



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

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

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

Thursday, October 22, 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=SXlzMkZCMGh0YTFIL2tnUGlpU3h0UT09>

*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 ENGINEERING WORKSHOP – OCTOBER 22, 2026

Call to Order: President Williams

Pledge of Allegiance: Director Covington

Invocation: Director Ramirez

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

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

Roll Call - Board of Directors

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

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. PUBLIC HEARING: Consider Adoption of Ordinance 2026-02: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2023-01** (pages 5 - 19)
- 3. PUBLIC HEARING: District Vacancies, and Recruitment and Retention Efforts as Mandated by Assembly Bill 2561** (pages 20 - 25)
- 4. Resolution 2026-__ Revising Policies and Procedures Manual Part II – Policy 4025 Board Meetings and Policy 4065 Remuneration** (pages 26 - 52)

5. Authorization of Funds for the Relocation of District Air Vacuum Assemblies Associated with the Potrero Boulevard Interchange Phase II Project (pages 53 - 57)

6. 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	Legal Counsel update on SGMA activities	3/11/26	
2	Recurring updates on MDP Line 16		
3	Options for District residence on Oak Glen Road	9/9/26	
4	Update on newly chaptered Legislation affecting BCVWD	10/14/26	Covington

7. Announcements

Check the meeting agenda for location and potential teleconference information.

- Beaumont Basin Watermaster: Wednesday, Nov. 4 at 11 a.m.
- Collaborative Agencies Committee: Wednesday, Nov. 4 at 5:00 p.m.
- Finance & Audit Committee meeting: Thursday, Nov. 5 at 3:00 p.m.
- District offices will be closed on Wednesday, Nov. 11 in observance of Veterans Day
- Regular Board Meeting: Thursday, Nov. 12 at 6:00 p.m. (date change due to holiday)
- Personnel Committee: Tuesday, Nov. 17 at 4:30 p.m.
- Engineering Workshop: Thursday, Nov. 19 at 6:00 p.m. (date change due to holiday)

8. Closed Session

- a) CONFERENCE WITH LABOR NEGOTIATORS
Government Code Section 54957.6
District designated representative: Dan Jagers, General Manager
Employee organization: BCVWD Employee Association and Contract Positions
- b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to California Government Code Section 54956.8
Property: APN 407-170-008 and 407-170-029
District Negotiator: Dan Jagers, General Manager
Under Negotiation: Price and terms of payment
- c) PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54947
Title: General Manager

9. Report on Action Taken During Closed Session

10. Adjournment

NOTICES

AVAILABILITY OF AGENDA MATERIALS - Agenda exhibits and other writings that are disclosable public records and are 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 are available for public inspection at the District Office, 560 Magnolia Avenue, Beaumont, California, during regular business hours. Writings distributed to all or a majority of the Committee less than 72 hours before a regular meeting will be made available for public inspection in accordance with Government Code § 54957.5. Such writings may also be available on the District's website: <http://bcvwd.gov>

AGENDA POSTING AND CHANGES – The agenda for a regular meeting is posted at least 72 hours before the meeting in accordance with Government Code § 54954.2. After the agenda has been posted, the Board of Directors may take action on an item not appearing on the posted agenda only as permitted by the exceptions set forth in Government Code § 54954.2(b). Interested persons wishing to receive a copy of the set Agenda may pick one up at the District Office, located at 560 Magnolia Avenue, Beaumont, California, or download it from the website up to 72 hours prior to the meeting.

ACCESSIBILITY – In accordance with the Americans with Disabilities Act and applicable provisions of the Brown Act, persons requiring a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting should contact the District Office. Notification at least 48 hours (two working days) before the meeting will generally enable District staff to make reasonable arrangements to ensure accessibility. The District may be contacted at (951) 845-9581, info@bcvwd.gov, or 560 Magnolia Avenue, Beaumont, California 92223.

CERTIFICATION OF POSTING: A copy of this Notice and Agenda was posted at the regular meeting location of the Beaumont-Cherry Valley Water District Board of Directors and on the District's website at least 72 hours before the meeting in accordance with Government Code § 54954.2(a).



**Beaumont-Cherry Valley Water District
Regular Board Meeting
October 22, 2026**

Item 2

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager

SUBJECT: PUBLIC HEARING:

Consider Adoption of Ordinance 2026-02: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2023-01

Staff Recommendation

1. Conduct the public hearing and receive public comment
2. If desired, adopt Ordinance 2026-02 Providing for Compensation of the Members of the Beaumont-Cherry Valley Water District Board of Directors and Superseding Ordinance 2023-01

Executive Summary

The purpose of this hearing is to provide the Board and the public an opportunity to consider the per diem compensation rate. The Board may retain the current rate or, following the public hearing, adopt an ordinance establishing a different rate within the limits authorized by California Water Code Sections 20200 et seq.

No adjustment is required. The Board may choose to adjust the per diem compensation by any amount up to a maximum of \$326.04 (10% calendar year-to-year) to be effective January 1, 2027. The Board may also decrease the rate if desired.

Information regarding the District's compensation history, Director activity and expenditures, and comparison with other water agencies is provided for reference (attachments). Staff makes no recommendation regarding the amount of Director compensation.

Background

In accordance with Policy 4065.9, the Board annually reviews the per diem compensation paid to Directors. The Board last adjusted Director compensation through Ordinance 2023-01, adopted November 8, 2023. The ordinance established the current rate of \$296.40 per day of service, operative April 1, 2024.

At the September 24, 2026 annual review, the Board directed staff to proceed with the public hearing required before consideration of an ordinance increasing Director compensation. The hearing was scheduled for October 22, 2026.

Summary

California Water Code Sections 20200 et seq. authorize compensation for each day of service rendered by a Director, up to 10 days per calendar month. Any increase must be adopted by ordinance following a public hearing and may not exceed 5 percent for each calendar year



following the operative date of the last adjustment. Pursuant to Water Code Section 20204, an ordinance increasing compensation becomes effective 60 days after the date of adoption.

BCVWD Policy 4065 governs eligibility for Director per diem compensation and provides for annual Board review of the compensation rate. The per diem is compensation for a qualifying day of service, rather than compensation for each meeting attended.

The amount of Director compensation is determined by the Board within the limitations established by state law. The public hearing provides an opportunity for public comment before the Board determines whether any adjustment should be made. If the Board elects to retain the current \$296.40 rate, no superseding ordinance is necessary. If the Board determines that an adjustment is appropriate, the amount selected by the Board will be inserted into the proposed ordinance before adoption.

Director Compensation and Benefits

In considering Director compensation, the Board has also noted that per diem compensation is one component of the overall compensation and benefits provided to members of the Board. In addition to per diem compensation, BCVWD Directors are eligible for District-paid health insurance benefits, with the District paying 100 percent of the applicable premium.

Because compensation and benefit structures vary among water agencies, the comparative information provided with this report includes, where available, information regarding health insurance benefits provided to directors. This information is presented to provide additional context regarding the overall compensation structure at the comparator agencies; benefit eligibility, coverage levels, and employer contributions may differ among agencies.

Statutory Limit

Increases are limited to 5 percent per year (Water Code 20202). The Water Code does not allow for compounding those 5% increments; it specifies 5% for each qualifying year “of the compensation which is received when the ordinance is adopted.”

Per Diem Increase Operative Date 2027		TABLE A
LINE #		1-Jan
1	Current	\$ 296.40
2	5% increase	\$ 311.22
3	10% increase	\$ 326.04

The amounts shown are illustrative and do not constitute a staff recommendation.

Effective Date

BCVWD Policy 4065.4 (8) states that any per diem increase should be *effective January 1 of the next calendar year*; and California Water Code 20202 states: “... the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment.” In addition, the Water Code provides that the Ordinance would go into effect a minimum of 60 days after adoption. If adopted on October 22, 2026, the Ordinance would become effective 60 days after adoption pursuant to Water Code Section 20204, with the adjustment in compensation operative January 1, 2027, pursuant to BCVWD Policy 4065.9.



