

Bighorn-Desert View Water Agency

Board of Directors

Terry Burkhart, President
J. Larry Coulombe, Vice President
Michael McBride, Director
David Larson, Director
Director Vacancy



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

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

Marina D West, P.G., General Manager
Joanne L Keiter, Board Secretary

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, August 24, 2010 - 6:00 PM

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF THE AGENDA**

Public Participation - Public is invited to comment on any item on the agenda during discussion of that item. You may wish to submit your comments in writing to assure that you are able to express yourself adequately. When giving your public comment, please first state your name and have your information prepared. Due to time constraints, a three-minute time limit may be imposed. Per Government Code Section 54954.2, any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, should contact the Board Secretary at 760-364-2315 during Agency business hours.

- 1. PUBLIC PARTICIPATION-** Any person may address the Board on any matter within the District's jurisdiction on items not appearing on this agenda.
- 2. DISCUSSION AND ACTION ITEMS** - The Board of Directors and Staff will discuss the following items, and the Board will consider taking action, if so inclined.
 - a. REVIEW AND DISCUSS AGENCY DRAFTED LETTER ADDRESSED TO LOCAL AGENCY FORMATION COMMISSION (LAFCO) PERTAINING TO THE EXCLUSION OF GUBLER'S ORCHIDS FROM THE SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE FOR BIGHORN-DESERT VIEW WATER AGENCY (CASE NO. LAFCO 3148) AS REQUESTED BY MR. CHRIS GUBLER IN HIS JUNE 2, 2010 LETTER OF OPPOSITION PRESENTED TO THE BOARD.**

RECOMMENDED ACTION:

- 1) Review and consider Agency draft letter; and if appropriate
- 2) Direct General Manager to execute on behalf of the Board.

b. UPDATE ON WATER INFRASTRUCTURE RESTORATION PROGRAM PENDING CHANGE ORDER NO. 3 TO CANDIDA NEAL, AICP FOR CEQA/NEPA RELATED TO THE WATER INFRASTRUCTURE RESTORATION PROGRAM, SPECIFICALLY THE AMES/MEANS RECHE RECHARGE FACILITY IN THE AMOUNT OF \$8,260

RECOMMENDED ACTION:

- 1) Review and consider Change Order for consulting services; and if appropriate
- 2) Approve and authorize General Manager to execute on behalf of the Board;

c. REVIEW OF FINAL DRAFT "PRINCIPLES OF AGREEMENT" BETWEEN BIGHORN-DESERT VIEW WATER AGENCY, HI-DESERT WATER DISTRICT, COUNTY SPECIAL DISTRICTS (W-1 AND W-4) AND MOJAVE WATER AGENCY PROVIDING GOVERNANCE STRUCTURE TO THE FUTURE GROUNDWATER MANAGEMENT PLAN FOR THE RECHE GROUNDWATER SUBBASIN

RECOMMENDED ACTION:

- 1) Board to review updated information, receive public input, and provide feedback to staff regarding project.

d. BOARD TO CONSIDER INCREASE IN CREDIT CARD LIMITS FOR AUTHORIZED STAFF

- 1) Board to review and discuss options; and if appropriate
- 2) Consider approving increased limits.

3. DISBURSEMENTS JULY 2010

RECOMMENDED ACTION:

- 1) Ratify/authorize payment of bills

4. CONSENT ITEMS - The following items are expected to be routine and non-controversial and will be acted on by the Board at one time without discussion, unless a member of the Public or member of the Board requests that an item be held for discussion or further action.

RECOMMENDED ACTION:

- 1) Approve as presented (Items a - f)

- a. Financial Statements July 2010
- b. Minutes of the June 29, 2010 Special Meeting
- c. Consumption & Billing Comparison Report July 2010
- d. Production Report July 2010
- e. Service Order Report July 2010
- f. Progress Report on the Ames/Reche Recharge Facility Project

END OF THE CONSENT CALENDAR

5. MATTERS REMOVED FROM CONSENT ITEMS

6. VERBAL REPORTS

- GENERAL MANAGER'S REPORT
- DIRECTORS' REPORTS
 - > Dissolution of Johnson Valley Water Supply Survey Ad Hoc Committee
 - > Dissolution of Finance Ad Hoc Committee
 - > Reports on Courses/Conferences/Meetings Attended at Agency Expense
 - > Report from the Ames/Reche Ad Hoc Committee
 - > Report from the Finance/Public Relations/Education & Personnel Committee
- PRESIDENT'S REPORT

7. COMMUNICATION AND PUBLIC INFORMATION ITEMS

- > Announce Special Board Meeting on September 21, 2010 at 6 PM
- > Announce Agency's participation in upcoming AWAC Landscaping Seminar (Oct 9th) and Gubler's 2010 Orchid Festival (Oct 2nd & 3rd)

8. ITEMS FOR NEXT AGENDA

9. ADJOURNMENT

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Bighorn-Desert View Water Agency, 622 S. Jemez Trail, Yucca Valley, CA not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Agency Secretary.

Backup material for the Agenda is available at the Agency offices for public review and can be viewed online at the Agency's website: www.bdvwa.org.

As a general rule, agenda reports or other written documentation has been prepared or organized with respect to each item of business listed on the agenda, and can be reviewed at www.bdvwa.org.

Copies of these materials and other discloseable public records, distributed to all or a majority of the members of the Board of Directors in connection with an open session agenda item, are also on file with and available for inspection at the Office of the Agency Secretary, 622 S. Jemez Trail, Yucca Valley, California, during regular business hours, 8:00 A.M. to 4:30 P.M., Monday through Friday. If such writings are distributed to members of the Board of Directors on the day of a Board meeting, the writings will be available at the entrance to the Board of Directors meeting room at the Bighorn-Desert View Water Agency.

Bighorn-Desert View Water Agency

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August 17, 2010

Ms. Kathleen Rollings-McDonald
Executive Officer
Local Agency Formation Commission
215 North "D" Street, Suite 204
San Bernardino, CA 92415-0490

RE: LAFCO 3148 – Service Review and Sphere of Influence Update for Bighorn-Desert View Water Agency

Ms. Rollings-McDonald:

Since the initiation of the Municipal Sphere Review/Sphere of Influence Update for Bighorn Desert View Water Agency, several open meetings have been held to solicit public input regarding the possibility that LAFCO might suggest changes to the Sphere of Influence (SOI). Our desire to obtain public input is directly related to LAFCO's Department Review Committee meeting report dated March 17, 2010 and our responses dated May 13, 2010.

To date the Agency has received correspondence from one private property owner, Mr. Chris Gubler of Gubler Orchids (attached). Subsequent to Mr. Gubler's inquiries, the matter was agendized for the discussion at the July 27, 2010 regular meeting of the Board of Directors.

Following a discussion between the Directors and Mr. Gubler, the Board directed that LAFCO be notified that the Bighorn Desert View Water Agency concurs with Mr. Gubler's request that his private properties be excluded from any further consideration for expansion of BDVWA's SOI. The mutual understanding between the BOD and Mr. Gubler is that BDVWA does not desire to expand SOI over Mr. Gubler's property unless that service is desired by Mr. Gubler. Further, that LAFCO should limit its opinion to an



analysis of logical service provision and in this case Mr. Gubler pumps all his own water from several private wells.

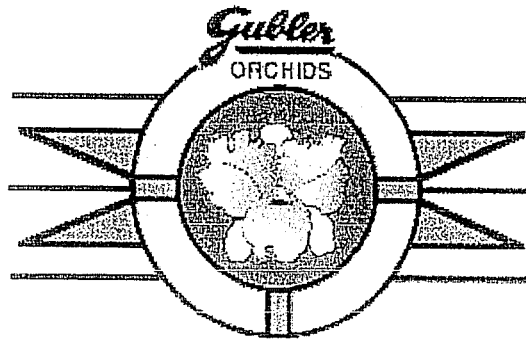
Should you have any further questions regarding this matter, please don't hesitate to contact me directly at (760) 364-2315.

