

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA
Board of Directors Meeting
Agenda
November 17, 2014 at 1:30 p.m.

1. Call to Order, Flag Salute and Roll Call

2. Adoption and Adjustment of Agenda

3. Public Comment

Members of the public may address the Board at this time concerning items relating to any matter within the Agency's jurisdiction. To comment on specific agenda items, please complete a speaker's request form and hand it to the board secretary.

4. Consent Calendar:

If any board member requests that an item be removed from the Consent Calendar, it will be removed so that it may be acted upon separately.

- A. Approval of the Minutes of the Regular Board Meeting, November 3, 2014* (Page 2)
- B. Approval of the Minutes of the Engineering Workshop, November 10, 2014* (Page 5)

5. Reports (Discussion and Possible Action)

- A. General Manager's Report
 - 1. Operations Report
 - 2. General Agency Updates
- B. Directors' Reports

6. New Business (Discussion and Possible Action)

- A. Consideration of Renewal of ACWA Membership* (Page 7)
- B. Consideration of Amendment to Atkins Global Contract* (Page 9)
- C. Consideration of Resolution No. 2014-08, Honoring Barbara Voigt* (Page 11)
- D. Consideration of Resolution No. 2014-09, Honoring Pat Milligan* (Page 12)
- E. Discussion on Filling Board Vacancy for Division 5* (Page 13)
- F. Status Report on San Gorgonio Flume

7. Topics for Future Agendas

8. Announcements

- A. Finance and Budget Workshop, November 24, 2014 at 1:30 p.m.
- B. The office will be closed November 27th & 28th, in observance of the Thanksgiving Holiday
- C. Regular Board Meeting, December 1, 2014 at 1:30 p.m.
- D. Engineering Workshop, December 8, 2014 at 1:30 p.m.

9. Adjournment

***Information included in Agenda Packet**

(1) Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Agency's office at 1210 Beaumont Avenue, Beaumont during normal business hours. (2) Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Agency's office, located at 1210 Beaumont Avenue, Beaumont, California 92223, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Web site, accessible at: www.sgpwa.com (3) Any 1 / 16 disability who requires accommodation in order to participate in this meeting should telephone the Agency (951 845-2577) at least 48 hours prior to the meeting to make a request for a disability-related modification or accommodation.

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, California 92223
Minutes of the
Board of Directors Meeting
November 3, 2014

Directors Present: John Jeter, President
Bill Dickson, Vice President
Ron Duncan, Director (arrived at 1:43 p.m.)
Mary Ann Melleby, Director
Ray Morris, Director
Barbara Voigt, Director

Directors Absent: Ted Haring, Director

Staff Present: Jeff Davis, General Manager
Thomas Todd, Finance Manager
Cheryle Rasmussen, Executive Assistant
Jeff Ferré, Legal Counsel

1. **Call to Order, Flag Salute and Roll Call:** The meeting of the San Gorgonio Pass Water Agency Board of Directors was called to order by Board President John Jeter at 1:30 p.m., November 3, 2014 in the Agency Boardroom at 1210 Beaumont Avenue, Beaumont, California. Director Dickson led the Pledge of Allegiance to the flag. A quorum was present.
2. **Adoption and Adjustment of the Agenda:** The agenda was adopted as presented.
3. **Public Comment:** *President Jeter requested comments from the public.* No members of the public requested to speak at this time.
4. **Consent Calendar:**
 - A. Approval of the Minutes of the Regular Board Meeting, October 20, 2014
 - B. Approval of the Minutes of the Finance and Budget Workshop, October 28, 2014
 - C. Approval of the Finance and Budget Workshop Report, October 28, 2014

Director Dickson moved, seconded by Director Melleby, to approve the consent calendar as presented. Motion carried 6-0, with Director Haring absent.