Fiscal Impact

The draft FY 2027 budget will consider the estimated cost of Director per diems based on historical meeting and training activity based on a three-year average, balanced with the maximum budget of 10 meetings per month for each Director. (See Attachment 2)

Attachment(s)

1. Proposed Ordinance 2026-02 Providing for Compensation of the Members of the BCVWD Board of Directors and Superseding Ordinance 2023-01
2. Table B and Table C – History of BCVWD Per Diem and Fiscal Impact
3. Table D – Per Diem comparators by per diem amount
4. Table E – Per Diem comparators by number of water connections
5. California Water Code Sections 20201 - 20203
6. Ordinance 2023-01
7. Policy 4065
8. Notice of Public Hearing

Staff Report prepared by Lynda Kerney, Executive Assistant

ORDINANCE 2026-__**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
THE BEAUMONT - CHERRY VALLEY WATER
DISTRICT PROVIDING FOR COMPENSATION OF
THE MEMBERS OF THE BOARD OF DIRECTORS OF
THE DISTRICT AND SUPERSEDING ORDINANCE
2023-01**

WHEREAS, Section 20201 of the California Water Code states that compensation to be received by the governing board of a water district may be increased each calendar year in an amount equal to 5 percent following the operative date of the last adjustment; and

WHEREAS, the Board of Directors of the Beaumont-Cherry Valley Water District last increased its compensation pursuant to Water Code Section 20200 et. seq. effective April 1, 2024; and

WHEREAS, a duly noticed public hearing was held on October 22, 2026 to receive and consider public comments regarding the adoption of an ordinance to amend the per diem compensation for the members of the Beaumont-Cherry Valley Water District Board of Directors; and

WHEREAS, this Ordinance was presented to the Board of Directors and was reviewed thoroughly and found to be acceptable to the Board,

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY
VALLEY WATER DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:**

1. Ordinance 2023-01 and all other previously enacted ordinances providing for Board of Directors compensation are hereby superseded by this Ordinance.
2. Director compensation shall be \$_____ for each day's service rendered (per diem) as a Director on behalf of the District.
3. The payment of Director compensation shall be governed by the Beaumont-Cherry Valley Water District Policies and Procedures Manual, Policy 4065.
4. In no event shall members of the Board of Directors receive compensation for more than ten (10) days' service in any calendar month, pursuant to Water Code Section 20202.
5. This Ordinance will take effect on _____, which is at least sixty (60) days from the date of adoption pursuant to Water Code Section 20204.
6. If any section, subsection, clause or phrase in this Ordinance is for any reason held invalid, the validity of the remainder of this Ordinance shall not be affected thereby.
7. The Recording Secretary is hereby directed to cause this Ordinance to be published once in full in a newspaper of general circulation within the District.

//

ADOPTED this _____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

DRAFT UNTIL ADOPTED

DRAFT UNTIL ADOPTED

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 2

Table B - History of BCVWD per diem

Effective Date	Ord	Amount	Change	Date adopted	Notes
4/1/2024	Ord 2023-01	\$ 296.40	3.85%	11/8/2023	
4/1/2023	Ord 2022-01	\$ 285	8.77%	11/17/2022	
4/1/2021	Ord 2021-01	\$ 260	23%	1/28/2021	
In April 2010, the Board tabled an item on potential compensation adjustment to June 2010					
In June 2010, the Board did not revise the compensation amount but voted to make a 10% reduction in per diem voluntary.					
2/10/2008	Ord 2007-01	\$ 200		12/12/2007	
4/13/2006	Ord 2006-06	\$ 200	25%	4/12/2006	by resolution, not ord
9/12/2001	Reso 2001-11	\$ 150		9/11/2001	
5/9/2000	Reso 2000-1		decrease	5/9/2000	minutes are incomplete; no reso available
1/4/1999	Reso 99-1	n/a		1/4/1999	changed approved meetings only, capped reimbursements at \$5000
6/28/1998	Reso 98-3	escalator 5%		4/29/1998	changed approved meetings only
6/6/1996	Reso 96-2	escalator 5%		6/6/1996	established auto escalator of 5%
4/5/1990	Reso 90-12	\$ 100		4/5/1990	compliance w/ Water code
1/1/1982	Reso 82-2	\$ 100		1/4/1982	
10/7/1974	Reso 74-6	\$ 50		10/7/1974	
	unknown	\$ 35			

Table C - Comparison of per diem costs 2019 through Oct. 12, 2026

Year	2019	2020 (COVID)	2021	2022	2023	2024	2025	YTD 10/12/2026	Projected total for 2026
Rate (majority of the calendar year)	\$ 200.00	\$ 200.00	\$ 260.00	\$ 260.00	\$ 285.00	\$ 296.40	\$ 296.40	\$ 296.40	
# of Days of Service	190	187	255	331	308	346	383	257	294
Cost \$	\$ 38,000	\$ 37,400	\$ 63,520	\$ 83,460	\$ 87,365	\$ 102,406	\$ 113,521	\$ 76,125	\$ 87,142
Year over Year Change in cost		-2%	70%	31%	5%	17%	11%		

Note: does not account for any 2026 trainings, webinars, conferences that have not yet been attended (e.g., ACWA Fall Conference, etc.)

TABLE D \ Incl. Health Benefits

ATTACHMENT 3 - DIRECTOR PER DIEM COMPARISON - SEPTEMBER 2026

	SORTED BY PER DIEM LOW-HIGH	PER DIEM 2026	# FTEs	# WATER CONN	BUDGET \$MIL	Miles from BCVWD	Health Benefit?	NOTES
1	Valley Center MWD (North County, San Diego)	\$ 100.00	74	11,885	\$ 60.7	77	None	
2	Lake Hemet Municipal Water	\$ 150.00	52	14,570	\$ 23.5	17	None	Water. Wastewater lines only
3	Rainbow Municipal (South of Temecula)	\$ 150.00	59	9,179	\$ 49.4	56	100% EE only	Mtgs limited to those assigned. Water, Wastewater
4	Hi-Desert Water District (Yucca Valley)	\$ 175.00	60	11,000	\$ 11.6	41	100% paid for EE and 1 dependent	Water and wastewater
5	Rincon del Diablo (Escondido)	\$ 177.00	24	8,600	\$ 25.2	66	100% EE only	Water, wastewater and fire
6	Vista Irrigation Dist (Escondido, Oceanside)	\$ 210.00	89	29,156	\$ 70.6	89	100% paid for EE and dependents	Water and wastewater
7	West Valley Water Dist (Rialto)	\$ 227.53	88	25,931	\$ 39.2	31	100% paid for EE and dependents	Water only. Per diem auto increase 5%
8	Rowland Water District (La Puente)	\$ 230.00	28	13,787	\$ 34.8	59	100% paid for EE and dependents	Water and wastewater
9	El Toro (Lake Forest / Laguna Woods)	\$ 240.90	58	9,514	\$ 39.8	74	None	
10	Olivenhain (Encinitas)	\$ 250.00	96	28,764	\$ 77.5	75	100% paid for EE and dependents	Water, wastewater and recycled
11	East Valley Water District (Highland)	\$ 255.50	81	23,716	\$ 57.9	20	95% paid for EE and dependents	Water and wastewater
12	Mission Springs Water District (Desert Hot Springs)	\$ 275.00	59	14,231	\$ 24.9	30	95% paid for EE and dependents	Water & wastewater
13	Yucaipa Valley Water District	\$ 278.59	75	15,613	\$ 45.7	10	Cafeteria Plan \$924	Water and wastewater
	Beaumont-Cherry Valley WD	\$ 296.40	45	22,367	\$ 22.4		100% paid for EE and dependents	
14	Monte Vista County MWD (Montclair)	\$ 316.87	42.5	12,420	\$ 25.9	47	100% paid for EE and dependents	
15	Desert Water Agency (Palm Springs)	\$ 449.34	95	24,000	\$ 52.3	33	100% EE and 80% dependents	State Water Contractor

Average, not incl BCVWD	\$ 236.38
Average, incl. BCVWD	\$ 236.38
Median, not incl BCVWD	\$ 235.45
Median, incl. BCVWD	\$ 235.45

TABLE E

ATTACHMENT 4 - DIRECTOR PER DIEM COMPARISON - SEPTEMBER 2026

	SORTED BY NUMBER OF CONNECTIONS	PER DIEM 2026	# FTEs	# WATER CONN	BUDGET \$MIL	Miles from BCVWD	NOTES
1	Rincon del Diablo (Escondido)	\$ 177.00	24	8,600	\$ 25.2	66	Water, wastewater and fire
2	Rainbow Municipal (South of Temecula)	\$ 150.00	59	9,179	\$ 49.4	56	Mtgs limited to those assigned. Water, Wastewater
3	El Toro (Lake Forest / Laguna Woods)	\$ 240.90	58	9,514	\$ 39.8	74	
4	Hi-Desert Water District (Yucca Valley)	\$ 175.00	60	11,000	\$ 11.6	41	Water and wastewater
5	Valley Center MWD (North County, San Diego)	\$ 100.00	74	11,885	\$ 60.7	77	
6	Monte Vista County MWD (Montclair)	\$ 316.87	42.5	12,420	\$ 25.9	47	
7	Rowland Water District (La Puente)	\$ 230.00	28	13,787	\$ 34.8	59	Water and wastewater
8	Mission Springs Water District (Desert Hot Springs)	\$ 275.00	59	14,231	\$ 24.9	30	Water & wastewater
9	Lake Hemet Municipal Water	\$ 150.00	52	14,570	\$ 23.5	17	Water. Wastewater lines only
10	Yucaipa Valley Water District	\$ 278.59	75	15,613	\$ 45.7	10	Water and wastewater
	Beaumont-Cherry Valley WD	\$ 296.40	45	22,367	\$ 22.4		
11	East Valley Water District (Highland)	\$ 255.50	81	23,716	\$ 57.9	20	Water and wastewater
12	Desert Water Agency (Palm Springs)	\$ 449.34	95	24,000	\$ 52.3	33	State Water Contractor
13	West Valley Water Dist (Rialto)	\$ 227.53	88	25,931	\$ 39.2	31	Water only. Per diem auto increase 5%
14	Olivenhain (Encinitas)	\$ 250.00	96	28,764	\$ 77.5	75	Water, wastewater and recycled
15	Vista Irrigation Dist (Escondido, Oceanside)	\$ 210.00	89	29,156	\$ 70.6	89	Water and wastewater

Average, not incl BCVWD	\$ 232.38	GREEN	These comps were identified by agency comparability: water-service connections/customer base, FTEs, operating budget, type and breadth of services, and geographic proximity to BCVWD
Average, incl. BCVWD	\$ 236.38		
Median, not incl BCVWD	\$ 230.00		
Median, incl. BCVWD	\$ 235.45	BLUE	
		PURPLE	Identified on the Human Resources List



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WATER CODE - WAT

DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220] (Division 10 added by Stats. 1943, Ch. 371.)