Sincerely,

Marina D. West, PG
General Manager

CC: The Honorable Neil Derry, 3rd District, County of San Bernardino
Mr. Alan Rasmussen, Co. San Bernardino, 3rd District, Field Representative





June 2, 2010

Bighorn-Desert View Water Agency.
Directors of the Bighorn Desert View Water Agency
622 S. Jemez Trail
Yucca Valley, CA 92284

Dear Board of Directors,

Gubler Orchids and The B.D.V.W.A have a solid working relationship over the past twenty years. Gubler Orchids has been a viable asset to the community for over 37 years. Our organizations share the same concerns on water issues such as quality and overdraft. Throughout our tenure here our water usage has remained constant.

We recognize the importance to the community of adding W-1 into the sphere of influence of B.D.V.W.A. Fixed costs can only be lowered by adding more volume (customers). From my understanding, the request made to LAFCO was to expand the sphere of influence to your borders to the south east to include W-1. LAFCO became more aggressive, and somehow in this process we were thrown into the sphere of influence review for community identity. LAFCO failed to notify Gubler's in any form of this sphere of influence change, and thankfully, Marina West gave me a last minute heads up on the workshop held at the Water District office.

I am requesting that the Board of Directors reconsider their position on including Gubler Orchids in the sphere of influence. Gubler Orchids feels that this action could lead to a forced annexation into the district down the road. The current interpretation of the law says this could not happen without my permission, however with creative lawyers and liberal interpretation of the law; this could become a reality possibly forcing Gublers to close their doors.

I realize that some members of this board do not share this view, but I think we can all agree that this Agency is known for the political unrest within its electorate. Board members and the direction of the agency have changed many times over the last 15 years. The LAFCO proposal goes through as written; could lead to catastrophic events for my company.

PHONE: 760.364.2282 FAX: 760.364.2285 Email: Chris@Gublers.com
2200 Belfield Blvd. PO Box 3100, Landers, California 92285-0100

**BIGHORN DESERT VIEW WATER AGENCY
AGENDA ITEM SUBMITTAL**

Meeting Date: August 24, 2010

To: Board of Directors

Budgeted: Yes

Budgeted Amount: 45% participation
funded by MOU with Mojave Water Agency

Cost: CO3 is \$8,260

Funding Source: EPA Grant Funds 55%
/BDVWA match 45%

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: Yes

Subject: Change Order No. 3 to Candida Neal, AICP for CEQA/NEPA Services Related to the Water Infrastructure Restoration Program, Specifically the Ames/Mean's Reche Recharge Facility, in the Amount of \$8,260

SUMMARY

The EPA Grant, first awarded to the Agency in 2005, funded the completion of the Agency's Water Master Plan. The next step in the EPA Grant Work Plan is to complete requirements under National Environmental Policy Act (NEPA) for certain projects identified in the Water Master Plan.

CEQA was approved and certified in June 2010. Bureau of Land Management allowed access to their property to construct two monitoring wells and in essence "exempted" that portion of the project from NEPA. However, BLM required on-site protections for the desert tortoise not envisioned in the original scope of work and proposal awarded to Candida Neal, AICP. The increased cost to provide the biological monitoring services is \$6,200. Additionally, the consultant paid the \$2,060 fee and filed, on behalf of BDVWA, the required documentation to California Fish and Game. Therefore, the amount of Change Order No. 3 is \$8,260. These costs will be reimbursed via the grant and through the Mojave Water Agency MOU for financial participation leaving (no cost to BDVWA).

It is anticipated that the project will require additional out of scope tasks related to completion of NEPA and to finalize the lease with BLM for the facility. The impact of these increases is not yet known but additional Change Orders will be brought to the BOD as these are negotiated.

RECOMMENDATION

That the Board take the following action:

1. Authorize General Manager to execute Change Order No. 3 with Candida Neal, AICP for CEQA/NEPA services related to the Water Infrastructure Restoration Program, specifically the Ames/Mean's Reche Recharge Facility, in the amount of \$8,260.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

6/29/2010 Resolution No. 10R-04 Approving the Water Infrastructure Restoration Program: Ames/Reche Groundwater Storage and Recovery Program and Pipeline Installation/Replacement Program.

6/15/2010 BOD Public Hearing: Notice of Intent to Adopt a Mitigated Negative Declaration (MND) Pertaining to the Water Infrastructure Restoration Program: Ames/Reche Groundwater Storage and Recovery Program; and Pipeline Installation/Replacement Project

3/23/2010 BOD Review of Draft "Principles of Agreement" between Bighorn Desert View Water Agency, Hi Desert Water District, County Special Districts (W-1 and W-4) and Mojave Water Agency for the Reche Groundwater Subbasin.

3/19/2010 PLEGS Committee Review of Draft "Principles of Agreement" between Bighorn Desert View Water Agency, Hi Desert Water District, County Special Districts (W-1 and W-4) and Mojave Water Agency for the Reche Groundwater Subbasin.

2/18/2010 PLEGS Committee California Environmental Quality Act (CEQA) and Water Master Plan Update

1/26/2010 Overview of the Ames Valley Water Basin Agreement

1/26/2010 Board Authorization of Change Order No. 1 to Todd Engineers for an amount not to exceed \$53,340 for the Project Management, Permitting, Hydrogeologic Feasibility Study and Groundwater Management Plan for the Ames/Reche Project.

11/5/2009 Finance/Public Relations/Education/Personnel Standing Committee Report on status of Water Infrastructure Restoration Program Pending Change Order No. 2 to Candida Neal, AICP for CEQA/NEPA services specifically related to the Ames/Means Reche Recharge Facility

8/25/2009 Motion to authorize staff to execute Memorandum of Understanding by and between Mojave Water Agency and Bighorn Desert View Water Agency regarding Project Management of Phases for Phase I and II Planning and Design of the Ames-Means Recharge Project (aka Reche Recharge Facility) and accepting financial participation from Mojave Water Agency in the amount of \$279,495.

7/28/2009 Draft financial participation MOU with MWA presented to Board for information and discussion only.

1/27/2009 R09-03 Resolution of Board of Directors approving the Guidance Document for the Development of a Groundwater Management Plan and Construction of an Artificial Recharge Project in the Reche Groundwater Subbasin of the Ames Valley Groundwater Basin.

1/15/2009 PLEGS Planning/Legislative /Engineering/Grant /Security Standing Committee recommending the "Strawman" Guidance Document for the Development of a Groundwater Management Plan and Conjunctive Use Program for the Ames Basin be brought before the full board on January 27, 2009.

8/26/2008 Introduction of the "Strawman" Guidance Document for the Development of a Groundwater Management Plan and Conjunctive Use Program for the Ames Basin.

6/16/2008 Motion to authorize staff to seek formal partnerships with interested parties to participate financially in the Agency's EPA Grant Program – Water Infrastructure Restoration Program CEQA/NEPA documentation.

5/27/2008 Authorize issuance of Change Order No. 1 to Candida Neal, AICP in the amount of \$32,250.48 for completion of Water Infrastructure Restoration Program CEQA/NEPA documentation which includes Reche Recharge Project.

