



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP
OF THE BOARD OF DIRECTORS
Thursday, June 24, 2021 at 6:00 p.m.**

***Meeting held via teleconference and video teleconference pursuant
to California Government Code Section 54950 et. seq. and
California Governor's Executive Order N-08-21***

Call to Order: President Slawson

President Slawson began the meeting at 6:01 p.m.

Pledge of Allegiance was led by Director Hoffman.

Invocation was given by Director Ramirez.

Announcement of Teleconference Participation

Acting Director of Finance and Administrative Services William Clayton clarified that this meeting is conducted pursuant to California Government Code Section 54953, and under Executive Order N-08-21 of the Governor of California.

The teleconference and video conference 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, Ramirez, Slawson, Williams |
| Directors absent: | None |
| Staff present: | General Manager Dan Jagers Acting Director of Finance and Administrative Services and Recording Secretary William Clayton Senior Engineer Mark Swanson Civil Engineering Assistant Evan Ward |

| | |
|---------------|--|
| | Assistant Director of Operations James Bean (6:24 p.m.) Administrative Assistant Erica Gonzales |
| Legal Counsel | <i>Absent</i> |

Members of the public who registered their attendance: Brian Fox, of Cozad & Fox.

Acting Director of Finance and Administrative Services William Clayton 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.

1. Adjustments to the Agenda:

President Slawson noted that there will be no Item 13.

2. California Special Districts Association 2021 Board Elections: Vote to Elect a Representative to the CSDA Board of Directors of Southern Network for Seat A

Acting Director of Finance and Administrative Services William Clayton explained the CSDA election process. Discussion ensued.

The Board approved a vote for Jan Bissell to the California Special District Association Board of Directors in the Southern Network for Seat A by the following vote:

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

3. Selection of Consultant for the Engineering Services for the 2020 and 2021 Water Pipeline Replacement Projects

Senior Engineer Mark Swanson reminded the Board of prior discussion of the project and noted that Antonelle Court is now being addressed separately with the City due to the City's paving project. The project is to begin the environmental engineering and design survey for six pipelines.

Swanson explained the bid process and indicated that a set of construction bid documents should be ready to go out around the end of 2021 or early next year. He pointed out the scope of work and recommended the proposal from Cozad & Fox for \$170,365. With contingency, staff is requesting a not-to-exceed amount of \$188,000, he stated.

General Manager Jagers noted that consultant Brian Fox was present on the call. He noted that the two most responsive bidders already have open contracts with the District and the technical scores were similar and gave background. Jagers responded to a question from President Slawson about proposal scoring.

Director Covington asked about the priority level of the pipelines affected by the Grand Avenue Storm Drain project, as they are not on the project list. Mr. Swanson explained that they will be designed in-house and bid documents will be sent out for contractor proposals. He reminded the Board of prior approval of the not-to-exceed amount.

Covington asked about the construction bid process and inspections. Mr. Jagers indicated that Cozad & Fox will perform bid phase support services and provided detail.

In response to Director Hoffman, Mr. Swanson and Mr. Jagers pinpointed the location of Pipeline 6.

The Board authorized the General Manager to negotiate the final project engineering scope of services and subsequent execution of a professional services agreement with Cozad & Fox, Inc. in a not to exceed amount of \$188,000 by the following roll-call vote:

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

4. Consideration of Policy Revision: Training, Education and Conferences; Remuneration / Per Diem Fees; Payment of Expenses; and Expenditure Reimbursement

General Manager Jagers advised that it was requested by one Board member and recommended by the Ad Hoc Communications Committee to review said policies.

Mr. Jagers noted that the Personnel Committee may have some additional comments. He advised there was discussion about reviewing pre-approved activities that members of the Board of Directors might attend in order to further the District's business in the community and the local area. He pointed to the current list of pre-approved activities and introduced a sample annual approval list of items for Board consideration to meet the flexibility for different events.

Staff requests direction, Jagers noted, or referral to the Personnel Committee. Personnel Committee Chair Covington said he had indicated to the Committee that the policy needs revision. If there is no urgency, this can be moved through the Personnel Committee as usual procedure then brought back to the Board, he said.