5. Reports:

A. General Manager's Report:

(1) Operations Report: General Manager Davis reported on the following: **(a) SWP Water Deliveries:** The Agency delivered a total of 360 acre-feet to Beaumont Cherry Valley Water District ponds for the month of October; 4250 acre-feet so far this year. Water deliveries for the year will be complete by mid-December, with approximately 700 acre-feet of carryover water. **(c) Cherry Valley Pump Station:** DWR has resolved the CVPS operations/maintenance issues that were reported on during the last Board meeting.

(2) General Agency Updates: (a) Operations & Maintenance Agreement: General Manager Davis reminded the Board that the Operations and Maintenance Agreement between DWR, SBVMWD and the Agency had been discussed at the September 8th

Engineering workshop. (The current agreement expires December 31st). He informed the Board that a conference call between DWR, SBVMWD, and the Agency took place last week to discuss the revisions to the agreement that were made by DWR's attorneys and that there were no substantive changes. SBVMWD and the Agency's attorneys are in the process of reviewing the agreement. The agreement will be presented to the Board for approval in December. **(b) Other Agreements:** Two other agreements between SBVMWD and the Agency that are related to EBX Phase 2 facilities will most likely be presented to the Board in December. **(c) Dealing in Drought:** General Manager Davis reported on a one-day seminar that he attended in Los Angeles on October 30th; the seminar was sponsored by Best Best & Krieger. The topic of the seminar was: Dealing in Drought: Development, Legislation and Litigation. **(d) SGPWA Water Conservation Seminars:** Susan Savolainen has been issued the appropriate liability insurance in order to proceed with the Agency's water conservation landscaping presentations. The next step is to contact homeowner associations for scheduling. **(e) Semi-Annual Well Monitoring:** A representative from USGS and Operations and Maintenance Manager Ken Falls will be monitoring wells this week. **(f) Pat Milligan – Retirement Dinner:** SBVMWD is honoring the public service career of outgoing long-term President Pat Milligan. The Board has been invited to attend the retirement dinner, which will be held at Redlands Country Club on December 8th. **(g) Election Day:** The Agency is a designated voting precinct for tomorrow's general election.

B. Directors Report:

1) **Director Melleby** reported that she attended the San Geronio Pass Regional Water Alliance Technical Committee meeting, and the SGPRWA Board meeting on October 22nd. Director Melleby attended ACWA Regions 8, 9 and 10 Joint Program and Tour that took place in Del Mar, of which she was on the planning committee. She provided a detailed report on the two-day event.

6. New Business: (Discussion and Possible Action)

A. Consideration of Contracting with Atkins Global for Final and Post Design Work for Mt. View Connection: A staff report and a copy of Atkins Global's Proposal for Professional Engineering Services were included in the agenda packet. General Manager Davis stated that the purpose of this proposed Board action is to contract with Atkins Global to perform the final and post design engineering for the service connection to EBX, which is required in order to convey water to the Beaumont Avenue Recharge Facility. The work will be completed in two separate fiscal years; estimated cost is \$181,300. Tasks 1 through 4 will take place during fiscal year 2014-2015, Task 5 (post-design) will take place during fiscal year 2015-2016. Legal Counsel Jeff Ferré stated that staff and legal counsel will ensure that the contract is flexible. After discussion, Director Melleby moved, seconded by Director Voigt, to approve staff's recommendation awarding the contract to Atkins Global for final design and post design work on the Mountain View service connection. Work will be completed in two separate fiscal years as part of the same contract. Motion passed 6-0, with Director Haring absent.

B. Consideration of Amendment 5 to Yuba Accord Dry Year Water Purchase Program Agreement and Participation in Down Payment: A staff report and materials related to the Yuba River Accord, including payment options and Amendment No. 5, were included in the agenda packet. General Manager Davis provided a presentation to the Board giving detailed explanation on Amendment 5 and the benefit of participation of the down payment option. Information included:

- Current Water Purchase Agreement pricing terms expire September 30, 2015

- Renegotiation over past year
- Several changes
 - Pricing terms
 - Water supply component definitions and volumes
 - Sales to third parties
 - Initial deposit: \$20 million
- Opportunity for participating contractors to opt-out or non-participating contractors to opt-in
- Amendment 5 Timeline

Director Dickson moved, seconded by Director Melleby, to approve staff's recommendation to approve Amendment 5 to the Yuba Accord Water Purchase Agreement and to formally approve participation in the \$20 million down payment; approximate cost to the Agency will be \$63,000. Motion passed 6-0, with Director Haring absent.

