Medical Leave, he/she must apply for any paid leave or benefit programs for which they are eligible and if the time permits, including State Disability Insurance (SDI), Paid Family Leave (PFL) and/or other benefit programs, and then the eEmployee's access to the Leave Donation Program shall only be limited to covering for the difference between the employee's straight time base hourly wage and the compensation received from amount paid the employee by such programs. The Recipient Employee is required to provide shall present official documentation of such compensation all benefits payments received to the Director of Finance and Administrative Services, or designee Human Resources, during the catastrophic long-term illness or injury, and while receiving donated leave.~~
- e. In the instance where a ~~catastrophic illness or injury~~ **serious medical condition** qualifies or may qualify an employee for State Workers' Compensation, the employee shall first make an application for Workers' Compensation benefits and then the employee's access to the Leave Donation Program shall only be for the difference between the employee's straight time base hourly wage and the amount paid the employee by the State Workers' Compensation benefits. ~~Recipient Employee is limited to a maximum total Life time donation of 680 hours during their entire employment with the District.~~
- f. ~~No As with all sick leave, abuse and misuse of donated leave is grounds for disciplinary action, up to and including termination.~~

**10. Residual Leave Donations**

- a. The donation of leave is not intended to result in the Recipient Employee having a residual leave balance after the ~~qualifying catastrophic~~ event is over.
- b. Any leave donations not used by the Recipient Employee shall be returned to the ~~Donating Employee(s) donor(s) based on the order in which the hours were donated and used. If two or more employees donated leave credits and the total donated leave exceeds the amount needed, the unused leave shall be returned to each Donating Employee in the form of leave credits. The return shall be proportional to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave. This includes leave credits that are later determined later to be unnecessary because a Workers' Compensation claim was approved for the employee. Donating Employee(s) shall be notified that the time they pledged was not needed by the Recipient Employee and is being credited back to their his/her own leave bank.~~

*Example: Paul earns \$40 per hour and donates 8 hours of **sickvacation** time to Jane, who earns \$20 per hour. The donation value is \$320 and for Jane, that is 16 hours of **sickvacation** leave.*

*Jane uses 10 hours of donated **sickvacation** leave and no longer needs the remaining 6 hours of **sickvacation** leave, which has a value of \$120 (6x\$20)..*

The unused leave is transferred back to Paul. The sick/vacation leave accruals for Paul are increased by 3 hours (\$120/\$40)..

b. —

c. Donated and unused leave has no cash value, and will not be paid out to the Recipient Employee if they/he/she separates from the District employment.

d. If the Recipient Employee separates from District employment due to termination, retirement, disability, etc. any remaining donated leave shall be returned to the donor/Donating Employee in the form of leave credits. If there are two or more Donating Employees, leave credits will be returned proportionally to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave.

d.

#### **11. Health Benefits**

a. **Health Insurance.** Employees on leave who were previously covered by the District's health benefits shall continue to be covered at the level and under the condition that the coverage would have been provided if the employee were continuing to work, consistent with FMLA/CFRA, and CPDL and existing benefits and leave policy.

b. **Sick and Vacation Accruals.** Sick leave, vacation time, and other time off benefits do not accrue during the use of leave donated under the Employee Leave Donation program, or Family and Medical Leave.

12. **Return to Work.** Employee's return to work may require a physician's release and shall follow district policy and procedures related to Family and Medical Leave.

#### 3225.3 **Insufficient Leave Donations.**

a. If the total donated leave is insufficient to cover the Recipient Employee's approved absence, the Recipient Employee may elect to take unpaid leave in accordance with applicable District policy and law.

b. The District is not obligated to supplement donated leave, extend donation periods, or provide additional compensation beyond the donated hours approved under this policy. The General Manager or designee may, at his/her sole discretion, authorize an additional donation notice period if warranted by the circumstances.

**3225.4 Abuse and Misuse of Donated Leave.** Donated leave must be used exclusively for its approved purpose. Any falsification, unauthorized use, abuse, or misuse may result in disciplinary action, up to and including termination of employment. The District, through its Human Resources reserves the right to investigate any suspected violations in accordance with its disciplinary procedures.

**3225.5 No Retaliation.** Participation in the Leave Donation Program is voluntary. No employee shall be subject to retaliation, intimidation, coercion, or adverse employment action for requesting donated leave, receiving donated leave, declining to donate leave, or participating in the program in any manner consistent with this policy.

Any employee who believes they have been subjected to retaliation related to the Leave Donation Program should report the matter to Human Resources. Allegations of retaliation will be reviewed and addressed in accordance with District policies and applicable law.

#### **3225.4 Procedures/Steps.**

<u>Requesting Recipient Employee</u>	1. Initiates Submits a request for Leave Donation using the District's prescribed form and submits to Human Resources the Director of Finance and Administrative Services.
<u>Human Resources</u>	2. Verifies eligibility of the requesting Recipient Employee based on the documentation submitted, and makes recommendation to the General Manager or his/her designee.
<u>General Manager or his/her designee</u>	3. Renders a decision within one (1) work week/eight (8) working days of receipt of request.
<u>Human Resources</u>	4. Informs requesting Recipient Employee of decision and if approved, Prepares and distributes a notice to District employees informing of the opportunity for employees to donate leave with a time frame of one (1) work week or four (4) workdays to donate to the bank.
<u>Department of Finance and Administration (Payroll)</u>	5. If approved by the General Manager, simultaneously Establishes a leave donation account for Recipient Employee; tracks donations and usage.
<u>Donor Donating Employee</u>	6. Completes a leave donation form and submits to Human Resources the Director of Finance and Administrative Services, or designee.
<u>Director of Finance and Administrative Services, or Designee/Department of Finance and Administration (Payroll)</u>	7. Manages leave donations, converts hours, and allocates donations to Recipient Employee in the order received.  8. Deducts leave donations from donor Donating Employee(s) accounts at the time of use, and in the order received.
<u>Recipient Employee</u>	9. Adheres to all provisions of the policy in order to become and remain eligible to receive leave donations, including the District's Family and Medical Leave procedures (if applicable), and keeping the District informed of leave status.  10. Applies for any State (or other) paid leave programs for which he/she is eligible if taking Family and medical Leave (FMLA/CFRA), and provides documentation to the District. The same rule applies if the employee is eligible for State Workers Compensation benefits.

Recipient Employee

~~112. Coordinates return to work with the District Human Resources.~~

~~Director of Finance and Administrative Services, or Designee Department of Finance and Administration (Payroll)~~

~~123. Returns residual donations to Donating Employee(s) proportionally to the number of hours each Donating Employee originally contributed, not based on the monetary value of the leave.~~

~~3225.4 Forms.~~

~~1. Employee Request for Leave Donation~~

~~2. Authorization to Donate Leave~~

~~3. Physician's Certification (Employee to Use District's FMLA/CFRA Medical Certification Form)~~



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 6**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** **Approval of the Notice of Election of 2026 for submission to the Registrars of Voters of the County of San Bernardino and the County of Riverside regarding the November 3, 2026 Consolidated Election**

---

**Staff Recommendation**

Approve the Notice of Election of 2026 for submittal to the Registrars of Voters (ROV) of the counties of Riverside and San Bernardino regarding the November 3, 2026 Consolidated Election and direct the Recording Secretary to do all things necessary to facilitate the election.

**Background**

The District is required to give notice to the Registrars of Voters of the County of Riverside and the County of San Bernardino of the holding of the 2026 election for three directors' seats with terms ending on Friday, December 4, 2026:

- Division 3
- Division 4
- Division 5

The terms for the above divisions will be for a 4-year period beginning at 12:01 p.m. on December 4, 2026 and ending December 6, 2030 (Elections Code 10505(b)). Staff has reviewed the election information provided by the County of Riverside and has prepared the associated notices. These notices require Board approval and must be returned to the Registrar.

At this time of year, the Board had previously considered the disposition of the fees for the Candidates' Statement. However, based on consistent past history, the Board adopted Resolution 2025-33, establishing Policy 4200 reflecting the Board's determination that each candidate shall be responsible to pay their own expenses related to publication of the candidates' statements.

**Fiscal Impact**

There is no fiscal impact to the FY 2026 Operating Budget, as election costs are billed to the District in the year following the election.

Election costs are the responsibility of the District and vary significantly depending on whether seats are contested. The ROV does not provide cost estimates; however, based on prior elections, costs have ranged from approximately \$5,000 for non-contested seats to up to \$150,000 for contested elections.

Because candidate filing is not finalized until later in 2026, the District will have a clearer understanding of potential costs by the fall. This timing aligns with the development of the FY 2027 Operating Budget, when sufficient funds will be appropriated to cover the expense.

**Attachment(s)**

1. Special District Information Form – County of Riverside
2. Sample Notice of Election (2026) (to be prepared by the Riv County Registrar)
3. Notice of Election – San Bernardino County

*Staff Report prepared by Lynda Kerney, Executive Assistant*

# Attachment 1

**NOTICE TO THE REGISTRAR OF VOTERS  
(ELECTIONS CODE §§ 10509, 10522; W.C. § 71451)  
GENERAL DISTRICT ELECTION, NOVEMBER 8, 2022**

**DISTRICT:** Beaumont-Cherry Valley Water District **PHONE:** (951) 845-9581  
**ADDRESS:** 560 Magnolia Ave, Beaumont, Ca 92223 **FAX:** (951) 845-0159  
**MAILING ADDRESS:** 560 Magnolia Ave, Beaumont, Ca 92223 **E-MAIL:** info@bcvwd.org

**LIST NAMES OF DISTRICT DIRECTORS WHOSE TERMS EXPIRE ON DECEMBER 2, 2022**

NAME OF DIRECTOR	DIVISION NUMBER (IF APPLICABLE)
Daniel Slawson	3
John Covington	4
David Hoffman	5

The following section applies only if a Director(s) was/were appointed to fill a vacancy in an office, which is not normally scheduled to be voted on this year (Short term).

NAME	DIVISION (If applicable)	DATE APPOINTED	DIRECTOR REPLACED

**STATEMENT OF ECONOMIC INTERESTS:** The Government Code now requires all candidates to file a Form 700 with the Registrar of Voters by the nomination period deadline. If the candidate has previously filed an initial, assuming office, or annual statement for the same office sought within 60 days before the nomination deadline then the candidate does not have to file the Form 700 again.

**CANDIDATE'S STATEMENT:** Who is to pay the cost of the printing and handling of statement?  
Please check appropriate box. **CANDIDATE**  **DISTRICT**

**NOTICE OF ELECTION** published by Registrar of Voters in Record Gazette  
(Insert name of Local Newspaper)

**CANDIDATES** may obtain nomination documents from the Registrar of Voters, 2720 Gateway Drive, Riverside, CA 92507, or from the District Secretary located at:  
Beaumont-Cherry Valley Water District, 560 Magnolia Ave, Beaumont, Ca 92223 (Mon-Th 8am-5pm)  
(Insert Location Name, Address, and Business Hours)

**DISTRICT MAP:** Attach 34" x 42" map showing district boundaries and divisions, if applicable.

**Enclosed Map Contains Boundary/Division Changes** YES  NO

I certify that the enclosed map of the district boundaries and divisions is true and correct as of this date, and is submitted in compliance with Section 10522 of the California Elections Code for use in the General District Election to be held on November 8, 2022, or that there have been no changes to the boundaries as of the last General District Election.

**Dated:** 6/27/22

**Contact Person:** Dr. Kirene Bargas Manini

**Sign:**   
(District Secretary)

(DISTRICT SEAL)

### NOTICE OF GENERAL DISTRICT ELECTION Beaumont-Cherry Valley Water District

Notice is hereby given that a General District Election will be held in the above named district on November 3, 2026 and that the offices for which candidates may be nominated for said election are as follows:

- 1 Director – Division 3
- 1 Director – Division 4
- 1 Director – Division 5

The qualifications for these offices required under the principal act under which the district is organized are that candidates be registered electors residing within the boundaries of the district, or division thereof.

Official Declarations of Candidacy for eligible persons desiring to file for any of the elective offices are available beginning July 13, 2026 at the following location(s):

- **Beaumont-Cherry Valley Water District**  
560 Magnolia Avenue, Beaumont, CA 92223  
Monday - Thursday, 8:00 a.m. - 5:00 p.m.
- **Registrar of Voters - Riverside**  
2720 Gateway Drive, Riverside, CA 92507  
Monday - Friday, 8:00 a.m. - 5:00 p.m.

Declarations of Candidacy must be filed in the office of the Registrar of Voters no later than 5:00 p.m. on August 7, 2026.

Appointment to each elective office will be made by the Board of Supervisors of the County of Riverside as prescribed in Elections Code § 10515 in the event there are no nominees or an insufficient number of nominees, and a petition requesting the election be held for such offices has not been presented to the Registrar of Voters by 5:00 p.m. on August 12, 2026.

Dated: July 13, 2026

**ART TINOCO**  
Registrar of Voters

**AVISO DE ELECCIÓN GENERAL DEL DISTRITO**  
**Distrito de Agua de Beaumont-Cherry Valley**

Por el presente se notifica que el 3 de noviembre de 2026 se llevará a cabo una Elección General del Distrito en el distrito mencionado anteriormente, y que los cargos para los que se pueden nombrar candidatos para dicha elección son los siguientes:

- 1 Director – División 3
- 1 Director – División 4
- 1 Director – División 5

Las calificaciones para estos cargos según requiere la ley principal sobre la cual se organiza este distrito son que los candidatos sean electores inscritos que vivan dentro de los límites del distrito, o en la misma división.

Las Declaraciones Oficiales de Candidatura para las personas elegibles que deseen postularse para cualquiera de los cargos electivos están disponibles a partir del 13 de julio de 2026 en la siguiente localización(es):

- **Distrito de Agua de Beaumont-Cherry Valley**  
560 Magnolia Avenue, Beaumont, CA 92223  
lunes - jueves, 8:00 a.m. - 5:00 p.m.
- **Registro de Votantes - Riverside**  
2720 Gateway Drive, Riverside, CA 92507  
lunes - viernes, 8:00 a.m. - 5:00 p.m.

Las Declaraciones de Candidatura deben presentarse en la oficina del Registro de Votantes a más tardar a las 5:00 p.m. el 7 de agosto de 2026.

La designación para cada cargo electivo lo hará la Junta de Supervisores del Condado de Riverside, tal como se prescribe en el Código de Elecciones § 10515 en caso de que ninguna persona fue nombrada o que el número de personas nombradas sea insuficiente, y que no se haya presentado una petición donde se pida que se celebre una elección para dichos cargos ante el Registro de Votantes a más tardar a las 5:00 p.m. del 12 de agosto de 2026.

Fechado: 13 de julio de 2026

**ART TINOCO**  
Registro de Votantes

# Attachment 3 - Submitted May 2026

## NOTICE OF ELECTION

November 3, 2026, General Election



### District Information

Review the information below. If needed, cross out and update with corrected information.

#### District Name

Beaumont-Cherry Valley Water District

#### Mail Address

Po Box 2037

#### City

Beaumont

#### Zip

92223

#### Contact Name

Dan Jagers, General Manager

#### Contact Number

(951)845-9581

#### Email Address

cenica.smith@bcvwd.org gov

### Elected Officials / Offices Up for Election

Listed below are the elected officials on file for the district. Lines highlighted in yellow indicate offices our records show are up for election. Review all information for accuracy. If needed, cross out and update with corrected information. If an office holder has vacated their seat and an appointment has been made to fill a vacancy, please provide the date the seat became vacant, the name of the person appointed, and the date they were appointed.

Office Holder Name	District/Area (if applicable)	Elected or Appointed	Appointment Date (if applicable)	Next Election Date	Term
Covington, John L.	Division 4	Elected	APPOINTED IN LIEU 12/2/22	11/3/2026	Full
Hoffman, David S.	Division 5	Elected	APPOINTED IN LIEU 12/2/22	11/3/2026	Full
Slawson, Daniel	Division 3	Elected	APPOINTED IN LIEU 12/2/22	11/3/2026	Full
Ramirez, Andy	Division 1	Elected		11/7/2028	Full
Williams, Lona M.	Division 2	Elected		11/7/2028	Full

### Election Administration

How do voters in your district select representatives?  At Large  By District  Both

What are the candidate residency requirements?  At Large  By District  Both

Does the District plan to have a measure on the ballot?  Yes  No  Maybe

**Election Publication:** The San Bernardino County Registrar of Voters will publish a Notice of Election. Please provide the name of one newspaper where you prefer the Notice of Election to be published: **BEAUMONT RECORD GAZETTE**

**Candidate Filing:** Will the district issue candidate filing documents?  Yes  No

Select who will pay for the printing of candidate statements in the *Voter Information Guide* below.

