

Bighorn-Desert View Water Agency



Board of Directors

Terry Burkhart, President
Michael McBride, Vice President
David Larson, Director
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A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, August 23, 2011 - 6:00 p.m.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA

DISCUSSION AND ACTION ITEMS - The Board of Directors and Staff will discuss the following items, and the Board will consider taking action, if so inclined.

The Public is invited to comment on any item on the agenda during discussion of that item.

When giving your public comment, please have your information prepared, if you wish to be identified for the record then please state your name. Due to time constraints, a three-minute time limit may be imposed.

5. RESOLUTION NO. 11R-XX - NOMINATE AND SUPPORT MICHAEL MCBRIDE AS A CANDIDATE FOR THE POSITION OF ACWA VICE PRESIDENT

Recommended Action:

- a) Board to consider adopting Resolution 11R-XX, A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency to Nominate and Support Michael McBride as a Candidate for the position of ACWA Vice President.
- b) The Board to consider approving a portion of the travel and per diem expenses of \$250.00 for Vice President McBride to attend the Interview in Sacramento for this position.

6. RESOLUTION NO. 11R-XX - PROVIDING FOR IRS SECTION 125 CAFETERIA PLANS: FLEXIBLE SPENDING ACCOUNT, CHILD DEPENDENT CARE, AND PREMIUM PLAN FOR ANY ONE ELIGIBLE EMPLOYEE

The estimated cost of this program is \$175.00 - \$350.00 for the Application (Set-up) fee, plus \$6.00/month for each participating eligible employee.

Recommended Action:

Board to consider adopting Resolution No. 11R-XX, A Resolution of the Board of Directors of the Bighorn Desert View Water Agency Providing for IRS Section 125 Cafeteria Plans: Flexible Spending Account, Child Dependent Care, and Premium Plan for Any One Eligible Employee.

7. RESOLUTION NO. 11R-XX - CHANGING CREDIT CARD PROCESSING PROVIDERS AND PASSING ANY PAYMENT PROCESSING FEES DIRECTLY ONTO THE CUSTOMER

Recommended Action:

- a) Board to consider authorizing the General Manager to change credit card processing providers from Elavon to Official Payments with the acknowledgement that the vendor will charge the customer directly for any applicable transaction fee(s); and
- b) Board to consider adopting Resolution 11R-XX, A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Changing Credit Card Processing Providers and Passing any Payment Processing Fees Directly onto the Customer.

8. BOARD TO DETERMINE PROCESS OF GENERAL COUNSEL INTERVIEWS

Recommended Action:

Board to provide consensus on the manner in which the short-listed law firms will be interviewed by the full Board.

9. POLICY STATEMENT NO. 11P-XX - ESTABLISHING "DESERT LANDSCAPE WATER CONSERVATION GUIDELINES" IN AN EFFORT TO REDUCE THE IMPACT ON FUTURE WATER DEMAND

Recommended Action:

Board to consider adopting Policy Statement No. 11P-XX, A Policy of the Board of Directors of the Bighorn-Desert View Water Agency Establishing "Desert Landscape Water Conservation Guidelines" in an Effort to Reduce the Impact on Future Water Demand.

10. ATTENDANCE AT CALIFORNIA SPECIAL DISTRICT ASSOCIATION ANNUAL MEETING TO RECEIVED THE MCMURCHIE EXCELLENCE IN SAFETY AWARD FOR 2011 FROM SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

Recommended Action:

Board to choose one representative, Director or staff, to attend the CSDA Annual Conference Awards Breakfast, Wednesday October 12, 2011, and approve the maximum estimated cost at approximately \$500 covering per diem days, additional qualified meals and lodging to travel to Monterey, CA.

11. APPROVING THE AGENCY'S OFFICIAL SEAL DESIGN

The cost to replace the existing Agency's Official Seal is estimated at \$170.

Recommended Action:

- a) Board to consider approving the proposed design of the Agency's Official Seal; or
- b) Board to consider modifying the proposed design of the Agency's Official Seal; or
- c) Board to consider not having an Agency Official Seal.

12. DISBURSEMENTS JULY 2011

Recommended Action:

Ratify Check Register (payment of bills) for July 2011.

13. CONSENT ITEMS - The following items are expected to be routine and non-controversial and will be acted on by the Board at one time without discussion, unless a member of the Public or member of the Board requests that an item be held for discussion or further action.

- a. Financial Statements July 2011
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements
 5. Local Agency Investment Fund Balance Timeline
- b. Consumption & Billing Comparison Report, July 2011
- c. Service Order Report, July 2011
- d. Production Report, July 2011
- e. Special Board Meeting Minutes, July 22, 2011
- f. Regular Board Meeting Minutes, July 26, 2011
- g. Progress Report on the Ames/Reche Recharge Facility Project, Todd Engineers, July 2011
- h. Resolution No. 11R-XX, BOD Authorizing Investment of Monies into the Local Agency Investment Fund (LAIF)
- i. Resolution No. 11R-XX, BOD Establishing its Banking Policy with Union Bank

Recommended Action:

Approve as presented (Items a - i):

14. MATTERS REMOVED FROM CONSENT ITEMS

15. PUBLIC PARTICIPATION

Any person may address the Board on any matter within the Agency's jurisdiction on items not appearing on this agenda.

When giving your public comment, please have your information prepared, if you wish to be identified for the record then please state your name. Due to time constraints, a three-minute time limit may be imposed.

16. VERBAL REPORTS - Including Reports on Courses/Conferences/Meetings.

- a. GENERAL MANAGER'S REPORT
- b. DIRECTORS' REPORT
- c. PRESIDENT'S REPORT

17. ITEMS FOR NEXT AGENDA

18. ADJOURNMENT

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Bighorn-Desert View Water Agency, 622 S. Jemez Trail, Yucca Valley, CA not less than 72 hours if prior to a Regular meeting, date and time above; or in accordance with California Government Code Section 54956 this agenda has been posted not less than 24 hours if prior to a Special meeting, date and time above.

As a general rule, agenda reports or other written documentation has been prepared or organized with respect to each item of business listed on the agenda.

Copies of these materials and other discloseable public records in connection with an open session agenda item, are also on file with and available for inspection at the Office of the Agency Secretary, 622 S. Jemez Trail, Yucca Valley, California, during regular business hours, 8:00 A.M. to 4:30 P.M., Monday through Friday. If such writings are distributed to members of the Board of Directors on the day of a Board meeting, the writings will be available at the entrance to the Board of Directors meeting room at the Bighorn-Desert View Water Agency.

Internet: Once uploaded, agenda materials can also be viewed at www.bdvwa.org.

Public Comments: You may wish to submit your comments in writing to assure that you are able to express yourself adequately.

Per Government Code Section 54954.2, any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, should contact the Board's Secretary at 760-364-2315 during Agency business hours.