



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 16, 2025
Time – 2:00 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/81283454297?pwd=IlpBI2RcJ93bgrNUaHcbiyI0uKa7xl.1>

Passcode: 647491

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 812 8345 4297

Passcode: 647491

CALL TO ORDER

The President Close-Dees called the meeting to order at 2:00 pm.

PLEDGE OF ALLEGIANCE

Led by Director Aldridge.

ROLL CALL

Directors present: JoMarie McKenzie – Arrived at 3:10 pm
Megan Close-Dees
William Aldridge
Rodney Miller-Boyer – Left meeting at 6:15 pm

Directors Absent: Vacant seat

Staff present: Marina West
David Rewal
Hunter Prudholm
Bardomiano Montes De Oca
Rosalind Paulino
Susan Allen, Ortega Strategies Group

Public Present: Following Roll Call, 0 member(s) of the public indicated they were participating via

teleconference. 0 member(s) of the public were present in the meeting room

PROVAL OF AGENDA

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

Discussion and Action Items -

1. Presentations and Interviews: Executive Coach for Organizational Development

Candidate: Mark Meeler

GM West introduced Mr. Mark Meeler to the Board of Directors and staff present. She also introduced Ms. Allen to begin the interview process.

Mr. Meeler gave a presentation to Board. Staff was then invited to ask questions of Mr. Meeler.

The Board of Directors posed a series of questions to Mr. Meeler. Finally, Mr. Meeler asked questions of the Board and Staff.

Candidate: Tom Holliman

GM West introduced Mr. Tom Holliman to the Board of Directors and staff present. She also introduced Ms. Allen to begin the interview process.

Mr. Holliman gave a presentation to Board. Staff was then invited to ask questions of Mr. Holliman.

The Board of Directors posed a series of questions to Mr. Holliman. Finally, Mr. Holliman asked questions of the Board and Staff.

Public Comment: None.

2. Closed Session

Public Employee Appointment
[Government Code Section 54957(b)(1)]
Title: General Manager

Public Employee Appointment
[Government Code Section 54957(b)(1)]
Title: Chief Engineer

Adjourn to Closed Session at 5:03 pm.
Return from Closed Session at 6:36 pm

Public Comment: None.

Closed Session Report

President McKenzie reported that the in Closed Session the Board of Directors gave direction to legal counsel to draft a contracts for General Manager and Chief Engineer to be brought back to the Board for further consideration.

4. Authorize New Organizational Chart Creating Two New Job Positions with Associated Job Descriptions for Chief Engineer and Administrative & Finance Manager; and

Resolution No. 25R-17 Amending Appendix C – Range and Step Scale Incorporated by Reference to the Employee Handbook Related to the Administrative & Finance Manager.

GM West summarized the actions to amend the Organizational Chart and the Range and Step Scale noting that the Board is merely setting the salary range for the Administrative & Finance Manager and not setting a specific salary for this vacant management position.

Motion No. 25-062 Motion to authorize New Organizational Chart Creating Two New Job Positions with Associated Job Descriptions for Chief Engineer and Administrative & Finance Manager; and
Resolution No. 25R-17 Amending Appendix C – Range and Step Scale Incorporated by Reference to the Employee Handbook Related to the Administrative & Finance Manager.

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

Vacant Seat

MSC¹ (Close-Dees/Aldridge) approved.

5. Consider authorizing Professional Services Agreement for the Retention of Executive Coach for Organizational Development

GM West summarized the events leading to the selection of the Executive Coach for Organizational Development after which the Board announced their selection of Mr. Tom Holliman, PE.

Motion No. 25-063 Motion to hire Mr. Tom Holliman, TR Holliman and Associates, for retention under a Professional Services Agreement for Executive Coach for Organizational Development.

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

Vacant Seat

MSC¹ (Aldridge/Close-Dees) approved.

6. Public Comment Period

None.

Items for Next or Future Agenda

None.



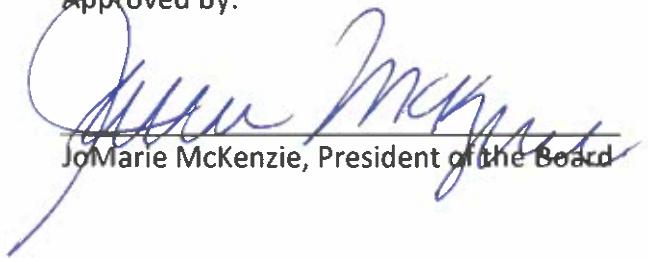
Verbal Reports – Including Reports on Courses/Conferences/Meetings.

- a. General Manager Report – None.
- b. Director Reports – None.

9. Adjournment

President McKenzie adjourned the meeting at 6:45: pm.

Approved by:



JoMarie McKenzie, President of the Board

MSC¹ – Motion made, seconded and carried