**Candidate** – The candidate will pay a deposit at the time of filing to the Registrar of Voters and will be billed, or refunded, the balance post-election.

**District** – The Registrar of Voters will bill the District for the actual cost of the preparation of the candidate statements.

### Certification

I certify that the information above is, as of this date, true and correct. If changes occur on or before 5/5/2026, I will notify the Registrar of Voters immediately.

#### District Seal

x Lynda Kerney  
Signature of District Secretary

4/27/2026  
Date

LYNDA J. KERNEY, RECORDING SECRETARY



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 7**

**STAFF REPORT**

**TO:** Board of Directors

**FROM:** Dan Jagers, General Manager

**SUBJECT:** Resolution 2026-\_\_ Adopting an Amendment to the District’s Conflict of Interest Code

**Staff Recommendation**

Adopt Resolution 2026-\_\_ Adopting an Amendment to the District’s Conflict of Interest Code.

**Executive Summary**

With the Board’s FY 2026 adoption of revisions to the District’s Organizational Chart and changes in positions, and new provisions of Government Code 87500 et. seq., it is necessary to revise the District’s Conflict of Interest Code. The revisions have been reviewed by legal counsel and were submitted to the FPPC for comment. The Board reviewed the Code at the April 8, 2026 meeting and designated a 45-day comment period which ended on May 26, 2026 with no comments received.

**Background**

The Conflict of Interest Code (Code) designates which individuals must file a disclosure statement commonly known as the “Form 700” or Statement of Economic Interests, as required by the Fair Political Practices Commission (FPPC).

The Political Reform Act requires every multi-county agency to review its Conflict of Interest Code biennially and notify the Fair Political Practices Commission whether the agency’s Code needs to be amended. The District’s last Code was adopted via Resolution 2023-28 on October 11, 2023.

At its meeting on April 8, 2026, the Board approved the Notice of Intent and a 45-day comment period regarding the proposed changes to the District’s Conflict of Interest Code.

**Summary**

The District’s Code now requires substantive amendment. Legal Counsel has reviewed the amendments.

Positions deleted:	Positions added:
Assistant Director of Finance and Administration	None

Position title changed from:	Position title changed to:
Human Resources Manager	Human Resources and Risk Manager
Customer Service Supervisor	Customer Service and Utility Billing Manager
Director of Information Technology	Director of Information Technology and Cybersecurity



Upon approval by the Board at the April 8 meeting, a Notice of Intent to amend the Code was distributed and a 45-day comment period was held from April 9 to May 26, 2026. No comments were received.

Upon Board adoption of the Code revisions, the Code will be submitted to the FPPC for final approval.

**Fiscal Impact:** None.

**Attachment(s)**

1. Resolution 2026-\_\_ Adopting an Amendment to the District's Conflict of Interest Code
2. Exhibit A – BCVWD Conflict of Interest Code
3. Notice of Intent to Adopt or Amend a Conflict of Interest Code – posted 4/9/2026

Report prepared by Lynda Kerney, Executive Assistant

## RESOLUTION 2026-\_\_

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT ADOPTING AN AMENDMENT TO THE DISTRICT'S CONFLICT OF INTEREST CODE

**WHEREAS**, the Political Reform Act ("Act"), Government Code Section 81000 et seq, requires state and local government agencies to adopt and promulgate a Conflict of Interest Code; and

**WHEREAS**, the Fair Political Practices Commission (FPPC) has adopted a regulation: 2 Cal. Code of Regulations., Section 18730, the terms of which are incorporated herein by reference, and which may be amended by the Fair Political Practices Commission after public notice and hearings to confirm amendments to the Political Reform Act; and

**WHEREAS**, Government Code Section 87500. was amended by legislation effective January 1, 2026 (SB 852 and AB 1170); and

**WHEREAS**, the Board of Directors of the Beaumont-Cherry Valley Water District (District) has previously adopted the standard Conflict of Interest Code and designated those officers and employees of the District who shall be required to disclose financial interests pursuant to the disclosure categories; and

**WHEREAS**, the Board desires to amend the District's Conflict of Interest Code for the purpose of updating the Appendix A, attached hereto, to reflect organizational changes of the District, and to comply with the new Government Code provisions,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Beaumont-Cherry Valley Water District:

1. The Board of Directors hereby adopts the amended Conflict of Interest Code and Appendix A of Designated Filers of the Beaumont-Cherry Valley Water District.
2. This amendment to the Conflict of Interest Code is attached hereto as Exhibit "A" to this Resolution.
3. This amendment to the Conflict of Interest Code shall not be effective until it has been approved by the code reviewing body, namely, the Fair Political Practices Commission, and the effective date of this amendment shall be the date fixed by the Fair Political Practices Commission.
4. The Recording Secretary of the District and/or designee is authorized as the District's Filing Officer and directed to file with the Fair Political Practices Commission a copy of the amended Code with Appendix A of Designated Filers and officials who manage public investments and such other information as may be required by the Fair Political Practices Commission.
5. The Recording Secretary of the District and/or designee is ordered and directed to file the Amended Conflict of Interest Code in the office of the District and to retain same as part of the District's usual record keeping process.

6. This Code has the force and effect of law. Designated Filers violating any provision of this Code are subject to the administrative, criminal, and civil sanctions provided in the Political Reform Act, as it may be amended from time to time.
7. Copies of the Amended Conflict of Interest Code shall be made available for public inspection by the District's staff during all regular office hours of the District.

**ADOPTED** this \_\_\_\_\_ day of June, 2026, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

---

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

---

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

Attachments:  
Exhibit A – Conflict of Interest Code  
Appendix A – Designated Filers  
Appendix B – Disclosure Categories

## EXHIBIT A

### BEAUMONT-CHERRY VALLEY WATER DISTRICT CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000. et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Beaumont-Cherry Valley Water District (District)**.

#### Filing of Statements of Economic Interests

- Individuals holding designated positions shall file Statements of Economic Interests (Form 700) in accordance with Government Code section 87500.
  - (a) Designated positions for which the Fair Political Practices Commission ("FPPC") is the filing officer shall file their Statements of Economic Interests electronically and directly with the FPPC, using the FPPC's electronic filing system.
    - a. Board members
    - b. General Manager
    - c. Director of Finance and Administration
    - d. Finance Manager
    - e. Consultants who manage public investments
  - (b) All other designated positions shall file their Statements of Economic Interests with the Beaumont-Cherry Valley Water District, which shall retain the filings and make them available for public inspection in accordance with Government Code section 81008.
  - (c) The District shall not receive or retain Statements of Economic Interests for positions required by law to file directly with the FPPC.

**BEAUMONT-CHERRY VALLEY WATER DISTRICT  
CONFLICT OF INTEREST CODE**

**APPENDIX A  
DESIGNATED POSITIONS**

Designated Position	Assigned Disclosure Category
Board of Directors	1, 2, 4
General Manager	1, 2, 4
Legal Counsel	2, 4
Director of Operations	1, 2, 4
Water Utility Superintendent	3
Water Utility Supervisor	3
Water Production Supervisor	3
Cross Connection / Non-Potable Water Supervisor	2, 3, 4
Director of Engineering	1, 2
Senior Civil Engineer	1, 2
Director of Finance and Administration /Treasurer	2, 3, 4
Finance Manager	3
<u>Human Resources and Risk Manager</u>	2, 3, 4
Senior Management Analyst	2, 4
Customer Service and Utility Billing Manager	2, 4
Director of Information Technology and Cybersecurity	3
Executive Assistant	2, 3, 4
Management Analyst II	2, 3, 4

Note: The Legal Counsel position is filled by an outside consultant who acts in a staff capacity.

Consultants/New Positions\*

\*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The General Manager may determine in writing that a particular consultant/new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant/new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Gov. Code Section 81008).

**BEAUMONT-CHERRY VALLEY WATER DISTRICT  
CONFLICT OF INTEREST CODE**

**APPENDIX B  
DISCLOSURE CATEGORIES**

Individuals holding designated positions must report financial interests in accordance with the assigned disclosure categories.

Category 1: Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District as well as investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide real estate services (e.g. consulting, appraisal, development, construction) of the type used by the District.

Category 2: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized or funded by the District.

Category 3: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized or funded by the employee's division or department.

Category 4: Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that filed a claim, or have a claim pending, against the District during the previous two years.

Sources of the type utilized or funded by the district include:

- Engineering and environmental consulting firms
- Transportation equipment and parts
- Water and soil testing products and services
- Services for energy pricing/demand, legal and labor relations
- Mapping and educational water services

(Non-inclusive list)



**BEAUMONT-CHERRY VALLEY WATER DISTRICT**

**NOTICE OF INTENTION**

**TO AMEND THE CONFLICT OF INTEREST CODE OF THE  
BEAUMONT-CHERRY VALLEY WATER DISTRICT**

**NOTICE IS HEREBY GIVEN** that the Beaumont-Cherry Valley Water District proposes to amend its Conflict of Interest Code to include employee positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of section 87302 of the Government Code. The amendment carries out the purposes of the law and no other alternative would do so and be less burdensome to affected persons.

Changes to the Conflict of Interest Code include **the following**:

Positions deleted:	Positions added:
Assistant Director of Finance and Administration	None

Position title changed from:	Position title changed to:
Human Resources Manager	Human Resources and Risk Manager
Customer Service Supervisor	Customer Service and Utility Billing Manager
Director of Information Technology	Director of Information Technology and Cybersecurity

The proposed amendment and explanation is available on the District’s website at <https://bcvwd.gov> or can be obtained from the agency’s contact listed below. All inquiries should be directed to the contact.

Any interested person may submit written comments relating to the proposed amendment by no later than **May 26, 2026**, or at the conclusion of the public hearing, if requested, whichever comes later. At this time, no public hearing is scheduled. A person may request a hearing no later than **May 9, 2026**.

The Beaumont-Cherry Valley Water District has determined that the proposed amendments:

1. Impose no mandate on local agencies or school districts.
2. Impose no costs or savings on any state agency.
3. Impose no costs on any local agency or school district that are required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.
4. Will not result in any nondiscretionary costs or savings to local agencies.
5. Will not result in any costs or savings in federal funding to the state.
6. Will not have any potential cost impact on private persons, businesses or small businesses.

All inquiries concerning this proposed amendment and any communication required by this notice should be directed to:

Lynda Kerney, Executive Assistant  
Beaumont-Cherry Valley Water District  
560 Magnolia Ave, Beaumont, CA 92223  
(951) 845-9581 ext. 216 or [lynda.kerney@bcvwd.gov](mailto:lynda.kerney@bcvwd.gov)

POSTED 4/13/2026



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 8**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** Request for District Oversizing Contribution for Tract 36307 Infrastructure located within Oak Valley Parkway

---

**Staff Recommendation**

Consider the request from Tri Pointe Homes, the developer for Tract 36307 and Tract 36307-1, for District oversizing contribution for the proposed water facilities located within Oak Valley Parkway and:

- A. Approve the request from the developer for District contribution and authorize the General Manager to expend funds for the oversizing component for the water facilities within Oak Valley Parkway not to exceed an amount of **\$1,158,147.75**, or
- B. Deny the request of the developer for District contribution for the oversizing component, or
- C. Direct staff as desired.

**Executive Summary**

Tri Pointe Homes (Applicant) has requested that the Board of Directors consider a District oversizing contribution of up to **\$1,158,147.75** for infrastructure within Oak Valley Parkway required to serve Tract 36307 and complete the District's Master Plan facilities in this area of the system. The Applicant submitted this request following execution of the standard water improvement agreement, which does not include provisions for District-funded oversizing. The District has collected Capacity Charges from this project and others to facilitate transmission and non-potable improvements. The total District oversizing contribution for the Oak Valley Parkway infrastructure would be in an amount not to exceed **\$1,158,147.75**. Although the Applicant previously executed the standard water improvement agreement requiring construction of the facilities at the Applicant's expense, the requested reimbursement pertains to the incremental cost associated with constructing master-planned transmission and recycled water facilities that exceed the size necessary to serve the project itself and provide long-term system benefits to the District.

**Background**

At the September 9, 2020 Regular Board Meeting, the Board of Directors approved a Will-Serve Letter and annexation for the development identified as Tract 36307, including the associated Tract 36307-1. As part of these approvals, the Applicant was required to annex into the District and construct water infrastructure within Oak Valley Parkway to connect existing facilities along Oak Valley Parkway to those located within Tukwet Canyon Parkway.

A separate developer to the west, Meritage Homes, was subject to similar conditions for their project. Meritage Homes recently completed their portion of the required infrastructure within Oak Valley Parkway, extending from Tukwet Canyon Parkway easterly to the western boundary of the Tri Pointe Homes project.



Tri Pointe Homes, in turn, agreed to construct the remaining segment of infrastructure which connects existing facilities at Apron Lane with the recently constructed infrastructure by Meritage Homes completing the master loop in this part of the 2650 Pressure Zone.

Because the required master planned facilities traversed multiple development frontages, construction responsibility was divided between the adjacent developments.

The limits of these improvements are shown in Attachment 1.

### **Discussion**

The proposed waterlines to be constructed by Tri Pointe Homes, as determined by the Potable Master Plan and Draft Non-Potable Master Plan and identified in the project Plan of Service (POS, dated November 19, 2020) are identified in Table 1, below.

**Table 1 – Oak Valley Parkway Infrastructure for Tract 36307**

<b>Pressure Zone</b>	<b>Diameter (Required by BCVWD Master Plan)</b>	<b>Project Minimum required Diameter</b>	<b>Difference in Diameter Size</b>
2650 (PW)	18-inch	12-inch	6-inch
2520 (PW)	24-inch	12-inch	12-inch
2600 (NPW)	18-inch	12-inch	6-inch

District staff evaluated the potable 2650 and 2520 pressure zones, as well as the non-potable 2600 pressure zone, to determine the minimum pipeline diameters necessary to meet project-specific demands, including head loss, velocity requirements, and fire flow criteria (potable system only).

District staff evaluated projected demands, fire flow requirements, velocity criteria, and headloss characteristics associated with Tract 36307 and determined that 12-inch pipelines would adequately serve the project. Therefore, the additional pipeline diameter required by the District's Master Plans represents infrastructure capacity intended to serve future development and broader regional system needs beyond the demands generated by the project.

The pipelines constructed by the developer, consistent with the District's Master Plans, include:

- Approximately 1,934 linear feet (LF) of 18-inch ductile iron pipe (DIP) within the District's 2650 Pressure Zone
- Approximately 3,441 LF of 24-inch DIP within the District's 2520 Pressure Zone
- Approximately 1,698 LF of 18-inch DIP within the District's 2600 Pressure Zone

The developer solicited bids from five contractors under prevailing wage requirements for construction of the pipelines at the sizes required by the Plan of Service and District's Master Plans. Of the five contractors, three declined to submit bids (see Attachment 3). Legacy Excavating, Inc. was identified as the apparent low bidder.

The contractor also provided a separate bid reflecting the cost to construct the pipelines at the minimum sizes required solely to serve the project. A comparison of these costs is summarized in Table 2 below.



**Table 2 – Oak Valley Parkway Infrastructure Oversizing Bid Comparison**

Pressure Zone	Cost (Required by BCVWD Master Plan)	Cost (Required for Project)	Oversizing Cost
2650 (PW)	\$521,719.25	\$343,762.50	\$177,956.75
2520 (PW)	\$1,541,594.25	\$725,740.00	\$815,854.25
2600 (NPW)	\$518,983.00	\$354,646.25	\$164,336.75
Miscellaneous <sup>1</sup>	\$548,694.60	\$548,694.60	\$0.00
<b>TOTAL</b>	<b>\$3,130,991.10</b>	<b>\$1,972,843.35</b>	<b>\$1,158,147.75</b>

1. Miscellaneous costs consist of mobilization, pavement repair, sidewalk repair, raising valve cans and pressure testing.

Tri Pointe Homes has completed construction of 268 single-family residences and a park site associated with this development. In connection with this project, the District collected a total of \$2,770,610.25 in Capacity Charges. Of this amount, approximately \$420,224.00 is attributable to transmission pipeline facilities (pipelines greater than 16 inches in diameter), and \$431,956.20 is attributable to recycled water infrastructure.