1/22/2008 Review and discuss the status and history of monitoring of the Reche Subbasin pursuant to the Ames Valley Water Basin Agreement (aka Stipulated Judgement)

9/30/2007 Motion to authorize staff to execute a Professional Services Agreement with Candida Neal, AICP in the amount of \$44,193.24 for preparation of the Water Infrastructure Program CEQA/NEPA documentation which includes Reche Recharge Project

9/18/2007 Board Workshop to discuss the results of the Basin Conceptual Model and Assessment of Water Supply and Demand for the Ames Valley, Johnson Valley, and Means Valley Groundwater Basins by Kennedy/Jenks/Todd, LLC.

4/24/2007 Motion to accept the Basin Conceptual Model and Assessment of Water Supply and Demand for the Ames Valley, Johnson Valley, and Means Valley Groundwater Basins by Kennedy/Jenks/Todd, LLC.

4/24/2007 Motion to accept Water Master Plan Report by Don Howard Engineering which includes recharge facilities.

12/20/2006 06R-18 Resolution of the Board of Directors of the Bighorn-Desert View Water Agency declaring its intention to draft a Groundwater Management Plan for the Ames/Mean/Johnson Valley Groundwater Basins

3/28/2006 06R-04 Resolution authorizing General Manager to enter Grant Agreement of \$477,000.

**CANDIDA NEAL, AICP
PLANNING // URBAN DESIGN
// ENVIRONMENTAL REVIEW**

August 17, 2010

Marina West, General Manager
BIGHORN-DESERT VIEW WATER AGENCY
622 S. Jemez Trail
Yucca Valley, CA 92284


**Subject: CEQA/NEPA FOR THE BIGHORN-DESERT VIEW WATER AGENCY'S WATER
INFRASTRUCTURE RESTORATION PROGRAM:
SCOPE OF WORK AND BUDGET – REVISED August, 2010**

Dear Ms. West;

Thank you for continuing to work with our firm on the preparation of the environmental studies for the Bighorn-Desert View Water Agency. In response to changes in the work requirements we need an additional \$8,260. The changes to our scope of work and budget are described below:

- **Well Drilling Monitoring.** To collect the data necessary for preparation of the Groundwater Management Plan and spreading grounds design, it was necessary to install two monitoring wells on Bureau of Land Management BLM property. The BLM approval included a requirement for biological monitoring services during installation of the wells and Desert tortoise awareness training for all persons on the well site. Circle Mountain Biologists will be responsible for this work with oversight by our firm. The additional budget for this task is \$6,200.
- **Notice of Determination Filing.** When an agency adopts a Mitigated Negative Declaration, a Notice of Determination and related Department of Fish and Game fees must be filed with the County Clerk's Office within five days. Typically, the filing is done by agency staff. However, to save the agency travel time our firm filed the documents and paid the fees. Reimbursement for this task is \$2,060.

Sincerely,



Candida Neal, AICP

**P. O. BOX 1978 // CLAREMONT, CALIFORNIA 91711-1978
TELEPHONE: (909) 626 9958 // FAX: (909) 626 9950
E MAIL ADDRESS: CNEALAICP@EARTHLINK.NET**

**BIGHORN DESERT VIEW WATER AGENCY
AGENDA ITEM SUBMITTAL**

Meeting Date: August 24, 2010

To: Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

Cost: N/A

Funding Source

From: Marina D. West

General Counsel Approval: Reviewed
w/counsel

CEQA Compliance: Completed

Subject: Final Draft Principles of Agreement Between Bighorn Desert View Water Agency, Hi Desert Water District, County Special Districts (W-1 and W-4) and Mojave Water Agency Regarding Providing Governance Structure to the Future Groundwater Management Plan for the Reche Groundwater Subbasin

SUMMARY

Bighorn Desert View Water Agency has been in discussions with managers from Hi Desert Water District, County Special Districts representing W-1 (Landers) and W-4 (Pioneertown) and Mojave Water Agency regarding cooperative management of the Reche Groundwater Subbasin for the past six years. The primary focus of the new Groundwater Management Plan and governance structure is groundwater basin sustainability. In addition, the new management structure involves all municipal producers whereas the Ames Valley Water Basin Agreement does not. The attached final draft Principles of Agreement (POA) provides a foundation for the new Groundwater Management Plan and associated governance documents. The draft was originally presented to the PLEGS on March 19, 2010 and the full Board on March 23, 2010. This final draft represents changes since the March presentations and is being brought before the Public Relations Committee to address community concerns that have been raised to date.

RECOMMENDATION

That the Committee review the information, receive public input and provide feedback to staff.

BACKGROUND/ANALYSIS

Attached are a set of draft Principles of Agreement (POA) for future management of the Reche Groundwater Subbasin. California Environmental Quality Act (CEQA) process is complete for the Groundwater Management Plan. National Environmental Policy Act (NEPA) compliance is not required. These POA are to be the foundation of the proposed Groundwater Management Plan (GWMP) and court administered amendment to the existing Ames Valley Water Basin Agreement. Funding for the construction of the spreading grounds

is contingent upon some level of assurance to Mojave Water Agency that imported water will be purchased, delivered and stored at the facility. The GWMP along with an associated Memorandum of Understanding and court administered amendment to the Ames Valley Water Basin Agreement will satisfy this contingency and lead to the completion of this project at very little cost to the Agency customers.

The final draft POAs are based on the intent by all parties to fairly and adequately, through physical monitoring and technical analysis, sustainably manage the Reche Groundwater Subbasin. The first step is reasonable allocation of available native water. All additional demands must be met via recharge of State Water Project supplies. These supplies are available to us through the Morongo Basin Pipeline and ID "M" Agreement. The next step beyond the POA document is to incorporate these points into a draft legal document for the various governing bodies to formally approve.

The foundational points of the formal agreement are:

- Sets an allowable baseline for each municipal producer beginning with the five-year average groundwater production. Provides for 25% over baseline for years one (1) to five (5).
- Every five years the monitoring data will be evaluated and baselines may be adjusted down, or up, by an across the board percentage deemed to be necessary to allow for basin recovery or to access additional native supplies.
- The monitoring area includes all of the Pipes and Reche Groundwater Subbasins with a buffer area just outside those boundaries. The monitoring area is essentially the same as the existing Ames Valley Water Basin Monitoring Agreement.
- Baseline as well as purchased water can be transferred between parties. All agencies are autonomous over their baseline allocations.
- Storage accounts will be established for each entity. There can be no restrictions on the use of water that a party brings into the basin, such as the State Water Project purchases.
- There is a stipulation that water deliveries to the BDVWA facility require that 5% of that water be transferred to the BDVWA storage account.
- MWA assumes responsibility for groundwater monitoring on behalf of the producers which results in an annual cost savings to the Agency. MWA will also operate and maintain the spreading grounds facility.

As discussed at the January 26th Board of Directors meeting, the existing Ames Valley Water Basin Agreement has a number of shortcomings that the new Groundwater Management Plan seeks to eliminate:

1. The baseline production allocated to HDWD ($800 + 0.5 \text{ AF/yr/connection}$) cannot be reasonably accommodated by natural recharge.
 - Under the POA, Hi Desert Water District is capped at 703 AF of native baseline allocation.

2. Water level monitoring documents that basin drawdown exceeds Ames Agreement parameters.
 - The solutions are less pumping or conjunctive use groundwater storage and recovery. Since the Morongo Basin Pipeline was constructed to provide the supplemental supply that is the more logical solution with a cap on pumping. In the future the baselines could also be reduced.
3. Water quality monitoring documents changes in water chemistry exceeding the Agreement parameters.
 - Options become wellhead treatment or blending with State Water Project supplies. Continued operation under the existing Ames Valley Water Basin Agreement parameters will not provide a solution to the existing threat to groundwater quality.
4. County Special Districts is not a party to the Ames Valley Water Basin Agreement which means they are under no obligation to assist in managing the basin. However, they do understand the need for a sustainable GWMP.
 - The new GWMP and associated governance document includes County Special Districts and provides a legitimate mechanism to assist the CSA-70/W-4 get potable water to Pioneertown.
5. The new plan also relies on artificial recharge of State Water Project deliveries through the Morongo Basin Pipeline to meet current and future water demands of the three municipal producers tapping the Reche Groundwater Subbasin. A formal agreement enables the tracking of water purchases since all three entities will pump and recharge the same basin at different times.
 - The facilities are located in BDVWA's Sphere of Influence and the POA provides for a 5% transfer of stored water from a participant to BDVWA's storage account.