7. **Topics for Future Agendas:** Director Melleby requested a presentation sometime in the future on groundwater legislation implementation. President Jeter requested that the Director Melleby's request include the Central Valley. No other topics were requested for future agendas.

8. **Announcements:**

- A. Engineering Workshop, November 10, 2014 at 1:30 p.m.
- B. The office will be closed **Tuesday**, November 11, 2014 in observance of Veterans Day
- C. Regular Board Meeting, November 17, 2014 at 1:30 p.m.
- D. Finance and Budget Workshop, November 24, 2014 at 1:30 p.m.

President Jeter announced that there will be a closed session. Legal Counsel Ferré stated that he does not anticipate any report out of the closed session under Government Code Section 54956.9, one potential case, paragraph (4) and paragraph (2) of subdivision (d).

President Jeter adjourned the meeting to closed session at 2:25 p.m.

9. **Closed Session (1 Item)**

- A. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.9 (one potential case)

President Jeter reconvened the meeting to open session at 3:14 p.m.

Legal Counsel Jeff Ferré reported that the Board met in closed session and discussed the matter listed. No action was taken that is reportable under the Brown Act.

10. **Adjournment:** ***President Jeter adjourned the meeting at 3:15 p.m.***

DRAFT – SUBJECT TO BOARD APPROVAL

Jeffrey W. Davis, Secretary of the Board

cmf

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, CA 92223
Minutes of the
Board of Directors Engineering Workshop
November 10, 2014

Directors Present: John Jeter, President
Bill Dickson, Vice President
Ron Duncan, Director
Mary Ann Melleby, Director
Ray Morris, Director
Barbara Voigt, Director

Directors Absent: Ted Haring, Director

Staff Present: Jeff Davis, General Manager
Jeff Ferre, General Counsel
Cheryle Rasmussen, Executive Assistant

1. Call to Order, Flag Salute and Roll Call: The Engineering workshop of the San Gorgonio Pass Water Agency Board of Directors was called to order by President John Jeter at 1:30 p.m., November 10, 2014 in the Agency Board room at 1210 Beaumont Avenue, Beaumont, California. Director Dickson led the Pledge of Allegiance to the flag. A quorum was present.

2. Public Comment: No members of the public wished to address the Board. At this time, President Jeter turned the meeting over to Director Dickson, Chair of the Engineering Committee.

3. Review and Discussion of Draft 2013 Water Conditions Report: General Manager Davis reviewed the draft Water Conditions Report with the Board, noting that this is a report that the Agency prepares every year, and that all the work is done by staff. He presented a Power Point with some of the key tables and figures from the report. The entire draft report was included in the agenda package. It was the consensus of the Board that General Manager Davis bring the final report to the Board to receive and file at a future date. General Manager Davis noted that he needed to add a Table of Contents, cover sheet, and other ancillary sections and that he would be able to finalize the report in the next month or so.

4. Discussion of 2015 Urban Water Management Plan Issues: General Manager Davis presented a Power Point that was shown at a recent drought workshop that he attended. The Power Point was produced by Mary Lou Cotton of Kennedy Jenks Consultants. He noted that he would ask the Board to

authorize a contract with Kennedy Jenks to produce the Agency's Urban Water Management Plan at some point in the next few months. The Power Point reviewed some of the key issues related to UWMP's, including recent legislative changes, and why they are so critical and at the same time complex. He indicated that 2015 UWMP's will be particularly difficult for State Water Contractors, who will have to grapple with such issues as defining a single year drought, a multi-year drought, and defining what "reduced reliance" on the Delta means. He noted that urban State Water Contractors should be consistent in their language on these issues. No action was required or taken by the Board.

