

Bighorn-Desert View Water Agency

Board of Directors

Michael McBride, President
Judy Corl-Lorono, Vice President
David Larson, Director
Terry Burkhart, Director
J. Dennis Staley, Director

Marina D West, PG, General Manager



Agency Office
622 S. Jemez Trail
Yucca Valley, CA 92284-1440

760/364-2315 Phone
760/364-3412 Fax

A Public Agency

www.bdvwa.org

**BOARD OF DIRECTORS'
REGULAR MEETING MINUTES**

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, May 22, 2012 - 6:00 p.m.

CALL TO ORDER

Meeting convened by Board President Michael McBride at 6:02 p.m.

PLEDGE OF ALLEGIANCE

Led by Elizabeth Karman

ROLL CALL

Directors Present: David Larson
 Judy Corl-Lorono
 Michael McBride
 Terry Burkhart
 J. Dennis Staley

Staff Present: Marina West
 Michelle Corbin

APPROVAL OF AGENDA

Motion to approve the agenda.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

General Manager West gave the staff report on the Award of Financial Reporting Achievement.

Director Burkhart thanked the staff for all the hard work.

Vice-President Corl-Lorono asked if other Agencies have received this award.

Public comments:

Anonymous stated how proud she felt about the award and that she was bursting with pride.

Bob Karman, of Yucca Mesa commented that he and Director Staley are often on the same page with regards to public relations. He suggested that we announce the award on our web site.

MOTION NO. 12-042

(After brief Board discussion), Director Larson made a motion to receive and file the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. Vice-President Corl-Lorono seconded the motion.

MSC¹ (Larson/Corl-Lorono) unanimously approved.

POSTING THE AGENCY'S APPROPRIATION LIMIT FOR FISCAL YEAR 2012/13

General Manager West gave the staff report regarding the posting of the Agency's Appropriation Limit for fiscal year 2012/2013.

Public Comment:

Bob Karman of Yucca Mesa suggested the BOD come up with a policy of public notice.

MOTION NO. 12-043

(After brief Board discussion), Director Larson made a motion to direct staff to post the calculations made to determine the Agency's appropriation limit. The motion was seconded by Vice President Corl-Lorono.

MSC¹ (Larson/Corl-Lorono) unanimously approved.

CONSIDER ADDING DIRECTORS TO DENTAL AND VISION POOL

General Manager West gave the staff report to consider adding Directors to the Dental and Vision Pool.

Director Burkhart stated that she was concerned; the BOD rejected a \$5.00 raise because it would look bad in the eyes of the public and that this would then look really bad.

Director Larson stated that he thought it would be a good thing if the Directors had glasses if they needed them.

Vice-President Corl-Lorono agreed it would be nice to have this benefit, but that it was too expensive.

Director Staley stated he did not think this was a good way to spend the people's money.

President McBride stated that he was looking out for the next generation of board members and that this benefit could attract candidates down the road.

Public comment:

John Burkhart of Johnson Valley stated that he agreed, adding Directors to the Dental and Vision Pool is too expensive.

Action Failed: No Motion Was Received.

STATUS OF THE FISCAL YEAR 2011/12 DELINQUENT ACCOUNTS AND PROCESS FOR PLACING AS PROPERTY LIENS ON THE SECURED TAX ROLLS OF SAN BERNARDINO COUNTY

General Manager West gave the staff report on the status of the fiscal year 2011/2012 delinquent accounts and process for placing the delinquents as property liens on the secured tax rolls of San Bernardino County.

Director Staley asked if it is possible to match the APN numbers that are delinquent from year to year.

Director Larson stated that he thought the lien process was very productive and an effective way for the Agency to collect this debt.

Vice-President Cori-Lorono stated in the past we would write-off these delinquent accounts as bad debt and now the Agency is better off with the lien process.

Public comment:

Bob Karman of Yucca Mesa stated that if the Agency does not collect the debt from the owner, the other rate payers will have to pick it up.

No Board action requested – informational item only.

Adjourned for a Break at 6:44 p.m. - Reconvened from Break at 6:56 p.m.

