



# 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."*

## BOARD OF DIRECTORS' MEETING MINUTES

BOARD MEETING OFFICE  
1720 N. CHEROKEE TR.  
LANDERS, CALIFORNIA 92285

October 13, 2020  
Time – 6:00 P.M.

**\*\*TELECONFERENCE LINE THRU ZOOM 669-900-6833\*\***

<https://us02web.zoom.us/j/83161516672?pwd=S2V2V2Jxb3A4SFBB50hpZXFoc0llQT09>

Please note that all requirements of the Brown Act requiring the physical presence of the board or staff have been waived per Executive Order N-29-20

### CALL TO ORDER

Meeting convened by President Corl-Lorono at 6:05 pm. She also read the introductory statement referring to the Governor's Executive Order N-25-20.

### PLEDGE OF ALLEGIANCE

Led by Michael McBride.

### ROLL CALL

Directors present: Judy Corl-Lorono  
John R. Burkhart  
J. Larry Coulombe – via teleconference joining at approx. 6:15 pm  
Michael McBride  
JoMarie McKenzie

Staff present: Marina West

Public Present: 1 member(s) of the public indicated they were participating via teleconference. 3 members of the public were present in the meeting room.

### APPROVAL OF AGENDA

Vice President Burkhart made a motion to approve the agenda as presented. Director McBride seconded the motion.

Corl-Lorono	Y
Burkhart	Y
Coulombe	Absent

McBride Y

McKenzie Y

**MSC<sup>1</sup> – (Burkhart/McBride) motion approved**

#### **Discussion and Action Items -**

**1. Presentation of the Agency Financial Audit for Fiscal Year 2019-2020 by the Independent Certified Public Accounting Firm of Fedak & Brown, LLP.**

Prior to introducing the auditor GM West mentioned there was a change made by the auditor just today after he discovered some Government Accounting Standards Board (GASB) pronouncements that were adopted for the current and upcoming year. These changes to the pronouncements does not change the financial statements but the Board would take action tonight to “receive and file the Fiscal Year 2019/20 Audit with minor amendments submitted prior to the Board’s review”. She stated that the auditor can provide further explanation if required. Thereafter, GM West introduced Chris Brown of the Firm Fedak & Brown, LLP. She also thanked staff for their assistance in completing the audit.

Chris Brown of the Firm Fedak & Brown, LLP presented the Fiscal Year 2019/2020 Audit presentation and asked questions of the Board. His highlights included a review of the background of the auditing standards, procedures and best practices. The audit was determined to be an unmodified “clean” audit opinion. The audit has two components: Comprehensive Audited Financial Statement (CAFR) and the *Management Report*. He then reviewed the financial highlights of the audit. Mr. Brown reviewed several schedules within the audit to demonstrate profit and loss. The end result is an increase in net position of approximately \$112,200.

Public Comment: none

**Motion No. 20-63**

(After brief Board discussion) Vice President Burkhart made a motion to receive and file the Fiscal Year 2019/20 Audited Financial Statements with minor corrections to the GASB pronouncements received just prior to the meeting. Director McKenzie seconded the motion.

Corl-Lorono Y

Burkhart Y

Coulombe Y

McBride Y

McKenzie Y

**MSC<sup>1</sup> – (Burkhart/McKenzie) motion approved**

**2. Resolution No. 20R-21 Adopting the Employee Handbook for the Purposes of Establishing the Rules and Procedures for the Conduct of Personnel/Human Resources Matters – Four Specific Amendments Proposed**

GM West gave the staff report as presented in the agenda packet. There are four specific amendments recommended at this time. All amendments were reviewed by general counsel and the Finance/Personnel Committee. She then reviewed the four recommended changes to: Operations Standby; Prohibited Conduct; Personal Standards and Defining Domestic Partner.

Public Comment: none

**Motion No. 20-64**

(After brief Board discussion) Director McBride made a motion to adopt Resolution No. 20R-21 Adopting the Employee Handbook for the Purposes of Establishing the Rules and Procedures for the Conduct of Personnel/Human Resources Matters. Vice President Burkhart seconded the motion.

Corl-Lorono	Y
Burkhart	Y
Coulombe	Y
McBride	Y
McKenzie	Y

**MSC<sup>1</sup> – (McBride/Burkhart) motion approved**

**3. Consent Items –**

- a. Regular Board Meeting Minutes for September 8, 2020
- b. Receive and File PLEGS Committee Meeting Minutes for June 16, 2020
- c. Receive and File FPREP Committee Meeting Minutes for July 15, 2020
- d. Receive and File Categorical Exemption for the Goat Mountain Replacement Well Project (Well No. 13)
- e. Financial Statements for September 2020
  1. Balance Sheet
  2. Budget Sheet
- f. Receive and File Disbursements for September 2020
- g. Quarterly Investment Report September 30, 2020
- h. Service Order Report for September 2020
- i. BDV Production Report September 2020
- j. Goat Mountain Production Report September 2020

Recommended Action:

Approve as presented (Item a-j):

Public Comment: none

**Motion No. 20-65**

Vice President Burkhart made a motion to adopt consent calendar items a to j. Director McKenzie seconded the motion.

Corl-Lorono     Y  
Burkhart        Y  
Coulombe        Y  
McBride         Y  
McKenzie        Y

**MSC<sup>1</sup> – (Burkhart/McKenzie) motion approved**

**4. Matters Removed from Consent Items**

None

**5. Public Comment Period**

None

**6. Verbal Reports - Including Reports on Courses/Conferences/Meetings.**

1. General Manager Report - None

2. Director Reports

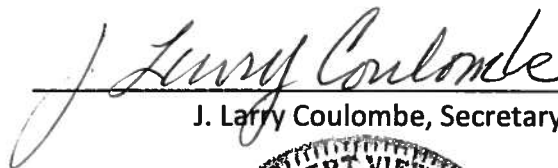
I. Vice President Burkhart reported on the MWA Technical Advisory Committee meeting held on October 1, 2020. He noted that GM West was re-elected as Chair and the Executive Committee officers remain unchanged for 2021. He summarized a report from Beacon Economics that was presented at the meeting. He further reported on the on-going invasive species removal along the Mojave River.

3. President Report - none

**7. Adjournment**

President Corl-Lorono adjourned the meeting at 7:04 pm.

Approved by:



J. Larry Coulombe, Secretary of the Board

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



Official Seal