5 Announcements:

- A. The office will be closed Tuesday, November 11, 2014 in observance of Veterans Day.
- B. Regular Board Meeting, November 17, 2014 at 1:30 p.m.
- C. Finance and Budget Workshop, November 24, 2014 at 1:30 p.m.
- D. The office will be closed November 27 and 28, in observance of the Thanksgiving Holiday.

6. Adjournment: Chairman Dickson adjourned the meeting at 2:29 p.m.

DRAFT – SUBJECT TO BOARD APPROVAL

Jeffrey W. Davis, Secretary to the Board

MEMORANDUM

TO: Board of Directors

FROM: General Manager

RE: 2015 ACWA Dues

DATE: November 17, 2014

Summary:

The purpose of this proposed Board action is to approve payment of the Agency's ACWA dues for 2015 and thus to continue the Agency's membership in ACWA. The funds are budgeted and therefore do not need to be approved by the Board; however, in light of the amount of the dues, and in the interest of transparency, staff is asking the Board to approve payment of the Dues to maintain ACWA membership.

Background:

The Agency has been a longtime member of the Association of California Water Agencies (ACWA). Agency Board members have served on ACWA committees and on ACWA's Region 9 Board of Directors (one Agency Board member is a current member of the ACWA Region 9 board). Agency Board members have attended ACWA conferences and other events, which have helped to educate Board members on statewide and regional water issues. The Agency also is a member of the ACWA Joint Powers Insurance Authority (ACWA JPIA), which provides most of the Agency's insurance needs (excluding health insurance and disability insurance). The rates charged by ACWA JPIA for its services are very competitive and, in fact, the Agency obtains more insurance for less cost than it would through private insurance companies.

Detailed Report:

ACWA dues are included in the Agency's budget each year. This year, the ACWA dues are approximately \$16,500. This is included in the General Fund budget in the "Dues and Assessments" category. The total budget for dues and assessments this year is \$35,000.

This past year, ACWA worked hard behind the scenes to help craft the water bond issue, and was very involved in the legislation to manage groundwater basins in California. ACWA also put together a Water Action Plan that was essentially adopted by the Governor as his water action plan. ACWA plays a leading role on water issues in California, and membership in ACWA enables the Agency to keep up with these issues and to be informed as these issues change.

Fiscal Impact:

There is no appreciable fiscal impact to paying the ACWA dues since the funds are budgeted in the General Fund budget.

Relationship to Strategic Plan:

There is no direct relationship between this action and the Agency's strategic plan; however, membership in ACWA provides avenues for the Agency to implement a communication plan, which the strategic plan calls for.

Recommendation:

Staff recommends that the Board authorize payment of the Agency's ACWA dues for 2015.



Atkins North America, Inc.
650 East Hospitality Lane, Suite 460
San Bernardino, California 92408

Tel: +1.909.890.5951
Fax: +1.909.890.3610

www.atkinsglobal.com/northamerica

November 10, 2014

Mr. Jeff Davis, PE
General Manager/Chief Engineer
San Gorgonio Pass Water Agency
1210 Beaumont Avenue
Beaumont, CA 92223

**Subject: Beaumont Avenue Recharge Facility Pipeline
Additional Construction Support Services**

Dear Mr. Davis:

Based on our ongoing discussions regarding subject construction support, you are already aware that our actual services have exceeded our anticipated services.

Our original proposal was based on assumed construction duration of 68 working days (95 calendar days). However, the construction contract required an extension of 28 working days (39 calendar days; using a substantially complete date of October 10, 2014). Delays were attributable to a slower construction schedule due to excessively rocky ground conditions, numerous unmarked utility obstructions, and unfortunately some pipe material vandalism. The contractor also encountered various buried road beds and associated structures apparently abandoned by the County during the course of performing road and drainage improvement projects over the years, none of which were reflected on their records.