Recently there have been a number of questions and comments raised regarding the new GWMP and the actual need for spreading grounds to mitigate groundwater overdraft and declining groundwater quality in the Reche Groundwater Subbasin. The following statements have been drafted from our understanding of public input to date:

- Levels in my private well have not changed; there is no need for a groundwater recharge facility in the Reche Basin.
 - The well in question is not monitored under the Ames Valley Water Basin Agreement and no data has been submitted for comparison. However, across the Reche Groundwater Subbasin, water levels are monitored monthly. Since 1991, cumulative water level declines range from 6 to 30+ feet. The 2009 Ames Valley Water Basin Monitoring Report, prepared by an independent third

party consultant, includes all available monitoring data for the Reche and Pipes Groundwater Subbasins. The data shows that continued pumping without artificial recharge will result in further declines in water level and the potential to degrade water quality as well.

- Adoption of the GWMP and construction of the Ames/Reche Spreading Grounds will eventually lead to a pumping tax on private well owners.
 - The final draft POA is based on a set of locally created goals and policies. The document does not discuss private well owners and no party has ever promoted or suggested a pump tax on private well owners. From a legal perspective, groundwater wells serving single parcels have overlying water rights which are more senior to the Agency's rights. In addition, the total production from such groundwater wells is probably less than one acre-foot per year and inconsequential to the sustainable management strategy needed for the municipal producers taking nearly 1,600 AF/year. In contrast, however, should private well owners discover that their own pumping causes their wells to go dry, they might then be able to consider the benefits of long term basin sustainability and voluntary participation in a conjunctive use storage arrangement. This is the case in Orange County where all private well owners pay a pump tax to cover their share of water purchased for basin replenishment.
- HDWD cannot drill anymore wells in the Ames Basin.
 - The existing Ames Agreement states in Paragraph 2: Water pumped from the Mainstream Well and any other wells in the Basin owned, operated or controlled by Hi-Desert is limited to 800 AFA.....The allowable amount may be increased by an amount equal to 1/2 AFA for each new residential water meter installed by the Hi-Desert after entry of the Judgment
 - Therefore it appears that the Judgment contemplated that Hi-Desert might need more production wells to enable them to access the water allocated in the Judgment
 - HDWD has agreed to a cap of 703 AFA where the Ames Agreement would "allow" a total of 1,300 AFA based on the total number of meter connections on the mesa. As growth occurs on the mesa, HDWD will probably require more than 700 AFA and will have to utilize SWP to meet that demand. Due to the management strategy contemplated in the final draft POA, where the water is delivered is moot to BDVWA.
- Adoption of the GWMP and construction of the Ames/Reche Spreading Grounds will eventually lead to a take-over of BDVWA by MWA.
 - This concern is inconsistent with the mission and legal mandate of MWA. The concern would appear to be unfounded without further details regarding where the concern arises from.

- MWA pledged \$1M to the Ames/Reche Project with “no strings attached” and now they are putting conditions on that pledge.
 - The MWA Board action of 5/15/2006 read: “Motion made, seconded and the Board unanimously approved a minimum contribution to potential future Morongo Basin projects of \$1 million each (Ames/Means and Joshua Basin Water District Pipeline Extension and Recharge Facility projects)”. With respect to Ames/Means (is. Ames/Reche) the MWA Board of Directors cannot be asked to make such a financial commitment unless all parties are in agreement on how the project will be built, financed and operated as well as some level of assurance that imported water will indeed be purchased, delivered and stored in the proposed recharge facility.
- The Principles of Agreement document forces BDVWA to give up its control of the Ames/Reche groundwater basin.
 - BDVWA does not currently have “control” over the Ames/Reche groundwater basin. In the Stipulated Judgment, paragraph 19, it states, “Full jurisdiction, power and authority is retained and reserved by the Court for the purpose of enabling the Court, upon application of either HDWD or BDVWA by motion carrying out of this Judgment in a case where a dispute arises which cannot be resolved by the parties by arbitration.” There are three municipal appropriators in the basin, one of which is not a party to the existing Ames Agreement therefore the Stipulated Judgment doesn’t really provide enough “control”. Staff believes that the final draft POA resolve a number of open issues regionally, allowing BDVWA to gain water supply certainty while limiting the ability of others to negatively impact the water supplies that BDVWA relies upon now and into the future. The final Groundwater Management Plan and governance documents will result in a formal amendment to the Ames Valley Water Basin Agreement. County Special Districts do not want to become a party to the Ames Valley Water Basin Agreement but they are willing to be part of the GWMP and signatory to the new governance document.
- How much water does MWA intend to store in Ames/Reche and how do they intend to utilize the water they store?
 - According to MWA, water would be stored consistent with MWA’s 12/14/2006 Water Banking Policy (attached).
 - Access and use of the stored water, according to MWA, will be consistent with POA and the subsequent formal agreement that will signed by all participating parties.
 - Lastly, MWA’s main goal with all of its storage agreements is to provide an alternative means of delivering water to meet the needs of customers within their service area. The proposed recharge facility would give MWA the means of delivering pre-stored water to the BDVWA and other ID M participants, consistent with the ID M Agreement and the POA, during times when imported water supplies available to MWA from the Department of Water Resources may

be limited. This form of conjunctive use would greatly expand the imported water available from MWA to BDVWA and other project participants.

The POA is a final draft document and staff is asking that the Committee review the information, receive public input and provide feedback to staff. Staff intends to then forward the document to the Board on August 24th for the same purpose. Thereafter, the intent is to move to the legal agreement stage. The final agreement(s) will be brought before the board for approval and execution.

PRIOR RELEVANT BOARD ACTION(S)

3/23/2010 Motion by Board of Directors to accept draft Principles of Agreement between Bighorn Desert View Water Agency, Hi Desert Water District, County Special Districts (W-1 and W-4) and Mojave Water Agency regarding Future Groundwater Management Plan for the Reche Groundwater Subbasin.

3/19/2010 FPREP Standing Committee presented draft Principles of Agreement between Bighorn Desert View Water Agency, Hi Desert Water District, County Special Districts (W-1 and W-4) and Mojave Water Agency regarding Future Groundwater Management Plan for the Reche Groundwater Subbasin.

1/26/2010 Overview of the Ames Valley Water Basin Agreement

**BIGHORN DESERT VIEW WATER
AGENDA ITEM SUBMITTAL**

Meeting Date: August 24, 2010

To: Board of Directors

Budgeted: No

Budgeted Amount: N/A

Cost: N/A

Funding Source: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Request to Increase Credit Card Limit for Two Agency Credit Cards

SUMMARY

Oftentimes the Agency needs to make a purchase with a credit card over the phone or internet. This is to avoid the time and paperwork of setting up an account for a single or one time transaction. Currently the Agency has two credit cards with a purchasing limit of \$1,000 and \$1,500 respectfully. Staff is requesting these limits be raised to \$2,000 and \$2,500 to avoid credit card denials between credit card billing cycles. Approval of an increase in the credit card limits would have no effect on the existing Purchasing Policy limiting the General Manager's approval limit of \$1,500 per transaction.