Covington recalled Personnel Committee review of the policy update in 2019. He noted that the policy is convoluted and narrows down the scope of the meetings and functions for which directors are eligible to attend but offers a broad section. The policy needs to be cleaned up, he stated. He suggested pulling out the list of conferences

and meetings and creating a list for Board review in December, as the list will change. He noted there are some community functions that have value with representation from the District and pointed out that directors have not generally participated. He suggested a redline policy and list be brought back to the Board for consideration. Whatever the list shows, and whatever the policy dictates, there must be some bookends on the process, as it cannot be a blanket approval to go attend events and charge the District, Covington cautioned.

Director Ramirez explained that the Ad Hoc Communications Committee had identified some events that would have allowed directors further extension and representation into the community but was not specified in the policy. Overall, the base of meetings and trainings already approved is good, and it is a good idea to have a more exhaustive list of pre-approved functions, he said. He agreed the list of additional events should be an addendum for annual adoption not within the policy but indicated that those meetings already approved within the policy should remain there. He said it would be nice to allow directors more flexibility to continue community outreach and emphasized it should be fair on the places that directors are attending. The main goal is to add flexibility, he said.

Director Williams explained that the Ad Hoc Communications Committee discussed more visibility in the community and said there are some things that the Board should be listening for. Directors should be becoming better known and more accessible to persons with concerns. She gave the example of Chamber of Commerce events.

President Slawson said he had no problem with tightening up the definitions and supported the creation of a list. He indicated there is a process defined by law for reimbursable expenditures and requested clarification. Mr. Jagers pointed to the current policy language and reminded the Board that the policy had been reviewed in 2019. He indicated that the policy can be structured more cleanly, provide for an annual review, and add more consideration for increased flexibility.

President Slawson pointed out that even with a list, there is opportunity in the policy where directors can still request per diem if it is not on the list. Jagers suggested retaining the flexibility to either consider in advance or in arrears the Board member's attendance at certain things that come up that were unknown. He recommended some version of the policy with clarity but while retaining the caveats for required pre-authorization to assure flexibility for the Board to consider the value of an activity.

President Slawson asked if a director is requesting compensation for something that is not OK, what or who stops it? Jagers noted that District Legal Counsel James Markman is not present at this meeting. Director Covington noted that the policy states that a director will bring the item of interest back to the full Board for approval. If it is legitimate, he said he did not expect the Board to decline the expense. He referred to the bookends on the process and pointed out that 80 percent of the desired change is already in the policy but should be re-arranged.

Covington pointed to the Other Activities, Events and Authorizations and said they should be pre-approved, but noted that some things will come up that may be questionable and there should be a list of items that must come to the Board for approval.

Mr. Jagers reminded the Board that a report to the Board is required from a director who attends a meeting and requests compensation.

President Slawson directed staff to bring the policy review process through the full Board.

President Slawson invited public comment. There was none.

5. Ad Hoc Communications Committee Recommendation for Designation of Official District Spokesperson

General Manager Jagers reminded the Board of the previous discussion at the April 14, 2021 meeting and tabling of the item regarding the Ad Hoc Communications Committee partnering with President Slawson to push some activities out into the public. He noted there is a recommendation for assignment for the 3rd and 4th quarter and stated that the intent was that all the Board members have an equal opportunity to represent the Board on an as-desired basis.

President Slawson indicated he did not like the idea of taking the spokesperson role from the Board president, but said he understood the goal. He pointed to the example of Eastern Municipal Water District where the board president rotates every two-year term. That way, everyone has a chance to be the spokesperson and president, Slawson stated. As far as representing the District at events, no director has any more weight than another, he continued. If any director wants to represent the District, it is within their ability to do so.

Director Ramirez clarified that the heart of the idea was due to some articles to be promoted to media partners and the involvement of the members of the Ad Hoc Communications Committee and desire to get more representation across the director divisions.

President Slawson indicated that the rotating president would also accomplish the representation goal.

