



# 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 ( SPECIAL MEETING )

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

May 2, 2023  
Time – 6:00 P.M.

MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE  
PUBLIC WISHING TO PARTICIPATE REMOTELY

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81531028615?pwd=L3didWRaa1ArblF5Lzl1aWNuTUdyZz09>

Passcode: 411942

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 815 3102 8615

Passcode: 411942

### CALL TO ORDER

President Burkhart called the meeting to order at 6:00 pm.

### PLEDGE OF ALLEGIANCE

Led by David Chapman

Directors present: John R. Burkhart  
JoMarie McKenzie  
Megan Close-Dees  
Craig Dicht  
David Chapman

Staff present: Marina West

Public Present: Following Roll Call, 0 member(s) of the public indicated they were participating via teleconference. 0 members of the public were present in the meeting room.

### APPROVAL OF AGENDA

Director Close-Dees made a motion to approve the agenda as presented. Director McKenzie seconded the motion. Unanimously approved.

### Discussion and Action Items -

1. **Public Budget Workshop No. 4 – Adopt Resolution No. 23R-07 Fixing and Adopting the Budget for Fiscal Year 2023-2024 for the Bighorn-Desert View Water Agency**

GM West gave the staff report with a Powerpoint presentation noting that only minute changes had been made to the budget since the 3<sup>rd</sup> Public Budget Workshop. One was the addition of Schedule A-1 depicting two years prior actual revenue and projected current year-end against the proposed final budget for Fiscal Year 2023/24.

GM West stated that no comments have been received through the Budget Workshops.

Director McKenzie asked if the pie charts can be created at any time during the year. GM West reviewed how the -10 accounts are expensed and how the "Due from" account is populated. GM West said that she will look at using the Project Manager report for monitoring the grant expenses.

Director Dicht made some comments about the budgeting process.

Public Comment: None

**Motion No. 23-016**

Director Dicht made a motion to Adopt Resolution No. 23R-07 Resolution Fixing and Adopting the Budget for Fiscal Year 2023-2024 for the Bighorn-Desert View Water Agency. Director Chapman seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

**MSC<sup>1</sup> (Dicht/Chapman) approved.**

**2. Public Hearing: Ordinance No. 23O-01 – An Ordinance of the Board of Directors of Bighorn-Desert View Water Agency Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto**

GM West gave a brief staff report noting that the Board of Directors' requested, by majority motion, for staff to proceed with the process of increasing the Board's Per Diem amount by 5% to \$162.89 per day of service. She further reported the appropriate legal notice has been published for the prescribed period and that the notice and Ordinance have been posted at the Agency posting boards since April 19<sup>th</sup> as well.

She noted that no letters of protest, either verbally or in writing, have been received prior to the Public Hearing tonight.

Director Chapman noted the increase was approximately \$7. Director Dicht inquired on the cost of the legal publication. GM West stated that she was not sure.

GM West answered questions from the Board.

**President Burkhart opened the Public Hearing at 6:23 pm.**

No Public Comments were received.

**President Burkhart closed the Public Hearing at 6:24 pm.**

Director Dicht made comments about the logic behind seeking a Per Diem increase at this time given the inflation we have experienced as individuals. President Burkhart agreed that it necessary to maintain interest from the public in joining the Board of Directors in the future.

**Motion No. 23-017**

Director Chapman made a motion to Adopt Ordinance 23O-01 Providing for the Compensation of the Board of Directors and Establishing Procedures Related Thereto. Director Close-Dees seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

**MSC<sup>1</sup> (Chapman/Close-Dees) approved.**

**3. Consent Items -**

- a. Board of Directors' Special Meeting Minutes, March 28, 2023
- b. Board of Directors' Regular Meeting Minutes, April 11, 2023
- c. Board of Directors' Workshop Meeting Minutes, April 22, 2023
- d. Financial Statements
  1. Balance Sheet – March 2023
  2. Budget Status – March 2023
  3. Quarterly Investment Report for the period ending Q1/2023
- e. Receive and File Disbursements for April 2023
- f. Service Order Report for March 2023
- g. Receive and File Planning/Engineering (PLEGs) Standing Committee Meeting Minutes for February 21, 2023.
- h. Receive and File Finance (FPREP) Standing Committee Minutes for March 21, 2023.

Recommended Action:

Approve as presented (Item a-h):

Director McKenzie asked about several checks on the disbursement list.

Director Close-Dees inquired about the April 11, 2023 meeting minutes.

Public Comment: None

**Motion No. 23-018**

Director Dicht made a motion to adopt Consent Calendar items a to h. Director Close-Dees seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

**MSC<sup>1</sup> (Dicht/Close-Dees) 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 – GM West reported that Pacific Western Bank stocks fell sharply today and to the point that stock trading was halted several times. As a result of this news, GM West is transferring money out of Pacific Western Bank into LAIF. The goal is \$2.9M but we have a \$1M wire transfer limit. GM West thinks it would be a safe hedge to open another checking account just in case things go south. Ms. Byerrum has suggested Five Star Bank and so GM West has reached out to them.

Director Dicht's asked about FrontWave Credit Union in Yucca Valley, CA. Some thought they don't do commercial banking but GM West said she would check into it. She further noted that US Bank is the holder of the PWB collateral funds.

Given that the Board had no objections to proceeding with the plan to move money to a new checking account and opening a CLASS account and moving money into those two plans.

2. Director Reports –

Director Chapman reported on the Post Office Garden public relations event as part of the Morongo Basin Conservation Association Desert-Wise Landscape Tour. It was noted that there were approximately 45 attendees.

Director McKenzie reported on the Homestead Valley Community Council meeting she attended in April. The Glamping Project was appealed but no word on when the appeal will go before the Board of Supervisors. The County Third District also held an Open House in Joshua Tree. May 20<sup>th</sup> is the Disaster Prevention event at Walmart. She summarized some ideas presented for an emergency preparedness kit. She gave some information on CHP and Sheriff's Department activities. She also reported on closures at the Johnson Valley Shared Use Area in August 2023 and February 2024. In closing she summarized activities at the local community associations.

Director Dicht reported on the Association of San Bernardino County Special Districts monthly dinner meeting (April 17<sup>th</sup>) on *Water Wise Programs* presented by Chino Basin Water Conservation District. A place where "lawns are still a thing" but they are working to educate the public on reducing water use on lawns. They are doing a Native Plant Certification for landscape contractors. He noted they have on-line resources for planning your landscape as well. He noted the next meeting is an "Open Mic Night" where attendees can speak about their own agencies.

7. **Adjournment**

President Burkhart adjourned the meeting at 7:13 pm.

Approved by:

  
Megan Close-Dees, Secretary of the Board

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



**Official Seal**