

SAN GORGONIO PASS WATER AGENCY
1210 Beaumont Avenue, Beaumont, California 92223
Minutes of the
Board of Directors Meeting
March 7, 2016

Directors Present: John Jeter, President
Bill Dickson, Vice President
Mary Ann Melleby, Treasurer
Blair Ball, Director
Ron Duncan, Director
David Fenn, Director
Leonard Stephenson, Director

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

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 7:00 p.m., March 7, 2016 in the Agency Boardroom at 1210 Beaumont Avenue, Beaumont, California. Director Dickson led the Pledge of Allegiance to the flag. *President Jeter requested a roll call.*

<u>Roll Call:</u>	<i>Present</i>	<i>Absent</i>
Director Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A quorum was present.

2. **Adoption and Adjustment of the Agenda:** *President Jeter asked if there were any adjustments to the agenda. There being none the agenda was adopted as published.*
3. **Public Comment:** *President Jeter asked if there were any members of the public that wished to make a public comment on items that are within the jurisdiction of the Agency. There were no members of the public that wished to comment at this time.*
4. **Consent Calendar:** General Manager Davis informed the Board that a new line item (D) has been added to the consent calendar, as requested by the Board at the February 22nd Finance and Budget workshop.
- A. Approval of the Minutes of the Regular Board Meeting, February 16, 2016
 - B. Approval of the Minutes of the Finance and Budget Workshop, February 22, 2016
 - C. Approval of the Finance and Budget Workshop Report, February 22, 2016

D. Approval of the Recommendations made at the Board Finance and Budget Workshop, as set forth in the Finance and Budget Report, February 22, 2016

Director Dickson made a motion, seconded by Director Duncan, to adopt the consent calendar as presented. Motion passed 7-0.

5. Reports:

A. General Manager's Report:

(1) Report on Water Supply Conditions: General Manager Davis reported on the following: **a) SWP Water Supply:** General Manager Davis reported that the Agency's allocation of SWP water has been increased from 15% to 30% (a copy of the allocation letter from DWR was included in the agenda packet). **b) General Manager Davis** provided two updated graphs of the snow water content and the Lake Oroville storage conditions. He reviewed the storage levels for Lake Oroville Reservoir to date. As of today the Statewide percent of April 1 is 76% and the Statewide percent of average for the dated is 82%. We are currently at three-fourths of the snow pack that we have in an average year. Lake Oroville is at 58% of total capacity and 82% of historical average. **c) General Manager Davis** received an email today on the current water conditions, indicating that the SWP water allocation may increase again, this is due to recent storms and the potential of more storms. General Manager Davis explained the implications should the allocation be increased.

(2) Operations Report: General Manager Davis stated that the shutdown is over but we have new SCADA at Cherry Valley Pump Station and are currently operating out of Crafton Hills Pump Station, instead of Greenspot. He reviewed the process and timeline to begin pumping from Crafton Hills Pumping Station. It is anticipated that pumping and deliveries will begin on April 4th. An update will be provided at the next Engineering workshop. We are on schedule to finish construction by the end of the year; then a start-up period will commence. A field trip to EBX 2 will take place in April or May.

(3) General Agency Updates: **1) EBX Partnering Session:** General Manager Davis reported on the EBX Partnering session that he attended last week. The session is being facilitated. The facilitator is able to identify the issues and is trying to come up with solutions. **2) Legislation to Reduce Board Size:** General Manager Davis reported on his conversation that he had with the Agency's lobbyist, Syrus Devers. Mr. Devers indicated that the Agency's bill, which is a spot bill, may still pass; even in light of recent actions by Yucaipa Valley Water District of submitting their own bill to change the governance of the Agency. **3) Fish Cannon:** General Manager Davis recently watched a video on a fish cannon and inquired if the Board would be interested in viewing the video. The Board was in agreement of viewing the video at a future meeting.

B. General Counsel Report: General Counsel Jeff Ferré stated that due to the lengthy agenda, he would defer reporting.

C. Directors Reports: **1) Director Melleby** reported on the February 24 – San Gorgonio Pass Regional Water Alliance meeting that she attended.

6. New Business: (Discussion and Possible Action)

A. Consideration of Yucaipa Basin Studies Participation: A staff report was included in the agenda packet. General Manager Davis stated that at the February 8th Engineering workshop the Board discussed possible participation in the next phase of the Yucaipa Basin studies. A number of entities, including the Valley District, the Agency, South Mesa, Yucaipa Valley Water District, and others, have funded several phases of the studies to determine if groundwater basins in the Yucaipa and Calimesa area could store groundwater in large quantities. These studies have shown that there is a considerable amount of storage available. The next phase of the study is to test some areas for recharge. The purpose of this item is for the Board to decide if they wish to participate in the next phase of the Yucaipa Basin studies, for a total cost of \$2953. The studies would be a benefit to Calimesa and Yucaipa, and possible a benefit to the Agency should it decide to store water within the Yucaipa Basin. Director Dickson made a motion, seconded by Director Melleby, approving the participation in the studies at a cost of \$3,000. After discussion, President Jeter requested a vote. *Motion passed 7-0.*