CHAPTER 2. Compensation of Water District Directors [20200 - 20207] (Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1.)

20200. As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

(Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.)

20201. Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.)

20201.5. Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.)

20202. In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

(Amended by Stats. 1989, Ch. 111, Sec. 1.)

20203. Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. No ordinance shall be adopted pursuant to this chapter except following a public hearing. Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

20204. An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage. The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

20205. If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

20206. If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

20207. Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

Attachment 6 To be superseded

ORDINANCE 2023-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BEAUMONT - CHERRY VALLEY WATER DISTRICT PROVIDING FOR COMPENSATION OF THE MEMBERS OF THE BOARD OF DIRECTORS OF THE DISTRICT AND SUPERSEDING ORDINANCE 2022-01

WHEREAS, Section 20201 of the California Water Code states that compensation to be received by the governing board of a water district may be increased each calendar year in an amount equal to 5 percent following the operative date of the last adjustment; and

WHEREAS, the Board of Directors of the Beaumont-Cherry Valley Water District last increased its compensation pursuant to Water Code Section 20200 et. seq. effective April 1, 2022; and

WHEREAS, a duly noticed public hearing was held on November 8, 2023 to receive and consider public comments regarding the adoption of an ordinance to amend the per diem compensation for the members of the Beaumont-Cherry Valley Water District Board of Directors; and

WHEREAS, this Ordinance was presented to the Board of Directors and was reviewed thoroughly and found to be acceptable to the Board,

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT DOES HEREBY ORDAIN AS FOLLOWS:

1. Ordinance 2022-01 and all other previously enacted ordinances providing for Board of Directors compensation are hereby superseded by this Ordinance.
2. Director compensation shall be \$ 296.40 for each day's service rendered (per diem) as a Director on behalf of the District.
3. The payment of Director compensation shall be governed by the Beaumont-Cherry Valley Water District Policies and Procedures Manual, Policy 4065.
4. In no event shall members of the Board of Directors receive compensation for more than ten (10) days' service in any calendar month, pursuant to Water Code Section 20202.
5. This Ordinance will take effect on APRIL 1, 2024, which is at least sixty (60) days from the date of adoption pursuant to Water Code Section 20204.
6. If any section, subsection, clause or phrase in this Ordinance is for any reason held invalid, the validity of the remainder of this Ordinance shall not be affected thereby.
7. The Recording Secretary is hereby directed to cause this Ordinance to be published once in full in a newspaper of general circulation within the District.

ADOPTED this 8TH day of NOVEMBER, 2023, by the following vote:

AYES: SLAWSON, COVINGTON, HOFFMAN

NOES: WILLIAMS

ABSTAIN:

ABSENT: RAMIREZ

A handwritten signature in blue ink, appearing to read "David Hoffman", written over a horizontal line.

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

ATTEST:

A handwritten signature in blue ink, appearing to read "Daniel Slawson", written over a horizontal line.

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

Attachment 7

POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES
POLICY NUMBER: 4065

4065.1 Remuneration. Members of the Board of Directors shall be eligible to receive compensation ("per diem") for each day of service rendered as an officer of the Board. The per diem amount shall be established by the Board and be consistent with applicable State law.

4065.2 Limit. Per diem compensation is limited to no more than 10 days of service per calendar month, as established by Water Code Section §20202.

4065.3 Attendance. For purposes of this section, attendance includes:

- A. Physical presence at the majority (75% or greater) of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
- B. Participation by teleconference at the majority (75% or greater) of a meeting pursuant to California Government Code §54953;
- C. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5
- D. Participation in required Sexual Harassment Prevention Training to meet the requirements of California Government Code §12950.1

4065.4 Eligibility. Matters of District business eligible for per diem shall include, but not be limited to:

- A. **General Director Preapproved Activities/Events.** The following activities/events are preapproved for all Board members:
 1. **Board and Committee Meetings.** All regular and special board meetings and committee meetings for appointed members, as defined in Government Code §54952.2.
 2. Activities as enumerated in the BCVWD Pre-Approved Events and Director Appointments list as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.
 - i. Designated representatives are eligible for per diem compensation
 - ii. Designated alternates are eligible for per diem in the absence of the primary representative
 - iii. Board members, other than those assigned according to the Pre-Approved Events and Director Appointments list, who wish to attend must have approval by the Board or be designated by the President to attend and receive per diem compensation and/or expense reimbursement.
 3. **Training Seminars.**
 - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
 - ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
- B. **New Board Member Orientation.** New Board members may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:

1. Is part of a planned orientation schedule.
2. The orientation meeting is at least two (2) hours in duration.
3. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
4. New Board members may also attend a formal harassment awareness training seminar for District employees.

C. **Other Activities/Events, Authorization.** Board members may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.

4065.5 Requests. In the event that circumstances prevent the per diem request from being considered in the manner described herein, a Board member may submit a request to the Board for a per diem for having attended a meeting or conference with the understanding that the Board may not approve the request.

4065.6 Non-authorized Activities/Events. The following activities/events are not eligible for per diem or expense claims:

- A. Retirement receptions for Beaumont-Cherry Valley Water District employees/Board members.
- B. Beaumont-Cherry Valley Water District picnics or other social functions.
- C. Chamber of Commerce social events, or mixers

4065.7 Travel. Travel days to and from business meetings are compensable as appropriate.

4065.8 Reports. A Board member who requests compensation for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular or special meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.

4065.9 Review. Directors' per diem compensation shall be reviewed by the Board annually in October of each year. Changes in compensation will require Board approval of an ordinance at least 60 days prior to the effective date of the change. Any increase would be effective January 1 of the next calendar year or 60 days following adoption, whichever meets the criteria of Water Code Section 20200 et. seq.



Attachment 8

Beaumont-Cherry Valley Water District
560 Magnolia Avenue, Beaumont, CA, 92223

NOTICE OF PUBLIC HEARING Thursday, October 22, 2026 at 6 p.m.

PROPOSED ADOPTION OF ORDINANCE 2026-02: INCREASING DIRECTORS' COMPENSATION

NOTICE IS HEREBY GIVEN that the Board of Directors of the Beaumont-Cherry Valley Water District will hold a Public Hearing on Thursday, October 22, 2026, at 6 p.m. or shortly thereafter, at the regularly scheduled meeting of the Beaumont-Cherry Valley Water District Board of Directors regarding the proposed adoption of Ordinance 2026-02 increasing the compensation of the Directors.

If you have any questions or need additional information, please phone the Director of Finance and Administration at (951) 845-9581.

A handwritten signature in blue ink that reads "Lynda J. Kerney".

Lynda J. Kerney
Executive Assistant / Recording Secretary



**Beaumont-Cherry Valley Water District
Regular Board Meeting
October 22, 2026**

Item 3

STAFF REPORT

TO: Board of Directors

FROM: Ren Berioso, Human Resources and Risk Manager

SUBJECT: PUBLIC HEARING: District Vacancies, and Recruitment and Retention Efforts as Mandated by Assembly Bill 2561

Staff Recommendation

Conduct a Public Hearing pursuant to California State Assembly Bill 2561 (AB 2561 codified at Cal. Govt. Code § 3502.3) and review and comment on the report of the status of District vacancies and recruitment and retention efforts.

Executive Summary

Assembly Bill (AB) 2561 was signed into law in September 2024 with an effective date of January 1, 2025. The bill requires public agencies, including the District, to hold at least one public hearing per fiscal year to:

- Report on job vacancies. Additional reporting is required when vacancies within a bargaining unit exceed 20% of authorized positions.
- Provide updates on recruitment and retention efforts.
- Identify policies, procedures, or recruitment activities that may pose obstacles in the agency's hiring process.

The law also grants recognized employee organizations the opportunity to make presentations during the hearing.

The Beaumont-Cherry Valley Water District will hold its public hearing during the October 22, 2026 Regular Board Meeting, prior to the adoption of the Fiscal Year 2026 Budget scheduled for December 2025.

Background

Persistent job vacancies within public agencies have created operational challenges, impacting service delivery, employee morale, and labor relations. Recognizing these impacts, the California Legislature passed AB 2561 and signed to effect January 1, 2025 to establish a standardized reporting process and ensure public accountability.