Director Williams reiterated that the intent was not to take the spokesperson role from the president, it was to have the flexibility for other members of the Board to represent the District and be seen by the community and assist the president. District policy indicates that the president can make such assignments, she noted.

President Slawson noted that a director can attend a function if desired. He said he did not think it necessary to alter the responsibilities in the policy. The way it is set up now, everyone is welcome to attend functions and represent the District or their division.

Director Ramirez indicated that another intent is to ensure that director quotes are making it into press releases.

President Slawson noted that directors have a line to CV Strategies. Mr. Jagers explained that staff has been trying to establish one quote per month for each Board member and there has been discussion about producing some Op-Ed pieces that are more directed. It is the intent of the Ad Hoc Communications Committee to bring back CV Strategies and to positively promote the District. Slawson stated that if any director has something they want to get out to the public they have the ability to contact CV Strategies.

Director Covington agreed with President Slawson that all Board members represent the District. He said he did not think anything needed to be done. He said he heard that the Ad Hoc Communications Committee has done some positive work and will drive the public outreach.

Mr. Jagers suggested that from a transparency perspective it is important to note that the Ad Hoc Communications Committee members will be more active. The District must be protected against a misconception by the public and it is being balanced. Director Covington suggested continuing to circulate among the members for comments for the articles, but the members of the Ad Hoc Committee should be taking the lead on those press releases.

President Slawson stated that there is a good system, and he does not want to change the spokesperson, but asked the Board to consider a rotating presidency.

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

General Manager Jagers advised that upcoming events will be presented for Board consideration and pointed to the list provided. Director Covington indicated that updates via email and on the Board agenda would be helpful. Director Ramirez encouraged the inclusion of the events list.

7. Continued Review of Anticipated California Drought Conditions, District Urban Water Management Plan Drought Restrictions and BCVWD Resolution 2014-05 Regarding Issuance of Will-Serve Letters and Other Drought Response

General Manager Jagers advised that the west is in historic drought condition and provided information. In response to Director Covington, Jagers discussed wet and dry years, and noted there is little snowpack in northern California, so there is no runoff to fill lakes over time. It is a unique condition that has not been experienced and is creating a lot of concern, he explained.

Jagers provided further detail on conditions, advised that a lot of people are concerned, and it will have some impacts in ways that are not yet being discussed. As fall moves in, more will be known. If there is no rain this winter, he advised, the District will need to make strong decisions about enacting drought activities. The District can make it through one year, but will not want to do nothing next year if there is drought, he emphasized.

Director Covington asked about the availability of surplus water and noted there is money in the 2021 budget for water procurement. Jagers indicated he would agendize the discussion for the next workshop and explained the recovery of expenditures on a running average.

Mr. Jagers advised that the San Geronio Pass Water Agency has been negotiating with Casitas Municipal Water District and the City of Ventura and received some water.

8. Status of Local Emergency regarding the Impact of the Respiratory Illness Pandemic COVID-19 pursuant to Resolution 2020-07

General Manager Jagers reported that the air conditioner for the Board Room is down and will be replaced. The Director of Information Technology has almost completed the installation of the new technology in the Board Room, and it is close to ready, he explained. In response to a question from President Slawson, he provided some detail on the equipment.

Governor Gavin Newsom has extended the opportunity to continue remote meetings until September, Jagers advised. He noted there were differences in recommendations between the CDC and Cal OSHA regarding opening restrictions and provided detail. The building is fully staffed and is open to the public four days a week from 8 a.m. to 5 p.m., he noted.

Jagers noted a slight uptick in COVID-19 cases in Los Angeles and Riverside County.

The Board chose to return to live Board meetings as of the July 14 meeting. President Slawson advised he will not be attending the meeting on July 14 as he is on vacation, and it will be led by Director Williams. Mr. Jagers will review the distancing requirements with legal counsel.

9. Status of Declared Local Emergencies related to Fires

- a. Impact of the Apple Fire pursuant to Resolution 2020-17
- b. Impact of the El Dorado Fire pursuant to Resolution 2020-20

General Manager Jagers reported that the downed trees that were previously mentioned will be removed by the California Conservation Corps and work is progressing. Preparation for monsoonal events is under discussion.