The requested oversizing contribution exceeds the amount of Capacity Charges directly paid by Tri Pointe Homes for transmission and recycled water infrastructure. This occurs because the oversized facilities constructed within Oak Valley Parkway provide system benefits extending beyond Tract 36307 and will serve future development within this area of the District. Capacity Charges collected from other developments have also contributed toward these categories of infrastructure and are available within the Capital Expansion Reserves.

The combined total of \$852,180.20 represents the Capacity Charges paid by Tri Pointe Homes associated with facilities that are directly related to the oversizing components of the pipelines constructed within Oak Valley Parkway.

It should also be noted that Tri Pointe Homes has constructed multiple developments within the District (Sundance and Tournament Hills) and was reimbursed for facilities identified in the Winddown Agreement (Board approved October 29, 2025). While Tri Pointe Homes has previously constructed developments within the District without requesting reimbursement for oversized facilities beyond those identified in the Winddown Agreement, the scale and regional benefit associated with the Oak Valley Parkway infrastructure improvements prompted the Applicant to submit the current request for Board consideration.

The oversized facilities within Oak Valley Parkway complete a critical master planned connection between existing infrastructure and provide transmission and recycled water capacity beyond that required to serve Tract 36307. The requested contribution reflects the incremental cost associated with constructing facilities at sizes identified in the District's Master Plans rather than at the minimum size necessary to serve the project.



### **Fiscal Impact**

Approval of an oversizing contribution in the amount of **\$1,158,147.75** would result in expenditures from the District's Capital Expansion Reserves of which \$852,180.20 was paid directly by Tri Pointe Homes for the Tract 36307 project. The remaining balance of \$305,967.55 of the \$1,158,147.75 would be paid from Capital Expansion Reserves and consists of the transmission and recycled water infrastructure components paid by other developers. These reserves are funded, in part, through Capacity Charges collected from this and similar development projects. Sufficient funds are currently available within the District's Capital Expansion Reserves to accommodate the requested oversizing contribution.

<b>Description</b>	<b>Amount<sup>1</sup></b>	<b>Notes</b>
Total Oversizing Contribution	\$1,158,147.75	Total Amount Considered for Reimbursement
District Collected Funds – As Paid Directly By Tri Pointe Homes	\$852,180.20	Amount Paid Directly by Tri Pointe Homes
District Collected Funds – Other Development Projects	\$305,967.55	Amount Paid through Capacity Charges collected from Other Development Projects

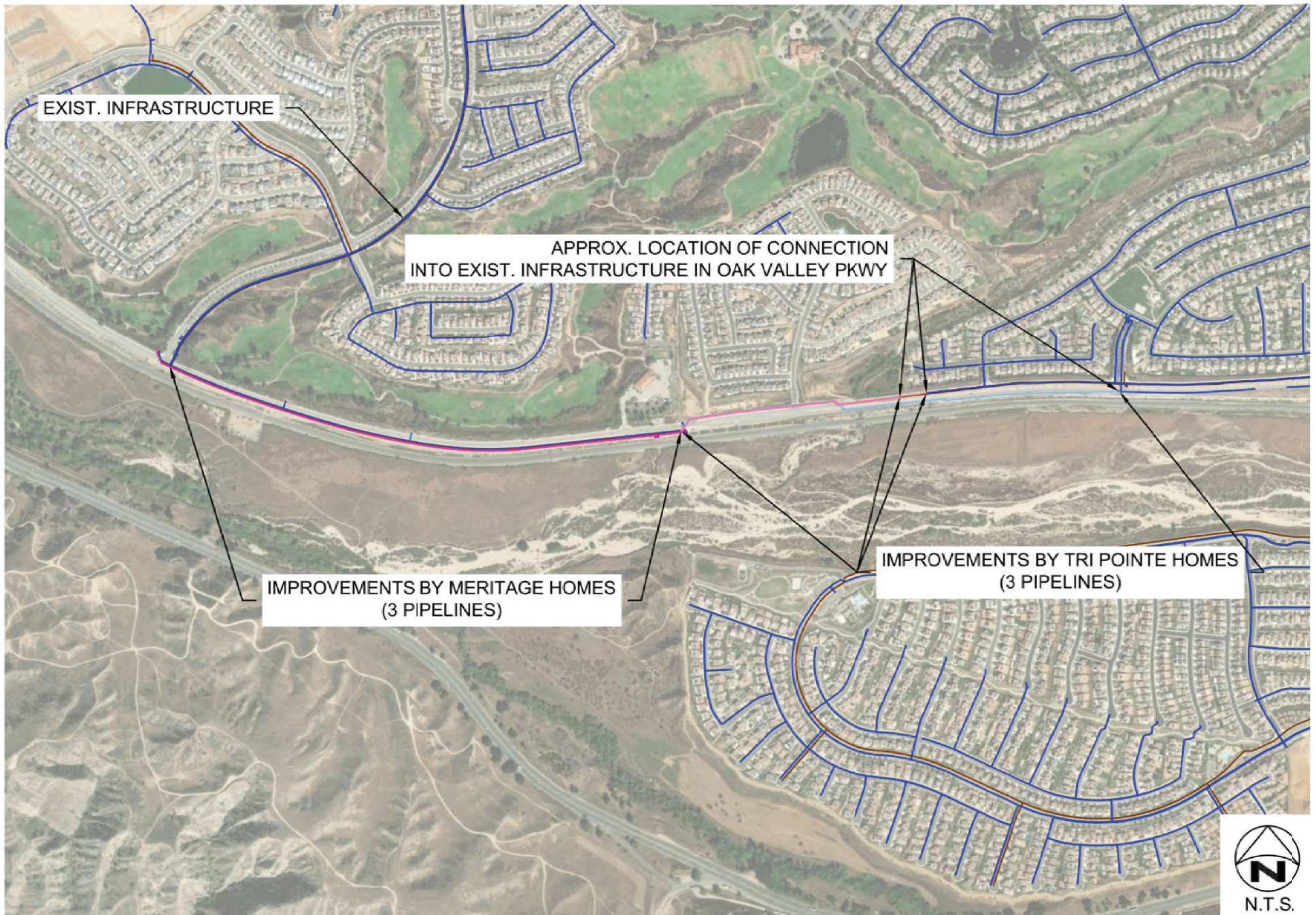
1. Funds are representative of transmission and recycled water facilities components of the Capacity Charges.

### **Attachments**

1. Tract 36307 Infrastructure in Oak Valley Parkway
2. Original Bid Spread
3. Contractor Notices for "No Bid"
4. Legacy Excavating Bid for Upsized Pipelines
5. Legacy Excavating Bid for 12-inch Pipelines
6. Legacy Excavating Bid Comparison

Staff Report prepared by Evan Ward, Associate Civil Engineer I

# Attachment 1 - Tract 36307 Infrastructure in Oak Valley Parkway



## Attachment 2 - Original Bid Spread

PREVAILING WAGE RATES APPLY			PWU				Legacy			
WORK DESCRIPTION	UNIT	TRI POINTE QTY'S	Totals		TP \$3,565,422.00	Tri Pointe \$4,921,686.00	Totals		TP \$3,130,991.60	Tri Pointe \$3,208,843.25
			QTY'S	UNIT PRICE	ITEM TOTAL	Tri Pointe TOTAL	QTY'S	UNIT PRICE	ITEM TOTAL	Tri Pointe TOTAL
					\$0.00	\$0.00			\$0.00	\$0.00
<b>Tract 36307 Reclaimed Water</b>					\$0.00	\$0.00			\$0.00	\$0.00
Mobilization	EA	1	1.00	\$12,500.00	\$12,500.00	\$12,500.00	1.00	\$4,795.00	\$4,795.00	\$4,795.00
Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,698	1,698.00	\$250.00	\$424,500.00	\$424,500.00	1,698.00	\$243.75	\$413,887.50	\$413,887.50
Install 18" Flanged Butterfly Valve per BCVWD	EA	3	3.00	\$9,200.00	\$27,600.00	\$27,600.00	3.00	\$8,178.50	\$24,535.50	\$24,535.50
Install 8" Gate Valve per BCVWD	EA	1	1.00	\$3,500.00	\$3,500.00	\$3,500.00	1.00	\$3,186.25	\$3,186.25	\$3,186.25
Install 3" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	EA	1	1.00	\$22,450.00	\$22,450.00	\$22,450.00	1.00	\$25,315.50	\$25,315.50	\$25,315.50
Install 6" Blow Off Assembly per BCVWD Plate 3	EA	1	1.00	\$20,125.00	\$20,125.00	\$20,125.00	1.00	\$24,148.00	\$24,148.00	\$24,148.00
Install 18" Flanged End X Mechanical Joint Adapter Restrained	EA	2	2.00	\$7,650.00	\$15,300.00	\$15,300.00	2.00	\$3,565.00	\$7,130.00	\$7,130.00
Install 8" Blind Flange per BCVWD	EA	1	1.00	\$3,000.00	\$3,000.00	\$3,000.00	1.00	\$658.00	\$658.00	\$658.00
Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Reclaimed	EA	1	1.00	\$12,550.00	\$12,550.00	\$12,550.00	1.00	\$20,122.25	\$20,122.25	\$20,122.25
Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF	22,295	22,295.00	\$12.00	\$267,540.00	\$267,540.00	4,528.00	\$2.35	\$10,640.80	\$52,393.25
Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF	22,295	22,295.00	\$20.00	\$445,900.00	\$445,900.00	4,528.00	\$22.00	\$99,616.00	\$490,490.00
Remove and Replace Sidewalk, curb and gutter in kind	SF	567	567.00	\$55.00	\$31,185.00	\$31,185.00	335.00	\$36.00	\$12,060.00	\$20,412.00
Raise Valves to Final Lift	EA		4.00	\$750.00	\$3,000.00	\$0.00	4.00	\$360.00	\$1,440.00	\$0.00
Pressure Test Water	LF		1,698.00	\$5.00	\$8,490.00	\$0.00	1,698.00	\$1.90	\$3,226.20	\$0.00
					\$0.00	\$0.00			\$0.00	\$0.00
					\$0.00	\$0.00			\$0.00	\$0.00
<b>Tract 36307 Domestic Water</b>					\$0.00	\$0.00			\$0.00	\$0.00
Mobilization	EA	1	1.00	\$15,000.00	\$15,000.00	\$15,000.00	1.00	\$4,795.00	\$4,795.00	\$4,795.00
Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,934	1,934.00	\$250.00	\$483,500.00	\$483,500.00	1,934.00	\$250.25	\$483,983.50	\$483,983.50
Install 24" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	3,441	3,441.00	\$400.00	\$1,376,400.00	\$1,376,400.00	3,441.00	\$385.00	\$1,324,785.00	\$1,324,785.00
Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	12	12.00	\$350.00	\$4,200.00	\$4,200.00	12.00	\$350.00	\$4,200.00	\$4,200.00
Install 18" Flanged Butterfly Valve per BCVWD	EA	1	1.00	\$7,650.00	\$7,650.00	\$7,650.00	1.00	\$8,025.75	\$8,025.75	\$8,025.75
Install 24" Flanged Butterfly Valve per BCVWD	EA	3	3.00	\$16,220.00	\$48,660.00	\$48,660.00	3.00	\$14,025.00	\$42,075.00	\$42,075.00
Install 12" Flanged Gate Valve per BCVWD	EA	1	1.00	\$4,500.00	\$4,500.00	\$4,500.00	1.00	\$4,472.50	\$4,472.50	\$4,472.50
Install 6" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	EA	3	3.00	\$28,450.00	\$85,350.00	\$85,350.00	2.00	\$30,786.00	\$61,572.00	\$92,358.00
Install 6" Blow Off Assembly per BCVWD Plate 3	EA	4	4.00	\$22,350.00	\$89,400.00	\$89,400.00	3.00	\$22,875.00	\$68,625.00	\$91,500.00
Install 18" Flanged End X Mechanical Joint Adapter Restrained	EA	2	2.00	\$4,200.00	\$8,400.00	\$8,400.00	2.00	\$3,417.50	\$6,835.00	\$6,835.00
Install 24" Flanged End X Mechanical Joint Adapter Restrained	EA	2	2.00	\$7,760.00	\$15,520.00	\$15,520.00	2.00	\$3,779.00	\$7,558.00	\$7,558.00
Remove Existing 12" Flange and 2" Air Release & Vacuum Valve Assembly, Re-install 4" Blowoff	EA	1	1.00	\$21,550.00	\$21,550.00	\$21,550.00	1.00	\$20,275.00	\$20,275.00	\$20,275.00
Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Domestic	EA	1	1.00	\$33,500.00	\$33,500.00	\$33,500.00	1.00	\$20,122.25	\$20,122.25	\$20,122.25
Remove Existing 24" Flange & Connect to 24" Existing	EA	1	1.00	\$27,306.00	\$27,306.00	\$27,306.00	1.00	\$10,785.00	\$10,785.00	\$10,785.00
Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF				\$0.00	\$0.00	17,693.00	\$2.50	\$44,232.50	\$0.00
Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF				\$0.00	\$0.00	17,693.00	\$19.00	\$336,167.00	\$0.00
Remove and Replace Sidewalk, curb and gutter in kind	SF				\$0.00	\$0.00	665.00	\$26.75	\$17,788.75	\$0.00
Raise Valves to Final Lift	EA		5.00	\$750.00	\$3,750.00	\$0.00	10.00	\$289.00	\$2,890.00	\$0.00
Chlorinate & Pressure Test Water	LF		5,387.00	\$8.00	\$43,096.00	\$0.00	5,387.00	\$2.05	\$11,043.35	\$0.00
					\$0.00	\$0.00			\$0.00	\$0.00
					\$0.00	\$0.00			\$0.00	\$0.00
Alternate					\$0.00	\$0.00			\$0.00	\$0.00
Additional Mobilization	EA			\$12,500.00	\$0.00	\$0.00			\$0.00	\$0.00
Haul Spoils to location onsite	CY			\$15.00	\$0.00	\$0.00			\$0.00	\$0.00
Traffic Control per Watch Manual Domestic Water	LS			\$42,850.00	\$0.00	\$0.00		\$50,000.00	\$0.00	\$0.00
Traffic Control per Watch Manual Reclaimed Water	LS			\$21,650.00	\$0.00	\$0.00		\$50,000.00	\$0.00	\$0.00
12" DIP Reclaimed Water w/ fittings & appurtenances	LF	1,698		\$200.00	\$0.00	\$339,600.00			\$0.00	\$0.00
12" DIP Domestic Water w/ fittings & appurtenances	LF	5,375		\$200.00	\$0.00	\$1,075,000.00			\$0.00	\$0.00
Additional 1" Asphalt	SF			\$3.50	\$0.00	\$0.00			\$0.00	\$0.00
Additional 1" Aggregate Base	SF			\$2.00	\$0.00	\$0.00			\$0.00	\$0.00
Pothole for Existing	EA			\$4,500.00	\$0.00	\$0.00			\$0.00	\$0.00

**Attachment 3 - Contractor Notices for "No Bid"**

**Ward, Evan (BCVWD)**

---

**From:** Adrian Munoz  
**Sent:** Tuesday, February 8, 2022 10:25 AM  
**To:** Stephanie Volman  
**Cc:** Jeff Carpenter  
**Subject:** RE: Invitation to Bid - Tournament Hills - Water Improvements

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Good morning Stephanie.

I will not be submitting a bid proposal for the Tournament Hills water improvements. I will be submitting a bid proposal for Atwell PA-11 and the Highland Home Road projects in Banning.

Thank you.

**Adrian Munoz**  
**Jeff Carpenter, Inc**  
Estimating Commercial  
1380 Oleander Avenue  
Perris CA 92571  
Office: 951-657-5115 ext 302

**DISCLAIMER:**

This communication, together with any attachments hereto or links contained herein, is for the sole use of the intended recipient(s) and may contain information that is confidential or legally protected. If you are not the intended recipient, you are hereby notified that any review, disclosure, copying, dissemination, distribution or use of this communication is STRICTLY PROHIBITED. If you have received this communication in error, please notify the sender immediately by return e-mail message and delete the original and all copies of the communication, along with any attachments hereto or links herein, from your system. Thank you.

---

**From:** Stephanie Volman  
**Sent:** Tuesday, February 8, 2022 9:05 AM  
**To:** Adrian Munoz  
**Cc:** Jeff Carpenter  
**Subject:** FW: Invitation to Bid - Tournament Hills - Water Improvements

Good Morning Adrain,

Will you be bidding this work?