The law mandates public hearings before budget adoption to review agency workforce status, recruitment, and retention data. Employee organizations are provided with the opportunity to participate in the hearings, creating space for collaborative discussion on solutions.



Discussion

Vacancy and Recruitment Update

In accordance with AB 2561, additional reporting is required when vacancies within a bargaining unit exceed 20% of authorized positions. As of September 30, 2026, the District's vacancy rate is 0% for bargaining unit authorized positions; therefore, no additional reporting is required.

Table A - Number of Vacancies Within the 12 -Month Period (Oct 2025-Sep 2026)

Number of Current Vacancies to Date	Number of 2026 Authorized Positions (MOU Group Only)	Percentage of Vacancies vs. Number of Authorized Positions
0	17	0%

Table B - Recruitment Activity Within the 12-Month Period (Oct 2025-Sep 2026)

Table B	Period	Number of Positions	Average Time-To-Fill (in Days)
1	4th Quarter – Oct 2025-Dec 2025	1	45
2	1st Quarter – Jan 2026-Mar 2026	4	13
3	2nd Quarter – Apr 2026-Jun 2026	0	0
4	3rd Quarter – Jul 2026-Sep 2026	4	24
	TOTAL	9	20

Table C - Recruitment Data Within the 12-Month Period (Oct 2025-Sep 2026)

Table C	Period	No. of Positions Filled by External Hire	No. of Positions Filled by Internal Hire	Total Positions w/in Bargaining Unit
1	4th Quarter – Oct 2025-Dec 2025	1	0	1
2	1st Quarter – Jan 2026-Mar 2026	2	2	3
3	2nd Quarter – Apr 2026-Jun 2026	0	0	0
4	3rd Quarter – Jul 2026-Sep 2026	3	1	4
	TOTAL	6	3	8

Table D - Turnover Activity Within the 12-Month Period (Oct 2025-Sep 2026)

Table D	Period	Average Number of Employees (FT, PT, TMP)	No. of Separations	Percentage per Quarter
1	4th Quarter – Oct 2025-Dec 2025	47.00	2	4.26%
2	1st Quarter – Jan 2026-Mar 2026	48.00	0	0.00%
3	2nd Quarter – Apr 2026-Jun 2026	47.50	3	6.32%
4	3rd Quarter – Jul 2026-Sep 2026	46.50	1	2.15%
	TOTAL	47.17	6	12.73%



Table E - Turnover Data Within the 12-Month Period (Oct 2025-Sep 2026)

Table E	Separation Reason	Number of Separations	Percentage	Tenure
1	Job Opportunity, Better Pay	4	66.67%	0-3 years
2	Job Opportunity, Better Pay	2	33.33%	4-10 years
3	Involuntary or End of Assignment	0	0%	N/A
4	Retirement and Other	0	0%	N/A
	TOTAL	6	100%	

According to the U.S. Bureau of Labor Statistics (BLS), the national average monthly employee separations rate for state and local government agencies, excluding education, was approximately 1.5% in 2025, equivalent to an estimated annualized rate of 18%. While this benchmark encompasses a broad range of public agencies and is not specific to water utilities, it provides a useful reference for evaluating employee turnover within the public sector.

In comparison, the District recorded an annual employee turnover rate of 12.73% during the reporting period of October 2025 through September 2026, representing six voluntary separations. Although the District's turnover rate is below the estimated annualized public sector benchmark, differences in reporting periods and calculation methodologies should be considered. These results highlight the District's continued commitment to employee retention through competitive compensation, professional development, career advancement opportunities, and employee engagement initiatives.

Retention and Employee Engagement Programs

- Comprehensive Onboarding – Structured orientation for new hires, including departmental introductions through a visual presentation and integration into the District's culture. The District has also incorporated fun and engaging videos into the onboarding program to create a more welcoming and memorable experience for new employees.
- Employee Engagement and Recognition – Programs such as holiday gatherings, appreciation events, and milestone celebrations to foster teamwork and morale.
- Compensation and Benefits – The District remains committed to continuously improving its employee benefits program by conducting annual benefits surveys to assess employee satisfaction, identify areas for improvement, and enhance health and wellness offerings. Additionally, the District is currently engaged in negotiations with the Employee Association as part of the successor Memorandum of Understanding (MOU), providing an opportunity to address benefit enhancements and other areas of improvement. These ongoing efforts reflect the District's commitment to offering competitive and comprehensive benefits that promote employee well-being, engagement, and long-term retention.
- Work-Life Balance – Flexible scheduling options, including alternative work schedule, and ability to take time off when needed.



- Professional Development – Ongoing training, skill-building workshops, and career growth opportunities for employees and members of the leadership team.
- Commitment to Safety – The District is committed to maintaining a safe and supportive work environment. To date, the District has reported a significantly low number of occupational injury cases, reflecting the effectiveness of its safety practices and preventive programs. The District was also honored with the prestigious Gold Standard Tier Award from the American Heart Association (AHA), recognizing its continued commitment to promoting workplace safety, employee health, and overall well-being.

Policy and Procedure Review

Staff has not identified any existing policies or procedures that create obstacles to recruitment or retention. The District continues to regularly review and refine processes to ensure they remain efficient, effective, and supportive of workforce needs.

Policy 3220, Recruitment, Selection, and Onboarding, adopted on April 10, 2024, through Resolution No. 2024-06, has demonstrated its effectiveness by fostering stronger collaboration between Human Resources and hiring managers in identifying and attracting a qualified pool of candidates. This collaborative approach has strengthened the District's recruitment and selection processes, supporting informed hiring decisions and ensuring the selection of highly qualified individuals who meet the District's operational need.

Recruitment Outreach

The District actively promotes job opportunities across multiple platforms to reach a diverse and qualified applicant pool. Job postings are regularly listed on GovernmentJobs.com, the CSDA website, CalWaterJobs.com, and Indeed.com.

In addition to online postings, the District participates in job fairs within the City of Beaumont as well as in neighboring communities within a 20-mile radius of the District's main office, including Moreno Valley and Hemet. These outreach efforts broaden visibility, strengthen community partnerships, and support the District's goal of attracting top talent.

Fiscal Impact: None

Attachment(s)

1. AB-2561 California Legislature Information

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


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AB-2561 Local public employees: vacant positions. (2023-2024)

SHARE THIS:



Date Published: 09/23/2024 09:00 PM

Assembly Bill No. 2561

CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[Approved by Governor September 22, 2024. Filed with Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares as follows:

- (a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.
- (b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.
- (c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

SEC. 2. Section 3502.3 is added to the Government Code, to read:

3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

- (1) The total number of job vacancies within the bargaining unit.
- (2) The total number of applicants for vacant positions within the bargaining unit.
- (3) The average number of days to complete the hiring process from when a position is posted.
- (4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, "recognized employee organization" has the same meaning as defined in subdivision (a) of Section 3501.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

SEC. 4. No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however, that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.



**Beaumont-Cherry Valley Water District
Regular Board Meeting
October 22, 2026**

Item 4

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager

SUBJECT: Resolution 2026-__ Revising Policies and Procedures Manual Part II – Policy 4025 Board Meetings and Policy 4065 Remuneration

Staff Recommendation

Adopt Resolution 2026-__ Amending the District's Policies and Procedures Manual Part II: Policy 4025 Board Meetings and Policy 4065 Remuneration, or direct staff as desired.

Executive Summary

Upon request of the Board President, Policy 4065 appears for Board review. For efficiency, this consideration has been combined with proposed revisions to Policy 4025. Staff recommends minor administrative amendments to Policies 4025 and 4065 in response to legal changes (new state-mandated fiscal and financial training) and situations encountered in the past year that would have benefitted from clearer policy direction.

The proposed revisions to Sections 4025.1 and 4025.2 clarify procedures for establishing and modifying regular meeting schedules, canceling regular meetings, and calling and noticing special meetings. The amendments distinguish these meeting procedures and incorporate applicable statutory requirements, including Water Code § 21378 and the Ralph M. Brown Act. The revisions build upon the work completed by the Ad Hoc Board Policies Committee in 2025 and are intended to provide clearer guidance to the Board and staff.

Background

Policy 4025 — Development and adoption of the 2025 revision

The 2025 revisions expanded the policy's provisions governing regular meetings to allow reconsideration of meeting dates, times, and locations as District needs change, including adjustments when a quorum is anticipated to be unavailable. The revisions also strengthened special meeting notice and agenda requirements, added provisions addressing emergency meetings, and clarified procedures for adjourned meetings. The Board adopted the revised policy through Resolution 2025-10.

Policy 4065 — Development and adoption of the 2025 revision

Overall, the 2025 revision formalized existing practices, removed ambiguity, and made Director compensation eligibility more consistent and auditable. It was primarily an effort to clarify which activities qualify for Director per diem compensation, establish consistent attendance requirements, and strengthen accountability for per diem claims.

