

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

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BOARD OF DIRECTORS' REGULAR MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, August 26, 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 Gary Strudivan.

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: Approximately 10

Approval of Agenda

Motion to approve the agenda with Item Number Eight (8) Resolution 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees be pulled and Item Number Seven (7) the Financial Utility Billing Software Upgrade be heard first on the agenda. MSC¹ (Burkhart/Staley) unanimously approved.

Financial Utility Billing Software Upgrade

Springbrook Senior Partner, Marily Rementeria joined the meeting via conference call. She gave a brief overview of her software company highlighting several of its benefits. General Manager West explained the agency currently uses Datastream for most all of its software purposes. Recently Datastream merged with Springbrook. West stated staff has looked into other options and is recommending the agency remain with DataStream via Springbrook. GM West also reviewed the various payment options.

Public comments:

Anonymous asked the age of the current system.

Anonymous stated how difficult it was when his company lost its server.
Anonymous asked if the new system will increase office staff production.

Motion No. 14-041

(After brief Board discussion), Director Coulombe made a motion to authorize General Manager to execute the 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. Director Burkhart seconded the motion.

MSC¹ (Coulombe/Burkhart)

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

Motion No. 14-042

(After brief Board discussion), Director Burkhart made a motion to direct staff on preferred payment option through Springbrook of 100% of Premise costs (\$61,250) in FY2014/15 with funding for Professional Services (\$43,400) deferred to FY2015/16. Director McBride seconded the motion.

MSC¹ (Burkhart/McBride)

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

Motion No. 14-043

(After brief Board discussion), Director McBride made a motion to 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. Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart)

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

Motion No. 14-044

(After brief Board discussion), Director McBride made a motion to 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. Director Coulombe seconded the motion.

MSC¹ (McBride/Coulombe)

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

Hazard Mitigation Plan Status Update and Receive Public Comments

Gary Strudivan of Sierra West Consulting gave the Board a brief update on the Hazard Mitigation Plan and also introduced the draft version of the written plan that will soon go back to the Board for approval. Once approved by the Bighorn-Desert View Water Agency Board of Directors the plan will go to the State of California and the Federal Emergency Management Agency. Mr. Strudivan also reiterated the purpose of the approved written plan and how it relates to future grant funding.

No public comment.

Anonymous commented the written plan is very informational.

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

General Manager West gave a report on the department review committee meeting she attended at San Bernardino County LAFCO (Local Agency Formation Commission) offices. At this meeting West learned LAFCO is the "lead" agency and will be responsible for the preliminary CEQA (California Environmental Quality Act) study. West also stated LAFCO staff will strive to minimize threats of any possible legal challenges to the CEQA study. West reported the agency has secured an attorney that specializes in annexation issues as they pertain to CEQA. West also noted she will be working on the five year revenue and expense projection for the area of CSA 70/W-1.

Public comment:

Anonymous inquired about the timeline of the protest vote.

Motion No. 14-045

(After brief Board discussion), Director McBride made a motion to 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. Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart)

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

Adjourned for a Break at 7:07 p.m. - Reconvened from Break at 7:22 p.m.

Consent Items

- 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 2014
- 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

No Public comment.

Motion No. 14-046

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

MSC¹ (McBride/Burkhart)

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

Matters Removed From Consent Calendar - None

Public Comment Period

No public comments.

Verbal Reports

General Manager West went over the revised 2014 Board of Directors calendar and also the board member assignments. West also reported on a refund the agency received from Mojave Water Agency.

Director Burkhart reported on the San Bernardino County Water Conference.

Vice-President Staley reported on meetings he attended at the San Bernardino Local Agency Formation Commission, the San Bernardino County Board of Supervisors Meeting, the Technical Advisory Council and the San Bernardino County Water Conference.

Director Coulombe reported on the San Bernardino County Water Conference.

President Corl-Lorono reported on the Municipal Advisory Council meeting she had attended as well as the San Bernardino County Water Conference.

Future Agenda Items

None

Adjournment – President Judy Corl-Lorono adjourned the meeting at 8:02 p.m.

Approved by:


Terry Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.