Thank you,

**Ward, Evan (BCVWD)**

---

**From:** Stephanie Volman <IMCEAEX-\_O=EXCHANGELABS\_OU=EXCHANGE+20ADMINISTRATIVE+20GROUP+20+28FYDIBOHF23SPDLT+29\_CN=RECIPIENTS\_CN=6EBF3DAAF5C04821A4262FF51633556E-STEPHANIE+20V@namprd17.prod.outlook.com>  
**Sent:** Wednesday, February 16, 2022 4:38 PM  
**To:** Don Cooper  
**Subject:** RE: Invitation to Bid - Tournament Hills PREVAILING WAGE - Offsite Water Improvements

Hi Don,

Nice to hear from you. Understood. Thank you for letting me know. I hope you and your family are doing well.

---

**From:** Don Cooper >  
**Sent:** Wednesday, February 16, 2022 4:35 PM  
**To:** Stephanie Volman >  
**Subject:** FW: Invitation to Bid - Tournament Hills PREVAILING WAGE - Offsite Water Improvements

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Hi Steph,

Crazy times right now.

We are so busy...don't remember ever seeing it like this.

With that said we are going to no bid this one as we are not looking for work until June / July.

We appreciate the invite!

Hoping all is well with you and yours.

**THANK YOU,  
DON COOPER  
ESTIMATOR**

 **Kana Pipeline, Inc.**  
**12620 Magnolia Ave., Riverside, CA 92503**  
Main Office (714) 986-1400

---

**From:** Mark Baul <  
**Sent:** Tuesday, February 15, 2022 1:15 PM

**Ward, Evan (BCVWD)**

---

**From:** Danny Bailey  
**Sent:** Wednesday, February 16, 2022 8:04 AM  
**To:** Stephanie Volman  
**Subject:** RE: Invitation to Bid - Tournament Hills PREVAILING WAGE - Offsite Water Improvements

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Good morning, **BT Pipeline will not be bidding**  
Thank you for the opportunity

Best Regards,

*Danny Bailey*  
*Operations*



P.O. BOX 40 RANCHO CUCAMONGA, CA 91739  
Phone: (909) 954-4100 Fax: (909) 275-3149

---

**From:** Stephanie Volman < >  
**Sent:** Tuesday, February 15, 2022 1:09 PM  
**Subject:** Invitation to Bid - Tournament Hills PREVAILING WAGE - Offsite Water Improvements

Good Afternoon,

Please see the attached invitation to bid the Offsite Water Improvements for the Tournament Hills community, located in Beaumont, CA.

**Bid Documents:**

## Attachment 4 - Legacy Excavating Bid for Upsized Pipelines



### Proposal

CUSTOMER: Tri pointe homes

date 2/28/2022

PROJECT: Oak Valley parkway offsite water  
prevailing wages

	WORK DESCRIPTION		QTY	ITEM	TOTAL
	Tract 36037 Reclaimed water				
1	Mobilization	EA	1	\$ 4,795.00	\$ 4,795.00
2	Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,698	\$ 243.75	\$ 413,887.50
3	Install 18" Flanged Butterfly Valve per BCVWD	EA	3	\$ 8,178.50	\$ 24,535.50
4	Install 8" Gate Valve per BCVWD	EA	1	\$ 3,186.25	\$ 3,186.25
5	Install 4" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	EA	1	\$25,315.50	\$ 25,315.50
6	Install 6" Blow Off Assembly per BCVWD Plate 3	EA	1	\$24,148.00	\$ 24,148.00
7	Install 18" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 3,565.00	\$ 7,130.00
8	Install 8" Blind Flange per BCVWD	EA	1	\$ 658.00	\$ 658.00
9	Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Reclaimed	EA	1	\$20,122.25	\$ 20,122.25
10	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF	4,528	\$ 2.35	\$ 10,640.80
11	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF	4,528	\$ 22.00	\$ 99,616.00
12	Remove and Replace Sidewalk, curb and gutter in kind	SF	335	\$ 36.00	\$ 12,060.00
13	Raise Valves to Final Lift	EA	4	\$ 360.00	\$ 1,440.00
14	Pressure Test Water	LF	1,698	\$ 1.90	\$ 3,226.20
	<b>TOTAL:</b>				<b>\$ 650,761.00</b>
	Tract 36307 Domestic water				
15	Mobilization	EA	1	\$ 4,795.00	\$ 4,795.00
16	Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,934	\$ 250.25	\$ 483,983.50
17	Install 24" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	3,441	\$ 385.00	\$ 1,324,785.00
18	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	12	\$ 350.00	\$ 4,200.00

19	Install 18" Flanged Butterfly Valve per BCVWD	EA	1	\$ 8,025.75	\$ 8,025.75
20	Install 24" Flanged Butterfly Valve per BCVWD	EA	3	\$14,025.00	\$ 42,075.00
21	Install 12" Flanged Gate Valve per BCVWD	EA	1	\$ 4,472.50	\$ 4,472.50
22	Install 6" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	EA	2	\$30,786.00	\$ 61,572.00
23	Install 6" Blow Off Assembly per BCVWD Plate 3	EA	3	\$22,875.00	\$ 68,625.00
24	Install 18" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 3,417.50	\$ 6,835.00
25	Install 24" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 3,779.00	\$ 7,558.00
26	Remove Existing 12" Flange and 2" Air Release & Vacuum Valve Assembly, Re-install 4" Blowoff	EA	1	\$20,275.00	\$ 20,275.00
27	Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Domestic	EA	1	\$20,122.25	\$ 20,122.25
28	Remove Existing 24" Flange & Connect to 24" Existing	EA	1	\$10,785.00	\$ 10,785.00
29	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF	17,693	\$ 2.50	\$ 44,232.50
30	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF	17,693	\$ 19.00	\$ 336,167.00
31	Remove and Replace Sidewalk, curb and gutter in kind	SF	665	\$ 26.75	\$ 17,788.75
32	Raise Valves to Final Lift	EA	10	\$ 289.00	\$ 2,890.00
33	Chlorinate & Pressure Test Water	LF	5,387	\$ 2.05	\$ 11,043.35
	<b>TOTAL:</b>				<b>\$ 2,480,230.60</b>
				<b>TOTAL</b>	<b>\$ 3,130,991.60</b>

**\*ROCK CLAUSE: SOIL MUST BE ABLE TO BE DUG AT A MINIMUM OF 50'X 4'DEEP USING A JD310 BACKHOE IF PRODUCTION IS NOT MET,LEGACY EXCAVATING INC. AND THE OWNER WILL COME TO THE BEST AGREEMENT AND AND PROCEED AT TIME AND MATERIAL RATES UNTIL ROCK OR HARD DIG IS REMOVED\***

**PO BOX 422, Calimesa, CA, 92320 License # 1069576**

**Attachment 5 - Legacy Excavating Bid for 12-inch Pipelines**



Proposal

CUSTOMER: Tri pointe homes

date 2/28/2022

PROJECT: Oak Valley parkway offsite water  
prevailing wages

	<b>WORK DESCRIPTION</b>		<b>QTY</b>	<b>ITEM</b>	<b>TOTAL</b>
	Tract 36037 Reclaimed water				
1	Mobilization	EA	1	\$ 4,795.00	\$ 4,795.00
2	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,698	\$ 165.00	\$ 280,170.00
3	Install 12" gate Valve per BCVWD	EA	3	\$ 4,700.00	\$ 14,100.00
4	Install 8" Gate Valve per BCVWD	EA	1	\$ 3,186.25	\$ 3,186.25
5	Install 4" Air Release & Vacuum Valve Assembly per BCVWD Plate 5 woth 12x4 tee	EA	1	\$18,200.00	\$ 18,200.00
6	Install 6" Blow Off Assembly per BCVWD Plate 3 with 12 x 6 tee	EA	1	\$16,882.00	\$ 16,882.00
7	Install 12" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 1,465.00	\$ 2,930.00
8	Install 8" Blind Flange per BCVWD	EA	1	\$ 658.00	\$ 658.00
9	Remove Existing 24" Flange, Install 24"x12" ECC Flanged DI Reducer and connect to 24" Reclaimed	EA	1	\$18,520.00	\$ 18,520.00
10	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF	4,528	\$ 2.35	\$ 10,640.80
11	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF	4,528	\$ 22.00	\$ 99,616.00
12	Remove and Replace Sidewalk, curb and gutter in kind	SF	335	\$ 36.00	\$ 12,060.00
13	Raise Valves to Final Lift	EA	4	\$ 360.00	\$ 1,440.00
14	Pressure Test Water	LF	1,698	\$ 1.90	\$ 3,226.20
	<b>TOTAL:</b>				<b>\$ 486,424.25</b>
	Tract 36307 Domestic water				
15	Mobilization	EA	1	\$ 4,795.00	\$ 4,795.00
16	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	1,934	\$ 165.00	\$ 319,110.00
17	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	3,441	\$ 165.00	\$ 567,765.00

18	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances.	LF	12	\$ 350.00	\$ 4,200.00
19	Install 12" gate Valve per BCVWD	EA	1	\$ 4,542.50	\$ 4,542.50
20	Install 12" gate Valve per BCVWD	EA	3	\$ 4,542.50	\$ 13,627.50
21	Install 12" Flanged Gate Valve per BCVWD	EA	1	\$ 4,542.50	\$ 4,542.50
22	Install 6" Air Release & Vacuum Valve Assembly per BCVWD Plate 5 with 12 x 6 tee	EA	2	\$20,500.00	\$ 41,000.00
23	Install 6" Blow Off Assembly per BCVWD Plate 3 with 12x6 tee	EA	3	\$17,180.00	\$ 51,540.00
24	Install 12" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 1,465.00	\$ 2,930.00
25	Install 12" Flanged End X Mechanical Joint Adapter Restrained	EA	2	\$ 1,465.00	\$ 2,930.00
26	Remove Existing 12" Flange and 2" Air Release & Vacuum Valve Assembly, Re-install 4" Blowoff	EA	1	\$20,275.00	\$ 20,275.00
27	Remove Existing 24" Flange, Install 24"x12" ECC Flanged DI Reducer and connect to 24" Domestic (was 18" DW)	EA	1	\$18,520.00	\$ 18,520.00
28	Remove Existing 24" Flange, Install 24"x12" ECC Flanged DI Reducer and connect to 24" Domestic was 24" DW)	EA	1	\$18,520.00	\$ 18,520.00
29	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	SF	17,693	\$ 2.50	\$ 44,232.50
30	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	SF	17,693	\$ 19.00	\$ 336,167.00
31	Remove and Replace Sidewalk, curb and gutter in kind	SF	665	\$ 26.75	\$ 17,788.75
32	Raise Valves to Final Lift	EA	10	\$ 289.00	\$ 2,890.00
33	Chlorinate & Pressure Test Water	LF	5,387	\$ 2.05	\$ 11,043.35
	<b>TOTAL:</b>				<b>\$ 1,486,419.10</b>
				<b>TOTAL</b>	<b>\$ 1,972,843.35</b>

**\*ROCK CLAUSE: SOIL MUST BE ABLE TO BE DUG AT A MINIMUM OF 50'X 4'DEEP USING A JD310 BACKHOE IF PRODUCTION IS NOT MET,LEGACY EXCAVATING INC. AND THE OWNER WILL COME TO THE BEST AGREEMENT AND AND PROCEED AT TIME AND MATERIAL RATES UNTIL ROCK OR HARD DIG IS REMOVED\***

**PO BOX 422, Calimesa, CA, 92320 License # 1069576**

# Attachment 6 - Legacy Excavating Bid Comparison

Tract 36307 Infrastructure - Oak Valley Parkway  
 Developer Tri Pointe Homes  
 Contractor Legacy Excavating, Inc.

Bid Item	Quantity	Unit	Description	Original Bid (Constructed Sizes)		Project-Sized Costs		Difference Total
				Unit Price	Total	Unit Price	Total	
<b>Non-Potable Water Improvements</b>								
1	1	EA	Mobilization	-	-	-	-	-
2	1,698	LF	Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances	\$4,795.00	\$4,795.00	\$4,795.00	\$4,795.00	\$0.00
3	3	EA	Install 18" Flanged Butterfly Valve per BCVWD	\$243.75	\$731.25	\$165.00	\$498.75	\$133,717.50
4	1	EA	Install 8" Gate Valve per BCVWD	\$8,178.50	\$8,178.50	\$4,700.00	\$14,100.00	\$10,435.50
5	1	EA	Install 8" Gate Valve per BCVWD	\$3,186.25	\$3,186.25	\$3,186.25	\$3,186.25	\$0.00
6	1	EA	Install 4" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	\$25,315.50	\$25,315.50	\$18,200.00	\$18,200.00	\$7,115.50
7	2	EA	Install 6" Blow Off Assembly per BCVWD Plate 3	\$24,148.00	\$48,296.00	\$16,882.00	\$33,764.00	\$7,266.00
8	1	EA	Install 18" Flanged End X Mechanical Joint Adapter Restrained	\$7,130.00	\$7,130.00	\$1,465.00	\$2,930.00	\$4,200.00
9	1	EA	Install 8" Blind Flange per BCVWD	\$658.00	\$658.00	\$658.00	\$658.00	\$0.00
10	1	EA	Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Reclaimed	\$20,122.25	\$20,122.25	\$18,520.00	\$18,520.00	\$1,602.25
11	4,528	SF	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	\$2.35	\$10,640.80	\$2.35	\$10,640.80	\$0.00
12	4,528	SF	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	\$22.00	\$99,616.00	\$22.00	\$99,616.00	\$0.00
13	4	EA	Remove and Replace Sidewalk, curb and gutter in kind	\$36.00	\$142.40	\$36.00	\$142.40	\$0.00
14	1,698	LF	Raise Valves to Final Lift Pressure Test Water	\$1.90	\$3,226.20	\$1.90	\$3,226.20	\$0.00
<b>Total Non-Potable Water Improvements</b>				-	<b>\$650,761.00</b>	-	<b>\$486,424.25</b>	<b>\$164,336.75</b>

Bid Item	Quantity	Unit	Description	Original Bid (Constructed Sizes)		Project-Sized Costs		Difference Total
				Unit Price	Total	Unit Price	Total	
<b>Potable Water Improvements</b>								
15	1	EA	Mobilization	-	-	-	-	-
16	1,934	LF	Install 18" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances	\$4,795.00	\$4,795.00	\$4,795.00	\$4,795.00	\$0.00
17	3,441	LF	Install 24" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances	\$250.25	\$883,983.50	\$165.00	\$567,165.00	\$164,873.50
18	12	EA	Install 12" DIP Pressure CL 250 per BCVWD Plate 6-1, include fittings and appurtenances	\$385.00	\$4,620.00	\$165.00	\$1,980.00	\$757,020.00
19	1	EA	Install 18" Flanged Butterfly Valve per BCVWD	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
20	3	EA	Install 12" Flanged Gate Valve per BCVWD	\$8,025.75	\$24,077.25	\$4,542.50	\$13,627.50	\$3,483.25
21	1	EA	Install 24" Flanged Gate Valve per BCVWD	\$14,025.00	\$14,025.00	\$4,542.50	\$4,542.50	\$28,447.50
22	2	EA	Install 6" Air Release & Vacuum Valve Assembly per BCVWD Plate 5	\$4,472.00	\$8,944.00	\$4,542.50	\$9,085.00	-\$70.50
23	3	EA	Install 6" Blow Off Assembly per BCVWD Plate 3	\$30,786.00	\$92,358.00	\$20,500.00	\$61,500.00	\$20,572.00
24	2	EA	Install 18" Flanged End X Mechanical Joint Adapter Restrained	\$22,875.00	\$45,750.00	\$17,180.00	\$34,360.00	\$17,085.00
25	2	EA	Install 24" Flanged End X Mechanical Joint Adapter Restrained	\$3,417.50	\$6,835.00	\$1,465.00	\$2,930.00	\$3,905.00
26	1	EA	Remove Existing 12" Flange and 2" Air Release & Vacuum Valve Assembly, Re-install 4" Blowoff	\$3,779.00	\$3,779.00	\$1,465.00	\$2,930.00	\$4,628.00
27	1	EA	Remove Existing 24" Flange, Install 24"x18" ECC Flanged DI Reducer and connect to 24" Domestic	\$20,275.00	\$20,275.00	\$20,275.00	\$20,275.00	\$0.00
28	1	EA	Remove Existing 24" Flange & Connect to 24" Existing	\$20,122.25	\$20,122.25	\$18,520.00	\$18,520.00	\$1,602.25
29	17,693	SF	Sawcut & Remove Portion of Existing AC Pavement per BCVWD Specs	\$10,785.00	\$188,782.50	\$18,520.00	\$326,202.50	-\$177,350.00
30	17,693	SF	Backfill Trench & Repair Road w/ 0.50' AC / 0.83' AB, cold mill 2' each side of trench, per BCVWD's Specs	\$2.50	\$44,232.50	\$2.50	\$44,232.50	\$0.00
31	665	SF	Remove and Replace Sidewalk, curb and gutter in kind	\$19.00	\$12,547.50	\$19.00	\$12,547.50	\$0.00
32	10	EA	Raise Valves to Final Lift	\$26.75	\$267.50	\$26.75	\$267.50	\$0.00
33	5,387	LF	Chlorinate & Pressure Test Water	\$289.00	\$1,546,813.00	\$289.00	\$1,546,813.00	\$0.00
<b>Total Potable Water Improvements</b>				-	<b>\$2,480,230.10</b>	-	<b>\$1,486,419.10</b>	<b>\$993,811.00</b>
<b>Total Potable and Non-Potable Water Improvements</b>				-	<b>\$3,130,991.10</b>	-	<b>\$1,972,843.35</b>	<b>\$1,158,147.75</b>



**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 9**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT:** **Consideration of Attendance at Upcoming Events and Authorization of Reimbursement and Per Diem**

**Staff Recommendation**

If desired, offer a motion to approve:

*I move that the Board pre-approve the attendance of all directors at these events for purposes of per diem and reimbursement of associated reasonable and necessary expenses per District policy:  
**(List specific events for approval and any conditions such as cap on expenses)***

**Executive Summary**

Event attendance is governed by BCVWD Policies and Procedures Manual Policy 4060 Training, Education and Conferences, and Policy 4065 Remuneration / Director Per Diem Fees. Cost control is provided by Policies 4070 Payment or Reimbursement of Expenses Incurred on District Business and Policy 4075 Expenditure / Reimbursement Procedure. The Board is responsible for evaluating director attendance at upcoming events for possible pre-approval or approval after attendance for compensation and / or expense reimbursement pursuant to these policies.