The ad hoc Board Policies Committee reviewed the policy in April 2025. Committee members emphasized keeping the preapproved-events list¹ current with District priorities and sought clearer

¹ The Annual List of Preapproved Events will be reviewed as usual at the December Board meeting.



eligibility criteria, more consistent approval and documentation, and an annual comparison of per diem rates with other agencies.

At the May 14, 2025 meeting, Board discussion of Policy 4065 concentrated on three points:

- Minimum attendance: The Committee wanted to resolve uncertainty over how much of a meeting a Director must attend to qualify for compensation. The revision established a 75% attendance requirement.
- Designated representatives and alternates: The policy clarified that designated representatives are eligible for compensation, while alternates qualify when the primary representative is absent.
- Non-compensable activities: The Committee had added exclusions to align the policy with the District's Annual List of Preapproved Events.

Discussion

In 2025, the Ad Hoc Board Policies Committee had robust discussion and vetted a number of scenarios to determine their recommendations for Policy 4065, and emphasized transparency and Brown Act compliance when discussing Policy 4025. The proposed 2026 amendments build upon the comprehensive revisions recommended by the Ad Hoc Board Policies Committee and adopted by the Board in 2025.

Policy 4025

While the 2025 revisions expanded and clarified procedures for regular, special, emergency, and adjourned meetings, targeted revisions further clarify the scheduling of regular meetings and the procedures applicable to special meetings. The proposed amendments clarify the status of meetings held on approved alternative dates, allowing staff to schedule appropriate business items. The revisions also clarify the contents of the call and notice of a special meeting, consistent with Government Code § 54956. Other substantive provisions adopted in 2025 remain unchanged.

Table A – Policy 4025: Analysis of substantive changes in 2025 and 2026 recommendations:

Policy 4025 provision	Original policy (pre- 2025)	2025 revisions adopted	2026 proposed revisions
Regular meeting schedule §4025.1	Established regular meetings on the second Wednesday and fourth Thursday at 6 p.m. at the District office. Permitted annual reconsideration at the organizational meeting.	Retained the schedule and expanded authority to reconsider meeting dates, times, and locations whenever District needs and circumstances warrant.	Adds express reference to Water Code §21378 and establishes an annual meeting calendar, including alternative dates for holidays and other scheduling considerations.



Changes to regular meeting dates §4025.1(B)	No specific procedure for changing an individual meeting date.	Authorized changes by motion entered in the minutes when it was known the preceding month that a quorum would be unavailable. Required notice in the same manner as a special meeting.	Clarifies that meetings held on alternative dates established in accordance with applicable law retain their regular-meeting status
Cancellation of regular meetings 4025.1(C)	Not addressed.	Not addressed.	New. Recognizes that a scheduled regular meeting may be canceled when District business or other circumstances warrant.
Special meeting authority 4025.2	Special meetings and workshops could be called by the Board President or a majority of the Board.	Retained the authority and added an express requirement to comply with applicable laws and regulations.	Retains the existing authority; focuses additional language on the contents of the special meeting call and notice.
Special meeting notice 4025.2(A)	Required written notice to all Directors at least 24 hours before the meeting, identifying its purposes.	Required notice to the Board at least 24 hours in advance and added express public transparency and participation language.	Specifies that the call and notice must identify the meeting's time, place, and business to be transacted or discussed, consistent with GC §54956 and Legal Counsel's guidance.
Special meeting agendas 4025.2(B)	No separate agenda-posting provision.	Required preparation and posting of an agenda in compliance with the Brown Act, with availability to the public and delivery to the Board at least 24 hours before the meeting.	Clarifies the relationship between the written call, notice, and agenda. Retains the 24-hour distribution and posting requirements.

Policy 4065

The 2025 revisions clarified the policy's provisions governing Board member compensation, reimbursement, and related administrative requirements. The current review provides an opportunity to further refine the policy should the Board desire. For consistency with applicable law, the new financial training requirements established by SB 827 are proposed to be added. The proposed amendments are intended to supplement the work completed in 2025 rather than substantially restructure the policy.



Table B – Policy 4065: Analysis of substantive changes in 2025:

Section	Original policy	Revision adopted in 2025
4065.2 Limit	Maximum of 10 days per month.	Clarified as 10 days of service per calendar month, mirroring Water Code §20202.
4065.3 Attendance	Required attendance at the “majority” of a meeting, without a numerical threshold.	Defined majority as 75% or greater, for both physical and authorized teleconference participation. Retained the President’s or committee chair’s authority to authorize shorter physical attendance.
4065.3 Required training	Recognized approved ethics home study or online training, subject to authorization by the Board President.	Removed that specific presidential-authorization condition and expressly added required sexual harassment prevention training as qualifying attendance.
4065.4 Preapproved events	Recognized Board meetings, committee meetings, and activities on the annual preapproved list.	Explicitly distinguished designated representatives, alternates, and other Directors. Alternates qualify when the primary rep is absent; others require Board approval or designation by the President.
4065.4 Training seminars	Addressed ethics training.	Clarified that the entire required ethics course counts as one day of service, even if completed over multiple days; established the same rule for required sexual harassment training.
4065.4 Orientation	Placed new-Director orientation eligibility requirements in separate section.	Relocated those requirements into §4065.4(B), without materially changing the two-hour minimum, eligibility window, or one-per-diem limit.
4065.5 Requests	Allowed requests for Board consideration when advance approval procedures could not be followed.	Relocated and renumbered the provision; retained Board discretion to deny the request.
4065.6 Non-authorized events	Excluded District retirement receptions, social functions, and Chamber of Commerce social events or mixers.	Updated and clarified the exclusions to align with the Annual List of Preapproved Events; the three categories remained.
4065.7 Travel	Recognized compensable travel days.	Clarified that travel days to and from business meetings are compensable as appropriate.
4065.8 Reports	Required reports following compensable outside meetings.	Retained the reporting requirement, with streamlined language and renumbering.
4065.9 Annual review	Provided annual October review and ordinance requirements for compensation changes.	Clarified the relationship between ordinance adoption, the 60-day waiting period, January 1 implementation, and Water Code §20200 et seq.



Attachments

1. Resolution 2026-__ Revising Policies and Procedures Manual Part II (with clean policy draft versions)
2. Policy 4025
 - a. Current, as adopted in 2025
 - b. Redline
 - c. Side by Side
3. Policy 4065
 - a. Current, as adopted in 2025
 - b. Redline
 - c. Side by side
4. Water Code Section 21378

Staff Report prepared by Lynda Kerney, Executive Assistant

RESOLUTION 2026-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT - CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL PART II – APPLICABLE TO BOARD OF DIRECTORS AND DISTRICT STAFF: POLICIES 4025 BOARD MEETINGS AND 4065 REMUNERATION

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

WHEREAS, the Board of Directors desires to maintain a strong commitment to its responsibilities as a Board and as individual Board members, serving the best interests of the community and providing essential services while representing the people who elected its members; and

WHEREAS, the Board of Directors has reviewed and considered the said revisions and amendments to the BCVWD Policies and Procedures Manual Part II attached as Exhibit A and Exhibit B, and finds the revised policies relevant and acceptable, and deems said policies to be in the best interest of the District,

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Beaumont-Cherry Valley Water District that the BCVWD Policies and Procedures Manual Part II is amended to include the attached exhibits as indicated below, superseding prior Resolutions:

Exhibit	Revised Policy:
A	4025 Board Meetings
B	4065 Remuneration

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

Attachments: Exhibits A and B

EXHIBIT A

POLICY TITLE: BOARD MEETINGS
POLICY NUMBER: 4025

4025.1 Regular Meetings. Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258. Any changes to the established regular meeting dates shall be subject to the requirements of Water Code Section 21378.

- A. Annual Meeting Schedule. At the annual organizational meeting in December, the Board shall adopt by formal action a calendar of regular meetings, including alternative meeting dates due to holidays or as the Board may determine due to a change in District needs and circumstances.
- B. Changes to Regular Meeting Dates. The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known that a quorum will not be present. Meetings held on alternative dates established through this procedure shall retain their status as regular meetings. Notice and agendas shall be posted in accordance with the requirements applicable to regular meetings under the Ralph M. Brown Act.
- C. **Cancellation of Regular Meetings.** A scheduled regular meeting may be canceled when District business or other circumstances warrant.

4025.2 Special Meetings and Workshops. Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations.

- A. Call and Notice. The call and notice of a special meeting shall specify the time and place of the meeting and the business to be transacted or discussed. The written call and notice shall include the agenda identifying the proposed business
- B. Distribution and Posting. The agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

4025.3 Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

- A. Actions taken during an emergency meeting shall be by roll call vote
- B. The Board may convene in Closed Session if agreed to by a 2/3 vote of the members present, or if less than 2/3, present, by unanimous vote, if related to the following matters:
 - i. Threats to public services or facilities
 - ii. Personnel matters if an emergency affects public employees
 - iii. Public security threats in consultation with law enforcement or security experts
- C. Following an emergency meeting, the minutes of the meeting, a list of persons notified or attempted to be notified of the meeting, and actions taken must be posted as soon as possible for ten (10) days in a public place.

