



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

June 10, 2025
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:

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TELECONFERENCE LINE THRU ZOOM

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CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Led by Director Burkhart.

ROLL CALL

Directors present: JoMarie McKenzie
Megan Close-Dees
John Burkhart
William Aldridge

Directors Absent: None

Staff present: Marina West
David Chapman

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 motion to approve the agenda as presented. Director Aldridge seconded. Unanimously approved.

Discussion and Action Items -

1. Resignation of Director David Chapman and Process for Filling Vacant Board Seat

GM West presented the item noting that a corrected staff report had been placed at the dais. GM West explained that if appointing the next director

Discussion amongst the Directors regarding how to proceed. Also, a decision was made to hold a special meeting for the interview and appointment process rather than place the item on the July 8, 2025 Agenda. It was determined that applications will be accepted until noon on July 1, 2025 and then the Board will hold a special meeting on July 9th to interview the candidates and possibly arrive at an appointment.

Director Close-Dees made a motion to receive and file the letter of resignation from Mr. David Chapman and to fill the vacancy by appointment. Director Burkhart seconded the motion.

Motion No. 25-020

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Y
William Aldridge	Y

MSC¹ (Close-Dees/Burkhart) unanimously approved.

2. Board to Appoint a Secretary

GM West noted that with the resignation of Mr. Chapman a member of the Board needs to be appointed as Secretary for the remainder of calendar year 2025.

Director Aldridge made a motion to appoint Director Burkhart as Secretary of the Board. Director Close-Dees seconded the motion.

Motion No. 25-021

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Y
William Aldridge	Y

MSC¹ (Aldridge/Close-Dees) unanimously approved.

3. Board to Assign Replacement Director to the Planning/Legislative/Engineering/Grant Standing Committee

GM West noted that with the resignation of Mr. Chapman a member of the Board needs to be appointed to the Committee for the remainder of the calendar year.

Director Burkhart made a motion to appoint Director Aldridge the Planning/

Legislative/Engineering/Grant Standing Committee. Director Close-Dees seconded the motion.

Motion No. 25-022

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Y
William Aldridge	Y

MSC¹ (Burkhart/Close-Dees) unanimously approved.

4. State Water Resources Control Board Grant Agreement No. D2102065: Award Reservoirs B1 and B2 Rehabilitation and Recoating Project Public Works Contract No. PWC25-01

GM West gave the staff report as provided in the Agenda packet.

GM West answered questions from the Board.

Director Burkhart made a motion to receive and file the Notice Inviting Bids, Ratify issuance of Addendum No. 1 and award Public Works Contract No. PWC25-01 Reservoirs B1 and B2 Rehabilitation and Recoating Project to J. Colon Coatings, Inc. in the amount of \$539,000 pending approval by the State Water Resources Control Board Division of Financial Assistance in accordance with Agreement No. D2102065 and Authorize construction contingency of 10% or \$53,900.

Motion No. 25-023

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Y
William Aldridge	Y

MSC¹ (Burkhart/Aldridge) unanimously approved.

5. Department of Water Resources Prop. 1 Round 2 IRWM Implementation Grant Agreement No. 4600013807 (Prop. 1 2014): Award Development and Testing of Goat Mountain Production Well No. 13 Public Works Contract No. PWC25-02

GM West gave the staff report as provided in the Agenda packet noting that several discrepancies were noted in the bid package from South West Pump and Drilling, Inc. and that general counsel recommends these informalities be waived and the contract awarded to the lowest bidder, South West Pump and Drilling, Inc. in the amount of \$241,975.

Director Burkhart made a motion to receive and file the Notice Inviting Bids, Ratify issuance of Addendum No. 1, waive all minor irregularities in the bid sheets received and award Public Works Contract No. PWC25-02 Development and Testing of Goat Mountain Production Well No. 13 to South West Pump & Drilling, Inc. in the amount of \$241,975.

Motion No. 25-024

JoMarie McKenzie Y
Megan Close-Dees Y
John Burkhart Y
William Aldridge Y

MSC¹ (Burkhart/Aldridge) unanimously approved.

6. State Water Resources Control Board Grant Agreement No. D2102065: Authorize Change Order to CA Rural Water Association for Additional Engineering and Mapping Service

GM West gave the staff report as provided in the Agenda packet noting that this effort is specifically related to the requirement to complete a census of Western Joshua trees in the vicinity of the project elements.

Director Close-Dees made a motion to approve Change Order No. 2 Pipeline Improvements and Consolidation Project (PI/C) Professional Services Agreement with California Rural Water Association (CRWA) for \$3,940 to provide additional engineering and mapping services associated with the environmental compliance for the Project. Director Burkhart seconded the motion.

Motion No. 25-025

JoMarie McKenzie Y
Megan Close-Dees Y
John Burkhart Y
William Aldridge Y

MSC¹ (Close-Dees/Burkhart) unanimously approved.

7. Consent Items -

- a. Board Meeting Minutes
 - 1. May 10, 2025
 - 2. May 13, 2025
- b. Financial Statements
 - 1. Balance Sheet(s) – April 2025
 - 2. Budget Sheet(s) – April 2025
- c. Receive and File Disbursements – May 2025
- d. Service Order Report – May 2025
- e. BDV Production Report – May 2025
- f. Goat Mountain Production Report – May 2025
- g. Receive and File Committee Meeting Minutes
 - 1. Planning/Legislative/Engineering/Grants Standing Committee
 - December 17, 2024
 - 2. Finance/Public Relations/Education/Personnel Standing Committee

- March 18, 2025
 - May 6, 2025 – Cancelled
- h. Authorize General Manager to Execute County of San Bernardino Auditor-Controller/treasurer/Tax Collector Agreement for Collection of Special Taxes, Fees and Assessments Fiscal Year 2024-25.
 - i. Resolution No. 25R-05 Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees.
 - j. Resolution No. 25R-06 Establishing the Agency’s Investment Policy

Recommended Action: Approve as presented.

Director Burkhart made a motion to adopt the Consent Calendar items a – j as presented. Director Close-Dees seconded the motion.

Motion No. 25-026

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Y
William Aldridge	Y

MSC¹ (Burkhart/Close-Dees) unanimously approved.

8. Matters Removed from Consent Items

None.

9. Public Comment Period

None.

10. Items for Next or Future Agenda

None

11. Verbal Reports –

- a. General Manager Report – None.
- b. Assistant General Manager Report – AGM Chapman reported his visit to see Assy. Carrillo on AB1089 Western Joshua Tree Conservation Act.
- c. Director Reports
Director Aldridge reported on the MWA TAC meeting he attended on June 5, 2025.

Director Burkhart reported on the MWA TAC meeting he attended on June 5, 2025.

Director Close-Dees reported on the Landers Homestead Valley Community Association meeting she attended June 9, 2025.

President McKenzie reported on the Landers Homestead Valley Community

Association meeting she attended June 9, 2025.

12. Adjournment

President McKenzie adjourned the meeting at 7:32 pm.

Approved by:



John R. Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded and carried



Official Seal