



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 14, 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:

<https://us02web.zoom.us/j/88089877416?pwd=y5nGSuFeqf7alTkg3hCETlt8akrxvU.1>

Passcode: 160267

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 880 8987 7416

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CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

led by Director Miller-Boyer

ROLL CALL

Directors present: JoMarie McKenzie
Megan Close-Dees – remote AB2449 recognition
William Aldridge
Rodney Miller-Boyer

Directors Absent: John Burkhart – absent with prior notice

Staff present: Marina West
David Rewal

Public Present: Following Roll Call, 0 member(s) of the public indicated they were participating via teleconference. 1 members of the public were present in the meeting room

APPROVAL OF AGENDA

Director Aldridge made motion to approve the agenda as presented. Director Miller-Boyer seconded. Unanimously approved.

Discussion and Action Items



Closed Session

- a. PUBLIC EMPLOYMENT
[Government Code Section 54957(b)]
Title: General Manager
- b. CONFERENCE WITH LABOR NEGOTIATOR
(Government Code Section 54957.6)
Agency Designated Representative: Steven M. Kennedy, General Counsel
Unrepresented Employee: General Manager

Public Comment: None.

The Board adjourned to Closed Session at 6:18 pm.

The Board returned from Closed Session at 6:29 pm.

2. Closed session report

President McKenzie stated there was no reportable action from Closed Session.

3. Discussion and Possible Action Regarding Extension of General Manager’s Employment Agreement

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



Public Comment: Ms. Conkle asked a clarifying question.

Motion No. 25-051 Motion to authorize execution of Fifth Amendment to Employment Agreement with General Manager Marina West, PG effective October 14, 2025.

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Absent
William Aldridge	Y
Rodney Miller-Boyer	Y

MSC¹ (Miller-Boyer/Aldridge) unanimously approved.

4. Board to Discuss Formation of an Ad Hoc Committee to Develop a “Management Succession Plan and Associated Organizational Structure”

GM West gave a verbal staff report noting that the formation of this Ad Hoc Committee was previously agreed to by the Board in Closed Session and thus directed it to be formally agendized in open session. The Ad Hoc Committee would work with the General Manager and Ortega Strategies Group on the framework for “management succession planning and associated organizational structure”.



Public Comment: None.



Motion No. 25-052 Motion to approve formation of Ad Hoc Committee to develop a “Management Succession Plan and Associated Organizational Structure” and appoint Director Aldridge and Director Miller-Boyer to said Ad Hoc Committee.

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Absent
William Aldridge	Y
Rodney Miller-Boyer	Y

MSC¹ (Miller-Boyer/Aldridge) unanimously approved.

5. **2025 Review: Code of Conduct for Members of the Agency Board of Directors (Resolution No. 13R-15)**
GM West gave the staff report as presented in the Agenda packet stating that “best practice” is to review the policy at least annually.

President McKenzie made some verbal remarks about the Code of Conduct.

Public Comment: None.

No Motion: Annual Board review of Code of Conduct reviewed and acknowledged as requested.



Adopt Resolution No. 25R-14 Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meters Size ¾-inch to 10-inch

GM West gave the staff report as presented in the Agenda Packet noting that the “buy-in” charge is being adjusted by the 5-year average Construction Cost Indices of 3.289% and that the rate if adopted would not be effective until December 15, 2025. GM West pointed out that the draft Resolution was posted at least 14-days prior to consideration for adoption.

Directors made various comments about this fee.

Public Comment: None.

Motion No. 25-053 Motion to adopt Resolution No. 25R-14 Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meters Size ¾-inch to 10-inch.

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Absent
William Aldridge	Y
Rodney Miller-Boyer	Y

MSC¹ (Aldridge / Miller-Boyer) unanimously approved.



Adopt Resolution No. 25R-15 Setting the Service Line Installation Fee for Water Meter Size Ranges from 3/4-inch to 10-inch

GM West gave the staff report as presented in the Agenda Packet noting that the installation charge is based on an estimate of actual cost and that the fee if adopted would not be effective until December 15, 2025. Mr. Rewal made a comment about keeping up with the rising cost of parts.

Directors made various comments about this fee.

Public Comment: Member of the public asked a clarifying question about the fee.

Motion No. 25-054 Motion to adopt Resolution No. 25R-15 Setting the Service Line Installation Fee for Water Meter Size Ranges from 3/4-inch to 10-inch.

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Absent
William Aldridge	Y
Rodney Miller-Boyer	Y

MSC¹ (Miller-Boyer/Aldridge) unanimously approved.

8. Consent Items

- a. Board Meeting Minutes
 - 1. September 4, 2025 Special Meeting
 - 2. September 9, 2025 Regular Meeting
 - 3. September 13, 2025 Special Workshop Meeting
- b. Financial Statements
 - 1. Balance Sheet(s) – August 2025
 - 2. Budget Sheet(s) – August 2025
- c. Receive and File Disbursements – September 2025
- d. Service Order Report – August 2025
- e. BDV Production Report – September 2025
- f. Goat Mountain Production Report – September 2025
- g. Receive and File Committee Meeting Minutes
 - 1. Planning/Legislative/Engineering/Grants Standing Committee
 - None
 - 2. Finance/Public Relations/Education/Personnel Standing Committee
 - None

Recommended Action: Approve as presented.

Public Comment: None.

Motion No. 25-055 Motion to approve consent calendar items a through g, as presented.

JoMarie McKenzie	Y
Megan Close-Dees	Y
John Burkhart	Absent
William Aldridge	Y
Rodney Miller-Boyer	Y

MSC¹ (Aldridge/Miller-Boyer) unanimously approved.

9. Matters Removed from Consent Items

None.

10. Public Comment Period

None.

11. Items for Next or Future Agenda

GM West noted that the November 11, 2025 meeting will be cancelled due to Veteran's Day holiday with the next regular meeting December 9, 2025. A review of the Reserve Policy was requested.

12. Verbal Reports – Including Reports on Courses/Conferences/Meetings.

- a. General Manager Report – GM West reminded the Board that the deadline for dental “open enrollment” ends on Oct. 31, 2025 and requested the Directors let her know as soon as possible whether they intend to add the coverage.

GM West shared a brief PowerPoint presentation of pictures and videos from the development work on the new production well at Goat Mountain.

- b. Director Reports

Director Miller-Boyer: Reported on the Mojave Water Agency “Mini-Tour” he attended recently. He also reported on the MWA Technical Advisory Committee meeting he also attended. He also completed the Anti-Harassment training he attended.

Director McKenzie: Reported on the ASBCSD monthly dinner meeting she attended in Hesperia. She further reported on the Pelican Club dinner meeting she attended.

Director Aldridge: Reported on the MWA Technical Advisory Committee meeting he also attended on-line.

13. Adjournment

President McKenzie adjourned the meeting at 7:24 pm.

Approved by:

JoMarie McKenzie, President of the Board

MSC¹ – Motion made, seconded and carried

Official Seal