PRELIMINARY BUDGET FOR FISCAL YEAR 2012/13 AND PROPOSED AD VALOREM TAX LEVY FOR BIGHORN MOUNTAINS IMPROVEMENT DISTRICT 1

General Manager West gave a power point presentation on the preliminary budge for fiscal year 2012/2013 and the proposed Ad Valorem Tax Levy for Bighorn Mountains Improvement District 1.

President McBride commented, if we were to look back to the first year when the GM took over, the Agency was \$150K in the hole and now we are doing well.

No public comment.

No Board action requested – informational item only.

DISBURSEMENTS APRIL 2012

No Public Comment.

MOTION NO. 12-044

Director Burkhart made a motion to approve the Disbursements (Check Register - Payment of Bills) for April 2012. Director Larson seconded the motion.

MSC¹ (Burkhart/Larson) unanimously approved.

CONSENT ITEMS

- a. Financial Statements April 2012
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements

5. Local Agency Investment Fund Balance Timeline
- b. Consumption & Billing Comparison Report, April 2012
 - c. Service Order Report, April 2012
 - d. Production Report, April 2012
 - e. Regular Board Meeting Minutes, February 28, 2012
 - f. Regular Board Meeting Minutes, April 24, 2012
 - g. Change Order No. 3, Bucknam & Associates for a Time Extension and increase of \$2500
 - h. Substituting Columbus Day for Christmas Eve Day as a Designated Agency Holiday.
 - i. Implementation of "Automatic Clearing House" Pay Method for Agency Customers.
 - j. Implementation of "Positive Pay" Process for Accounts Payable as Recommended by Agency's Auditor.
 - k. Adopting updated Policy 12P-02 Establishing a Fixed Asset and Surplus Property Policy.
 - l. Adopting Policy No. 12P-03 A Statement of Board Policy Establishing the Criteria for Agency Financial Reserves Adding a Bond Debt Service Category.
 - m. Authorizing Contract Services Agreement for Special Legal Counsel, James Markman, to complete amended Ames Valley Water Basin Judgment at a cost estimate of \$20,000.

No Public comment.

MOTION NO. 12-045

Vice President Cori-Lorono made a motion to approve consent items a - m. The motion was seconded by Director Larson.

MSC¹ (Cori-Lorono/Larson) unanimously approved.

MATTERS REMOVED FROM CONSENT ITEMS - None

PUBLIC COMMENT PERIOD

Bob Karman of Yucca Mesa commented how far the Agency had come. He stated that the GM's budget presentation would be great for the W-1 customers to hear. He also suggested that the Agency create focus groups to find out what frequently asked questions exist in the community.

VERBAL REPORTS

General Manager West reported the EPA Grant is closing ahead of schedule. Also, today she had attended the Mojave Water Agency Engineering Committee and they did move the Ames/Reche Groundwater Storage and Recovery Program and Management Agreement forward to their Board of Directors.

The BOD had just passed item "m" which was to transition Mr. Markman from the roll of referee during the negotiation process to the attorney processing the revised judgment.

She noted that there were many nice comments made today at Mojave Water Agency with regards to how well the Agency is doing and the Board is to be congratulated.

Finally she and President McBride met with W1 customer Mr. Destry to go over his questions and concerns.

Director Staley reported that he is pleased that the maintenance staff lowered some of the valve cans on New Dixie Mine Road and that we have an education job on our hands with W1.

Vice-President Cori-Lorono reported that she had recently attended an AWAC meeting. She stated that she does not see it continuing as we know it. They still have funding left for the "Cash for Grass" but no longer are funding items such as the toilet replacement program.

She also reported on the CSDA Legislative Conference. Due to mishaps, she was able to meet directly with Senator Jean Fuller who represents our area.

Director Larson reported that he had attended the Homestead Valley Community Council meeting.

Director Burkhart reported on the CSDA Legislative Conference she had also attended on behalf of SDRMA.

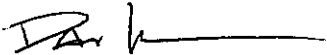
President McBride reported that he had attended a meeting at the Mojave Water Agency today regarding the Ames/Reche project. He also reported on the CSDA Legislative Conference and the importance of getting "face time" with our representatives.

FUTURE AGENDA ITEMS -

Budget, Ad Valorem tax and delinquent accounts public hearing.

ADJOURNMENT - President McBride adjourned the meeting at 7:59 p.m.

Approved by:



David Larson, Secretary of the Board