B. Consideration of USGS Work Plan: A staff report and a cooperative program letter from USGS with related material were included in the agenda package. General Manager Davis stated that we have made monitoring commitments to both retail agencies and to the Regional Water Control Board. This item had been discussed during the Finance and Budget workshop in order to commit to a budget item for next fiscal year. USGS is requested that a cooperative agreement be signed. After discussion, Director Melleby made a motion, seconded by Director Dickson, that the Board authorize the General Manager to sign the proposed cooperative agreement with USGS. After discussion, President Jeter requested a vote. *Motion passed 7-0.*

C. Appointment of ACWA JPIA Board Member: General Manager Davis stated that the Agency gets most of its insurance through ACWA JPIA. ACWA JPIA mandates that each member agency appoint an elected board member to serve on its board; an alternate may be an employee of the Agency. President Jeter has been this Agency's representative (General Manager Davis the alternate) for the past ten years. President Jeter has asked to be relieved of his responsibilities. After discussion, Director Duncan made a motion, seconded by Director Melleby to appoint Director Leonard Stephenson as the Agency's representative. *President Jeter requested a roll call vote.*

<u>Roll Call:</u>	<u>Aye</u>	<u>Noes</u>	<u>Absent</u>	<u>Abstain</u>
Director Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried 7-0.

D. Discussion Regarding Governance: A copy of an email that was sent to the General Manager from Director Ball was included in the agenda packet. Director Ball reviewed with the Board the importance of good governance. He invited the Board to comment on this topic. Director Melleby explained that an ad hoc committee had been formed at a prior Board meeting to implement a Board Handbook. The purpose of the Board Handbook is to provide guidelines on how to operate as a board. Director Melleby stated that she had attended a CSDA leadership development course, at which time half of the day was spent discussing this very topic. Some of the guidelines that were discussed were commitment to ethical behavior, the Brown Act, and AB1234. Also discussed were guidance for ethical issues and decision making, who we are, what is our purpose, what do we stand for, what do we value and believe in our work, what do we want to accomplish as a team, the role of the board and staff, collective vs. individual authority, powers and decision making, what the board needs from staff, and what staff needs from the board. And the key principals of integrity, leadership, selflessness, objectivity, accountability, transparency, honesty, respect, conduct, relationships, presentation and appearance to the public, proper use of safeguarding of director property and resources, use of confidential information and information requests. CSDA strongly believes that all boards should have these guidelines in place for the board of directors. Director Melleby stated that this is why an ad hoc committee was formed. She noted that other water agencies have adopted such guidelines. The Agency's ad hoc committee will work on the Board Handbook and bring back suggestions to the Board, which would address some of Director Ball's concerns. She stated that this discussion on governance would work best in a workshop instead of today's Board meeting, as a bulk period of time should be spent on this topic. Director Ball's concern is that he does not want others influencing the general manager on how he presents board items. After discussion, the Board was in consensus of pursuing the ad hoc committee process on the board governance.

E. Discussion of Cost Analysis for Beaumont Avenue Recharge Facility: Director Ball made a request that staff provide a cost analysis of spending money \$4 million for the Beaumont Avenue Recharge Facility, which allows no additional water, verses other projects that may cost less that would provide water. Trying to see if there are opportunities to have a project that works well or continue with what we have done in the past in order to use the \$4 million dollars to a better end. Director Ball invited the board members for their input. Director Stephenson remarked that this item will come up in this week's special meeting. He suggested that this item be tabled until after that meeting. Director Ball concurred. Director Ball requested that the General Manager prepare a cost analysis after BCVWD's report on its facility, and also after knowing other locations within the Agency's boundaries that may have facilities. He would like to have this information before a bid process. Dan Jagers (Engineer for BCVWD) stated that he will be providing the board with a presentation on its recharge facility on March 21st.

F. Appointments for Employee Guide Standing Committee: General Manager Davis stated that there is an opening on this committee, due to the passing of Director Morris. President Jeter appointed Director Fenn as the Chair. Director Duncan will remain as the Vice Chair and Director Stephenson as a member. Director Ball made a motion, seconded by Director Duncan, appointing Director Fenn as the Chair of the Employee Guide Standing Committee. *President Jeter requested a roll call vote.*

<u>Roll Call:</u>	Aye	Noes	Absent	Abstain
Director Stephenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried 7-0.

G. Appointment of Ad Hoc Committee on Regional Water Supply Issues:
President Jeter stated that this item is to be tabled. Director Melleby made a motion, seconded by Director Duncan to table this item until after the March 10th Special Board meeting. President Jeter requested a roll call vote.

<u>Roll Call:</u>	Aye	Noes	Absent	Abstain
Director Stephenson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Fenn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Melleby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Duncan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
President Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried 5-2, with Directors Stephenson and Fenn voting no.

7. Topics for Future Agendas:

8. Announcements

- A. Special Joint Meeting, March 10, 2016 at 6:00 p.m.
- Location: Beaumont Cherry Valley Water District
560 Magnolia Avenue, Beaumont, CA
- B. Engineering Workshop, March 14, 2016 at 4:00 p.m.
- C. Regular Board Meeting, March 21, 2016 at 7:00 p.m.

9. Adjournment: *President Jeter adjourned the meeting at 8:27 p.m.*



Jeffrey W. Davis, Secretary of the Board