



# BIGHORN-DESERT VIEW WATER AGENCY

*"To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."*

## **Finance/Public Relations/Education and Personnel Standing Committee Special Meeting Minutes Committee Members: President McBride & Director Coulombe**

**BOARD MEETING OFFICE  
1720 N. CHEROKEE TR.  
LANDERS, CALIFORNIA 92284**

**November 28, 2018  
Time – 9:00 A.M.**

### **Call to Order**

President McBride called the meeting to order at 9:05 a.m.

### **Pledge of Allegiance**

Led by John Burkhart

### **Roll Call**

Directors: Michael McBride  
Larry Coulombe

Staff: Marina West  
Seth Kish

### **Approval of the Agenda**

President McBride and Director Coulombe approved the agenda as presented.

### **Prop. 1 Project Implementation Summary Report and Prop. 1 Disadvantaged Community Grant Award from Colorado Region of the State Water Resources Control Board**

General Manager West gave her report to update the committee. The Agency has secured a Prop. 1 (Water Bond) Planning Grant for \$500,000. Development of the Preliminary Engineering Report is well underway. GM West explains the Draft Preliminary Engineering Report (DPER) outlining proposed projects, deferred projects and estimated costs. Following the initial submittal of the DPER, the Agency received a "low score" as it relates to securing additional grant funds for construction of the proposed improvements. Subsequent to that notice, Staff in conjunction with the engineering firm NV5, are focusing in on which individual projects might garner a higher score and thus be successful for 100% grant funding. John Burkhart asked what NV5 was, GM West explained it is the Engineering Firm hired to execute the work for the Agency. Director Coulombe made a suggestion for a short, medium, and long term goal for the Agency saying that it's more understanding to see the goals going forward. GM West explained that these current plans have three different stages of improvements that extend into the future.

### **The Committee breaks for a short recess at 10:17AM - The Committee is back from recess at 10:34AM**

General Manager West continues her report. The Agency has been awarded \$50,000 for a uranium treatment analysis report for Wells 2, 3, and 4. The description of the project is to look at alternative ways

to deal with the uranium. The administration of the grant will be handled by the consultant hired by Coachella Valley Water District. GM West explained that this project is expected to start in mid-2019.

Public comment: None

**Employee Handbook Revision – Article 7.14 Student Loan Assistance Benefit Program**

General Manager West gave her report, the Board approved Student L.A.B.P on 11/27/2018. Now, the Employee Handbook needs to be revised. President McBride gave his opinion on the Student Loan Assistance Benefit Program and agreed that this program is an excellent program that puts the Agency in a position to retain employees and attract future employees. The committee agreed to move the item to the full Board of Directors for further consideration on 12/11/2018.

Public comment: None

**Layout Changes to Agenda and Meeting Minute Templates**

General Manager West gave her report, the Agendas have been updated, and Director Meetings have been moved down in order to avoid any confusion with action items. GM West also mentioned that the Agency has invested in new software that will help comply with 2019 laws regarding Board Agendas.

Public comment: None

**Discussion Regarding the Replacement of Agency “Pool” Vehicle**

General Manager West gave her report to the Agency regarding the need for a new Agency “pool” vehicle. The existing “pool” vehicle has been red tagged. The Agency needs a passenger vehicle with All Wheel Drive (AWD) and seating for up to 5. GM West suggested creating an Ad Hoc Committee to test drive and make a recommendation. The Committee moved to ask the Board of Directors to create an Ad Hoc committee on December 11, 2018.

Public comment: None

**Consent Items**

- a. FPREP Committee Meeting Minutes, September 19, 2018

Public comment: None

President McBride and Director Coulombe approved the minutes as presented.

**Public Comment Period**

No public comment.

**Adjournment** – President McBride adjourned the meeting at 11:05AM

Approved by:

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*Michael McBride, Committee Chair*