Director Covington noted that the Burn Task Force call yesterday had everyone getting back into the thought process where it was left off at the end of the rainy season.

10. Reports for Discussion

- a. Directors' Reports

Director Ramirez reported on the ACWA Groundwater Replenishment System Virtual Tour on June 22, 2021.

President Slawson reported on the Riverside County Water Task Force on June 16, 2021.

- b. Director General Comments

Director Hoffman advised that when the Noble Creek Recharge Facility Phase 1 was fenced, at least 30 percent was saved on materials by not waiting, due to the increase in materials costs.

Director Hoffman noted that due to emergency repairs on wells water has been moved between pressure zones and temporary pipelines have been set up. The lines are made of composite material which is less expensive. He suggested the public be made aware of how the District is saving money.

Director Hoffman stated that the investment in Sites Reservoir and the decisions made by the Board will be one of the most important investments or one of the worst made in his time as director – time will tell.

Director Covington requested the dates for the Riverside County Water Task Force.

c. General Manager's Report

Mr. Jagers discussed the 260 feet of temporary pipeline noted by Hoffman. He updated the Board on the reinstallation of Well 29, which is in the final process of testing to get back into service.

Well 24 is being brushed and bailed, he advised. MDP Line 16 came in at a cost higher than the engineer's estimate, Jagers reported. Flood Control has indicated that they are interested in finding a solution to move it forward, he added. This will be agendized for Board discussion.

Jagers said that staff members are still experiencing challenges coming back to the office but have made a real commitment to achieve complete return to work. Things are running normally, but the District is still experiencing staffing issues, particularly on the field side. Covington commended staff.

Jagers advised that a report was received of fishing in the Noble Creek Recharge Pond, but it was not investigated due to there being no water in the ponds.

11. Topics for Future Meetings:

- Water supply for BCVWD and the region
- Matrix for delivery of recycled water
- Update on the Delta Conveyance Project
- Legal perspective on the Delta Conveyance
- Legal update on Drought Conditions in the West
- Policy on rotation of Board presidency

12. Announcements

Pursuant to Governor's Executive Order N-33-20, all BCVWD Board and Committee meetings will be held via teleconference and/or video teleconference until further notice or unless otherwise indicated below. President Slawson read the following announcements:

- Finance and Audit Committee Meeting: Thursday, Jul. 1, 2021 at 3 p.m.
- District Offices will be closed Monday, Jul. 5, 2021 in observance of Independence Day
- Collaborative Agencies Committee: Wednesday, Jul. 7, 2021 at 5 p.m.
Meeting available via teleconference or in-person at the Beaumont Library

- Regular Board Meeting: Wednesday, Jul. 14, 2021 at 6 p.m.
- Personnel Committee Meeting: Monday, Jul. 19, 2021 at 5:30 p.m.
- Engineering Workshop: Thursday, Jul. 22, 2021 at 6 p.m.
- Beaumont Basin Watermaster Committee: Wednesday, Aug, 4, 2021 at 10 a.m.

Director Covington advised that he will not be able to attend the Finance & Audit Committee meeting. He requested Director Williams attend as alternate.

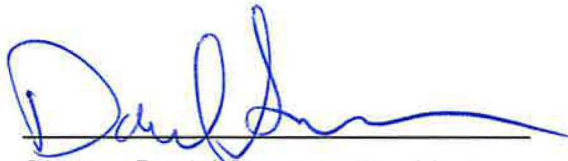
Mr. Jagers advised of a special meeting of the Beaumont Basin Watermaster on Monday, June 28 at 10 a.m.

Director Covington advised that he will not attend the Personnel Committee meeting on July 19, nor the Engineering Workshop on July 22.

13. *There was no item 13.*

14. Adjournment

President Slawson adjourned the meeting at 8:05 p.m.



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

ATTEST:



Director Andy Ramirez, Secretary
to the Board of Directors of the
Beaumont-Cherry Valley Water District