

Bighorn-Desert View Water Agency

Board of Directors

Judy Corl-Lorono, President
J. Dennis Staley, Vice President
Terry Burkhart, Secretary
Michael McBride, Director
J. Larry Coulombe, Director

Marina D West, PG, General Manager



A Public Agency

Agency Office
622 S. Jemez Trail
Yucca Valley, CA 92284-1440

760/364-2315 Phone
760/364-3412 Fax

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, August 26, 2014 - 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, each member of the public will be allotted three-minutes to provide their public comment.

5. **Hazard Mitigation Plan Status Update and Receive Public Comments**
Information and Discussion Item Only
6. **Update on Dissolution of CSA 70/W-1 and Annexation to BDVWA**
Board considers taking the following action(s):
 1. Authorize budget adjustment of \$3,100 for processing LAFCO 3181: Reorganization to include Annexations to Bighorn-Desert View Water Agency, Dissolution of County Service Area 70 Zone W-1 and Formation of an Improvement District for Bighorn-Desert View Water Agency.

7. Financial Utility Billing Software Upgrade

Board considers taking the following action(s):

1. Authorize General Manager to execute contract with Springbrook Software, Inc. for 4-Year Cost of Ownership Premise License and first four years of software maintenance in the amount of \$159,993; and
2. Provide direction to staff on preferred payment option; and
3. Authorize General Manager to purchase and install hardware and peripheral equipment to accommodate Springbrook Software as well as centralized employee file sharing in an amount not to exceed \$13,313.
4. Authorize a total project contingency of \$12,500 for unforeseen professional services or software application adjustments identified during the period of conversion as well as any miscellaneous appurtenant hardware and labor services identified during installation.

8. Resolution 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees

Board considers taking the following action(s):

1. Adopt Resolution 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees.

9. 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 the item be held for discussion or further action.

- a. Financial Statements June 2014
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements
 5. Local Agency Investment Fund Balance Timeline
- b. Receive and File Disbursements June
- c. Financial Statements July 2014
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements
 5. Local Agency Investment Fund Balance Timeline
- d. Receive and File Disbursements July 2014
- e. Service Order Report, July 2014
- f. Production Report, July 2014
- g. Regular Board Meeting Minutes, July 22, 2014

Recommended Action:

Approve as presented (Items a - g):

10. Matters Removed From Consent Items

11. Public Comment Period

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, each member of the public will be allotted three-minutes to provide

their public comment. State Law prohibits the Board of Directors from discussing or taking action on items not included on the agenda.

12. Verbal Reports - Including Reports on Courses/Conferences/Meetings.

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

13. Future Agenda Items

14. 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.