Directors desiring to attend events not specifically enumerated and preauthorized by BCVWD policy should obtain pre-approval via vote of the Board in order to receive a per diem and/or expense reimbursement. The Board may vote to pre-approve any selected activities that are not preapproved. Estimated expenses for travel are provided but may vary. The Board may set any cap or limitations as deemed appropriate to comport with the “reasonable and necessary” doctrine. Expenses listed in the Travel / Event Plan as enumerated below will be assumed by staff to be authorized / preapproved. Expenses beyond those in the Travel / Event Plan will be presented to the Board for approval.

Per Government Code 53232.3(d), Directors will either prepare a written report for distribution to the Board or make a verbal report during the next regular meeting of the Board.

**Upcoming Events**

*For registration of attendance at any event, Board members should contact the Administrative Assistant.* Following are activities and events that are, may already be, or can be voted to be preapproved for per diem and/or expense reimbursement for attendance. The Board may set any limitations or caps on authorized expenses as desired.

**1 – SET A DATE**

Staff requests the Board identify dates for the following activities:

- A. Board Leadership Training and Mission / Values Workshop (Attachment 1)
  - a. Pre-meetings: 45-minute individual Zoom conference with each Board member
  - b. Two, 4-hour sessions over two consecutive days in June, July, or August
- B. Board Special Meetings for Labor Negotiations – TBD / FYI only at this time

**2 - SAVE THE DATE**

Oct. 29, 2026      Water Education Foundation annual Water Summit  
 Nov. 5-6            WEF Kern River Tour  
 Dec. 1 - 3, 2026   ACWA 2026 Fall Conference in Anaheim

**3 - NEW EVENTS**

DATE / TIME	EVENT A	DIRECTOR INTEREST	
Wed. July 1 7:30 – 9 am	<b>Beaumont Chamber of Commerce Breakfast</b> At the <b>Moronggo Golf Club at Tukwet Canyon</b>	COVINGTON	HOFFMAN
<b>APPROVAL</b>	Speaker: TBD \$25 per person	RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 7)	Please advise the Administrative Assistant 8 days in advance if you would like to attend. The breakfasts are the first Wednesday of each month.	WILLIAMS	

DATE / TIME	EVENT B – No Conflict with Aug. 27 Engineering Workshop	DIRECTOR INTEREST	
Mon-Thu Aug 24 - 27	<b>California Special Districts Association (CSDA) Annual Conference and Exhibitor Showcase</b> JW Marriott Desert Springs, Palm Desert, CA	<b>COVINGTON YES</b>	HOFFMAN
<b>APPROVAL</b>	Schedule and program options available here: <a href="https://conference.csda.net/home">https://conference.csda.net/home</a>	RAMIREZ	SLAWSON
<b>Preapproved</b> (Table A, 10)	Click here for <a href="#">Conference Brochure</a> Education and networking event. Come together with special district leaders from across the state to meet with industry suppliers, hear the best in special district topics with more than 30 breakout session options, network with peers, and more at the leadership conference for special districts.	WILLIAMS	

<b>Estimated cost per conference attendee (Palm Desert Aug 24-27, 2026)</b>		
Conference <b>registration</b> with meal package (early bird - prior to 7/22)		\$ 890.00
<b>Hotel</b> [check in 8/24, check out 8/27 (3 nights @ \$197 incl. tax and fees) and parking est.]*		\$ 591.00
<b>Meals</b> and incidentals (3.5 days: 3 dinners, 1 lunch (those not included with conference meal package) (US GSA Palm Springs per diem \$36 per dinner / \$23 lunch / \$22 breakfast)		\$ 131.00
<b>Transportation</b> (driving personal vehicle 85 miles RT @ 72.5 cents mile - IRS rate)		\$ 61.63
Director <b>per diem</b> (4 days @ \$296.40 per day)		\$ 1,185.60
Estimated cost per conference attendee:		<b>\$ 2,859.23</b>

**4 - ON CALENDAR**

*These events will not be reviewed at the meeting  
unless a change in director interest / attendance / RSVP is made known*

DATE / TIME	EVENT C	DIRECTOR INTEREST	
Wed Jun 10 Thu Jun 11 9 am to Noon	<b>CSDA Virtual Workshop: Overview of Special District Laws</b> <b>\$265 – TWO DAYS</b> Presenter: Cole Huber LLP	COVINGTON	HOFFMAN
<b>APPROVAL</b>	<p>Part One: Board Governance – Brown Act, Ethics, Elections and Vacancies - an overview of board governance issues. The presentation will address Brown Act requirements, including agendas, closed sessions, committees, voting, teleconferencing, and recording of open meetings. The presentation also includes an overview of public service ethics laws, including conflicts of interest, Government Code section 1090, and related subjects. Day One will also include an overview of district elections and filling elected positions that become vacant. The discussion of these subjects will include analysis of recent legal developments and new laws as well as practical tips based on the speaker’s many years of experience advising local agencies.</p> <p>Part Two: Transparency – Public Records, ADA Website Requirements, and Audits - review compliance issues related to the California Public Records Act (“CPRA”). It will also address California website compliance that integrates the CPRA, Brown Act, and addresses Section 508 ADA Compliance, State Controller Reports, Healthcare District Websites, Open Data, special district audit requirements.</p>	<b>RAMIREZ YES</b>	SLAWSON
<b>Preapproved</b> (Table A, 10)		<b>WILLIAMS MAYBE</b>	

DATE / TIME	EVENT D	DIRECTOR INTEREST	
Wed Jun 17 1 to 3 pm	<b>CSDA Webinar: SB 827 Fiscal and Financial Training</b> \$0 / FREE Presenter: Josh Byerrum, Platinum Strategies, Inc.	COVINGTON YES	HOFFMAN COMPLETED
<b>APPROVAL</b>	<p>This webinar provides a comprehensive overview of the new mandates under Senate Bill 827, which require local agency officials to complete fiscal and financial training. Attendees will satisfy the new compliance requirement while gaining practical understanding of municipal budgeting, financial reporting, capital financing, debt management, and ethical stewardship of public resources. Every local agency official must receive this training before January 1, 2028.</p>	<b>RAMIREZ COMPLETED</b>	<b>SLAWSON YES</b>
<b>Preapproved</b> (Table A, 10)		<b>WILLIAMS YES</b>	

DATE / TIME	EVENT E	DIRECTOR INTEREST	
Thu Jun 18 10 - 11:30 am	<b>CSDA Webinar: Copyright, Trademark &amp; Brands: Legal and Practical Perspectives for Public Agencies</b> \$0 / FREE Presenters: Henry Welles and Ashley Metzger, Regional Government Services Authority	COVINGTON	HOFFMAN YES
<b>APPROVAL</b>	<p>Learn the basics of trademark and copyright. Learn to protect intellectual property and avoid risks of infringement. This webinar offers practical guidance on using (and protecting) names, logos, photos, music, and more.</p>	<b>RAMIREZ YES</b>	<b>SLAWSON YES</b>
<b>Preapproved</b> (Table A, 10)		<b>WILLIAMS YES</b>	

DATE / TIME	EVENT F	DIRECTOR INTEREST	
Wed Jun 24 1 to 4 pm	<b>CSDA In-Person Workshop: Navigating Governance and Finance in Special Districts</b>	COVINGTON	HOFFMAN
<b>APPROVAL</b>	<b>\$75   Municipal Water District of Orange County (Fountain Valley) (73 miles)</b> Presenters: Rick Wood, Neil McCormick, Cassandra Strawn and Chris Palmer, CSDA  Join us for a dynamic in-person workshop designed for special district officials and staff. This session includes: <ul style="list-style-type: none"> <li>• <b>Required SB 827 Fiscal &amp; Financial Training (2 hours):</b> Mandatory training for local agency officials satisfying new statutory requirements of SB 827, effective January 1, 2026. Topics include municipal budgeting, financial reporting, capital financing, debt management, and ethical stewardship of public resources.”</li> <li>• <b>CSDA Resources:</b> Stay informed with the latest developments from the California Special Districts Association, including upcoming programs, resources, and strategic initiatives relevant to district governance and operations.</li> <li>• <b>Legislative Update:</b> Latest insights into current and pending legislation affecting special districts, including advocacy efforts and compliance expectations for 2026 and beyond.</li> </ul> This workshop is ideal for board members, general managers, and administrative staff seeking to stay ahead of changes and strengthen their district’s governance and financial leadership.	<b>RAMIREZ MAYBE</b>	SLAWSON
<b>Preapproved</b> (Table A, 10)		WILLIAMS	NOTE: Hoffman and Ramirez have completed the SB 827 component of this training  Williams and Slawson are registered for the \$0 free CSDA: SB 827 Training on June 17

<b>CSDA In-Person Workshop: Navigating Governance and Finance in Special Districts at Municipal Water District of Orange County (Fountain Valley)</b>	
---	--

*Policy 4070.5.2 preapproves lodging at 50+ miles or longer than two hours' drive time. Nearby hotels: Crown Plaza Costa Mesa, Hilton Orange County (\$155 avg)*

<b>CSDA Workshop Travel Plan: Estimated cost per event attendee:</b>	
Event registration (Event time 6/24 at 1 pm to 4 p.m. )	\$ 75.00
<b>Hotel 1 Night</b> [check in Wed 6/24, check out Thu 6/25 (1 night +tax and fees) est.]	\$ 193.75
Hotel self parking (1 night at \$30 per day)	\$ 30.00
<b>Meals</b> and incidentals (1.5 days: Lunch and Dinner Wed 6/24   Breakfast on Thu 6/25) (US GSA LA/Orange/Ventura per diem \$22 breakfast, \$23 lunch, \$36 dinner)	\$ 81.00
<b>Transportation</b> (driving personal vehicle 146 miles RT @ 72.5 cents mile - IRS rate)	\$ 105.85
Director <b>per diem</b> (2 days @ \$296.4 per day)	\$ 592.80
Estimated cost per meeting attendee (using average of hotel room rate)	<b>\$ 1,078.40</b>

DATE / TIME	EVENT G	DIRECTOR INTEREST	
Fri Jun 26 10 am – 2 pm	<b>Association of California Water Agencies Region 8</b> \$85	COVINGTON	HOFFMAN
<b>APPROVAL</b>	<i>The Future is Flowing: AI &amp; Innovation in Water Management</i> Location: Brookside Golf Club, Pasadena	<b>RAMIREZ YES</b>	SLAWSON
<b>Approved 5/28/26</b>	<i>Approved Travel Plan on next page</i>	WILLIAMS	

Travel Plan: ACWA Region 8 Event on June 26, 2026 at the Brookside Golf Club, Pasadena	
<b>Estimated cost per event attendee:</b>	
Event registration (Event time 10 a.m. to 2 p.m.)	\$ 85.00
<b>Option A: Pasadena Hotel &amp; Pool. Hotel 1 Night</b> [check in Thu 6/25, check out 6/26 (1 night +tax and fees, plus \$32 parking) est.] (3.6 miles from Brookside Golf Club)	<b>\$ 434.00</b>
<b>Option B: Typical Hotel: Marriott Courtyard. Hotel 1 Night</b> [check in Thu 6/25, check out 6/26 (1 night +tax and fees, \$40 parking) est.] (2.2 miles from Brookside Golf Club)	\$ 312.00
<b>Meals</b> and incidentals (Day 1: Lunch is provided at the event. Dinner only. Day 2: Travel Day: Breakfast only) (US GSA LA/Orange/Ventura per diem \$22 breakfast, \$36 dinner)	\$ 58.00
<b>Transportation</b> (driving personal vehicle 164 miles RT @ 72.5 cents mile - IRS rate)	\$ 237.80
Director <b>per diem</b> (2 days @ \$296.4 per day)	\$ 592.80
Estimated cost per meeting attendee: <b>Option A Pasadena Hotel</b>	<b>\$ 1,407.60</b>
Estimated cost per meeting attendee: <b>Option B Marriott Courtyard</b>	<b>\$ 1,200.60</b>

DATE / TIME	EVENT H	DIRECTOR INTEREST	
Fri July 17 9 am to 3:30	<b>Association of California Water Agencies – Region 9</b> Wilson Creek Winery, Temecula   \$130	COVINGTON	HOFFMAN
<b>APPROVAL</b>	Join ACWA Region 9 for an engaging and timely event focused on advocacy, effective communication, and strengthening the influence of public water agencies in California’s policy landscape. Set against the scenic backdrop of Wilson Creek Winery in Temecula, this program will bring together water agency leaders, elected officials, and public agency professionals for a day of insightful discussions, strategic perspectives, and valuable networking opportunities.	<b>RAMIREZ MAYBE</b>	<b>SLAWSON YES</b>
<b>Preapproved (Table A, 3)</b>		<b>WILLIAMS YES</b>	

DATE / TIME	EVENT I	DIRECTOR INTEREST	
Tue Jul 21 10 -11 am	<b>CSDA Webinar: How Years of Federal Policy Shifts Have Impacted Your Agency’s Ability to Borrow Money</b>	COVINGTON	<b>HOFFMAN YES</b>
<b>APPROVAL</b>	\$0 / FREE Presenters: Dmitry Semenov, Ridgeline Municipal Strategies; Rick Brandis and Nicki Tallman, Oppenheimer & Co., Inc. With each news cycle seemingly announcing a new round of rate hikes or cuts, it’s easy to feel overwhelmed or unsure about your looming debt decision. This webinar will set you at ease with insights on current market trends and practical strategies for issuance timing.	<b>RAMIREZ YES</b>	<b>SLAWSON YES</b>
<b>Preapproved (Table A, 10)</b>		WILLIAMS	

DATE / TIME	EVENT J	DIRECTOR INTEREST	
Aug 3 to 6 Monday - Thursday	<b>41st Annual Tri-State Seminar South Point Hotel, Las Vegas</b> \$99 per person / Reservation deadline: July 18	<b>COVINGTON YES</b>	HOFFMAN
<b>APPROVAL</b>	Tri-State continues to evolve, change, adapt, and expand while remaining true to our mission of providing quality education and training at an affordable price. We offer diverse technical sessions to our attendees looking for continuing education.	<b>RAMIREZ MAYBE</b>	<b>SLAWSON MAYBE</b>
Preapproved Table A, 19		<b>WILLIAMS MAYBE</b>	
<b>Tri-State Seminar 2026: Total Cost estimated between \$2,403 to \$2,656 per attendee</b>			
Tri-State Seminar Travel Plan – August 3-6 South Point Hotel & Casino, Las Vegas			
<b>Estimated cost per conference attendee (in-person):</b>			
Conference <b>registration</b> (no meals included) (Early Bird until 7/15)		\$	99.00
<b>Hotel</b> [check in 8/3, check out 8/6 (3 nights @ \$95 +tax and fees) est.]		\$	485.25
<b>Meals</b> and incidentals. Conference registration does not include any meals. (3.5 days: 3 dinners, 4 lunches, 4 breakfasts (US GSA Las Vegas per diem \$36 per dinner / \$23 lunch / \$22 breakfast)		\$	288.00
Director <b>per diem</b> (4 days @ \$296.4 per day)		\$	1,185.60
Total for Conference:		<b>\$</b>	<b>2,057.85</b>

<b>Transportation Option 1:</b> Driving personal vehicle 476 miles RT @ .725 cents mile - IRS rate)	<b>\$ 345.10</b>
---	------------------

<b>Transportation Option 2:</b> Rental car (economy class) to / from Enterprise Banning	\$ 270.00
Pick up on Mon 8/3 at 9 am. To get to conference registration at 2 p.m.	
Return car on Fri 8/7 at 8 a.m. (conference ends at 4 p.m. on Thu, but Banning does not offer after hours returns)	
Mileage (driving personal vehicle from Admin Office to Enterprise Banning, RT)	\$ 5.80
<b>Fuel for rental car: 240 miles @ \$5.88 per gallon (California, per AAA) (25 mpg)</b>	\$ 56.45
<b>Fuel for rental car: 240 miles @ \$4.97 per gallon (Nevada, per AAA) (25 mpg)</b>	\$ 47.71
Total estimated cost of Option 2 (Rental Car)	<b>\$ 379.96</b>

Note: Rental car in Las Vegas option was removed per Board comment. No rental car is approved for pickup in Las Vegas.