4025.4 Adjourned Meetings. A majority vote of the quorum of the Board of Directors may adjourn any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no quorum is present or no Directors are present at any regular or adjourned regular meeting, the Board President or the General Manager or his/her designee may declare the meeting adjourned to a stated time and place. Notice of the adjournment shall be posted on or near the door of the meeting within 24 hours after the adjournment and the adjourned meeting shall be noticed in the same manner as a special meeting.

4025.5 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

A. Rotation of Officers.

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
- ii. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
- iii. The Board member serving as vice president before the annual meeting shall be appointed to the office of president.
- iv. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.

B. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.

C. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.

D. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.

E. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence.

F. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

G. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will

have on the position of Board members in the rotation for future elections/appointments.

4025.6 Recording Secretary. A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.7 Agenda Order. The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.8 Public Involvement. The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

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EXHIBIT B

POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES
POLICY NUMBER: 4065

4065.1 Remuneration. Members of the Board of Directors shall be eligible to receive compensation ("per diem") for each day of service rendered as an officer of the Board. The per diem amount shall be established by the Board and be consistent with applicable State law.

4065.2 Limit. Per diem compensation is limited to no more than 10 days of service per calendar month, as established by Water Code Section §20202.

4065.3 Attendance. For purposes of this section, attendance includes:

- A. Physical presence at the majority (75% or greater) of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
- B. Participation by teleconference at the majority (75% or greater) of a meeting pursuant to California Government Code §54953;
- C. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5
- D. Participation in required Sexual Harassment Prevention Training to meet the requirements of California Government Code §12950.1
- E. Participation in required Fiscal and Financial Training to meet the requirements of California Government Code §53238

4065.4 Eligibility. Matters of District business eligible for per diem shall include, but not be limited to:

- A. **General Director Preapproved Activities/Events.** The following activities/events are preapproved for all Board members:
 1. **Board and Committee Meetings.** All regular and special board meetings and committee meetings for appointed members, as defined in Government Code §54952.2.
 2. Activities as enumerated in the BCVWD Pre-Approved Events and Director Appointments list as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.
 - i. Designated representatives are eligible for per diem compensation
 - ii. Designated alternates are eligible for per diem in the absence of the primary representative
 - iii. Board members, other than those assigned according to the Pre-Approved Events and Director Appointments list, who wish to attend must have approval by the Board or be designated by the President to attend and receive per diem compensation and/or expense reimbursement.
 3. **Training Seminars.**
 - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.

- ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
- iii. State mandated fiscal and financial training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.

B. **New Board Member Orientation.** New Board members may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:

- 1. Is part of a planned orientation schedule.
- 2. The orientation meeting is at least two (2) hours in duration.
- 3. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
- 4. New Board members may also attend a formal harassment awareness training seminar for District employees.

C. **Other Activities/Events, Authorization.** Board members may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.

4065.5 Requests. In the event that circumstances prevent the per diem request from being considered in the manner described herein, a Board member may submit a request to the Board for a per diem for having attended a meeting or conference with the understanding that the Board may not approve the request.

4065.6 Non-authorized Activities/Events. The following activities/events are not eligible for per diem or expense claims:

- A. Retirement receptions for Beaumont-Cherry Valley Water District employees/Board members.
- B. Beaumont-Cherry Valley Water District picnics or other social functions.
- C. Chamber of Commerce social events, or mixers

4065.7 Travel. Travel days to and from business meetings are compensable as appropriate.

4065.8 Reports. A Board member who requests compensation for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular or special meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.

4065.9 Review. Directors' per diem compensation shall be reviewed by the Board annually in October of each year. Changes in compensation will require Board approval of an ordinance at least 60 days prior to the effective date of the change. Any increase would be effective January 1 of the next calendar year or 60 days following adoption, whichever meets the criteria of Water Code Section 20200 et. seq.

Attachment 2A

Current Policy

EXHIBIT E

POLICY TITLE: BOARD MEETINGS
POLICY NUMBER: 4025

4025.1 Regular Meetings. Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258.

- A. The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board, or such other time as the Board may determine due to a change in District needs and circumstances.
- B. The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known the preceding month that a quorum will not be present. Notice of the change shall be posted in the same manner as a special meeting.

4025.2 Special Meetings and Workshops. Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations

- A. Notice of the special meeting will be provided to the Board at least 24 hours in advance to ensure transparency and public participation
- B. An agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

4025.3 Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

- A. Actions taken during an emergency meeting shall be by roll call vote
- B. The Board may convene in Closed Session if agreed to by a 2/3 vote of the members present, or if less than 2/3, present, by unanimous vote, if related to the following matters:
 - i. Threats to public services or facilities
 - ii. Personnel matters if an emergency affects public employees
 - iii. Public security threats in consultation with law enforcement or security experts
- C. Following an emergency meeting, the minutes of the meeting, a list of persons notified or attempted to be notified of the meeting, and actions taken must be posted as soon as possible for ten (10) days in a public place.

4025.4 Adjourned Meetings. A majority vote of the quorum of the Board of Directors may adjourn any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no quorum is present or no Directors are present at any regular or adjourned regular meeting, the Board President or the General Manager or his/her designee may declare the meeting adjourned to a stated time and place. Notice of the adjournment shall be posted on or near the door of the meeting within 24 hours after the adjournment and the adjourned meeting shall be noticed in the same manner as a special meeting.

4025.4 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

A. Rotation of Officers.

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
- ii. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
- iii. The Board member serving as vice president before the annual meeting shall be appointed to the office of president.
- iv. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.

B. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.

C. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.

D. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.

E. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence

F. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

G. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

4025.5 Recording Secretary. A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.6 Agenda Order. The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.7 Public Involvement. The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

Attachment 2B

ATTACHMENT 2B REDLINE DRAFT – PROPOSED REVISIONS 2026

POLICY TITLE: BOARD MEETINGS
POLICY NUMBER: 4025

4025.1 **Regular Meetings.** Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258. **Any changes to the established regular meeting dates shall be subject to the requirements of Water Code Section 21378.**

A. Annual Meeting Schedule. At the annual organizational meeting in December, the Board shall adopt by formal action a calendar of regular meetings, including **alternative meeting dates due to holidays or** ~~The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board, or such other time as the Board may determine due to a change in District needs and circumstances.~~

~~A.~~
B. Changes to Regular Meeting Dates. The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known ~~the preceding month~~ that a quorum will not be present. ~~Notice of the change shall be posted in the same manner as a special meeting.~~ **Meetings held on alternative dates established through this procedure shall retain their status as regular meetings. Notice and agendas shall be posted in accordance with the requirements applicable to regular meetings under the Ralph M. Brown Act.**

~~B.C.~~ **Cancellation of Regular Meetings.** A scheduled regular meeting may be canceled when District business or other circumstances warrant.

4025.2 **Special Meetings and Workshops.** Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations.

- A. Call and Notice.** ~~The call and notice of a special meeting shall specify the time and place of the meeting and the business to be transacted or discussed. The written call and notice shall include the agenda identifying the proposed business of the special meeting will be provided to the Board at least 24 hours in advance to ensure transparency and public participation~~
- B. Distribution and Posting.** ~~The~~ **An** agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

4025.3 **Emergency Meetings.** In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

- A.** Actions taken during an emergency meeting shall be by roll call vote
- B.** The Board may convene in Closed Session if agreed to by a 2/3 vote of the members present, or if less than 2/3, present, by unanimous vote, if related to the following matters:
- i. Threats to public services or facilities

- ii. Personnel matters if an emergency affects public employees
 - iii. Public security threats in consultation with law enforcement or security experts
- C. Following an emergency meeting, the minutes of the meeting, a list of persons notified or attempted to be notified of the meeting, and actions taken must be posted as soon as possible for ten (10) days in a public place.

4025.4 Adjourned Meetings. A majority vote of the quorum of the Board of Directors may adjourn any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no quorum is present or no Directors are present at any regular or adjourned regular meeting, the Board President or the General Manager or his/her designee may declare the meeting adjourned to a stated time and place. Notice of the adjournment shall be posted on or near the door of the meeting within 24 hours after the adjournment and the adjourned meeting shall be noticed in the same manner as a special meeting.

4025.5 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

A. Rotation of Officers.

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
 - ii. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
 - iii. The Board member serving as vice president before the annual meeting shall be appointed to the office of president.
 - iv. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.
- B. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.
- C. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.
- D. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.
- E. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence
- F. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

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- G. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

4025.6 Recording Secretary. A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.7 Agenda Order. The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.8 Public Involvement. The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

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Attachment 2C -- Policy 4025 – Side x Side

Current Policy as adopted 2025

4025.1 Regular Meetings. Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258.

- A. The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board, or such other time as the Board may determine due to a change in District needs and circumstances.
- B. The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known the preceding month that a quorum will not be present. Notice of the change shall be posted in the same manner as a special meeting.

