



## 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' SPECIAL MEETING MINUTES

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



December 9, 2025  
Time – 4:00 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/81256511958?pwd=QLlcvhHlzipKzYOX0QgW1yRsO6mV3b.1>

Passcode: 333698

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 812 5651 1958

Passcode: 333698

#### CALL TO ORDER

President McKenzie called the meeting to order at 6:02 pm.

#### PLEDGE OF ALLEGIANCE

Led by Director Miller-Boyer.

#### ROLL CALL

Directors present: JoMarie McKenzie  
Megan Close-Dees  
William Aldridge  
Rodney Miller-Boyer

Directors Absent: John Burkhart – absent with prior notice


Legal Counsel Steve Kennedy

Staff present: Marina West  
David Rewal  
Susan Allen, Ortega Strategies Group  
Scott Nelson, Starting Line Advisory  
Sara Mares, NBS Government Finance Group  
Chris Brown, CPA, CJ Brown & Company CPA's

December 9, 2025 Board of Directors' Special Meeting Agenda

Approved January 10, 2026

Page 1 of 5

 Public Present: Following Roll Call, 1 member(s) of the public indicated they were participating via teleconference. 2 member(s) 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. Closed Session**

- a. Public Employee Appointment  
[Government Code Section 54957(b)]  
Title: General Manager
- b. Public Employee Appointment  
[Government Code Section 54957(b)]  
Title: District Geologist/Engineer

Public Comment: None.

The Board adjourned to Closed Session at 4:04 pm.

 The Board returned from Closed Session at 6:26 pm.

### **Closed Session Report**

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

### **3. Authorize New Organizational Chart Creating Three New Job Positions with Associated Job Descriptions for Transitional General Manager Consultant; Reassign Accounting Technician/Customer Service Lead to Administrative & Finance Supervisor; and add District Geologist/Engineer Job Description; and Resolution No. 25R-XX Amending Appendix C – Range and Step Scale Incorporated by Reference to the Employee Handbook**

GM West introduced the item as provided in the Agenda Packet noting that the Board is being asked to review and possible approve all the actions proposed tonight if so inclined. If additional information or substantive changes are proposed for any of the actions, they could be deferred to the January meeting.

GM West introduced Susan Allen, Ortega Strategies Group, who began with a comprehensive Powerpoint presentation.

Questions of the Board were addressed.

Public Comment: None.

 **No motion. Actions deferred to later date.**

4. **Public Workshop No. 5 – 2025 Rate Study (5-year period commencing 2026) Authorizing Filing of Categorical Exemption for a Public Hearing on February 10, 2026 at 6:00 pm during which the Board of Directors Will Consider Preliminary Approval of Water Rates, Fees and Charges; and Authorize preparation and distribution of Notice Setting the date, time and location of the Proposition 218 (Prop. 218) Notice of Public Hearing on the proposed rate and fee structure alternative in accordance with Article XIII C and D of the California Constitution; and Posting of Draft Water Rate Study Report November 2025 in conjunction with Proposition 218 Public Hearing Notice.**

GM West introduced this as the 5<sup>th</sup> Public Workshop noting that to date there has only been written comments submitted by one customer. GM West introduced Sara Mares who gave a Powerpoint presentation. Ms. Mares also reviewed the “substantive objections” and regular objections processes that must be followed.

Questions of the Board were addressed.

Public Comment: None.

**Motion No. 25-058** Motion to Authorize Filing of Categorical Exemption for a Public Hearing on February 10, 2026 at 6:00 pm during which the Board of Directors Will Consider Preliminary Approval of Water Rates, Fees and Charges; and

Authorize preparation and distribution of Notice Setting the date, time and location of the Proposition 218 (Prop. 218) Notice of Public Hearing on the proposed rate and fee structure alternative in accordance with Article XIII C and D of the California Constitution; and

Posting of Draft Water Rate Study Report December 2025 in conjunction with Proposition 218 Public Hearing Notice.