Although said delays potentially amount to a 40 percent increase in assumed versus actual construction time (during which we continued to provide full time construction inspection and geotechnical testing services), we are pleased to advise that our additional services are considerably lower than that potential amount as shown below:

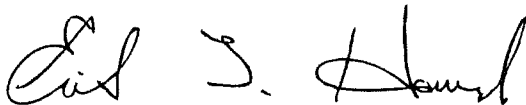
ATKINS

Task	Original Amount (Rounded)	Revised Amount (Rounded)	Increase	Comments
1	\$38,000	\$49,600	30.5 %	PM, Coord and Mtgs
2	\$17,000	\$20,200	18.8 %	Surveying
3	\$19,000	\$24,600	29.5 %	Admin and Submittals
4	\$38,500	\$48,000	24.7 %	Geotechnical Testing
5	\$73,100	\$95,900	31.2 %	Inspection
Direct Costs:	<u>\$5,800</u>	<u>\$6,150</u>	6.0 %	
Total :	\$191,400	\$244,450	27.7 %	

Based on the above, we request our contract be increased by **\$53,050** which will also include preparation of necessary record drawings (as-builts) and continued Project Management (through the Notice-of-Completion phase) and related project close-out efforts.

If you have any questions or require additional information, please call me (direct) at 909.521.3766. Thank you.

Sincerely,



Erik Howard, PE, PLS
Sr. Project Manager

Resolution No. 2014-08

**A RESOLUTION HONORING BARBARA VOIGT FOR HER 25 YEARS OF SERVICE
ON THE SAN GORGONIO PASS WATER AGENCY BOARD OF DIRECTORS**

WHEREAS, Barbara Voigt was elected to the San Gorgonio Pass Water Agency Board of Directors in November 1989, the 23rd person to ever sit on this Board; and

WHEREAS, Barbara Voigt was the first woman ever elected to the Agency Board, and one of the first women to be elected to a water agency Board of Directors in California; and

WHEREAS, in her 25 years on the Board, Barbara Voigt played a key role in constructing the East Branch Extension, bringing State Water Project water to the Pass; and

WHEREAS, Barbara Voigt always supported and upheld the California Environmental Quality Act, which protects the environment and community, and creates a sound foundation for any Agency project; and

WHEREAS, Barbara Voigt educated herself and other Board members on water issues, understanding that education leads to good decision-making on water issues; and

WHEREAS, Barbara Voigt always looked out for taxpayers in her role as Board member and Chair of the Finance and Budget Committee; and

WHEREAS, Barbara Voigt set an example for all in planting a water efficient garden on her property at her own expense, performing virtually all the work herself; and

WHEREAS, Barbara Voigt made an impression on the water industry in California by becoming a fixture at ACWA conferences and participating in ACWA's Membership Committee for many years; and

WHEREAS, Barbara Voigt by her presence and actions on the Board, has inspired many of her colleagues over the past 25 years to learn more about California water issues.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the San Gorgonio Pass Water Agency does hereby thank, congratulate, and honor Barbara Voigt for her quarter century on this Board, and wishes her the best in her future endeavors.

Resolution No. 2014-09

**A RESOLUTION HONORING C. PATRICK MILLIGAN ON HIS RETIREMENT
FROM THE SAN BERNARDINO MUNICIPAL WATER DISTRICT BOARD OF
DIRECTORS**

WHEREAS, C. Patrick (Pat) Milligan was first elected to the San Bernardino Valley Municipal Water District Board of Directors in 1964 at the age of 28; and

WHEREAS, Pat Milligan has served on said Board for 41 years, and as President for 19 years; and

WHEREAS, under Pat Milligan's leadership, Valley District built a regional distribution system to distribute State Water Project water throughout the San Bernardino and Yucaipa Valleys; and

