

# 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 Special Meeting Agenda

Tuesday, October 2, 2018 - 5:00 p.m.

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285

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. **Closed Session**  
Closed session pursuant to Government Code Section 54956.9 Paragraph 1 of subdivision(d) Conference with Legal Counsel – Existing Litigation  
Name of Case: Michelle Corbin v. Bighorn Desert View Water Agency; Marina West
6. **Closed Session Report**

**7. Resolution No. 18R-XX Approving the Employee Handbook for Purposes of Establishing the Rules and Procedures for the Conduct of Personnel / Human Resources Matters and Authorizing the Modification thereof by Resolution**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX Approving the Employee Handbook for Purposes of Establishing the Rules and Procedures for the Conduct of Personnel / Human Resources Matters and Authorizing the Modification thereof by Resolution.

**8. Resolution No. 18R-XX Adopting a Drug and Alcohol Testing Program for Safety-Sensitive Employees in Accordance with Department of Transportation and Federal Highway Administration Regulations**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX Adopting a Drug and Alcohol Testing Program for Safety-Sensitive Employees in Accordance with Department of Transportation and Federal Highway Administration Regulations.

**9. Authorize Purchase of a 90KW Mobile Generator for Emergency Operations from the Lowest Bidder, Bay City Electric Works, Poway, CA in the amount of \$58,468.00 Plus Tax**

Board considers taking the following action(s):

1. Authorize the General Manager to issue a Purchase Order for the acquisition of a 90 KW Kohler Mobile Generator at a cost of \$58,468.00 plus tax from Bay City Electric Works; and
2. Authorize a capital budget adjustment for the purchase.

**10. Resolution No. 18R-XX A Resolution of Appreciation for Outstanding Public Service by Beverly Lowry**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX A Resolution of Appreciation for Outstanding Public Service by Beverly Lowry.

**11. 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 August 2018
  1. Balance Sheet
  2. Budget Status
- b. Receive and File Disbursements August 2018
- c. Cash Balance Distribution August 31, 2018
- d. Service Order Report, August 2018
- e. BH/DV Production Report, August 2018
- f. Goat Mtn. Production Report, August 2018
- g. Receive and File Regular FPREP Committee Meeting Minutes from July 25, 2018
- h. Regular Board Meeting Minutes, August 28, 2018

Recommended Action:

Approve as presented (Items a - h):

**12. Matters Removed From Consent Items**

### 13. 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.

### 14. Verbal Reports - Including Reports on Courses/Conferences/Meetings.

- a. General Manager Report
- b. Director Reports
- c. President Report

### 15. Upcoming Director Meetings

- Mojave Water Agency Technical Advisory Commission – October 4, 2018 – Secretary Burkhart
- Mojave water Agency Board of Directors Meeting – October 11, 2018 at 9:30AM – Secretary Burkhart
- Association of the San Bernardino County Special Districts Dinner and Meeting – October 15, 2018 at 6:00PM – Director Staley
- Homestead Valley Community Council Meeting – October 15, 2018 at 3:00PM – President McBride
- Mojave Water Agency Board of Directors Meeting – October 25, 2018 at 9:30AM – President McBride
- Morongo Basin Pipeline Commission at Hi-Desert Water District – October 30, 2018 – Vice President Corl-Lorono

### 16. 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 disclosable 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](http://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.