DATE / TIME	EVENT K	DIRECTOR INTEREST	
Fri. Aug. 14 7:00 am – 1:00 pm	<b>Building Industry Association 20th Annual Southern California Water Conference</b>	COVINGTON	HOFFMAN
<b>APPROVAL</b>	<b>Keynote Speaker: Cindy Messer, lead deputy director of the California Department of Water Resources</b> Double Tree Hotel – 222 N Vineyard Ave Ontario (84 miles RT) Registration: \$125 <a href="https://biasbc.org/water-conference">https://biasbc.org/water-conference</a>	<b>RAMIREZ YES</b>	<b>SLAWSON YES</b>
<b>Preapproved</b> (Table A, 9)	<i>For two decades, the BIA Southern California Water Conference has provided a forum where government officials, water management representatives, business leaders and community stakeholders come together to share best practices and discuss ideas to meet the challenges of serving the growing demand for water while protecting our natural resources.</i>	<b>WILLIAMS YES</b>	

DATE / TIME	EVENT L (Confirm attendance – hotel will sell out)	DIRECTOR INTEREST	
Aug. 19 - 21 Wed-Friday	<b>Urban Water Institute Annual Water Conference Loews Coronado Bay Resort, San Diego</b> Conference begins: Wed 8/19 at 1 p.m. Conference ends: Fri 8/21 at 11 a.m. \$3,043.80 per attendee	<b>COVINGTON MAYBE</b>	HOFFMAN
<b>APPROVAL</b>		<b>RAMIREZ MAYBE</b>	<b>SLAWSON YES</b>
<b>Preapproved (Table A, 20)</b>	Leading experts will deliver presentations on today's most pressing water management issues, representing a broad range of expertise and non-partisan perspectives. Conference highlights include enhanced networking opportunities, access to keynote speakers, meals and happy hours included with your Conference registration. UWI Conferences bring together elite water leaders from throughout California representing public, private, nonprofit and academic organizations. This conference is sure to be one of the best water conferences of the year! <a href="https://www.urbanwater.com/events/2026-annual-conference">https://www.urbanwater.com/events/2026-annual-conference</a>	<b>WILLIAMS YES</b>	
<b>UWI: Travel Plan: Estimated cost per conference attendee:</b>			
Conference <b>registration</b> with meal package (early bird - register before 6/30)		\$	845.00
<b>Hotel</b> [check in 8/19, check out 8/21 (2 nights @ \$289 +tax and fees) est.]*		\$	693.60
Hotel parking (\$50 per day @ 3 days)		\$	150.00
<b>Meals</b> and incidentals (3 days: 2 dinners*, 2 lunches (those not included with conference meal package) (US GSA San Diego per diem \$22 breakfast, \$23 lunch, \$36 per dinner)		\$	118.00
<b>Transportation</b> (driving personal vehicle 240 miles RT @ .725 cents mile - IRS rate)		\$	348.00
Director <b>per diem</b> (3 days @ \$296.40 per day)		\$	889.20
Estimated cost per conference attendee:		<b>\$</b>	<b>3,043.80</b>
<i>*NOTE: The UWI is offering a Special Event: Harbor Dinner Cruise (\$75), which is not included in the conference price and is reimbursable only to the per diem dinner limit of \$36 pursuant to Policy 4070.</i>			

#### 4 – At-a-Glance

DAY	EVENT	Estimated Cost	Vote?	COVIN GTON	HOFF MAN	RAM IREZ	SLAW SON	WILL IAMS
4-Jun	PPIC Tribal Water Rights panel	\$ -	APR					
6/10-11	CSDA workshop: Overview of Special District Laws	\$ 265.00				YES		MAYBE
17-Jun	CSDA Webinar: SB 827 Fiscal and Financial Training	\$ -		YES	NO**	NO**	YES	
18-Jun	CSDA Webinar: Copyright, Trademark & Brands	\$ -			YES	YES	YES	YES
24-Jun	CSDA In-Person Workshop: Governance	\$ 1,078.00				MAYBE		
26-Jun	ACWA Region 8 event - Pasadena	\$ 1,373.00	APR			YES		
1-Jul	Beaumont Chamber Breakfast	\$ 25.00						
17-Jul	ACWA Region 9 event - Temecula	\$ 130.00				MAYBE	YES	YES
21-Jul	CSDA Webinar: Federal Policy Shifts	\$ -			YES*			
8/3-6	Tri State Seminar (Las Vegas)	\$ 2,656.00		YES		MAYBE	MAYBE	MAYBE
14-Aug	BIA So Cal Water Conference	\$ 125.00				YES	YES	YES
8/19-21	Urban Water Institute (Coronado)	\$ 3,043.80		MAYBE		MAYBE	YES	YES
8/24-27	CSDA Annual Conference (Indian Wells)	\$ 2,859.00		YES				
<b>(APR = Approved by vote) (NOT = Not approved)</b>				<b>(REQ = Vote required for approval)</b>				
*Director Ramirez requested to be registered for all online seminars								
**Directors Hoffman and Ramirez have completed this required training								

**Fiscal Impact**

The fiscal impact will depend on the number of directors attending an event and the event costs.

<b>Budget Tracking 2026</b>	Training, Education and Travel		FY 2026 Approved Budget: \$63,400
As of this date	Expenditures	Budget Remaining	Percent expended
<b>5/31/2026</b>	<b>\$15,442.93</b>	<b>\$47,957.07</b>	<b>24.4%</b>

*The Fiscal Impact table represents all items received by AP as of March 31, 2026.*

**Attachments**

1. Three-month Look-Ahead: June, July, and August 2026

# June

# 2026

Note: Items in Orange require vote for approval

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>31</b>	<b>01</b>	<b>02</b> 6 p.m. City Council	<b>03</b> 7:30 a.m. Beaumont Chamber Breakfast 11 a.m. Beaumont Basin Watermaster	<b>04</b> 11 a.m. PPIC Discussion <b>3 p.m. Finance &amp; Audit Committee</b>	<b>05</b>	<b>06</b>
<b>07</b>	<b>08</b> 1:30 p.m. SGPWA <b>11 a.m. Calif-Nevada Drought Outlook</b>	<b>09</b> 10 a.m CSDA Virtual Workshop: Effective Reserve Strategies (H, R, S, W)	<b>10</b> <b>6 p.m. Board Meeting</b>	<b>11</b>	<b>12</b>	<b>13</b>
			CSDA Virtual Workshop: (R, W) Overview of Special Districts Laws			
<b>14</b>	<b>15</b> 4 p.m. ad hoc Bogart Park	<b>16</b> <b>4:30 p.m. Personnel Com</b> 6 p.m. City Council	<b>17</b> 1 p.m. CSDA Webinar: Fiscal and Financial Training (C, S)	<b>18</b> 10 a.m. CSDA webinar: Copyright and Trademark (H, R, S, W)	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b> 9 a.m. SGPWA	<b>23</b>	<b>24</b> 1 pm CSDA workshop: Governance and Finance (Orange County)	<b>25</b> <b>6 p.m. Engineering Workshop</b>	<b>26</b> <b>ACWA Region 8 Event</b>	<b>27</b>

# July

# 2026

Note: Items in Orange require vote for approval

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>28</b>	<b>29</b>	<b>30</b>	<b>01</b> 7:30 a.m. Beaumont Chamber Breakfast 3 p.m. Finance & Audit Committee	<b>02</b> Holiday - Office Closed	<b>03</b>	<b>04</b> Independence Day
<b>05</b>	<b>06</b> 1:30 p.m. SGPWA	<b>07</b> 6 p.m. City Council	<b>08</b> 6 p.m. Board Meeting	<b>09</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> 10-3:30 ACWA Region 9 event	<b>18</b>
<b>19</b>	<b>20</b> 6 p.m. SGPWA	<b>21</b> 10 a.m. CSDA webinar: Federal Policy Shifts 4:30 p.m. Personnel Com 6 p.m. City Council	<b>22</b> 5:30 p.m. San Geronio Pass Regional Water Alliance	<b>23</b> 6 p.m. Engineering Workshop	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>01</b>

# August

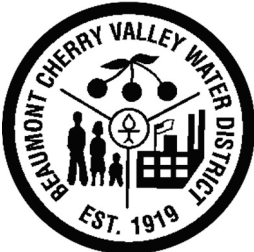
# 2026

Note: Items in Orange require vote for approval

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	01
02	03	04	05 7:30 a.m. Beaumont Chamber Breakfast 11 a.m. Watermaster 5 pm Collaborative Agencies	06 3 p.m.. Finance & Audit Committee	07	08
40th Annual Tri-State Seminar - Las Vegas ( C )						
09	10 6 p.m. SGPWA	11 6 p.m. City Council	12 6 p.m. Board Meeting	13	14 7 a.m. BIA So Cal Water Conference (R, S, W)	15
16	17	18 4:30 p.m. Personnel Committee	19	20	21	22
Urban Water Institute - San Diego (S, W)						
23	24	25	26	27 6 p.m. Engineering Workshop	28	29
2026 CSDA Annual Conference and Exhibitor Showcase - Palm Desert ( C )						

# **Reports**

## **For discussion and possible action**





**Beaumont-Cherry Valley Water District  
Regular Board Meeting  
June 10, 2026**

**Item 10b**

**STAFF REPORT**

**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager  
**SUBJECT: Reports from BCVWD Standing Committees:**  
i. **Finance & Audit Committee**  
ii. **Personnel Committee**

---

**Staff Recommendation:** None. Information only

**Executive Summary:** BCVWD's two Standing Committees meet monthly. Complete approved minutes of the meetings are available on the District's website. Summaries below were generated by artificial intelligence.

**Finance & Audit Committee – May 7, 2026** | *Chairperson David Hoffman*

The Committee reviewed and accepted the Financial Reports. Chair Hoffman noted that expenditures through March remained below budget and that interest income continued to exceed projections. Discussion focused on lower-than-anticipated developer-paid facilities fees. General Manager Jagers explained that although development activity continues, fee revenues have been slower than expected due to economic conditions and the nature of certain industrial developments, which generate fewer equivalent dwelling units than residential projects.

Staff also discussed the District's cash position and upcoming expenditures. Jagers noted that the reported cash balance does not yet reflect significant anticipated costs associated with imported water purchases, well drilling projects, construction of the Noble tank, and potential property acquisitions. He emphasized that substantial capital investments are expected in the near future and that current balances should be viewed in the context of those obligations.

The Committee reviewed a number of specific expenditures and operational matters. Staff explained an increase in customer refund checks as part of an ongoing effort to clear outstanding refunds. Questions were addressed regarding purchases of hydrant-related materials, replacement of an aging HVAC system at the 12th and Palm facility, electrical utility costs, encroachment permit fees, and engineering consulting services to support development plan review. Consulting engineering costs are recovered through developer deposits while helping manage workload demands on District staff. Expense and per diem compensation claims and the Director Event Attendance report were reviewed and approved without substantive discussion.

The Committee reviewed and recommended to the Board a professional services agreement to NBS Government Finance Group for administration of Community Facilities District (CFD) No. 2025-1, established to support the Beaumont Pointe development. The CFD will fund long-term operation, maintenance, and replacement of infrastructure serving the project through special taxes paid by the benefiting properties. Discussion addressed annual administration of the special tax levy, accounting requirements, and the potential use of similar CFD structures for future large-scale commercial and industrial developments.

The Committee noted that the District's policy update initiative is more than 92 percent complete. Revisions to the credit card policy remain under review following Board direction to evaluate



whether District credit cards could be issued to Board members. Staff noted that such an approach would differ from current policy and from recommendations provided by auditors and legal counsel. Additional options will be presented at a future meeting.

Quarterly reports were also received regarding electrical costs associated with groundwater pumping, District contract expenditures, title report requests, and grant activity. Staff reported improvements in pumping cost efficiency through operational adjustments and off-peak pumping strategies despite rising electricity rates. Discussion of contract expenditures included evaluation of a potential larger leased office facility to address current engineering department space constraints while a permanent District facility remains several years away. Staff also reported continued pursuit of grant funding opportunities, including participation in a joint Riverside County hazard mitigation grant application.

### **Personnel Committee – May 19, 2026** | *Chairperson John Covington*

Staff noted that regular meetings with the Employee Association continue in preparation for future labor discussions.

Human Resources and Risk Manager Ren Berioso presented the April 2026 Human Resources Report. The District maintained a workforce of 49 employees with no hires, promotions, separations, or retirements during the month. Several employee service anniversaries were recognized, and Directors commented positively on the District's continued low turnover and employee retention.

The Committee continued its review of proposed revisions to Policy 3225, Employee Leave Donations Program. Staff explained that the policy, originally adopted in 2019, has never been utilized due to restrictive eligibility requirements. Proposed revisions are intended to make the program more accessible while maintaining safeguards against misuse. Discussion focused primarily on whether sick leave should be eligible for donation. Staff recommended limiting donations to vacation leave due to concerns regarding cash-out provisions and potential financial exposure, while employee representatives expressed support for moving the policy forward so employees can begin utilizing the program. Following discussion, the Committee recommended forwarding the revised policy to the Board of Directors for consideration.

The Committee also received a presentation regarding the District's Gold-level recognition through the American Heart Association's Well-Being Works Better program. Staff reported that the recognition reflects the District's commitment to employee wellness, safety, emergency preparedness, ergonomics, and related workplace programs. Directors and employee representatives commended staff for the achievement and noted that it reflects the District's continued emphasis on employee health and safety.

*Staff Report prepared by Lynda Kerney, Executive Assistant and Chat GPT*



## **BEAUMONT-CHERRY VALLEY WATER DISTRICT GENERAL MANAGER'S REPORT**

**DATE:** June 2026  
**TO:** Board of Directors  
**FROM:** Dan Jagers, General Manager

### **FINANCE AND ADMINISTRATION**

#### **Operating Budget**

Following completion of the 2025 budget cycle, Finance staff conducted an internal review of the budget preparation and implementation process. Staff reviewed more than 200 individual steps associated with the development and implementation of the Operating Budget to identify opportunities for improved efficiency, communication, and coordination.

Based on feedback received during the internal debrief process, Finance has begun implementing several recommendations intended to improve the overall process for staff and management. Staff is in the process of finalizing the FY 2027 budget calendar, which is included in the agenda materials, and has begun preparing for internal budget training sessions scheduled to begin in June.

#### **Fiscal Year End**

Finance staff continues to progress through the Fiscal Year (FY) 2025 year-end close and audit process. The District's external auditors completed their on-site audit work in April, and Finance staff has continued providing reconciliation worksheets, supporting schedules, and responses to auditor inquiries as part of the final review process.

The District received a clean and unmodified audit opinion for Fiscal Year 2025, reflecting the continued commitment to accurate financial reporting and fiscal accountability.

