

# Bighorn-Desert View Water Agency



## Board of Directors

Michael McBride, President  
Judy Corl-Lorono, Vice President  
Terry Burkhart, Secretary  
J. Larry Coulombe, Director  
J. Dennis Staley, 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](http://www.bdvwa.org)

---

## Board of Directors' Regular Meeting Minutes

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285  
Tuesday, May 22, 2018 - 6:00 p.m.

### Call to Order

Meeting convened by Board President Michael McBride at 6:00 p.m.

### Pledge of Allegiance

Led by John Burkhart.

### Roll Call

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

Staff Present: Marina West  
Seth Kish

### Approval of Agenda

*Motion to approve the agenda.*

MSC<sup>1</sup> (Corl-Lorono/Coulombe) unanimously approved.

### Closed Session: Conference with Legal Counsel on Anticipated Exposure to Litigation Against the Agency: Board Decision on the Corbin Claim.

Pursuant to Government Code Section 54956.9(d)(2) Conference with Legal Counsel regarding existing litigation.

Adjourned to Closed Session at 6:05 pm – Reconvened from Closed Session at 6:14 pm

### Closed Session Report

President McBride reported that the Board of Directors by roll call vote unanimously agreed to deny the claim by former employee Michelle Corbin.

Motion No. 18-025

Secretary Burkhart made a motion to deny the claim by former employee Michelle Corbin. The motion was seconded by Vice President Corl-Lorono

MSC<sup>1</sup> (Burkhart/Corl-Lorono) unanimously approved by roll call vote.

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

**Adopting the Agency's Budget Resolution No. 18R-04 Fixing and for Fiscal Year 2018-2019**

General Manager West gave the staff report. The revenue side of the budget does include the rate increase of fiscal year 2018-2019 which was passed by the board in 2016. The monthly fee goes up 5% (\$1.51 a month) and the water consumption rate will go up \$0.10 (per 100 Cubic Feet). The committee has met twice on the draft budget, during both meetings it was affirmed that the assessment of the Improvement District 1(Bighorn Mountains ID1 bond debt service area) debt will not proceed. The Desert View water bond surcharge of \$9.30 will remain for one more year. General Manager West moved on to expenses and explained the significant increase to office equipment expenses needed in order to purchase more fireproof file cabinets that will replace the outdated and older cabinets in use. General Manager West also noted the upcoming elections and the fees that are generally attached to them. General Manager West talked about the cost-of-living increase for employees which totals \$7,000.00, a 10% increase for employee medical premiums, and a continued investment for employee education. General Manager West concluded after reviewing operations, vehicle maintenance and preventative maintenance.

Anonymous public comment commending the agency for paying off the ID1 debt early.

Motion No. 18-026

Vice President Corl-Lorono made a motion to adopt the Agency's Budget Resolution No. 18R-04 Fixing and for Fiscal Year 2018-2019. The motion was seconded by Secretary Burkhart.

MSC<sup>1</sup> (Corl-Lorono/Burkhart) unanimously approved.

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

**Resolution No. 18R-05 Designation of Applicant's Agent Resolution for Non-State Agencies for the California Emergency Management Agency.**

Board considered adopting Resolution 18R-05 Designation of Applicant's Agent Resolution for Non-State Agencies for the California Emergency Management Agency.

General Manager West reported that annually this resolution needs to be done so that the agency can apply for hazard mitigation grants.

No Public Comments.

Motion No. 18-027

Vice President Corl-Lorono made a motion to adopt Resolution 18R-05. Director Coulombe seconded the motion.

MSC<sup>1</sup> (Corl-Lorono/Coulombe) motion carried.

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

**Standby and Availability Fees for Water Services in Improvement District "Goat Mountain" (ID "GM")**

Board considers taking actions to adopt Resolution No. 18R-06 Establishing stand-by and availability fees for water services in Improvement District "Goat Mountain" (ID "GM").

General Manager West is recommending the Board adopt Resolution No. 18R-06 establishing rates and procedures to fix, levy and collect water standby and availability charges for Fiscal Year 2018-19 (tax year 2018). This assessment applies to vacant unmetered parcels within the annexed Improvement District Goat Mountain only. The anticipated operating revenue collected from the standby assessment is \$71,160. General Manager West mentioned that this would only matter for un-metered parcels.

Anonymous Public questioned why it is based on acreage and not on the water itself, General Manager West responded to the question by explaining how it is defined by the lot size, and a one acre lot would be \$30.00. When asked if the price of a 2.5 acre lot would be \$60.00, General Manager west explained that each acre is \$30.00, and a half acre is rounded up to an acre, so the price would in fact be \$90.00 for 2.5 acres.

Motion No. 18-028

Director Coulombe made a motion to adopt Resolution No.18R-06 Secretary Burkhart seconded the motion.

MSC<sup>1</sup> (Coulombe/Burkhart) unanimously approved.

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

**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 April 2018
  1. Balance Sheet
  2. Budget Status
- b. Receive and File Disbursements April 2018
- c. Service Order Report, April 2018
- d. Production Report, April 2018
- e. Goat Mtn. Production Report, April 2018
- f. Special Board Meeting Minutes Annual Board Workshop March 8, 2018
- g. Special Board Meeting Minutes, April 30, 2018
- h. Special Board Meeting Minutes, May 1, 2018

- i. Tax Collector Contract for FY 2018-2019 authorizing staff member Rosa Sandoval sign Auditor-Controller/Treasurer/Tax Collector Agreement for Collection of Special Taxes, Fees and Assessments Fiscal Year 2018-2019

No Public Comment

Motion No. 18-029

Secretary Burkhart made a motion to approve consent items a-i. Director Coulombe seconded the motion.

MSC<sup>1</sup> (Burkhart/Coulombe) unanimously approved.

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

**Matters Removed From Consent Items - None**

**Public Comment Period - None**

**Verbal Reports**

General Manager West reminded everyone about the upcoming water festival at La Contenta Middle School on May 24, 2018. General Manager West also formally introduced new employee, Mr. Seth Kish.

Secretary Burkhart reported on the LAFCO workshop she attended in January. Secretary Burkhart also reported on the February Mojave Water Agency Board Meeting she attended. .

Director Coulombe reported on the Association of the San Bernardino County Special Districts Dinner and Meeting he attended.

President McBride spoke about the new wastewater plant being constructed in Yucca Valley and how the process of turning wastewater into drinking water works.

Vice President Corl-Lorono reported on the Homestead Valley Community Council Meeting she attended on May 21, 2018.

**Adjournment** – President Michael McBride adjourned the meeting at 7:19 p.m.

Approved by:

  
Terry Burkhart, Secretary of the Board

MSC<sup>1</sup> – Motion made, seconded, and carried.

