



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

**MINUTES OF REGULAR MEETING – ENGINEERING WORKSHOP  
OF THE BOARD OF DIRECTORS  
Monday, November 22, 2021 at 6:00 p.m.**

*Meeting held in person and via teleconference and video teleconference  
pursuant to California Government Code Section 54950 et. seq. and under the  
provisions of Assembly Bill 361 and BCVWD Resolution 2021-21*

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**Call to Order: President Slawson**

*President Slawson began the meeting at 6:07 p.m.*

*Pledge of Allegiance was led by Director Hoffman.*

*Invocation was given by Director Ramirez.*

**Announcement of Teleconference Participation**

Director of Finance and Administrative Services Kirene Manini, PhD, clarified that this meeting is conducted pursuant to BCVWD Resolution 2021-21.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. The teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities and at the BCVWD Administrative Office Board Room.

**Roll Call:**

|                    |   |
|--------------------|---|
| Directors present: | Covington, Hoffman, Ramirez, Slawson, Williams  |
| Directors absent:  | None  |
| Staff present:     | General Manager Dan Jagers<br>Director of Finance and Administrative Services Kirene Manini, PhD<br>Senior Engineer Mark Swanson<br>Director of Operations James Bean<br>Director of Information Technology Robert Rasha<br>Administrative Assistant Cenica Smith |
| Legal Counsel      | Absent  |

Members of the public who registered their attendance: Mia Corral Brown, Chandler Asset Management.

**Public Comment:** None.

**1. Adjustments to the Agenda:** None.

**2. Authorization of General Manager to Enter into a Contract in an Amount Not to Exceed \$20,000.00 for Reservoir Cleaning, Inspection and Minor Repair with H2O Solutions, LLC**

Director of Operations James Bean reminded the Board about the typical end-of-year reservoir cleaning and explained this is the batch coming forward for consideration this coming year. The goal is to get every reservoir examined every two to four years on a rotating schedule, he explained, prioritizing those that may need to be further addressed.

These four reservoirs have been last inspected between three and four years, Bean continued. The two quotes received after public notice are for interior inspection, cleaning, and repairs by commercial divers, both of which are from out of state, he said. Staff recommends a contract with H2O Solutions, he stated.

Director Covington noted the difference in price between the quotes. Mr. Bean explained differences in treatment of the bid items between the bids.

President Slawson invited public comment. There was none.

*The Board authorized the General Manager to enter into a contract with H2O Solutions, LLC to provide reservoir cleaning, inspection, and minor repair of four domestic drinking water reservoirs 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   |              |

**3. Professional Services Agreement with Chandler Asset Management for Investment Advisory Services**

Dr. Kirene Manini introduced the services agreement proffered by Chandler Asset Management (Chandler) (vetted by District legal counsel) and explained the provisions would be incorporated into the District's professional services agreement to be presented at the December 22, 2021 meeting for Board approval.

General Manager Jagers reminded the Board that this agreement for investment services in addition to LAIF and CalTrust has been discussed previously at both the Board and by the Finance and Audit Committee. The idea is to redirect some of the activities from CalTrust into more robust and active management. This is a request to authorize moving forward, he stated.

Director Williams asked about the redline documents provided. Dr. Manini explained the redline text was a result of collaboration between District legal

counsel and the Chandler legal department in order to meet the needs of both agencies. Mr. Jagers advised that a modified solution to represent the standards of the asset management company and the District's professional services agreement is what is represented in the agenda packet. The intent is to develop a final document, vet it through legal counsel, and execute the document.

President Slawson indicated this seems a responsible action to take with the community's money.

Director Covington noted there is no date of termination other than receipt of notice in writing. Ms. Mia Corral Brown of Chandler Asset Management advised that the agency has a 90 percent client retention rate, but should the District find that at any point it is unsatisfied with the service, or desires to go a different direction, an email or letter may be provided and the agreement effectively terminated. The District is not locked in, she added.

*The Board authorized the General Manager to execute an Investment Management Agreement with Chandler Asset Management by the following roll-call vote:*

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

**4. Proposed Policy 4025.4: Annual Organization Meeting: Election of Officers and Rotation of Board President and Proposed Policy Amendment Regarding Addition of Items to Agenda**

Mr. Jagers reminded the Board about the introduction of the framework for this policy at the November 10, 2021 meeting and pointed to comments made incorporated into the proposed policy. He reviewed the discussion items and pointed out the recommendation of legal counsel to include a policy on addition of items to the agenda.

President Slawson indicated support for the recommended policy language without the options as offered. Director Covington agreed, but suggested some modifications. Slawson concurred with most of Covington's changes, with the exception of the deletion of the ability to suspend the rotation should the Board desire.

The Board directed staff to draft the policy and bring it back to the next Board meeting. President Slawson invited public comment. There was none.

**5. Quarterly Review of Revenues Loss, Accounts Receivable Balances, and Cash Flows as related to the ongoing COVID-19 Local State of Emergency**

General Manager Jagers noted that this report had been reviewed by the Finance and Audit Committee. He noted that trends are continuing and past due accounts continue to be a challenge.

Director Covington pointed out this did not look so bad at the end of 2020, but now, 18 months into the pandemic, the District has lost inactivation fee revenue of almost \$310,000. Mr. Jagers pointed out that accounts are in arrears due to the Governor's mandate prohibiting shutoffs.

Director Covington drew attention to past due balances outstanding. Mr. Jagers acknowledged that accounts 120 days past due total approximately \$281,000, but noted that this was less than it was 30 days prior and the total appears to be in a pattern. He reminded that the table represents a full billing cycle, noted that billing for the months of highest use will soon hit, and reviewed additional detail.