4025.2 Special Meetings and Workshops. Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations

- A. Notice of the special meeting will be provided to the Board at least 24 hours in advance to ensure transparency and public participation
- B. An agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

Proposed revisions 2026

4025.1 Regular Meetings. Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258. **Any changes to the established regular meeting dates shall be subject to the requirements of Water Code Section 21378.**

- A. Annual Meeting Schedule.** At the annual organizational meeting in December, the Board shall adopt by formal action a calendar of regular meetings, including alternative meeting dates due to holidays or ~~The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board, or such other time~~ as the Board may determine due to a change in District needs and circumstances.

- ~~A.~~
- B. Changes to Regular Meeting Dates.** The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known ~~the preceding month~~ that a quorum will not be present. ~~Notice of the change shall be posted in the same manner as a special meeting.~~ **Meetings held on alternative dates established through this procedure shall retain their status as regular meetings. Notice and agendas shall be posted in accordance with the requirements applicable to regular meetings under the Ralph M. Brown Act.**

- B.C. Cancellation of Regular Meetings.** A scheduled regular meeting may be canceled when District business or other circumstances warrant.

4025.2 Special Meetings and Workshops. Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations.

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- B. Distribution and Posting.** ~~The~~ **An** agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

Current Policy as adopted 2025

4025.3 Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

- A. Actions taken during an emergency meeting shall be by roll call vote
- B. The Board may convene in Closed Session if agreed to by a 2/3 vote of the members present, or if less than 2/3, present, by unanimous vote, if related to the following matters:
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Proposed Revisions (none for this section)

4025.3 Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

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Current Policy as adopted 2025

4025.4 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

A. Rotation of Officers.

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
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B. At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.

C. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.

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E. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence.

F. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

G. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

4025.5 Recording Secretary. A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.6 Agenda Order. The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.7 Public Involvement. The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

Proposed revisions 2026 (none in 4025.5 – 4025.8)

4025.5 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

A. Rotation of Officers.

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
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C. In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.

D. In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.

E. If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence.

F. In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

G. At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

4025.6 Recording Secretary. A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

4025.7 Agenda Order. The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

4025.8 Public Involvement. The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

Attachment 3A

Current Policy

POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES
POLICY NUMBER: 4065

4065.1 Remuneration. Members of the Board of Directors shall be eligible to receive compensation ("per diem") for each day of service rendered as an officer of the Board. The per diem amount shall be established by the Board and be consistent with applicable State law.

4065.2 Limit. Per diem compensation is limited to no more than 10 days of service per calendar month, as established by Water Code Section §20202.

4065.3 Attendance. For purposes of this section, attendance includes:

- A. Physical presence at the majority (75% or greater) of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
- B. Participation by teleconference at the majority (75% or greater) of a meeting pursuant to California Government Code §54953;
- C. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5
- D. Participation in required Sexual Harassment Prevention Training to meet the requirements of California Government Code §12950.1

4065.4 Eligibility. Matters of District business eligible for per diem shall include, but not be limited to:

- A. **General Director Preapproved Activities/Events.** The following activities/events are preapproved for all Board members:
 1. **Board and Committee Meetings.** All regular and special board meetings and committee meetings for appointed members, as defined in Government Code §54952.2.
 2. Activities as enumerated in the BCVWD Pre-Approved Events and Director Appointments list as approved by the Board of Directors at the annual reorganization meeting in December, or as otherwise approved mid-year by the Board of Directors.
 - i. Designated representatives are eligible for per diem compensation
 - ii. Designated alternates are eligible for per diem in the absence of the primary representative
 - iii. Board members, other than those assigned according to the Pre-Approved Events and Director Appointments list, who wish to attend must have approval by the Board or be designated by the President to attend and receive per diem compensation and/or expense reimbursement.
 3. **Training Seminars.**
 - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
 - ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
- B. **New Board Member Orientation.** New Board members may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:

1. Is part of a planned orientation schedule.
2. The orientation meeting is at least two (2) hours in duration.
3. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
4. New Board members may also attend a formal harassment awareness training seminar for District employees.

C. **Other Activities/Events, Authorization.** Board members may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.

4065.5 Requests. In the event that circumstances prevent the per diem request from being considered in the manner described herein, a Board member may submit a request to the Board for a per diem for having attended a meeting or conference with the understanding that the Board may not approve the request.

4065.6 Non-authorized Activities/Events. The following activities/events are not eligible for per diem or expense claims:

- A. Retirement receptions for Beaumont-Cherry Valley Water District employees/Board members.
- B. Beaumont-Cherry Valley Water District picnics or other social functions.
- C. Chamber of Commerce social events, or mixers

4065.7 Travel. Travel days to and from business meetings are compensable as appropriate.

4065.8 Reports. A Board member who requests compensation for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular or special meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.

4065.9 Review. Directors' per diem compensation shall be reviewed by the Board annually in October of each year. Changes in compensation will require Board approval of an ordinance at least 60 days prior to the effective date of the change. Any increase would be effective January 1 of the next calendar year or 60 days following adoption, whichever meets the criteria of Water Code Section 20200 et. seq.

Attachment 3B

DRAFT – 2026 PROPOSED REVISIONS

POLICY TITLE: REMUNERATION/DIRECTOR PER DIEM FEES
POLICY NUMBER: 4065

4065.1 Remuneration. Members of the Board of Directors shall be eligible to receive compensation (“per diem”) for each day of service rendered as an officer of the Board. The per diem amount shall be established by the Board and be consistent with applicable State law.

4065.2 Limit. Per diem compensation is limited to no more than 10 days of service per calendar month, as established by Water Code Section §20202.

4065.3 Attendance. For purposes of this section, attendance includes:

- A. Physical presence at the majority (75% or greater) of a meeting, event, conference or occurrence listed in section 4065.4 below, unless presence for a lesser period is authorized by the Board President, or, for a committee meeting, by the committee chair;
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- C. Participation in an approved home study or online Ethics course to meet the requirements of Government Code §§53234-53235.5
- D. Participation in required Sexual Harassment Prevention Training to meet the requirements of California Government Code §12950.1**
- E. Participation in required Fiscal and Financial Training to meet the requirements of California Government Code §53238**
- ~~D.~~

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 - i. Designated representatives are eligible for per diem compensation
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 - iii. Board members, other than those assigned according to the Pre-Approved Events and Director Appointments list, who wish to attend must have approval by the Board or be designated by the President to attend and receive per diem compensation and/or expense reimbursement.
 - 3. **Training Seminars.**
 - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.

- ii. State mandated sexual harassment training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
- iii. **State mandated fiscal and financial training - the entire course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.**

B. **New Board Member Orientation.** New Board members may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:

1. Is part of a planned orientation schedule.
2. The orientation meeting is at least two (2) hours in duration.
3. The per diems for this purpose must be claimed during the first 2 months of service on the Board.
4. New Board members may also attend a formal harassment awareness training seminar for District employees.

C. **Other Activities/Events, Authorization.** Board members may seek authorization to attend other functions that constitute the performance of official duties. Directors desiring to attend other events should obtain pre-approval from the Board in order to receive a per diem and expense reimbursement.

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- B. Beaumont-Cherry Valley Water District picnics or other social functions.
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4065.7 Travel. Travel days to and from business meetings are compensable as appropriate.

4065.8 Reports. A Board member who requests compensation for attendance at a meeting other than a regular, special, or committee meeting of the Board shall provide a brief report of the meeting to the Board at a regular or special meeting of the Board of Directors following the meeting that was attended. If multiple Board members attended, a joint report may be made.

4065.9 Review. Directors' per diem compensation shall be reviewed by the Board annually in October of each year. Changes in compensation will require Board approval of an ordinance at least 60 days prior to the effective date of the change. Any increase would be effective January 1 of the next calendar year or 60 days following adoption, whichever meets the criteria of Water Code Section 20200 et. seq.

Attachment 3C -- Policy 4065 – Side x Side

Current Policy as adopted 2025

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 - iii. Board members, other than those assigned according to the Pre-Approved Events and Director Appointments list, who wish to attend must have approval by the Board or be designated by the President to attend and receive per diem compensation and/or expense reimbursement.
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 - i. State mandated ethics training - the entire two-hour course counts as ONE day of service, even if the coursework is completed over more than one 24-hour period.
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- B. **New Board Member Orientation.** New Board members may receive 1 per diem and expense reimbursement for an orientation program that meets the following criteria:

Proposed revisions 2026

4065.1 Remuneration. Members of the Board of Directors shall be eligible to receive compensation ("per diem") for each day of service rendered as an officer of the Board. The per diem amount shall be established by the Board and be consistent with applicable State law.

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Current Policy as adopted 2025

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1. Is part of a planned orientation schedule.
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Proposed Revisions (none for 4065.4B – 4065.9)

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WATER CODE - WAT

DIVISION 11. IRRIGATION DISTRICTS [20500 - 29978] (Division 11 added by Stats. 1943, Ch. 372.)

PART 3. INTERNAL ORGANIZATION [21100 - 21405] (Part 3 added by Stats. 1943, Ch. 372.)

CHAPTER 3. The Board [21375 - 21387] (Chapter 3 added by Stats. 1943, Ch. 372.)