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

**MSC<sup>1</sup> (Aldridge/Miller-Boyer) approved.**

5. **Presentation of the Agency Financial Audit for Fiscal Year 2024-2025 by the Independent Certified Public Accounting Firm of CJ Brown & Company CPAs.**

GM West first thanked staff, especially Ms. Paulino and Mr. Rewal, for their day-to-day involvement with the Accounts Payable procedures noting good input contributes to a smooth audit process. GM West introduced Mr. Chris Brown who will provide the presentation on the audit performed by CJ Brown & Company CPAs. Mr. Brown noted that in 2025 there was a new Government Accounting Standards Board (GASB 101) on compensated absences that are now required to be reported in a consistent manner.

Questions of the Board were addressed.

Public Comment: None.

**Motion No. 25-059** Motion to Receive and File the Fiscal Year 2024/25 Financial Audit.

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

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

**6. Consent Items**

- a. Board Meeting Minutes
  - 1. October 14, 2025 Regular Meeting – print for signing
  - 2. November 4, 2025 Special Meeting – print for signing
- b. Financial Statements
  - 1. Balance Sheet(s) – September & October 2025
  - 2. Budget Sheet(s) – September & October 2025
- c. Receive and File Disbursements – October & November 2025
- d. Service Order Report – September & October 2025
- e. BDV Production Report – October & November 2025
- f. Goat Mountain Production Report – October & November 2025
- g. Receive and File Committee Meeting Minutes
  - 1. Planning/Legislative/Engineering/Grants Standing Committee
    - August 19, 2025 Cancelled
    - October 21, 2025 – Cancelled
  - 2. Finance/Public Relations/Education/Personnel Standing Committee
    - September 2, 2025 – Cancelled
    - November 18, 2025 - Cancelled

Recommended Action: Approve as presented.

**Motion No. 25-060** Motion to accept consent calendar items a-g as presented.

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

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

**7. Matters Removed from Consent Items**

None.

**Public Comment Period**

Mr. Edward Zeppenfeld, resident within the Agency boundaries, stated that he didn't get a "yellow notice" and water off. Landlord used to pay but apparently Agency used a phone call. Occupant with colostomy bag and we didn't get a chance to put water in our name. When prompted he stated that the Owner passed away in October 2025.

#### 9. Items for Next or Future Agenda

None.

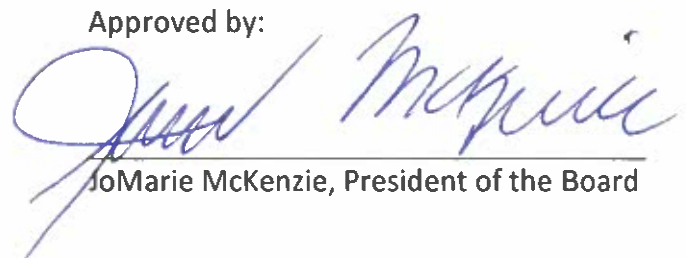
#### 10. Verbal Reports

- a. General Manager Report – GM West reminded the directors of the Christmas Holiday lunch planned for Friday, December 19, 2025. She further reported that staff of both the Agency and Mojave Water Agency participated in Arc Flash training which is a very important component of our comprehensive safety program involving electrical hazards. She further noted that these are the kind of "shared services" that provide benefit through efficiencies. In this case, there is a flat rate for the training and by maximizing attendance the cost per person can be shared between the entities.
- b. Director Reports
- Director Aldridge: Reported on the Colorado Regional Water Quality Control Board meeting where there was an interesting presentation on the "fix" for the Salton Sea. He further reported on Yucca Valley Sewer System citation hearings taking place against those who have not connected yet. He reported on the MWA Technical Advisory Committee (TAC) on December 8, 2025 and summarized the presentations given on GRACE (JPL/NASA) and the Mojave Regional Groundwater Model update.
- Director McKenzie: Reported on the Landers Homestead Valley Community Association meeting she attended on December 8<sup>th</sup>.

#### 11. Adjournment

President McKenzie adjourned the meeting at 7:53 pm.

Approved by:

  
JoMarie McKenzie, President of the Board

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

