



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP
OF THE BOARD OF DIRECTORS
Thursday, March 26, 2020 at 6:00 p.m.**

***Meeting held via teleconference pursuant to
California Government Code Section 54950 et. seq. and
California Governor's Executive Order N-29-20***

Call to Order: President Covington

President Covington began the meeting at 6:03 p.m.

Pledge of Allegiance was led by Vice President Slawson.

Invocation was given by Director Hoffman.

Announcement of Teleconference Participation

Director of Finance and Administration Yolanda Rodriguez clarified that this meeting is conducted via teleconference pursuant to California Government Code Section 54953, and under Executive Order N-29-20 and N-33-20 of the Governor of California.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda for this meeting, pursuant to the Brown Act and the Governor's Executive Order. Under the Governor's Executive Order and the Gathering Guidelines of the California Department of Health due to the danger of COVID-19, the teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities.

The Beaumont-Cherry Valley Water District (BCVWD) will use sound discretion and make reasonable efforts to adhere as closely as reasonably possible to the provisions of the Brown Act, and other applicable local laws regulating the conduct of public meetings, in order to maximize transparency and provide the public access to meetings.

Roll Call:

Directors present:	Covington, Hoffman, Slawson, Ramirez, Williams
Directors absent:	None
Staff present:	General Manager Dan Jagers Director of Finance and Administration and Recording Secretary Yolanda Rodriguez Senior Engineer Mark Swanson

	Senior Finance and Administrative Analyst William Clayton Assistant Director of Operations James Bean Administrative Assistant Erica Gonzales Human Resources Coordinator Sabrina Foley
Legal Counsel	Not present

Members of the public who registered their attendance: Dr. Blair Ball.

Director of Finance and Administration Yolanda Rodriguez verified that all members of the Board of Directors have indicated that they are able to hear the other directors clearly on the teleconference. No directors expressed any reason to believe, based on voice recognition or otherwise, that those persons representing themselves to be directors are not truly so.

Public Comment: None.

ADJUSTMENTS TO THE AGENDA

EMERGENCY ITEM: President Covington advised the Board that an emergency item came to the attention of staff after the posting of the agenda. Pursuant to California Government Code Section 54954.2 (b), the Board may make a finding that there is need for immediate action and may vote to add the item to the agenda.

Covington provided a description of the pending action of the U.S. House of Representatives on a bipartisan \$2 trillion emergency package to address the impacts of COVID-19. He noted the California Special Districts Association has analyzed the bill and recommends action by sending a letter to representatives. He called for a motion to add the item to the agenda as Item 8.

The Emergency Item was added as Agenda Item 8 by the following roll call vote:

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

1. PUBLIC HEARING: Ordinance 2020-01: Introduce, Waive Reading, and Place on Agenda for Adoption Ordinance 2020-01: Providing for Compensation of the Members of the Board of Directors of the Beaumont-Cherry Valley Water District and Superseding Ordinance 2007-01

General Manager Jagers reminded the Board of its request for a public hearing in accordance with the consideration of adjusting the compensation for members of the Board from \$200 to \$260 per day of service. The public hearing has been advertised in accordance with California law, he noted. Staff has recommended the public hearing be continued to May 13, 2020 due to the limits of teleconferencing given the California Department of Public Health Gathering Guidelines regarding the COVID-19 respiratory illness in an effort to be fully transparent. Alternatively, the Board may waive the reading of the ordinance and proceed with consideration.

President Covington opened the floor for public comment.

Dr. Blair Ball said he hoped the Board would continue the public hearing to the meeting of May 13 to enable a face-to-face agenda item. These are unusual times, he continued, and this is not an urgent or an emergency item.

Mr. Jagers polled the Board members to assure they heard the comment from Dr. Ball; all indicated they had heard.

President Covington called for Board comment.

Director Hoffman suggested following staff's recommendation for continuance since this is not an emergency and to allow the public more time to consider. Director Slawson concurred.

Director Ramirez stated that he believes thorough due diligence has been done by staff and the committee, and said he sees no need to postpone.