RECOMMENDATION

Agendize for the August 24 Board Meeting:

1. Authorize General Manager to increase First Bank Card credit limits from \$1,000 to \$2,000 and \$1,500 to \$2,500 with no change Policy No. 04P-02 Purchasing Manual Policy.

BACKGROUND/ANALYSIS

No further analysis completed.

PRIOR RELEVANT BOARD ACTION(S)

3/23/2004 Policy Statement No. 04P-02 Establishing a Purchasing Manual Policy.

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
JULY 31, 2010

| CHECK# | DATE | PAYEE & DESCRIPTION | AMOUNT |
|--------|----------|--------------------------------|-----------|
| 10304 | 07/09/10 | AT&T MOBILITY | |
| | | COMMUNICATIONS EXPENSE | 204.67 |
| 10305 | 07/09/10 | BUCKNAM & ASSOCIATES, INC. | |
| | | GRANT CONSULTING FEES | 287.50 |
| 10306 | 07/09/10 | CLINICAL LABORATORY OF | |
| | | BULK SYS/BAC-T, PLATE COUNT | 65.00 |
| 10307 | 07/09/10 | UNDERGROUND SERVICE ALERT | |
| | | DIG ALERTS, 12 TICKETS | 18.00 |
| 10308 | 07/09/10 | ACWA-HBA SERVICES CORP. | |
| | | ACWA/HEALTH BENEFITS | 658.79 |
| 10309 | 07/09/10 | AUTO ZONE | |
| | | VEHICLE EXPENSE | 27.18 |
| 10310 | 07/09/10 | BURRTEC WASTE & RECYLING SVCS | |
| | | TRASH FEES, JULY | 72.71 |
| 10311 | 07/09/10 | MICHAEL CARUSO | |
| | | WORKBOOTS, EMP REIM | 150.00 |
| 10312 | 07/09/10 | SDRMA | |
| | | PROP/LIABILITY INSURANCE | 30,518.24 |
| 10313 | 07/09/10 | WATERLINE TECHNOLOGIES | |
| | | HYPOCHLORITE SOLUTIONS | 639.28 |
| 10314 | 07/16/10 | BARR LUMBER CO INC | |
| | | SUPPLIES | 16.62 |
| 10315 | 07/16/10 | TERRY BURKHART | |
| | | AMES/RECHE 7/02/10, TAC | 100.00 |
| 10316 | 07/16/10 | CRISTI BUSH | |
| | | FYE CLOSE FOR AR & GL | 771.78 |
| 10317 | 07/16/10 | CNH CAPITAL AMERICA LLC | |
| | | NEW HOLLAND BACKHOE LEASE PYMT | 1,173.89 |
| 10318 | 07/16/10 | LARRY COULOMBE | |
| | | AWAC 7/12/10 | 50.00 |
| 10319 | 07/16/10 | HI-DESERT STAR | |
| | | PUBLIC NOTICE 5/10/10-6/8/10 | 110.30 |
| 10320 | 07/16/10 | THE HOME DEPOT #6971 | |
| | | SUPPLIES & MAINTENANCE | 100.96 |
| 10321 | 07/16/10 | INLAND WATER WORKS | |
| | | INVENTORY | 504.60 |
| 10322 | 07/16/10 | MR TONY LIPKA | |
| | | NFPA TRAINING, BOYD | 125.00 |
| 10323 | 07/16/10 | MAYER HOFFMAN MCCANN P.C. | |
| | | AUDITED FINANCIAL STATEMENTS | |
| | | 2009-2010 PYMT#1 | 12,993.00 |
| 10324 | 07/16/10 | MICHAEL MCBRIDE | |
| | | AMES/RECHE 7/02/10 | 50.00 |
| 10325 | 07/16/10 | PROTECTION ONE | |
| | | SHOP MO SVC 7/26/10-8/25/10 | 39.69 |
| 10326 | 07/16/10 | SB CO PUBLIC WORKS DEPT | |
| | | PERMIT | 60.00 |
| 10327 | 07/16/10 | SDRMA | |
| | | JUL-SEP WORK COMP PREMIUM | |
| | | SDRMA MEDICAL BENEFITS | 8,266.74 |

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
JULY 31, 2010

| CHECK# | DATE | PAYEE & DESCRIPTION | AMOUNT |
|--------|----------|--|----------|
| 10328 | 07/16/10 | SMITH TRAGER LLP | |
| | | LEGAL FEES, TRAGER/FEB | 3,350.00 |
| 10329 | 07/16/10 | MARINA WEST | |
| | | GM EDUCATION, SPRING 2010 | 1,230.00 |
| 10330 | 07/20/10 | CA DEPT OF FISH AND GAME | |
| | | APP FOR STREAMBED ALTERATION, CEQA/AMES/RECHE PROJECT | 750.00 |
| 10342 | 07/28/10 | CLIFFORD J D DVA -EST PARLER | |
| | | BALANCE RFND ACCT# 0103604 | 9.59 |
| 10343 | 07/28/10 | DONALD ASHCRAFT | |
| | | BALANCE RFND ACCT# 1104141 | 28.19 |
| 10344 | 07/28/10 | GLORIA HEUSSER | |
| | | BALANCE RFND ACCT# 0900800 | 150.00 |
| 10345 | 07/28/10 | NANCY BARTLETT | |
| | | BALANCE RFND ACCT# 0312301 | 45.73 |
| 10346 | 07/28/10 | NATHANIEL TAYLOR | |
| | | BALANCE RFND ACCT# 0903092 | 62.33 |
| 10347 | 07/30/10 | AVALON URGENT CARE INC. | |
| | | DMV PHYSICAL | 65.00 |
| 10348 | 07/30/10 | BARR LUMBER CO INC | |
| | | FIELD MATERIALS & SUPPLIES | 52.71 |
| 10349 | 07/30/10 | BLACKBURN MFG CO | |
| | | FIELD SUPPLIES, DELINEATION MARKERS | 113.48 |
| 10350 | 07/30/10 | TERRY BURKHART | |
| | | ACWA/BUSINESS MTNG 71410 | 100.00 |
| 10351 | 07/30/10 | CLINICAL LABORATORY OF | |
| | | BULK SYS/BAC-T, PLATE COUNT, GEN PHY/MINERAL | |
| | | BULK SYS/BAC-T, PLATE COUNT | 489.00 |
| 10352 | 07/30/10 | LARRY COULOMBE | |
| | | ACWA/BUSINESS MTNG 71410 | 100.00 |
| 10353 | 07/30/10 | DISCOUNT TIRE CENTERS | |
| | | 06 F/F150 OIL & FILTER | 28.45 |
| 10354 | 07/30/10 | FIRST BANKCARD | |
| | | ADMIN MEETING EXP | |
| | | SPEC DIST INST CONF & LODGING, S/DIEGO,DIR COULOMBE,BURKHART, ACWA BUSINESS, MISC SUPPLIES | 841.74 |
| 10355 | 07/30/10 | INLAND WATER WORKS | |
| | | INVENTORY & FIELD SUPPLIES | 920.41 |
| 10356 | 07/30/10 | KILLER BEE PEST CONTROL | |
| | | BEE REMOVAL, 5 LOCATIONS | 450.00 |
| 10357 | 07/30/10 | MICHAEL MCBRIDE | |
| | | ACWA/BUSINESS MTNG 71410 | 100.00 |
| 10358 | 07/30/10 | OFFICE DEPOT | |
| | | OFFICE SUPPLIES | 174.14 |
| 10359 | 07/30/10 | SDRMA | |
| | | SDRMA MEDICAL BENEFITS | 5,831.74 |
| 10360 | 07/30/10 | SOUTHERN CALIFORNIA EDISON | |
| | | POWER EXP, JUNE | 6,758.32 |
| 10361 | 07/30/10 | STEVE'S OFFICE SUPPLY | |
| | | OFFICE SUPPLIES/STAPLER | 41.31 |
| 10362 | 07/30/10 | TODD ENGINEERS | |

