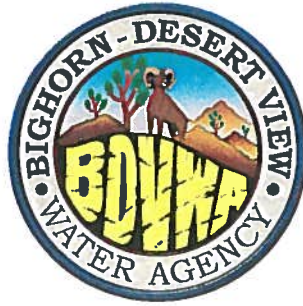


Bighorn-Desert View Water Agency



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

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

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

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday May 27, 2014 - 6:00 p.m.

Call to Order

Meeting convened by Board President Judy Corl-Lorono at 6:00 p.m.

Pledge of Allegiance

Led by John Burkhart

Roll Call

Directors Present: Judy Corl-Lorono
J. Dennis Staley
Terry Burkhart
Michael McBride
J. Larry Coulombe

Staff Present: Marina West
Michelle Corbin

Public Present: 12

Approval of Agenda

Motion to approve the agenda.

MSC¹ (Burkhart/McBride) unanimously approved.

Update on Dissolution of CSA 70/W-1 and Annexation to BDVWA

General Manager West reported on the hearing she attended at the Local Agency Formation Commission (LAFCO) on May 21, 2014. During the hearing the Commission granted Bighorn-Desert View Water Agency's request to reduce the application fees by \$10K.

West also reported the CSA 70 W-1 Ad Hoc members will soon meet with the office staff of Supervisor James Ramos. In the near future the San Bernardino Board of Supervisors will vote on the transfer of the Ad Valorem tax. West expects a department review will take place in June 2014.

Public comments:

Anonymous, a CSA 70 W-1 Landers customer commented on the new meters that are being installed in his neighborhood.

Hazard Mitigation Plan Status Update and Receive Public Comments

Gary Strudivan of Sierra West Consulting gave a brief update on the Hazard Mitigation Plan. Mr. Strudivan reported the plan that will be ready to go to the State of California by the end of August. All the minutes and agendas regarding the plan are located on the Agency website.

No public comment.

Resolutions Modifying Basic Facilitates Charge and Service Line Installation Charge and Construction Meter Charge

General Manager West reviewed the proposed cost increases for both new meter installation and construction meters. Beginning with new meter installation, the Basic Facilities Charge is a fee levied on each new service and is a rightful share of the water system. West is proposing the Board raise this fee by the rate of inflation. The proposed meter installation charge is based on the cost of parts and labor. West also stated a third charge for new meter installation will be billed to properties located on a "County" maintained road. The County of San Bernardino requires permits and inspection fees for excavation along these roads.

West also gave a brief overview of the construction meters. West noted the construction meter is a temporary meter and due to the overall water waste and isolated location of these meters, she is proposing the Agency match the water rate to mimic the bulk account water rates. West also stated construction meters will continue to pay a monthly basic service charge.

No public comment.

Motion No. 14-028

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-07 modifying the basic facilities charge and service line installation charge. Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart) motion carried.

Corl-Lorono: Y
Staley: Y
Burkhart: Y
McBride: Y
Coulombe: Y

MSC¹ (McBride/Burkhart) unanimously approved.

Motion No. 14-029

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-08 establishing certain fees and charges (Construction Meters). Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart) motion carried.

Corl-Lorono: Y
Staley: Y
Burkhart: Y
McBride: Y
Coulombe: Y

MSC¹ (McBride/Burkhart) unanimously approved.

Resolution No. 14R-09 – A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Providing for the Levy and Collection of Taxes (Setting the Ad Valorem Tax) Within Improvement District No. 1 for Fiscal Year 2014-2015 at \$175,900.

General Manager West reviewed the forty year (40) debt payment and collection process for Improvement District No.1. West reminded the Board this is an annual event and will be reported to the County of San Bernardino in August 2014. West is not recommending any change from the collection amount adopted last fiscal year.

No public comment.

Motion No. 14-030

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-09— Providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2014/2015 for a total collection of a value to be determined at the board meeting no greater than \$175,900. Director Coulombe seconded the motion.