#### **Awards**

The District was notified that it has received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award for the FY 2026 Operating Budget. Staff anticipates presenting the award at an upcoming Board meeting and highlighting the recognition through the District's social media and public outreach efforts.

Staff will also be highlighting the District's recognition through the American Heart Association's Well-being Works Better Scorecard program, which was referenced in the Human Resources and Risk Management report.

## **CUSTOMER SERVICE**

### **Customer Assistance**

The District continues to provide water service to approximately 22,301 installed meters while supporting customers experiencing financial challenges through structured payment plans and ongoing customer assistance efforts. Customer Service staff continues to work directly with customers to provide account support, explain billing and consumption trends, and assist customers in maintaining uninterrupted water service while addressing outstanding balances.

### **Communications and Public Outreach**

District staff continues to manage communications and public outreach efforts in-house, with ongoing social media postings focused on District activities, customer education, water conservation, and transparency. Staff continues to utilize Facebook and other communication platforms to provide timely information regarding District programs, Board activities, holidays, construction projects, and customer resources.

Customer Service staff also continues to work collaboratively with the Information Technology and Cybersecurity Department to identify and implement technology solutions that improve internal efficiency, streamline processes, and enhance customer service functions.

## **INFORMATION TECHNOLOGY AND CYBERSECURITY**

### **Infrastructure Refresh**

The Information Technology and Cybersecurity Department continues to advance the District's technology infrastructure, cybersecurity posture, and public engagement initiatives through several major projects and operational improvements completed this year.

Zero Trust security technology has been fully deployed and implemented throughout the District, significantly enhancing workstation security and ensuring that only trusted and authorized software is permitted to execute within the environment. This rollout represents a major cybersecurity milestone for the District and aligns with modern best practices for protecting critical infrastructure and operational technology systems.

In addition, the District completed a full Data Center uninterruptible power supply (UPS) replacement and redundancy project. While the original CIP estimate for the project was approximately \$160,000, the entire installation and implementation was completed in-house by District staff for approximately \$24,000, resulting in substantial cost savings to the District while simultaneously improving resiliency and operational continuity for critical systems and infrastructure.

The Department also developed and launched a new interactive educational video game, Hydrant Havoc, for BCVWD's online Kid Zone. The game allows younger residents within the District to select participating District staff or Board Members as playable characters, choose District vehicles, navigate through the streets of Beaumont, avoid hazards, and learn about water conservation, District operations, and water-saving practices in an engaging and interactive format. The project serves as both an educational outreach initiative and



a creative way to increase traffic and engagement with the District’s website. The District intends to submit Hydrant Havoc for consideration in upcoming CSDA awards program, along with a submission for our Excellence in Technology and Cybersecurity. Mores updates on that soon.

Public engagement through the District’s AI-powered chatbot, Aqualina, continues to grow significantly. The chatbot currently averages between approximately 4,000 and 7,500 user interactions per month and assists customers with common questions and service requests, including billing inquiries, starting and stopping water service, conservation information, and general District-related support. The continued success and adoption of Aqualina has improved customer accessibility while reducing response times for frequently requested information.

**HUMAN RESOURCES AND RISK MANAGEMENT**

The Table below shows the activities of the Human Resources and Risk Management department as of May 31, 2026.

<b>TABLE A – HR Activity as of May 31, 2026</b>	
Total Current Employees (Excluding Board Members)	49
Full-Time Employees	47
Part-Time	1
Temporary	0
Interns	1
Separations	0
Retirement	0
Turnover Rate as of May 31, 2026 (Including Temp Employees)	0%
New Hires as of May 31, 2026	0
Recruitments in progress as of May 31, 2026	0

**Policies and Procedures**

The Human Resources and Risk Management Department, in collaboration with key stakeholders, continues to make strong progress in updating the District’s Policies and Procedures to align with current practices and regulatory requirements. As of May 31, 2026, the District has achieved an overall completion rate of approximately 93% across all policy areas. Efforts are ongoing to finalize remaining Finance and Engineering/Operations policies. In May 2026, Human Resources partnered with the Engineering and Operations Department Heads to address Engineering-related policies slated for completion before the end of the current fiscal year. Additionally, HR and Risk Management continues to monitor and research changes in labor laws to ensure all policies and Memorandum of Understanding (MOU) remain compliant.

<b>TABLE B – Policy Tracking Matrix</b>				
<b>Department</b>	<b>On Matrix</b>	<b>Committee / Board Reviewed Drafts</b>	<b>Board Approved</b>	<b>% Complete</b>
Board Administration	26	26	26	100.00%
Engineering	8	1	1	12.50%
Finance	16	13	13	81.25%
Human Resources	69	69	69	100.00%
Information Technology (Personnel-Related)	18	18	18	100.00%
<b>TOTALS</b>	<b>137</b>	<b>127</b>	<b>127</b>	<b>92.70%</b>

*Risk Management and Safety*

The Human Resources and Risk Management Department, in partnership with District Legal Counsel and ACWA-JPIA, continues to advance safety and risk mitigation efforts to support a safe and compliant work environment. The Q2 2026 report has not yet been finalized and will be presented at the next Personnel Committee meeting. However, based on May 2026 data, there has been an uptick of four workers’ compensation cases during the months of April and May. The quarterly record is expected to be finalized by the end of June.

For property loss and damage claims, the primary cause during the second quarter has been the theft of District hydrants. These incidents are currently being addressed by the Operations Department through ongoing mitigation and monitoring efforts. Despite these challenges, the District continues to support workplace safety through consistent training, increased awareness, and proactive risk management strategies.

....

<b>TABLE C</b>				
<b>Claims Type</b>	<b>Q3 2025</b>	<b>Q4 2025</b>	<b>Q1 2026</b>	<b>Q2 2026</b>
Workers Compensation	2	3	2	≈4
Property Loss / Damage	4	6	5	≈1

*Benefits and Wellness*

BCVWD continues to find ways to improve employee health and well-being through its comprehensive benefits and wellness programs. Human Resources and Risk Management continues to research, evaluate, and engage with vendors and resources that support employees’ physical, mental, and financial wellness, while exploring opportunities to enhance program offerings. These ongoing efforts reflect the District’s commitment to fostering a supportive, healthy, and well-rounded workplace where employees can thrive both personally and professionally.

### Training and Professional Development Compliance

Training and workforce development continue to remain a central focus of Human Resources activities in 2026. HR has facilitated workforce planning initiatives across departments to support staffing sustainability and succession planning efforts throughout the District.

During April and May 2026, Customer Service Training and Staff Report and Memorandum Writing Workshops were conducted under the leadership of the Director of Finance and Administration. From March 2026, HR is also collaborating with the Operations Department to develop cross-training workshops among operational divisions to strengthen workforce flexibility and knowledge sharing. In partnership with the Director of Engineering, HR continues to support engineers by providing access to professional development opportunities, tools, and training resources necessary for career growth.

Following the finalization of the Succession Planning Policy, HR developed an Individual Development Plan (IDP) framework to support employee growth and leadership development, pending implementation upon finalization of the District's Core Values by the Board.

The District also remains committed to workplace safety and emergency preparedness. In May 2026, trainings including CPR/First Aid, Stop the Bleed, and Snake Awareness and Handling were conducted by certified professionals to reinforce employee safety and emergency response readiness.

### Employee and Labor Relations

The HR and Risk Management Department continues to support positive employee relations by fostering open communication and collaboration between the District and the Employee Association. As of March 31, 2026, labor negotiations between the District, led by the General Manager as Chief Negotiator, and the Employee Association are ongoing, with now seven (7) key items currently under discussion. To maintain progress and meet critical timelines, HR has increased negotiation sessions from once a month to twice a month, with the goal of presenting a tentative agreement to the Full Board in closed session by the July or August Regular or Special Board Meeting. This timeline aligns with the Finance and Administration Department's budget development schedule, which targets September for finalizing the Personnel budget.

## **ENGINEERING**

The Engineering Department continues to support the mission of the Beaumont-Cherry Valley Water District through ongoing design, planning, and construction coordination across a wide range of Capital Improvement Projects (CIP), water resources planning efforts, and development activities. Highlights for June 2026 are as follows:

### **Capital Improvement Projects**

#### **1. Replacement Pipeline Projects**

- **2020-2021 Replacement Pipelines:** Staff continues to work through comments from the Department of Water Resources (DWR) and address them to advance the final design.
- **2023 Replacement Pipelines - 11th Street:** Construction is underway, and the main line installation is approximately 70% complete. American Avenue will begin when 11th Street is complete.
- **2024 Replacement Pipelines:** Five of the six planned pipeline alignments qualify for a CEQA Notice of Exemption. The sixth segment, located in the Avenida Sonrisa Alley, requires a biological review and will proceed with a Mitigated Negative Declaration.

District staff continues to coordinate with its consultant to advance the environmental component and design of the pipelines.

- **2025 Service Replacements:** Staff is preparing this plan in-house and reassigning other engineering design work to TKE Engineering, the District's on-call consultant.

## **2. Booster Station and Tank Projects**

- **2850 to 3040 Booster Station (Vineland Tanks):** Staff and the engineering consultant, Michael Baker International, continue to work through the 50% improvement plans and specifications.
- **3040 to 3330 Booster Station (Noble Booster):** Staff continues to move the design of this project forward. The project will enhance the District's current boosting activities between the Noble Tank and Lower Edgar Tank.
- **Noble Tank:** Bids for this project were rejected by the Board of Directors in November 2025. This project may likely be put back out to bid in late 2026.

## **3. Pressure Regulating Stations**

- **2800-2600 Non-Potable PRV Station (near Stetson Park):** District staff continues to work through preliminary engineering and has furthered its coordination with the City regarding the a final location for the station.

## **4. Well 30 - Noble Creek Recharge Facility (Phase 1)**

- The pre-bid meeting was held on May 28, 2026. Bid opening is scheduled for June 17, 2026.

## **5. Well 31 - Brookside East (Near Heli-Hydrant)**

- **District staff** continues to coordinate with SGPWA staff for additional access easement(s) and a grant deed for the future well site.

## **Water Resources Planning**

### **1. 2025 Urban Water Management Plan**

- District staff is working with its consultant to advance the 2025 Urban Water Management Plan (UWMP). A public hearing is scheduled for June 25, 2026.

### **2. 2026-2027 Annual Water Supply and Demand Assessment**

- District staff is preparing the 2026-2027 Annual Water Supply and Demand Assessment for Board consideration and reporting requirements.

## **Development Activities**

### **1. LAFCO Annexation Projects**

District staff is supporting annexation proceedings for several new developments, coordinating closely with the Riverside Local Agency Formation Commission (LAFCO) and developers to expand water service into new areas. Active annexation projects include:

- Beaumont Heights (Plan of Service)
- Commercial Development - Cherry Valley Boulevard and Union
- APN 401-020-009 - Oak Glen Road
- Commercial/Industrial Development - 14201 California Avenue
- Commercial/Industrial Development - APN 414-130-012 (SR-60 and Western Knolls)
- Industrial Development - 1st Street, east of Veile
- Laborde Ranch - Due Diligence
- Child Help (Merv Griffin property)

## 2. Plan Check Review

- Beaumont Pointe - Jack Rabbit Trail
- Beaumont Village - Oak Valley Parkway and I-10
- 853 E. 3rd Street (Industrial Development)
- Oak Valley Village - Oak Valley Parkway and Beaumont Avenue
- Tract 38879 - Pennsylvania and 11th Street
- APN 403-230-005 and -017 - Grace Church

## 3. Easements

- **Beaumont Cross-Dock (Dowling Orchard):** Staff has completed potable and non-potable water plan reviews and is coordinating with the Developer to prepare the associated easement documents to facilitate the District's long-term access and operation of water facilities within the Orchard Logistics (formerly Beaumont Cross Dock) project.
- **Fairway Canyon:** Staff is working with Meritage Homes and the Fairway Canyon Community Association to finalize an easement for a proposed non-potable water main that travels through Tract 31462-29, HOA property, and an existing easement located on the Tukwet Canyon Golf Club course. This line is proposed to terminate in Oak Valley Parkway.
- **AMR/AMI Repeater:** District staff recently received Board approval for this easement and is working to get the easement recorded with the Riverside County Recorder's Office.

## 4. Additional Plan Review Projects

In addition to the above, staff is processing various other small projects through plan check review, ensuring timely turnaround of technical reviews in compliance with District standards.

## 5. Bond Reductions and Releases

District engineering staff is working with several developers to process bond reductions and final releases for completed or partially completed public water infrastructure. Projects under current review include:

- Sundance (Active Adult) - Tract 31470-3, -5, and -6
- Fairway Canyon Phase 4B
- Tournament Hills - Tract 36307 and 36307-1

## OPERATIONS

Well 1A and 2A redrill project: The Well 1A redrill project is complete and ready for construction of the final pedestal. The soundwall conex boxes have been removed from the well 1A construction site.

The Well 2A project is nearing completion. Construction at the well site has been completed, and mechanical development is finished. Pump development is ongoing with high flows starting the week of June 8, 2026. To support high flow rates, temporary piping has been installed on Palm Avenue. Similar to the Well 1A pumping development activities, high flows will be split to between surface flows on Palm Avenue and through the non-potable distribution system.

Leaks repaired: May 2026: Six (6) main line leaks and five (5) service line leaks were addressed.

TABLE D – Groundwater Production

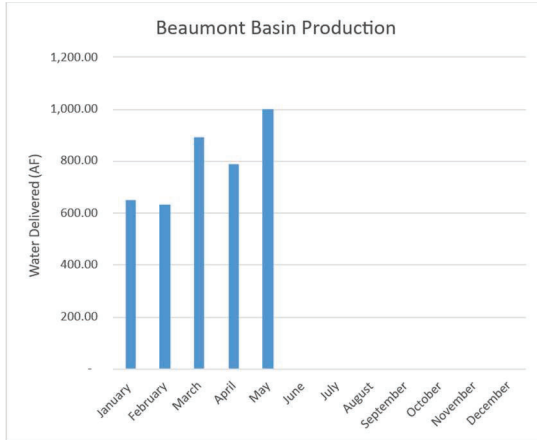


TABLE E – Groundwater Production

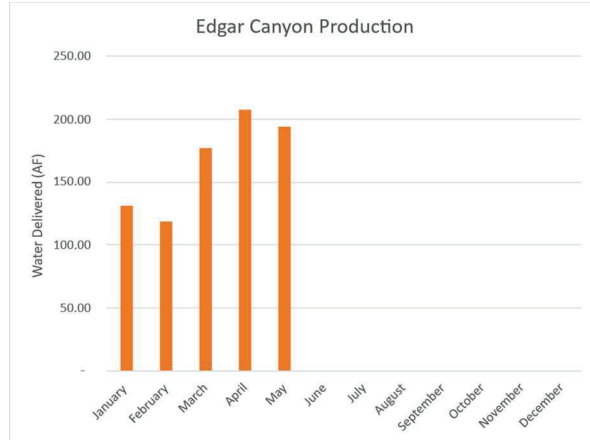
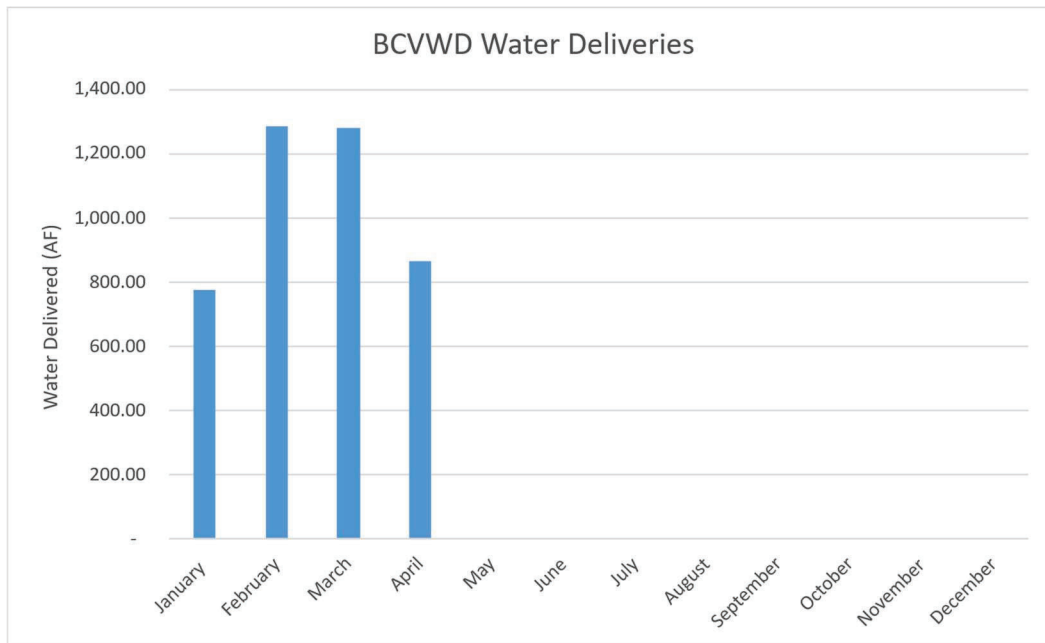


TABLE F – Total Monthly Imported Water Delivery



## **ITEMS OF INTEREST**

### **City of Calimesa: Proposed Annexation ( I-10 Logistics Owner, LLC)**

The City of Calimesa is processing a proposed 313.4-acre annexation located east of Interstate 10 and Calimesa Boulevard, generally north and south of Cherry Valley Boulevard. The project includes annexation to the City, General Plan and zoning amendments, pre-zoning, a zoning text amendment related to warehouse uses, and Conditional Use Permits for two existing warehouse buildings. The proposal encompasses 13 parcels in the Cherry Valley Boulevard corridor and is scheduled for consideration by the Calimesa Planning Commission on June 22, 2026.