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
JULY 31, 2010

| CHECK# | DATE | PAYEE & DESCRIPTION | AMOUNT |
|--------|----------|---|----------------------------|
| 10363 | 07/30/10 | PROFESSIONAL SVC, RECHE VERIZON CALIFORNIA OFFICE PHONES & AUTO CONTROLS 71310-81210 | 32,269.27 44.43 |
| 10364 | 07/30/10 | GENEIE'S CLEANING SERVICE CLEANING SVC, JUL | 170.00 |
| TOTAL | | | 111,179.79 |

Prepared By *M. Cleveland*
Date 8/16/10
Reviewed By *mwest*

Bighorn-Desert View Water Agency



Board of Directors

Terry Burkhart, President
J. Larry Coulombe, Vice President
Michael McBride, Director
David Larson, Director
Director Vacancy

Agency Office

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

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

Marina D West, P.G., General Manager
Joanne L Keiter, Board Secretary

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' SPECIAL MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, June 29, 2010 - 6:00 PM

• CALL TO ORDER

Meeting convened by Board President Terry Burkhart at 6:02 PM

• PLEDGE OF ALLEGIANCE

Led by Rebecca Unger

• ROLL CALL

Directors Present: Terry Burkhart, President
J. Larry Coulombe, Vice President
Michael McBride, Director
David Larson, Director
Martha Oswalt, Director

Staff Present: Marina West, General Manager
Joanne Keiter, Board Secretary

Public Present: 14 noted

• APPROVAL OF AGENDA - MSC Larson/Coulombe - 5 ayes

1. PUBLIC PARTICIPATION - Addressing items not appearing on this agenda

- Duane Lisiewski asked Director McBride if "he had ever found out any information about the 24% water loss...had it gone away...disappeared?" He continued to express his concerns about the payments made to the attorneys, auditors, and for educational expenses. He concluded his remarks with some negative comments about the Board President.

There were no additional public comments so Director Burkhart moved onto the next agenda item.

2. DISCUSSION AND ACTION ITEMS

a. RESOLUTION NO.10R-04 - NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION (MND) PERTAINING TO THE WATER INFRASTRUCTURE RESTORATION PROGRAM: AMES/RECHE GROUNDWATER STORAGE AND RECOVERY PROGRAM; AND PIPELINE INSTALLATION/REPLACEMENT PROJECT

GM West explained that in compliance with the CEQA 30-day public review period, the Agency had prepared and circulated an Initial study / Mitigated Negative Declaration (IS/MND) covering the Water Infrastructure Restoration Program for public review and comment on May 10, 2010. The public review period expired on June 8, 2010 and then the public hearing was held during the Board meeting on June 15, 2010.

She stated that during the public hearing oral testimony was received into the record and following the closing of the public hearing, the Board voted to delay action on the Mitigated Negative Declaration so that a "response to comments" could be prepared and subsequently presented to the Directors for their consideration prior to adoption of the MND.

She continued that the comments did not identify any new impacts or change the level of significance of impacts already identified and answered within the study. For those reasons, she recommended that the Board vote to approve this Resolution, approving the Water Infrastructure Restoration Program.

The following action was taken:

MOTION NO. 10-045 ADOPT A RESOLUTION FOR A MITIGATED NEGATIVE DECLARATION (MND) PERTAINING TO THE WATER INFRASTRUCTURE RESTORATION PROGRAM: AMES/RECHE GROUNDWATER STORAGE AND RECOVERY PROGRAM; AND PIPELINE INSTALLATION/REPLACEMENT PROJECT

Director Burkhart asked for questions and comments from the Board.

Director McBride stated that he was in favor of this action and considered it a "30-year promise fulfilled". He also commended Margaret Adam for her thoughtfully written letter expressing her concerns surrounding the project.

Director Oswalt said that she was voting "NO" because the Ames Agreement had not been "rescinded by the court"; she thought that issue should be dealt with before approving the project.

Director Larson commented that he found Margaret Adam's letter to be very intelligent and felt that it helped the Board take a second look at the materials to make sure that her concerns were being addressed. He then said, "He agreed with Director McBride" and believed this would provide the Agency with a future supply of quality, sustainable water.

Director Coulombe reminded everyone that this project would definitely prove value to all three (3) parties involved. He continued that it's an opportunity for the Agency to store water in the basin, which will benefit all. He said this action was "a long time coming", mentioning the time (over 2 years) that he sat in the audience and listened while this project developed. He made a closing comment that "he was proud of being on the Board that made this happen".

Director Burkhart said that she was "grateful to GM West for getting the train out of the station" and that "this was one of the best things to happen to the Agency".

Director Larson said that he's confident that the Agency had "adequately addressed each issue that was raised by the public".

Next, Director Burkhart opened for any public comment.

Paul Dossey stated that the levels in his private well (on Reche) had not changed. He believed that there was a "tremendous" amount of water in the basin and that recharged water or a supplemental source was not needed.

Duane Lisiewski challenged the Directors that "doing away with the Ames Agreement might result in a loss of the Agency's water rights to Hi-Desert Water District". He also stated, "His well had not dropped in the last seven years".

Phil Johnson expressed his concerns pertaining to amending the Ames Agreement, which he believes protects Bighorn-Desert View Water Agency. He next cautioned the Board to "carefully think before you throw away the present agreement, because it would be too hard to get it back". His final comments were an acknowledgement that "the water table (behind his house) was dropping in certain places".

Director Burkhart asked for any additional comments and there were none.

Upon motion by Director McBride, and a second by Director Larson, the Board agreed to adopt Resolution No. 10R-04 for a Mitigated Negative Declaration (MND) pertaining to the Water Infrastructure Restoration Program: Ames/Reche Groundwater Storage and Recovery Program; and Pipeline Installation/Replacement Project.

The following roll call vote was taken:

| | |
|----------------|--|
| AYES: | Burkhart, Coulombe, McBride, Larson |
| NOES: | Oswalt |
| ABSENT: | None |

Board approved (recorded as 4-1); motion carried

- b. PUBLIC HEARING: RESOLUTION NO. 10R-05 - A RESOLUTION OF THE BOARD OF DIRECTORS OF BIGHORN-DESERT VIEW AGENCY CONFIRMING REPORTS OF DELINQUENT ACCOUNTS FOR WATER CHARGES, METER CHARGES, AND BONDED INDEBTEDNESS AND AUTHORIZING THE PLACEMENT OF PROPERTY LIENS ON THE SECURED TAX ROLLS OF SAN BERNARDINO COUNTY FOR COLLECTION OF DELINQUENCIES WITHIN BIGHORN-DESERT VIEW WATER AGENCY**

GM West opened the discussion by explaining to the Board why the liens were being filed and that this action would place certain amounts (comprised of delinquent charges: unpaid basic service charges, unpaid consumption charges, and unpaid Desert View Bond payments, plus processing fees incurred directly by the Agency) on the 2010/2011 secured property tax rolls of the County of San Bernardino Tax Collector. She further stated that these amounts were current up to June 29, 2010 at 4 PM.

GM West briefed the Directors that back in January 2009, the customers had originally received the bills. When those accounts remained to be unpaid, the customers ultimately received a letter (dated May 19, 2010) that advised them about any possible lien action if the overdue balances weren't paid.

She then offered to respond to any questions from the Board.

Director McBride said that he was glad that some people had responded and paid.

Director Larson asked to confirm when the notice was sent to the affected customers.