WHEREAS, Pat Milligan was instrumental in settling a 40-year legal dispute involving both the Department of Water Resources and the Metropolitan Water District of Southern California that led to a cooperative agreement under which both Metropolitan and Valley District benefited greatly; and

WHEREAS, during Pat Milligan's tenure on the Board, Valley District constructed the Baseline Feeder and developed the Exchange Plan, enabling the District to deliver water throughout its service area while reducing the risk of liquefaction; and

WHEREAS, under Pat Milligan's leadership, Seven Oaks Dam was relocated so it could provide both flood control and water conservation benefits, thereby augmenting the regional water supply in the San Bernardino Valley; and

WHEREAS, Pat Milligan's leadership led Valley District to initiate a relationship with the United States Geological Survey, which developed a basin-wide groundwater flow model that is used to develop an annual management plan for the San Bernardino Valley; and

WHEREAS, Pat Milligan has always been a friend to the San Geronio Pass Water Agency in all dealings between the two water agencies; and

WHEREAS, Pat Milligan has decided to retire from the Board of Directors of the San Bernardino Valley Municipal Water District after 41 years of outstanding service.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the San Geronio Pass Water Agency does hereby congratulate, thank, and honor C. Patrick Milligan for his decades of leadership and service, and wishes him well in retirement.



BEST BEST & KRIEGER
ATTORNEYS AT LAW

Memorandum

To: President and Members of the Board of Directors
San Gorgonio Pass Water Agency

From: Jeff Ferre
Best Best & Krieger LLP

Date: November 17, 2014

Re: Recommendation: That the Board authorize Staff to proceed with the notice requirements and other preparations for filling the Board vacancy.

Section 12 of the Agency Act provides that any vacancy in the Board of Directors shall be filled by a majority of the remaining directors, the person so chosen shall be qualified to fill such vacancy and shall hold office for the remainder of the unexpired term. A majority of the remaining 6 directors would be 4 directors voting in favor of a candidate for the vacancy. This statute does not go into any further detail as to the timing and process for filling that vacancy.

However, Government Code Section 1770 et seq, sets forth procedures for filling a vacancy. Government Code Section 1770(m)(2)(B) provides that these procedures apply to a “local agency” which is defined as including, but is not limited to, a district, political subdivision, or any board, commission, or agency of such entities. In addition, Government Code Section 1780(a) provides that notwithstanding any other provision of law, a vacancy in any elective office of the governing board of a special district shall be filled pursuant to the procedures set forth in these statutes of the Government Code. Therefore, to fill the recent Board vacancy due to Director Haring’s passing, it is recommended that the following procedures be followed.

Process For Filling A Board Vacancy

1. The Agency secretary should notify the county elections official of a vacancy no later than 15 days after notification of, or the effective date of, the vacancy. It is my understanding that the Agency was informed of Director Haring’s passing on approximately November 10, 2014. Therefore, it is recommended that the county registrar of voters be notified on or before November 25, 2014. A phone call would suffice along with any follow up written notice the registrar may require.
2. A Notice of Vacancy must be posted in 3 or more conspicuous places in the Agency’s jurisdiction at least 15 days prior to the appointment. Such a Notice should also set forth the deadline for interested individuals to submit Letters Of Interest to the Agency and should also set



BEST BEST & KRIEGER
ATTORNEYS AT LAW

forth the schedule by which the Board will interview applicants and make a decision as to who will fill the vacancy.

3. Letters Of Interest are not legally required and only serve the following purposes: (a) to have some evidence that a person is interested enough in the position to submit something in writing; (2) to have information about the person's residence so that the Agency can verify that the person lives within the appropriate jurisdiction of the Agency which would be Division 5; and (3) to have a way to contact the person when the Board schedules interviews. Therefore, whoever may be interested should provide a letter, although the letter can be very basic and simply indicate an interest and provide residence and contact information.

4. The Board is required to make an appointment within 60 days of notification of, or the effective date of, the vacancy.