The Board waived the first reading and placed Ordinance 2020-01 Providing for Compensation of the Members of the Beaumont-Cherry Valley Water District Board of Directors and Superseding Ordinance 2007-01 on the Beaumont-Cherry Valley Board of Directors Regular Meeting agenda of April 8, 2020 at 6 p.m. for adoption by the following roll call vote:

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

2. Resolution 2020-06 Implementing a Temporary Meeting Teleconference Policy in Response to the Impact of the Respiratory Illness Pandemic COVID-19

General Manager Jagers explained this is a temporary teleconference policy in response to the impact of COVID-19. Staff has prepared a resolution that identifies the issues and sets forth the changes. He noted that it makes some changes to the District's Policies and Procedures Manual to provide for Governor Gavin Newsom's various declarations regarding the state of emergency and implementation of strong measures to curtail the spread of the virus.

Jagers advised that this proposed policy addresses Gov. Newsom's Executive Orders N-25-20 and N-29-20 which suspend certain activities to minimize public exposure as well as make meetings inaccessible other than via teleconferencing. Staff believes this addresses all measures set forth in those orders, he said.

In addition, this parallels a current proclamation of local emergency by the General Manager, he advised.

The Board adopted Resolution 2020-06 Implementing a Temporary Meeting Teleconference Policy in Response to the Impact of the Respiratory Illness Pandemic COVID-19 by the following roll call vote:

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

3. Resolution 2020-07: Ratifying and Proclaiming a District Local Emergency in Response to the Impact of the Respiratory Illness Pandemic COVID-19

General Manager Jagers explained the request for ratification of a District Local Emergency in accordance with the District's Policies and Procedures in response to the impact of COVID-19. He reminded the Board of the local emergencies referenced in the Resolution. The General Manager's declaration must be ratified by the Board within 14 days, Jagers noted.

During the local emergency, it is important to protect ratepayers and staff by taking certain actions, and this allows the ability to mobilize local resources for interagency response, accelerate procurement of vital supplies, use mutual aid and seek future reimbursement from the state and federal government, which will be critical to the successful response to COVID-19, Jagers explained.

Jagers pointed out the statement of findings and noted the District has already taken action but there is continued uncertainty and staff is requesting the Board ratify the General Manager's proclamation.

President Covington asked if this puts the District in a position for recoup of any funding utilized for the purpose of battling COVID-19; Mr. Jagers explained this provides an opportunity for the District to request local and federal funding. Work orders have been identified for these activities such as remote work to minimize staff exposure. It could also include temporary staff, he added.

The Board adopted Resolution 2020-07 Ratifying and Proclaiming a District Local Emergency in Response to the Impact of the Respiratory Illness Pandemic COVID-19 by the following roll call vote:

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

4. Resolution 2020-08: Implementing Temporary Policies, Actions and Measures in Response to the District Local Emergency Regarding the Respiratory Illness Pandemic COVID-19

Mr. Jagers explained the District has identified needs and requests Board authorization in advance in order to protect and promote employee safety and is working to adhere to the Guidelines from the California Department of Public Health that suggest social distance of at least six feet. Staff recommends the adoption of the proposed measures in Exhibit A, Jagers stated.

To clarify, Jagers continued, the administration office facility has been closed on a week-by-week basis, and it is intended to continue to do so. The District will parallel current best practices as recommended by state, local and federal governments, he noted. These are being reassessed weekly by the GM and Board President, Jagers assured. Other opportunities have been offered to the public for bill payment, he said. The intent of these temporary policies is to give the GM the authority to furlough non-essential employees to minimize exposure to risk, and to comply with local health department requirements.

The District is identified as a critical facility, Jagers explained. Five laptops were purchased, and desktop computers have been issued for remote work conditions, he noted resulting in 20 to 25 percent density at the office. The 4/10 workweek has also been altered to minimize contact.

Staff also requests the Board allow for employees to be considered for eligible paid emergency leave of up to 140 hours for full time employees and proportionate leave for part time employees as approved on a case-by-case basis, Jagers noted. He described the policies and stressed the goal of keeping employees well and minimizing exposure in order to ensure a healthy workforce and continuity of service to customers.