Director Oswalt asked about the lien process itself...wanting to know, "at what point does it become a lien?" She then questioned the "lien list", mentioning that the Landers Association was shown. She was concerned that this would reflect badly on the Agency as a member of the local community.

GM West clarified the lien process; how liens were warranted based upon an amount owed, not necessarily a length of time, or certain timeframe. GM West did confirm that after 15 months, an account could be converted to an inactive status. She added that the list reflected amounts owed the Agency, regardless of the name.

Next, Director Burkhart opened the Public Hearing at 6:34 PM to receive public comments.

Duane Lisiewski referenced a PIR copy of a check, issued to Tom Bulone, for an inactivated meter.

Judy Corl-Lorono wanted to respond to Director Oswalt's concerns about "how this would look in the community". She said this is "money out of the Agency's pocket, so she thought it was appropriate to do what's necessary to collect it". She concluded her comments by saying that she was in favor of the Board approving this action.

Director Burkhart asked for any additional comments and hearing none, officially closed the Public Comment portion of the hearing at 6:45 PM.

Next, Director Burkhart opened for any comments from the Directors.

Director Larson said that this was necessary and the Board's obligation to collect these funds. He was confident that we should pursue this.

Director Coulombe mentioned that this was a "topic at a recent conference"...he agreed that the Agency needed to be "lean and mean".

Director Burkhart said that Bighorn-Desert View was not a "charitable Agency" and therefore needed to be vigilant collecting the funds owed by customers.

There were no further comments, and the following action was taken:

MOTION NO. 10-046
ADOPT A RESOLUTION AUTHORIZING THE RECORDATION AND FILING
OF PROPERTY LIENS ON THE SECURED TAX ROLLS OF
SAN BERNARDINO COUNTY FOR COLLECTION OF DELINQUENCIES
WITHIN BIGHORN DESERT VIEW WATER AGENCY

The following vote was recorded:

Upon motion by Director McBride, and seconded by Director Oswalt, the Board agreed by a roll call vote (recorded as 5-0) to adopt Resolution No. 10R-05 authorizing the recordation and filing of property liens on the secured tax rolls of San Bernardino County for collection of delinquencies within Bighorn Desert View Water Agency.

| | |
|----------------|---|
| AYES: | Burkhart, Coulombe, McBride, Larson, Oswalt |
| NOES: | None |
| ABSENT: | None |

Board approved - 5 ayes, motion carried

c. RESOLUTION NO. 10R-06 - FIXING THE AGENCY'S FISCAL YEAR 2010/2011 BUDGET

The following action was taken:

MOTION NO. 10-047
ADOPT A RESOLUTION FIXING THE AGENCY
BUDGET FOR THE FISCAL YEAR 2010/2011

GM West spoke during a Power point presentation showing the "draft" Operating Budget for Fiscal Year 2010/2011, which was currently before the Board for their review and consideration. She mentioned that the budget is balanced with a small surplus (estimated to be \$17,800.) in operating revenue projected. She then recommended that the Board adopt the proposed budget and further direct staff to return the budget to the Board for another review, following completion of the FY2009/2010 audit report, to discuss cash reserves, financial patterns, and revenue trends over the first quarter in the new fiscal year.

Next, she highlighted several areas of the budget.

- **Revenues** - Overall projections about the same as FY 2009/2010 - excepting:
 - Metered Water Sales projected at 95% of prior year actual sales;
 - Basic Service Charges down about 1.5%; and
 - Property Tax Projections up 40% from prior year (because it was underestimated last year due to projected property devaluations and Prop 1A losses).
- **Expenses** - Operations higher by approximately \$13,000 (due to electricity, building maintenance, District Engineering and Ames costs);

- 5-Year Capital Equipment Lease retiring (saving \$11,500);
- Employee medical benefit costs down; and
- Water system repairs being funded by debt proceeds (\$30,000 collected for this purpose).

She continued to mention other noteworthy issues: No rate changes or personnel cuts contemplated; property lien action should result in approximately \$55,000 in the future; and the Mojave Water Agency (MWA) funding of the Ames/Reche providing future, potential revenue or "storage income" for the Agency.

In conclusion, she stated that while the Budget does not offer a "reasonable level of comfort against unknown circumstances ... only 1% and not 10% as it should be, however, the overall budget was less and at the very least, the Board was not faced with a deficit like other districts in the surrounding areas. She therefore recommended that the Board adopt the draft FY2010/2011 Operating Budget as presented.

Director Burkhart asked for any comments from the Board.

Director Larson was curious if the reduced water sales revenue was the result of conservation measures by customers or just fewer active meters. He then inquired about the category "income from others".

Director McBride likes that we have reduced our medical expenses. He said that he's happy with the Budget, especially that there will be no increases or layoffs, and agrees that it should be revisited after the audit report becomes available. He added that the Agency had better "run a tight ship" because there was not much surplus to work with.

Director Oswalt liked the option to revisit the Budget and thanked the General Manager for the suggestion.

Director Coulombe said that the "little things add up" and appreciates the "marginal improvement" made by our Agency compared to others.

Director Burkhart complimented General Manager West for all her hard work preparing the Budget.

Next, Director Burkhart asked for any public comments.

Judy Corl-Lorono commended the staff for not raising rates this year.

Upon motion by Director McBride, and seconded by Director Coulombe, the Board adopted Resolution No. 10R-06 fixing the Agency Budget for the Fiscal Year 2010/2011.

The following vote was recorded:

Board approved - 5 ayes, motion carried

Board adjourned at 7:08 PM and reconvened at 7:21 PM

d. RESOLUTION NO. 10R-07 - A RESOLUTION OF THE BIGHORN-DESERT VIEW WATER AGENCY SETTING THE AD VALOREM TAX AMOUNT FOR FISCAL YEAR 2010/2011 FOR THE PROPERTY TAX APPORTIONMENT OF THE BIGHORN DEBT SERVICE AREA IMPROVEMENT ZONE 1 AT \$125,900.

GM West reviewed the background and justification for the levy and collection of the taxes within the Improvement District No. 1. She explained that each fiscal year, the Agency was required to notify the County of San Bernardino Auditor/Controller of the special assessment to be placed on the tax rolls of the Bighorn Mountains Improvement District properties. She said this assessment was necessary in order to generate the revenue for the annual bond payment as well as build a repair/ refurbishment fund to maintain the BH ID water system.

GM West reminded the Board that the issue of what to charge, and what amount to collect was thoroughly debated by the Directors last year. The decision then was to eliminate the guesswork and simply set the amount and not the rate. This year, she was recommending "no change" in the total amount of the levy and was seeking Board authority to assess for an amount of \$125,900.

The following action was taken:

**MOTION NO. 10-048
ADOPT A RESOLUTION SETTING THE AD VALOREM TAX AMOUNT
FOR FISCAL YEAR 2010/2011 FOR THE PROPERTY TAX APPORTIONMENT
OF THE BIGHORN DEBT SERVICE AREA IMPROVEMENT ZONE 1 AT \$125,900**

Director Burkhart asked for any comments from the Board.

Director McBride was pleased that there was no need to increase the rates.

Director Oswalt agreed.

Director Larson was satisfied with this.

Since there were no further comments and none from the public, Director Burkhart called for a vote.

Upon motion by Director Larson and seconded by Director McBride, the Board adopted Resolution No. 10R-07 providing for the levy and collection of the taxes within the Bighorn Mountains Improvement District No.1 for Fiscal Year 2010/2011 to provide for a total collection of \$125,900.