5. The District secretary should then notify the registrar of voters within 15 days of the appointment of the new Director.

Action By The Board To Start The Process

It is recommended that the Board take action to authorize moving forward with the Notice requirement. Said action is not strictly required but is recommended in order to publically announce that there is a vacancy on the Board and that the Board will fill the vacancy by appointment.

Interview Procedures

1. General Guidance - The overriding requirement is to implement a system that is open to the public and applies the same rules and opportunities to each candidate. The Board should not limit the interviews to specific candidates.

2. Order Of Interviewees - Some objective/random process should be used to determine the order of interviews. For example, interviewing candidates in alphabetical order based on their last names.

3. Opening Statements - Prior to the beginning of questions, each candidate should be given the opportunity to make a brief opening statement.

4. Types Of Questions - The purpose of questions should be to inquire as to why the person feels he/she is qualified to sit on the Board and why that person is interested in the position. Questions should be framed in neutral form so as not to advocate the position on an issue of the Director who is asking the question. For example, the Board should not ask questions such as "if you get on the Board, how will you vote on imposing fees?" Each Director should be given an opportunity to ask their own questions. As a general rule, the Board as a



BEST BEST & KRIEGER
ATTORNEYS AT LAW

whole should not spend a significantly greater period of time on any one candidate or ask certain candidates a significantly greater, or lesser, amount of questions than the other candidates. All candidates should be given notice of the meeting where the discussion and decision will take place so that they can be present and observe the selection process, along with members of the public.

Discussion By The Board

Following the interviews, the Board should hold a discussion among themselves to get an idea as to what their impressions are and how they are leaning. If the Board feels they are ready to take a vote after having a discussion, then the President should open the floor to nominations.

Nominations

Any Director can nominate a person. After all Directors have had a chance to nominate someone, then the President closes the nominations. If the District only receives about 3 or 4 individuals who submit Letters Of Interest, then the Board could forgo the nomination process and just go through the list of names as set forth below.

Voting And Taking Office

The President should go down the list of the nominees and call for a separate vote on each one. The first candidate to get at least 4 votes is the winner. The Board must conduct as many of these votes as necessary until one nominee gets 4 votes. No written ballots are allowed. The vote must be verbal so that the public knows how each Director has voted. Right after the Board appoints someone, that person should immediately take the oath of office, walk up to the Board table/dais, and begin serving as a member of the Board.

The appointee's term of office will expire at the same time as Director Haring's term would have expired. The election for Division 5 will take place in November of 2016.

**NOTICE OF VACANCY
BOARD OF DIRECTORS
SAN GORGONIO PASS WATER AGENCY**

Please take notice that the seat on the Board of Directors of the San Gorgonio Pass Water Agency for Division 5 is vacant due to the passing of Ted Haring. The Board of Directors will, within 60 days of November 10, 2014, appoint a successor for the office of Director for Division 5. The boundaries for Division 5 are generally described below. Questions regarding the specific boundaries of Division 5 should be directed to the Agency at the contact information set forth below.

Anyone interested in being appointed is requested to submit a letter of interest setting forth a brief summary of the person's interest, qualifications, background, and information regarding residence in order to verify that the candidate resides in Division 5. Letters of interest must be personally delivered or mailed to the Agency offices so that they are received at the Agency offices no later than 5:00 p.m. on _____, 2014. Letters of interest must include the applicant's address and phone number and must be delivered or mailed to the following address:

San Gorgonio Pass Water Agency
1210 Beaumont Ave.
Beaumont, CA 92223
Phone (951) 845-2577
Attn: Jeff Davis

The Agency will contact the applicants regarding the time, date and location of the open and public Board meeting(s) during which interviews will be conducted and during which the Board will make a decision regarding appointment. The Board has taken action to schedule such interviews for the open and public Board meeting at 1:30 PM on _____, 2014 at the above address and during which the Board will potentially make a decision regarding an appointment. The Board may elect to schedule additional meetings if necessary.