In response to President Covington, Mr. Jagers detailed logistical considerations of paid emergency leave for employee illness and indicated this is determined on a case-by-case basis. The District wants to assure an employee enough time to stay home until they are able to return to work with a clean bill of health, he said. Emergency leave is included in the District's existing general policy provisions, he responded. President Covington asked about funding for the 140 hours and use of existing employee sick leave and vacation pay. Mr. Jagers indicated it would be expected that employees would utilize those benefits and the 140 hours provides opportunity to assure an employee is healthy before returning to work in order to maintain a healthy staff.

Human Resources Coordinator Sabrina Foley added that the intention of the emergency leave policy is to assist the District in complying with the Families First Act recently approved by Congress. The legislation requires the District to provide additional forms of leave in addition to an employee's established benefit of sick and vacation time, she explained.

The Board adopted Resolution 2020-08 Implementing Temporary Policies, Actions and Measures in Response to the District Local Emergency Regarding the Respiratory Illness Pandemic COVID-19 by the following roll call vote:

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

5. Resolution 2020-09: Approving Temporary Regulations Regarding Customer Account Billing and Collections in Response to the District Local Emergency Regarding the Respiratory Illness Pandemic COVID-19

Director of Finance and Administration Yolanda Rodriguez referenced Governor Newsom's Executive Order N-28-20 requesting the California public Utilities Commission monitor measures undertaken by public utility providers to implement customer service protections for water utilities in response to COVID-19. She noted that many public water utilities are instituting ratepayer protections and detailed the findings for consideration.

Ms. Rodriguez asked the Board to temporarily supersede current District Rules and Regulations Part 6 per Exhibit A, including closure of the office to the public, suspension of the online payment fee, extension of payment grace period, delay in imposition of penalties for non-payment, no application of late fees, and no disconnections during the proclaimed local emergency.

The Board adopted Resolution 2020-09 Approving Temporary Regulations Regarding Customer Account Billing and Collections in Response to the District Local Emergency Regarding the Respiratory Illness Pandemic COVID-19 by the following roll call vote:

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

6. Ratification of the General Manager's Declaration of a District Emergency regarding Necessary Immediate Repairs to Well 21

General Manager Jagers reminded the Board about the report at the last meeting on Well 21 being out of service due to significant vibration. Staff considered the work needed and the uncertainties regarding the COVID-19 coronavirus outbreak and the possibility that the work pool and/or materials and equipment supplies may be depleted in the coming months when demand increases. District management has identified that repairs to Well 21 are of critical interest to the District. Mr. Jagers indicated that President Covington concurred.

District policy provides for a declaration of emergency by the general manager, Jagers continued. This allows the GM to suspend some public bid aspects of policies and procedures and to provide resources that may not otherwise be available. Staff recommends the ratification of the emergency.

Mr. Jagers said staff solicited and received four informal bids that seem reasonable and are in accordance with those from previous projects. Mr. Jagers said that President Covington has seen the information, and requested ratification of the emergency and authorization for the negotiation with the lowest responsive bidder (Legend Pump and Well Services, Inc.) to move forward with a contract for repair.

President Covington noted that the informal bids comported with what would normally be found for a well of that size and capacity, in the range of \$250,000. He

said he believes the cost will actually be well under that amount. He explained contingencies that would be covered by the funding and said he asked GM Jagers to work with Legend to narrow the cost of repair after inspection.

This allows the General Manager the authority to proceed without delay until the actual costs are evident, then he will bring that back to the Board, Covington explained.

Director Ramirez clarified the authorization for the GM to make expenditures up to \$250,000 on emergency repairs. Mr. Jagers noted this is per District policy. He said he anticipates the cost will be less, the emergency limit of \$250,000 is a policy limit not a case-particular limit. The Board action is to ratify the emergency, Jagers explained.

