



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 Meeting Minutes

Committee Members: Director McKenzie & Director Dicht

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

**May 18, 2022
Time – 4:00 P.M.**

PUBLIC AND BOARD WISHING TO PARTICIPATE REMOTELY

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

OR

Join Zoom Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84772527513?pwd=bzFIR2ppVS9MYm8wa3M3bnQ5MXMxQT09>

Passcode: 521718

Or

Dial: 1-669-900-6833

Webinar ID: 847 7252 7513

Passcode: 521718

CALL TO ORDER

Chair McKenzie called the meeting to order at 4:09 pm.

PLEDGE OF ALLEGIANCE

Led by Chair McKenzie

ROLL CALL

Directors Present: Chair McKenzie
Director Dicht

Staff Present: Marina West
Scott Nelson – Eide Bailly

Public Present: 0 member(s) of the public indicated they were participating via teleconference.
1 members of the Board was present in the meeting room as an observer.

APPROVAL OF AGENDA

Director Dicht moved to approve the Agenda as presented. Seconded by Director McKenzie.

Discussion and Action Items -

1. Review Draft Fiscal Year 2022/23 Budget

GM West introduced the subject of draft budget noting that a few changes have been made since publication last Friday which will be reflected in the presentation. The changes are that acronyms have been "spelled out" and the capital improvements being funded by grants were inadvertently placed in a future fiscal year. They have been moved back to the coming fiscal year, 2022-23. GM West then introduced Mr. Scott Nelson, Eide Bailly, who was instrumental in creating the new budget format with staff.

Mr. Nelson reviewed the budget line items for revenue, expenses and capital improvements. Mr. Nelson and GM West answered questions during the review. He followed that with a PowerPoint presentation summarizing budgeted revenue by source, expenses by category, total revenues and expenses compared to prior year and projected cash reserves.

Director McKenzie brought up her concern regarding the issue of dirt road elevations and the exposure of our pipelines and appurtenances. She also is seeking a chart that shows the distribution of cash amongst the various reserve policy categories.

Generally accepting the Draft to be finalized and brought to the full Board for consideration and adoption.

2. Review Changes to Agency Employee Handbook for Adoption by Resolution

GM West presented the Employee Handbook and answered questions of the Committee. Directors asked a variety of questions about protocols for dealing with absenteeism, tardiness and any variations between departments in how such things are handled. GM West responded to the questions posed.

Director Dicht commented about sections pertaining to records retention and wording on certain sections such as reduction-in-force noting we would RIF by seniority. He believes there should be discretion based on merit not necessarily time-in-service. GM West agreed to clarify this language. He further commented on page 85, paid leave and associated practices.

Lastly, Director McKenzie suggested the term "Department managers" be revised to read, "Agency managers/supervisors".

Committee concurred that the Handbook is ready to be brought to the Board of Directors as a Resolution for adoption.

3. Review Property Tax Lien Process and Dissemination of Tax Apportionments

GM West gave a PowerPoint presentation on the Lien process and the status of delinquent accounts. GM West answered questions of the Committee.

4. Consent Items –

- a. FPREP Special Committee Meeting Minutes March 23, 2022
- b. PARS Investment Statement March 2022

Recommended Action:

Approve as presented (Items a-b):

Committee approved the Consent Items as presented.

5. Public Comment Period

None

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

- 1. Committee Members' Comments/Reports – Director Dicht's stated he will be discussing the Giant Rock Clean-up with the local coordinator.
- 2. General Manager's Report – GM West stated she presented to the Joshua Tree Rotary Club this morning regarding the status of illegal Cannabis in the Morongo Basin. Staff will also be executing the Water Education Festival at La Contenta Middle School.

7. Adjournment

Chair McKenzie adjourned the meeting at 6:20 pm.

Approved by:



JoMarie McKenzie, Committee Chair



Official Seal