In response to Director Covington, Mr. Jagers estimated lost revenue and explained the \$118,000 anticipated to be received from the COVID-19 arrears funding. Covington indicated concern that this situation and resulting decline in revenue will be extended. Director Williams pointed out that the moratoriums will end December 31. General Manager Jagers acknowledged that this is burdensome and suggested broaching this at the upcoming Association of California Water Agencies Fall Conference.

**6. Status of Automatic Meter Read/Advanced Metering Infrastructure Deployment Project: Water Sustain and Manage America's Resources for Tomorrow: Water and Energy Efficiency Grant**

Dr. Kirene Manini highlighted the project progress; as of September 2021, out of the District's total of 19,995 meters, 12,973 new installs have been completed, representing 65 percent converted. There are 7,012 remaining to be installed. Project expenditures have totaled \$1.89 million, and with the 50 percent cost share the total maximum contribution is so far \$947,591, she explained.

BCVWD is not the only District experiencing delays in delivery of new meters, she explained. Delivery of the repeaters and collectors for the project Phase 3 are running three to four months behind.

In response to Director Covington, Mr. Jagers assured that the goal is to have 100 percent of the meters converted to radio read, and detailed some of the work and ultimate water conservation goals of the project.

President Slawson invited public comment. There was none.

**7. Continued Review of 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**

Mr. Jagers reviewed the drought headlines in the staff report. Moving into winter, it is expected that water use will go down, he said. He recommended further reading in preparation for the potential of drought restrictions and implementation of drought rates.

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

General Manager Jagers pointed to the staff report. Director Williams, Director Covington, and President Slawson indicated interest in the Institute for Local Government training.

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

General Manager Jagers reported that case levels appear to be holding steady. He noted that staff members have occasionally been affected by COVID-19, but the District's policies and procedures seem to be effective. There do not seem to be transmissions happening at the workplace, he said.

At this time last year, cases were significantly increasing, Jagers reminded, but this current level of transmission may be a new norm. He recommended following the guidance of health agencies and stated that it is the intent to remain open and serving the public.

**10. 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 staff continues to be vigilant in the case of rain activity. There is still the opportunity for mud and debris flow in storm events, he cautioned.

**11. Update: Legislative Action and Issues Affecting BCVWD**

Mr. Jagers indicated that funding opportunities were being monitored. Director Covington pointed out there are things that could definitely impact the District.

Director Hoffman noted the \$55 billion allocated to the states for infrastructure grants, and suggested the District's grant writer should be aware. Director Covington requested any information from the grant writer be shared with the Board.

**12. Reports for Discussion**

- a. Directors' Reports:

Director Ramirez reported on the following:

- Public Policy Institute of California – Seizing the Drought – Nov. 15-17, 2021
- California-Nevada Drought and Climate Outlook – Nov. 22, 2021
- CSDA webinar: General Manager Evaluations – Nov. 10, 2021

Director Ramirez indicated that due to a technical difficulty, he will later view the recording of the webinar.

b. Director General Comments: None.

c. General Manager's Report

Mr. Jagers reported that he responded to a request from the Beaumont-Cherry Valley Recreation and Park District to add a pedestrian gate to the Noble Creek fencing related to parking for the Winterfest event. He advised the Park District that it may use its own contractor to have the work done to BCVWD's specifications.

The Noble Creek Recharge Facility Phase II grading as part of the MDP Line 16 project is scheduled to begin on or around December 1, Jagers advised.

Acquisition of materials has begun for the Grand Avenue pipeline relocation project, he noted, and parts are hard to get.

Both 800 hp well motors have been delivered, he added.

Additional upcoming pipeline replacement projects slated for 2022 continue to be moved forward, Jagers advised.

Work is also moving forward on the classification and compensation study, and the FY 2022 budget, he said, and warned that the end of the year will be busy.

d. Legal Counsel Report: None.

**13. Topics for Future Meetings:**

- Water supply for BCVWD and the region
- Matrix for delivery of recycled water
- Legal Counsel report on changes in Proposition 218
- Legal update on drought conditions in the west
- Maintenance costs at 800-hp well sites

**14. Announcements**

- District offices will be closed Thursday, Nov. 25 in observance of Thanksgiving Day
- Finance and Audit Committee Meeting: Thursday, Dec. 2, 2021 at 3 p.m.
- Regular Board Meeting: Wednesday, Dec. 8, 2021 at 6 p.m.
- Personnel Committee Meeting: Monday, Dec. 20, 2021 at 5:30 p.m.
- Engineering Workshop: Tuesday, Dec. 21, 2021 at 6 p.m. (Note date change due to holiday)
- District offices will be closed Thursday, Dec. 23 in observance of Christmas Day
- Collaborative Agencies Meeting: Wednesday, Jan. 5, 2022 at 5 p.m.
- District offices will be closed Thursday, Dec. 30, 2021 in observance of New Year's Day.

**15. Closed session at 7:33 p.m.**

- a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54947  
Title: General Manager
- b. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to Government Code Section 54957.6  
Agency designated representatives: Dan Jagers, General Manager;  
Kirene Manini, PhD, Director of Finance and Administrative Services; and  
James Markman, Legal Counsel  
Employee Organization: BCVWD Employee Association and Contract  
Positions

**Reconvened in Open Session at 9:23 p.m.**

**16. Report on Action Taken at Closed Session**

President Slawson advised that no reportable action was taken.

**17. Consideration and Possible Action Regarding Proposed Changes to Contract, Salary, and / or Fringe Benefits of General Manager**

There was no discussion or action.

**18. Adjournment**

*President Slawson adjourned the meeting at 9:24 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