The Board ratified the General Manager's Declaration of a District Emergency to address the necessary immediate repairs to Well 21 in accordance with the District's Policy and Procedures by the following roll call vote:

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

7. Authorize the General Manager to Award a Contract to Red Hawk Services, Inc. in an Amount not to Exceed \$92,566.00 for the Noble Creek Recharge Facilities Phase I Fencing Project

Mr. Jagers explained this is the opportunity to provide added security for the Noble Creek Recharge Facilities Phase I on the east side of Beaumont Avenue between Brookside Avenue and Cherry Valley Boulevard. It includes the white picket fence area, ponds and 28 acres of facilities and walkways.

Jagers referenced the previous project discussions before the Board. Fencing options were researched and bid, he explained. Mr. Jagers reviewed bid schedules as presented in the staff report and recommended the galvanized chain link option, as all other fencing in the area is this material except a small amount of wrought iron.

President Covington recalled that several fence material options were previously presented but were more expensive. In response to Covington, Jagers assured this is commercial grade fencing, and noted that staff selected a heavier gauge material. Jagers also noted a continuing issue with entry holes being cut in the fence at Phase II which appear to be made by high school students.

Director Williams expressed a preference for the 8-foot height fence and noted the barbed wire top may not be a deterrent to those cutting the fence to walk through. Director Ramirez asked if this was the fencing material similar to the Redlands fence previously discussed; Covington said it is not. Those types of materials were bid, Covington explained, and the cost was around \$250,000. The Board settled with chain link, he said. In addition, he noted that the San Geronio Pass Water Agency added chain link along their nearby facility.

Director Ramirez pointed out the same problem of fence cutting would be encountered with chain link; it will be an ongoing issue. He suggested looking at wrought iron for durability and said he does not believe chain link is the way to go.

Noble Creek Phase II and Riverside County Flood Control's fencing is chain link, Mr. Jagers confirmed in response to Covington.

Director Hoffman pointed out that the facility was originally designed to be open to the public. He reiterated the concern for liability and noted it will still have liability considerations as it is opened for the fishing derby every year. In addition, access is easily gained by merely cutting the fence, he said. Hoffman said he would like to find out about liability issues and cost of insurance coverage. He suggested a report from legal counsel regarding liabilities with or without fencing. He also suggested leaving gates open to allow public access during the day.

VP Hoffman said he regularly walks the property and it seems things are now calm and secure during the daytime but acknowledged exposure. If the Board did decide to go with fencing, he said, wrought iron would be best but it is a big expense and should be further evaluated.

Director Slawson referenced the access via cutting of the fence and said the District may not have liability as the entry is trespassing and breaking in. The District's exposure is covered by having the fence even if it were being cut. He said it would be a travesty to erect a fence and lose the hiking trails and foliage that were for the public, but he also wants to protect the District, he said. He said he supports a chain link fence, as wrought iron or block wall is much too expensive and it is the responsibility of the board to look after the District fiscally.

President Covington requested legal counsel's analysis on the District's exposure to liability on the Recharge facility and other District property prior to moving forward. The Board directed staff to remove the park benches and barbecues and to add rocks to prevent driving onto the property, he reminded. He also noted that it was the concern of former Director Diaz to secure the property due to the proximity of the junior high and high schools.

President Covington suggested tabling the item and requested a legal analysis to achieve buy-in on the project.

Director Hoffman concurred. Mr. Jagers asked the Board to drive the area and look at the existing situation and visualize a fence over the existing terrain and landscaping. He reminded the Board that different types of fencing had been evaluated over the past year of consideration and what was determined is where this project is today. Data is available from the past Board meetings and if review is warranted it can be done.

President Covington tabled the item. Mr. Jagers said it would be brought back quickly, as there is an open bid on the project and a fixed timeline to make a decision or re-bid. Covington requested the bid alternative numbers to be resubmitted to the Board.

Director Ramirez requested a bid for wrought iron fencing. Mr. Jagers indicated there is a cost estimate available.

President Covington complimented staff on the design work.