The proposal is significant because it involves territory within the broader "Golden Triangle" area, which has been the subject of jurisdictional and sphere-of-influence disputes for more than three decades. The Golden Triangle, located generally near Interstate 10 and Cherry Valley Boulevard, was a focal point of major Riverside LAFCO proceedings in 1993 involving competing claims by the Cities of Calimesa, Beaumont, Banning, and San Jacinto, as well as concerns raised by BCVWD. Calimesa sought to expand its sphere of influence into the Golden Triangle area, while Beaumont argued that the territory was more closely connected to Beaumont and Cherry Valley.

BCVWD's 1993 concerns centered on the long-term implications of placing the Golden Triangle area under Calimesa's SOI rather than maintaining its association with the Beaumont/Cherry Valley area. BCVWD and other agencies argued that existing and planned infrastructure, including water facilities, had been developed with the expectation that the area would remain connected to the Beaumont/Cherry Valley community. Concerns were raised that shifting the area toward Calimesa could complicate future utility planning, create overlapping service interests, and undermine coordinated infrastructure development. BCVWD's position was closely aligned with Beaumont's broader argument that the area shared a stronger community of interest with Cherry Valley and Beaumont than with Calimesa, and that transportation, public service, and utility planning should be evaluated on a regional basis rather than through piecemeal annexations.

LAFCO staff acknowledged many of these concerns during its review. The staff report noted unresolved questions regarding water service, sewer service, and fire protection within the Golden Triangle area and specifically identified competing interests between BCVWD and Yucaipa Valley County Water District.

Ultimately, the Commission gave substantial weight to the broader community-of-interest and service-planning arguments advanced by Beaumont, BCVWD, and other Cherry Valley interests. In a significant departure from the staff recommendation, Riverside LAFCO voted unanimously on September 23, 1993, to deny Calimesa's request to include the Golden Triangle within its sphere of influence. The outcome reflected LAFCO's conclusion that the area should not be committed to Calimesa's future growth pattern and that the service and jurisdictional concerns raised by BCVWD and other affected agencies had not been adequately resolved.

The current annexation proposal differs from the 1993 action in that it is not a city SOI amendment but rather a specific annexation and land-use entitlement request. Nevertheless, it represents renewed expansion activity by the City of Calimesa within a geographic area that has historically been contested. Many of the same policy themes that characterized the 1993 proceedings—including jurisdictional control, service provision, infrastructure planning, transportation corridors, and long-term growth management—remain relevant today.

Staff will attend the June 22 hearing and continue to monitor the annexation proceedings and evaluate any potential implications for District service planning or future boundary discussions.

New State water rights tracking system

A new state-wide water rights tracking system has been instituted: CalWATRS – New California Water Accounting, Tracking, and Reporting System

<https://www.waterboards.ca.gov/upward/calwatrs/>

**GENERAL MANAGER’S OFFICE**

In May, General Manager Jagers completed two International City-County Managers Association educational webinars on Board relations and communications.

TABLE G - General Manager’s activity status

<b>A - DISTRICT HAPPENINGS</b>		
A1	Operations Center <b>Supports GM Goal 2</b>	At the May 28, 2026 meeting, the Board approved the purchase of the Young property, 6.0 acres adjacent to the Hannon tank site.
A2	Well drilling 1A and 2A	See update on page 7
A3	Advanced Metering Infrastructure (AMI/AMR)	The Board approved acceptance of an easement from Fairway Canyon HOA to facilitate installation of additional AMI technology and improve data collection in a challenging terrain area. Installation will be performed by staff in the near future.
A4	Policies and Procedures Manual	See Table B on page 4
A5	Chromium 6 Mitigation <b>Supports GM Goal 2</b>	Customer Service staff continues to adroitly respond to customer inquiries related to the Notices that were sent out pursuant to the requirements of the Department of Drinking Water.  Staff is also investigating the reimbursement process for “state-mandated local programs” under Article XIII B, section 6 of the California Constitution. The State generally must reimburse local agencies and school districts when the Legislature or a state agency mandates a “new program or <u>“higher level of service”</u> that creates increased costs.
A6	CIP and Funding <b>Supports GM Goal 1</b>	A comprehensive CIP program update was presented to the Board at the May 28 regular meeting.
A7	Board Leadership Training	Per request of President Williams, consultant Brent Ives of BHI Management Consulting has been engaged to provide a Leadership training session, plus mission and values workshop. A poll has been sent to the Board to schedule available dates for this 2-day program.
A8	Facilities Maintenance <b>Supports GM Goal 2</b>	Staff is looking into a new youth program supported by the office of 5 <sup>th</sup> District Supervisor Gutierrez. It may work similarly to the California Conservation Corps, which previously provided some brush removal for the District’s properties.

A9	Organizational and Employee Development  <b>Supports GM Goal 3 and Prof Goal 2</b>	Management staff Leadership Training is scheduled for several sessions throughout June – July.
A10	Cherry Avenue Pipeline	A Form 5 is being prepared for submittal to the Beaumont Basin Watermaster to record the transfer of water rights from the recently annexed properties
<b>B - LOCAL AGENCY HAPPENINGS</b>		
B1	City of Beaumont – Recycled Water Agreement  <b>Supports GM Goal 2</b>	At the last meeting, per the City’s request, BCVWD provided a per-acre-foot price for recycled water. The City requested the District provide calculations or backup information for the number, and staff is working on providing the information.
B2	City of Beaumont – Ongoing communication  <b>Supports GM Goal 4</b>	The City announced the hiring of a new City Manager, Christopher Boatman, who began his new position on May 11 and jumped right into the monthly BCVWD-City meeting on May 12.
B3	Bogart Park	With the unfortunate passing of BCVRPD Board member Dan Hughes, his son, Nick, has been appointed to the Beaumont-Cherry Valley Recreation and Park District Board and will join the ad hoc Bogart Park Committee.  The next meeting is scheduled for June 15.
B4	San Gorgonio Pass Water Agency	No update
B5	City of Beaumont Landscape Ordinance  <b>Supports GM Goal 4</b>	No update.
B6	Beaumont Basin Watermaster (BBWM)	At the April 1 meeting, the Committee focused on the YVWD ASR project, groundwater modeling and basin-loss studies, approved several technical support contracts, and continued work on updating the Watermaster Rules and Regulations.  The regular meeting of the Watermaster was June 3; no summary was available at press time
<b>C - CALIFORNIA HAPPENINGS</b>		
C1	SWRCB Chromium 6 MCL update  <b>Related to GM Goal 2</b>	There have been no significant new regulatory actions or major court decisions related to Chromium-6 during the past 60 days. Attention across California continues to focus on implementation of the 10 µg/L Chromium-6 maximum contaminant level (MCL), which became effective in 2024 and carries phased compliance deadlines through 2028 depending on system size. <i>Continued on next page</i>

		<p>BCVWD sent out required notices. Water agencies throughout the state are working to develop treatment facilities, secure funding, and submit State Water Board compliance plans where necessary. Recent industry discussion has centered on the cost and logistical challenges of compliance, particularly for groundwater-dependent agencies. The recently enacted SB 466 provides limited legal protections for public water systems that are actively implementing or awaiting approval of a State Water Board-approved Chromium-6 compliance plan, allowing agencies to focus resources on achieving compliance rather than defending private litigation while treatment projects are underway. Overall, implementation of the Chromium-6 MCL and associated compliance planning remain among the most significant drinking water regulatory issues facing California water districts.</p>
C2	Zero Emission Trucks – Advanced Clean Fleet rules	<p>The Advanced Clean Fleets (ACF) regulation continues to evolve. While California has withdrawn efforts to apply the regulation broadly, the State and Local Government Fleet provisions remain in effect and continue to apply to public agencies such as BCVWD. Recent guidance issued by the California Air Resources Board (CARB) on June 1, 2026, emphasizes that the agency will focus on compliance assistance, education, and reporting during the initial implementation period, rather than aggressive enforcement, for agencies making good-faith efforts to comply. CARB has stated that it will work with agencies on a case-by-case basis while evaluating future regulatory modifications and additional flexibilities.</p> <p>Of particular importance to local agencies, CARB's recent amendments expand compliance flexibility and recognize the operational challenges faced by public utilities and special districts. The guidance clarifies that agency fleets include vehicles that are owned, leased, rented, or operated under contract on behalf of the agency. It also confirms that agencies may utilize multiple compliance pathways and exemptions when planning fleet transitions. These changes reflect concerns raised by local governments and utility providers that many specialized service and maintenance vehicles currently have limited or no commercially viable zero-emission alternatives.</p> <p>For BCVWD, the practical impact remains focused on reporting, long-term fleet planning, and monitoring vehicle replacement opportunities as they become technologically and financially feasible. The District's experience is consistent with that of many California water agencies, which operate specialized utility vehicles that often require exemptions or additional flexibility under the regulation. Recent CARB actions suggest regulators recognize these challenges and are seeking a more collaborative implementation approach while maintaining the State's long-term objective of reducing emissions from public fleets.</p>

<p>C3</p>	<p>AB 1668 and SB 606: Making Conservation a California Way of Life (MCaCWL)</p> <p><a href="https://www.waterboards.ca.gov/conservation/regs/water_efficiency_legislation.html">https://www.waterboards.ca.gov/conservation/regs/water_efficiency_legislation.html</a></p>	<p>Implementation continues to move forward. Over the past several months, the State's focus has shifted from rulemaking to implementation, with additional guidance, reporting tools, and variance procedures being released to assist urban retail water suppliers in preparing for compliance beginning in 2027.</p> <p>For BCVWD, the District's recently completed future demand projections and buildout analysis provide a strong foundation for evaluating the potential impacts of the regulation. The analysis considered multiple conservation scenarios ranging from no additional conservation to full implementation of the State's efficiency standards. This work will support future Urban Water Management Plan updates, long-term infrastructure planning, and evaluation of water supply reliability under varying conservation requirements.</p> <p>The State Water Board continues to refine implementation resources and process agency-specific variance requests for unique local conditions. District staff will continue to monitor regulatory developments, reporting requirements, and available implementation guidance while incorporating conservation-related assumptions into future planning efforts. At this time, no significant changes to the regulation have been adopted, and the 2027 compliance deadline remains unchanged.</p>
<p>C4</p>	<p>Sites Reservoir</p> <p><a href="https://sitesproject.org/">https://sitesproject.org/</a></p>	<p>The Project reached an important milestone in May as the State Water Resources Control Board Administrative Hearings Office issued a draft water rights permit finding that nearly 1 million acre-feet of Sacramento River water is available for appropriation for the project. The Sites Project Authority characterized this determination as a significant step forward for the proposed reservoir. The draft permit is expected to advance to the State Water Board for consideration later this summer.</p> <p>At the same time, the Authority submitted comments requesting revisions to several draft permit conditions that it believes could substantially reduce project yield and affect overall feasibility. Among the requested changes are clarification of how a future Bay-Delta Plan update would apply to the project's water right, modification of permit conditions that the Authority contends duplicate protections already contained in the California Department of Fish and Wildlife Incidental Take Permit, clarification regarding the movement of stored Sites water through the Delta, and protection of local runoff supplies from Funks and Stone Corral Creeks for local uses. This development follows several major project milestones reported earlier this year, including issuance of the federal Record of Decision and continued advancement of preconstruction activities. The Authority remains optimistic that revisions to the draft permit can be made before final adoption, allowing the project to proceed while maintaining its projected statewide</p>

		water supply, environmental, and drought-resilience benefits.
C5	State Water Project (SWP)	<p>The Department of Water Resources increased the 2026 State Water Project allocation from 30% to 45% in May, citing additional runoff from late-season storms and strong reservoir storage conditions. Lake Oroville, the State Water Project's principal storage reservoir, remains near full capacity, and statewide reservoir levels are generally above average for this time of year. While the increased allocation reflects favorable water supply conditions, DWR noted that the statewide snowpack has largely melted and little additional runoff is expected before next winter. DWR continues to emphasize the need for long-term operational flexibility as California experiences increasing climate variability characterized by more intense storms, earlier snowmelt, and longer dry periods. Recent agency planning efforts have focused on improving water supply resilience through integrated surface water and groundwater management, storage optimization, and other adaptation strategies intended to maintain the reliability of State Water Project deliveries under changing hydrologic conditions.</p>
C6	Delta Conveyance Project (DCP)	<p>The DCP's water rights hearing before the SWRCB Administrative Hearings Office resumed in early June and remains one of the project's most significant pending regulatory approvals. The hearing concerns the DWR's petition to add new points of diversion on the Sacramento River for operation of the proposed Delta Conveyance facilities. No final decision resulted from the June 1 hearing session, and additional hearing dates are scheduled throughout June as testimony and evidence continue to be presented by DWR, project supporters, and opponents. The hearing process is expected to continue through 2026 before a final State Water Board decision is issued.</p> <p>In related developments, Governor Newsom recently proposed legislation intended to accelerate permitting and judicial review for the DCP as part of the state's broader water supply reliability strategy. Supporters emphasize the project's role in improving State Water Project reliability and capturing high-flow water during wet periods, while opponents remain focused on potential Delta ecosystem, water quality, and community impacts. The project continues to advance through multiple permitting and regulatory processes.</p>
C7	Colorado River	<p>Colorado River negotiations remain ongoing as the seven basin states and the Bureau of Reclamation work toward new operating rules before the current guidelines expire at the end of 2026. In May, California, Arizona, and Nevada proposed a voluntary conservation plan that would save approximately 3.2 million acre-feet of water through 2028 while broader negotiations continue. Significant disagreements remain regarding how future shortages</p>

		<p>should be shared among the basin states, and federal officials are expected to select a preferred post-2026 management approach later this year.</p> <p>At the same time, climate forecasters are increasingly monitoring the potential development of a moderate-to-strong El Niño later in 2026. Historically, El Niño conditions have been associated with wetter winters in portions of the Southwest and improved snowpack in parts of the Colorado River Basin. While a favorable winter could provide some short-term relief to Lake Powell and Lake Mead, water managers continue to emphasize that long-term water supply challenges in the basin will require permanent conservation and operational changes regardless of future weather conditions.</p>
--	--	--

**ATTACHMENTS**

1. BCVWD Water Report – May 2026

ATTACHMENT 1

WATER REPORT - MAY 2026													
NEW WATER METER CONNECTION CONSTRUCTION SUMMARY													
	2021	2022	2023	2024	2025	2026							
Jan		64	21	65	3	11							
Feb		57	31	22	23	17							
Mar		88	20	34	14	40							
Apr		70	21	58	14	8							
May		85	49	70	18	21							
Jun		82	55	50	12								
Jul		46	79	48	15								
Aug		58	102	47	0								
Sep		70	121	26	3								
Oct		22	133	63	12								
Nov		37	45	55	1								
Dec		47	41	34	9								
Annual Total	529	726	718	572	124	97							
Avg / Mo.	44.1	60.5	59.8	47.7	10.3								
Total connections		20,808	21,526	22,098	22,225								
(unaudited)													
2026 WATER PRODUCTION TOTALS													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Beaumont Basin	649.60	632.54	892.65	787.70	999.55								
Edgar Canyon	131.26	119.06	177.49	207.57	194.52								
<b>Total</b>	780.86	751.60	1,070.14	995.27	1,194.07	-	-	-	-	-	-	-	-