Roll Call Vote:

Ayes: McBride, Coulombe, Staley, Burkhart, Corl-Lorono
Nays: None
Abstain: None
Absent: None

MSC¹ (McBride/Coulombe) unanimously approved.

Review Draft Fiscal Year 2014/15 Operating Budget

General Manager West gave a brief presentation of the proposed budget. West went over the operations budget highlighting the cost of living increase, emergency standby and overtime estimates. West reduced the engineering budget and will look for possible funding through the Integrated Regional Management Plan. Southern California Edison (power) is expected to rise and the Agency will see a rise in well testing costs this year.

Regarding the administrative budget, West noted the Agency is below in compensation to the Board of Directors with regards to travel. West also stated administrative overtime will be reduced and employee medical insurance has leveled off this year. Office expenses were reduced because most proposed improvements are complete. Budgeted revenue is based on 90% of the prior year actual. West acknowledged water sold is often weather driven and noted the cooler spring this year. West feels the Agency overestimated last fiscal year, the amount of customers that would pay their basic service fee so she reduced this line item.

The proposed budget will create a surplus of \$126,000. Based on this budget there will be no change to the regular basic service fee and the residential and bulk water rates. West asked the Board if her proposed budget should include the cost of living index numbers for an increase in employee pay.

Public comments:

Anonymous commented on the cost of living increase.

The Board directed staff to include the Cost of Living Allowance in the Fiscal Year 2014/2015 final budget.

Adjourned for a Break at 6:57 p.m. - Reconvened from Break at 7:11 p.m.

Update – Integrated Regional Water Management Plan

General Manager West reported that at the last Technical Advisory Committee meeting it was noted the Integrated Regional Plan document is near finalization. The plan will be adopted soon and comments should be submitted by June 2, 2014 to be considered. The Bighorn-Desert View Water Agency will be asked to adopt a resolution in support of the plan in June or July this year. West went over the various members of the Small Water Systems Sub-Committee. This committee is developing a draft Work Plan for the coming fiscal year of which Bighorn-Desert View Water Agency is a part of. This group will be charged with matching small water systems with funding opportunities.

No public comment.

Consent Items

- a. Financial Statements March and April 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 March and April 2014
 - c. Service Order Report, April 2014
 - d. Production Report, April 2014
 - e. Regular Board Meeting Minutes, April 22, 2014
 - f. Special Board Meeting Minutes, April 22, 2014

No Public comment.

Motion No. 14-031

Director Burkhart made a motion to approve consent items a - f. The motion was seconded by Director McBride.

MSC¹ (Burkhart/McBride) unanimously approved.

Corl-Lorono: Y
 Staley: Y
 Burkhart: Y
 McBride: Y
 Coulombe: Y

Matters Removed From Consent Calendar - None

Public Comment Period - None

Verbal Reports

Vice President Staley reported on the Technical Advisory Council meeting as well as the meeting he attended at the San Bernardino Local Agency Formation Commission (LAFCO).

Director Burkhart reported on the California Special Districts Association (CSDA), Legislative Days Conference she had recently attended.

Director Coulombe reported on the various presentations he attended at the California Special Districts Association (CSDA), Legislative Days in Sacramento, California. Presentation topics included an anticipated expiration of specific property tax deductions and various assembly bills.

Director McBride reported on the California Special Districts Association (CSDA) Legislative Days Conference where he met with the staff of Assemblyman Tim Donnelly.

President Corl-Lorono reported on her meeting with representatives from the Association of California Water Agencies while attending the California Special Districts Association Legislative Days Conference.

Future Agenda Items

Future agenda items will include updates on the dissolution of CSA 70/W-1 and its annexation into Bighorn-Desert View Water Agency as well as updates on the Hazard Mitigation Plan.

Adjournment – President Judy Corl-Lorono adjourned the meeting at 8:15 p.m.

Approved by:



 Terry Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.