8. EMERGENCY ITEM:

Letter to the District's Congressional Representatives regarding the emergency package to address the impacts of COVID-19 as requested by the California Special Districts Association

Mr. Jagers explained this is regarding Board authorization to write a letter. Last night, the U.S. Senate passed a bipartisan \$2 trillion emergency package to address the impacts of COVID-19. The bill now moves to the House of Representatives. The California Special Districts Association has analyzed the bill and recommends special districts take action by sending a letter to their representatives, he said.

This is an emergency item as action is moving quickly, Jagers explained. The CSDA provided a draft letter which requests elected officials to request the additional prospective federal aid package include supplemental appropriations measures to address the economic impact of COVID-19 to include special districts, Jagers noted. He reviewed additional points of the draft letter and noted the intent is to get the letter out tomorrow if approved.

The Board approved the execution and sending of a letter to the District's Congressional Representatives regarding the emergency package to address the impacts of COVID-19 as requested by the California Special Districts Association by the following roll call vote:

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

9. General Manager's Report

General Manager Jagers advised that a little over 3,000 acre-feet of water was delivered to the Noble Creek Recharge Facility so far this year. He discussed with President Covington the potential of suspending deliveries for the next couple of weeks to minimize impact of non-critical activities to the staff and to avoid having staff members of other entities required to work the short-term recharge.

Jagers said he has reviewed the water order and he believes the full 2020 water order can be recharged and therefore has suspended water deliveries in the short term without risk or adverse effect.

Work is ongoing at 9th and 11th streets, Jagers reported. The District's contractor has replaced all the mainline pipe and pressure tested one which passed; the other will be done tomorrow, he said. He expects to be out of the way of the City of Beaumont's paving project for Beaumont Avenue which is moving ahead.

BCVWD employees are healthy and working remotely as much as possible, Jagers added. Everything possible is being done to minimize contact with the public to protect employees from risk. Employees have a great attitude

considering all the uncertainty and BCVWD is committed to providing uninterrupted water supply to the area, Jaggers concluded.

10. Topics for Future Meetings:

Contract to Red Hawk Services, Inc. in an Amount not to Exceed \$92,566.00 for the Noble Creek Recharge Facilities Phase I Fencing Project – Item 7 tabled by President Covington

Consideration of Board meeting schedule and preparation for any needed supplemental meetings

11. Announcements

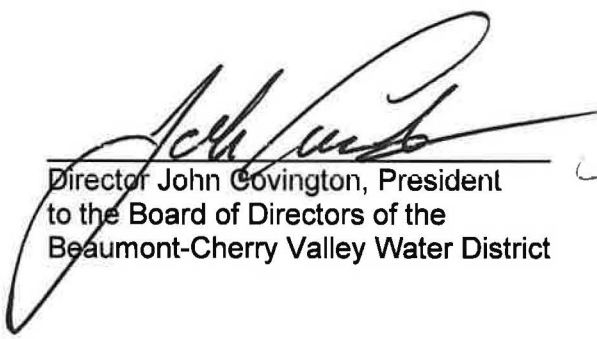
All the following meetings will be held via teleconference unless otherwise indicated. President Covington read the following announcements:

- Personnel Committee: Postponed to Monday, March 30 at 5:30 p.m.
- Watermaster Meeting for April 1, 2020 is CANCELLED
- Finance and Audit Committee Meeting: Thursday, April 2 at 3 p.m.
- Regular Board Meeting: Wednesday, April 8, 2020 at 6:00 p.m.
- Engineering Workshop: Thursday, April 23, 2020 at 6:00 p.m.
- Collaborative Agencies Committee Meeting: Wednesday, May 6 at 5:00 p.m. (teleconference unknown)
- Finance and Audit Committee Meeting: Thursday, May 7, 2020 at 3:00 p.m.
- District offices will be closed on Monday, May 25 in observance of Memorial Day
- Personnel Committee: No meeting in May due to Memorial Day holiday

President Covington thanked staff for coordinating the teleconference and deemed it a success. He also thanked administrative and field staff for their dedication during the COVID-19 situation.


12. Adjournment

President Covington adjourned the meeting at 7:57 p.m.



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

ATTEST:



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