21375. On the first Tuesday after the original directors qualify, and on the day on which the board holds its first regular monthly meeting after the first Friday in December of the year in which a general district election is held, the directors shall meet and organize as a board and may transact any other business of the district.

(Amended by Stats. 1993, Ch. 1195, Sec. 27. Effective January 1, 1994.)

21376. At its organization meeting the board shall elect a president from its members and appoint a secretary, who shall each hold office during the pleasure of the board.

(Added by Stats. 1943, Ch. 372.)

21377. The board shall hold a regular meeting on the first Tuesday of each month at the district office.

(Added by Stats. 1943, Ch. 372.)

21377.5. (a) (1) Notwithstanding Section 21377 of this code or Section 54954 of the Government Code or any other provision of law, the Board of Directors of the Tri-Dam Project, which is composed of the directors of the Oakdale Irrigation District and the South San Joaquin Irrigation District, may hold no more than four regular meetings annually at a Tri-Dam Project office that is located in Sonora, California, or Strawberry, California, or within 30 miles of either city.

(2) The Board of Directors of the Tri-Dam Project shall adopt, at a regular Tri-Dam Project meeting, a resolution that designates Tri-Dam Project office locations.

(b) The notice and conduct of these meetings shall comply with the provisions of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

(Amended by Stats. 2024, Ch. 26, Sec. 1. (AB 2748) Effective January 1, 2025.)

21378. The board, however, may by resolution entered upon its minutes fix any day of the month for its regular monthly meeting, or if more than one regular meeting is to be held each month it may fix the days for such regular meetings. When more than one regular meeting is held each month, the day of the first such meeting in January is the regular monthly meeting day in January for the purposes of this division. The change shall not be effective until the resolution proposing it has been published once a week for two successive weeks in a newspaper published in the office county.

(Amended by Stats. 1965, Ch. 2019.)

21382. All meetings of the board shall be public and shall be conducted in accordance with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

(Amended by Stats. 1998, Ch. 83, Sec. 3. Effective January 1, 1999.)

21383. The number of directors required to constitute a quorum of the board and to concur on all questions except a motion to adjourn or a motion to adjourn to a stated time is three except in districts where there are only three offices of director, in which case the required number is two.

(Added by Stats. 1943, Ch. 372.)

21384. A smaller number of directors than a quorum may adjourn from day to day.

(Added by Stats. 1943, Ch. 372.)

21385. The board except as otherwise specifically provided has the power and it shall be its duty to manage and conduct the business and affairs of the district.

(Added by Stats. 1943, Ch. 372.)

21386. At its organization meeting, the board may elect, in addition to a president, a vice president who shall have the power to perform all the duties of the president in the absence of the president, or in the event of his inability to perform such duties.

(Added by Stats. 1951, Ch. 698.)

21387. When the president of the board is absent or unable to act at any meeting of the board and no vice president has been elected, the majority of the board may elect a president pro tempore from its members, who shall have the power to perform all the duties of the president of the board until he is replaced or until the president of the board returns to the performance of his duties.

(Added by Stats. 1951, Ch. 698.)



**Beaumont-Cherry Valley Water District
Regular Board Meeting
October 22, 2026**

Item 5

STAFF REPORT

TO: Board of Directors

FROM: Dan Jagers, General Manager

SUBJECT: Authorization of Funds for the Relocation of District Air Vacuum Assemblies Associated with the Potrero Boulevard Interchange Phase II Project

Staff Recommendation

Authorize funds in the amount of **\$84,100** for the relocation of three (3) District air vacuum assemblies associated with the Potrero Boulevard Interchange Phase II Project.

Executive Summary

The Riverside County Transportation Commission (RCTC), in coordination with the City of Beaumont and the California Department of Transportation (Caltrans), is advancing the Potrero Boulevard Interchange Phase II Project at State Route 60 (SR-60). The proposed improvements will require the relocation of three (3) District air vacuum assemblies, consisting of two (2) potable water assemblies and one (1) non-potable water assembly, to accommodate the proposed westbound on-ramp improvements.

District staff has coordinated with project representatives regarding the proposed relocations and has prepared an estimated project cost of **\$84,100**, including a rounded 15% contingency, to complete the necessary work.

Background

The Potrero Boulevard Interchange Phase II Project is a collaborative transportation improvement project involving RCTC, the City of Beaumont, and Caltrans. The project includes the construction of new on-ramps and off-ramps at SR-60, improvements to Potrero Boulevard, and the realignment of Western Knolls Avenue to improve regional circulation and access.

During the initial phase of the Potrero Boulevard Bridge improvements, completed in approximately 2020, three (3) 24-inch diameter ductile iron transmission pipelines were installed through the bridge structure. These facilities include two (2) potable water transmission pipelines and one (1) non-potable water transmission pipeline, each equipped with an air vacuum assembly at the high point of the pipeline.

In February 2025, Epic Land Solutions, Inc., on behalf of the project representatives, contacted the District regarding utility conflicts associated with the proposed Phase II improvements. District staff reviewed the proposed improvements and identified the need to relocate the three (3) existing air vacuum assemblies outside the proposed traveled way.

Discussion

The proposed westbound on-ramp improvements conflict with the existing locations of the District's air vacuum assemblies. These assemblies are necessary for the proper operation of the



transmission pipelines, allowing air to be released from the system and admitted when necessary. District staff coordinated with the project design team to obtain approval for the proposed utility relocations.

District staff anticipates performing the relocation work using District personnel. The proposed improvements generally consist of removing and relocating the existing air vacuum assemblies, installing associated piping, valves, fittings, and protective steel sleeves, and constructing concrete maintenance pads to provide access for future operation and maintenance.

As part of the coordination effort, District staff has obtained an approved encroachment policy exception from Caltrans for the proposed utility relocations. The exception addresses the District's utility occupancy requirements associated with the proposed interchange improvements.

The proposed utility relocations are anticipated to occur in late October or early November 2026 to accommodate the upcoming interchange construction activities. The project representatives have indicated that construction activities on the west side of the interchange are anticipated to occur around January or February 2027, while the schedule for the east-side improvements has not yet been established. Authorization of funds at this time will allow District staff to coordinate and complete the necessary utility relocations in advance of the proposed improvements.

The proposed relocations will allow the District to maintain access to its facilities for future operation and maintenance while accommodating the proposed interchange improvements.

Fiscal Impact

District staff has prepared an estimated project cost of **\$84,100** for the proposed utility relocations, including a rounded 15% contingency of \$11,000. The estimate includes mobilization, dust control, traffic control, construction, pavement repairs, environmental and geotechnical services, and project closeout.

The estimated project costs are summarized in Table 1 below.

Table 1 – Estimated Utility Relocation Costs

Description	Estimated Cost
Mobilization	\$2,000
Dust Control	\$2,000
Traffic Control	\$5,000
Construction	\$51,600
Pavement Repair	\$5,000
Environmental	\$1,500
Geotechnical	\$5,000
Project Close Out	\$1,000
Subtotal	\$73,100
Rounded Contingency (15%)	\$11,000
Total Estimated Project Costs	\$84,100



District staff requests authorization of funds in the amount of **\$84,100** to complete the necessary utility relocations.

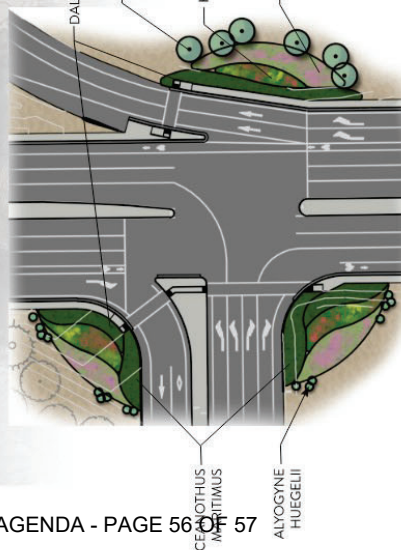
Funding for the proposed utility relocations will be provided through the District's Capital Replacement Reserves.

Attachments

1. Potrero Bridge On and Off Ramp Conceptual Plan
2. Potrero Bridge Proposed Utility Relocation Plan

Staff Report prepared by Evan Ward, Associate Civil Engineer I

PLANTING CONCEPT PLAN



LEGEND

Symbol	Botanical Name	Common Name	Water Use
Trees			
	Quercus agrifolia	Coast Live Oak	L
	Pinus coulteri	Coulter Pine	L
	Quercus douglasii	Blue Oak	L
	Chilopsis linearis	Desert Willow	L
	Cotinus coggygia	Smoke Tree	L
	Hydroseed		L
	Native Seed Mix for Slopes (with Jute Netting)		L
	Vegetated Bio-Swales		L
	Riparian Meadow Treatment		L
	Native Grassland/Wildflower Seeding		L

ENLARGEMENT PLAN

STATE ROUTE 60/POTRERO BOULEVARD INTERCHANGE

BEAUMONT, CALIFORNIA



MARK THOMAS
January 25, 2019



Attachment 2 - Potrero Bridge Proposed Utility Relocation Plan