The following vote was recorded:

Board approved - 5 ayes, motion carried

Director Burkhart continued with the agenda and the following action was taken:

**MOTION NO. 10-049
APPROVING CASH DISBURSEMENTS**

Director Larson made a motion accepting the May 2010 disbursements as presented; Director Coulombe seconded.

Director Oswalt questioned two of the items (paid to First Bankcard) shown on the check register; this led her to comment about the Agency's credit card limits and use of the cards for purchases, such as educational expenses.

Director Burkhart asked for any additional comments from the Board or public; there were none.

The following vote was recorded:

Board approved - 5 ayes, motion carried

3. CONSENT ITEMS

Director Oswalt asked that Consent Item "b" be removed from the list and discussed as an agenda item later during the meeting.

The following action was taken:

MOTION NO. 10-050 APPROVING CONSENT ITEMS

Director McBride made a motion approving items a through e, as presented; seconded by Director Larson.

No Board comment; no public comment

The following vote was recorded:

Board approved - 5 ayes; motion carried

END OF THE CONSENT CALENDAR

4. MATTERS REMOVED FROM CONSENT ITEMS

Director Oswalt had requested that the Consumption Report be opened for further discussion. She said that she was "just curious" about any water losses. She next asked for clarification, wanting to know more about the reported theft of water from a hydrant (as printed in the local newspaper).

GM West responded by defining the term "non-billed usage" and continued to explain the differences between "cubic feet" versus "gallons". In conclusion, she remarked that the incident was a nice "recharge experiment" since the water percolated as it should have.

There being no other comments, the following action was taken:

MOTION NO. 10-051
APPROVING MATTERS REMOVED FROM CONSENT ITEMS

Director McBride made a motion to approve Item b, as presented; seconded by Director Larson.

The following vote was recorded:

Board approved - 5 ayes; motion carried

5. VERBAL REPORTS

- **PRESIDENT'S REPORT**

- > Director Burkhart stated that she and GM West had met with Chris Gubler regarding this request to be "excluded" from the proposed LAFCO Sphere of Influence review.

- **GENERAL MANAGER'S REPORT**

- > GM West made two announcements of public interest:
 - 1) She encouraged everyone to attend the ABC's of Water series, which are conducted quarterly at different locations; the next one was scheduled for July 15th at the Joshua Tree Community Center.
 - 2) She mentioned the 3rd of July (Independence Day) Community Celebration at Homestead Valley Park, which was free to the public with fireworks planned after dark.

- **DIRECTORS' REPORTS**

- > Director McBride - No comment
- > Director Oswalt said she knew of a petition being circulated throughout the community requesting a "grand jury investigation" of the Agency. She stated that she "welcomes this action and personally supports it" claiming that this would allow the Board to "move on with a clean slate".
- > Director Larson wished everyone in the audience a "Happy 4th" and encouraged everyone to "be safe".
- > Director Coulombe commented that he was pleased that "the CEQA issues had finally been resolved and that the project was moving forward".

He also mentioned attending the recent PLEGS Committee meeting, as a member of the audience, where he had the opportunity to observe the Engineers' presentations. He noted that all interviewed well and that he was glad that he had made the time to attend.

6. COMMUNICATION AND PUBLIC INFORMATION ITEMS - None

7. ITEMS FOR NEXT AGENDA

- ✓ Discussion of Gubler's June 2, 2010 Letter of Opposition
- ✓ Update Regarding the Ames/Reche Groundwater Storage and Recovery Program
- ✓ Engineering Services Contract

8. ADJOURNMENT - Director Burkhart adjourned the meeting @ 7:48 PM

Respectfully Submitted by:


Joanne L Keiter, Board Secretary

BALANCE SHEET
PERIOD ENDING 07/31/10

GENERAL FUND

ASSETS

| | |
|---------------------------------|--------------|
| TOTAL CASH & CASH EQUIVALENTS | 31,565.87 |
| TOTAL INVESTMENTS | 653,167.65 |
| TOTAL ACCTS RECEIVABLE, WATER | 173,401.05 |
| TOTAL ACCTS RECEIVABLE, OTHER | 0.00 |
| TOTAL INVENTORY | 75,507.40 |
| TOTAL PREPAID EXPENSES | 36,014.25 |
| TOTAL FIXED ASSETS | 3,864,285.04 |
| TOTAL WORK IN PROGRESS (OTHERS) | 14,709.05 |
| TOTAL WORK IN PROGRESS (AGENCY) | 280,256.16 |
| TOTAL DEBT ISSUANCE COST | 2,011.24 |

| | |
|--------------|--------------|
| TOTAL ASSETS | 5,130,917.71 |
|--------------|--------------|

=====

LIABILITIES

| | |
|--------------------------------|--------------|
| TOTAL ACCOUNTS PAYABLE | 22,678.54 |
| TOTAL ACCRUED PAYROLL | 15,739.72 |
| TOTAL CUSTOMER DEPOSITS | 50,944.00 |
| TOTAL WORK IN PROGRESS DEPOSIT | 15,000.00 |
| TOTAL LIAB PYBL FRM REST ASSET | 6,487.21 |
| TOTAL LONG TERM DEBT | 1,083,977.05 |

| | |
|-------------------|--------------|
| TOTAL LIABILITIES | 1,194,826.52 |
|-------------------|--------------|

EQUITY

| | |
|--------------|--------------|
| TOTAL EQUITY | 3,936,091.19 |
|--------------|--------------|

| | |
|----------------------------|--------------|
| TOTAL LIABILITIES & EQUITY | 5,130,917.71 |
|----------------------------|--------------|

=====

Prepared By *M Cleveland*
Date 8/16/10
Reviewed By *mmj*

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

| | | |
|-------------------------------|-----------------------------|-----------|
| 01 13120 | CASH UNION BANK OF CA | 30,015.87 |
| 01 13130 | CASH CASH DRAWERS BASE FUND | 750.00 |
| 01 13400 | CASH PETTY CASH FUND | 800.00 |
| | | ----- |
| TOTAL CASH & CASH EQUIVALENTS | | 31,565.87 |

INVESTMENTS

| | | |
|-------------------|------------------------|------------|
| 01 13303 | CASH LAIF-UNRESTRICTED | 653,167.65 |
| | | ----- |
| TOTAL INVESTMENTS | | 653,167.65 |

ACCOUNTS RECEIVABLE, WATER

| | | |
|-------------------------------|-----------|------------|
| 01 13710 | A/R WATER | 173,401.05 |
| | | ----- |
| TOTAL ACCTS RECEIVABLE, WATER | | 173,401.05 |

ACCOUNTS RECEIVABLE, OTHER

| | | |
|-------------------------------|--|-------|
| | | ----- |
| TOTAL ACCTS RECEIVABLE, OTHER | | 0.00 |

INVENTORIES

| | | |
|-----------------|------------------------------|-----------|
| 01 14301 | INVENTORY-WATER SYSTEM PARTS | 72,070.97 |
| 01 14302 | INVENTORY-DIESEL FUEL | 1,027.10 |
| 01 14303 | INVENTORY-UNLEADED FUEL | 2,409.33 |
| | | ----- |
| TOTAL INVENTORY | | 75,507.40 |

PREPAID EXPENSES

| | | |
|------------------------|--------------------------------|-----------|
| 01 14401 | PREPAYMENTS WORKERS COMP INSUR | 1,623.27 |
| 01 14402 | PREPAYMENTS PL & PD LIAB INS | 28,475.06 |
| 01 14403 | POSTAGE | 5,915.92 |
| | | ----- |
| TOTAL PREPAID EXPENSES | | 36,014.25 |

FIXED ASSETS

| | | |
|--------------------|--------------------------|-----------------|
| 01 11130 | FA ORGANIZATION | 336,271.36 |
| 01 11140 | FA LAND & BUILDINGS | 298,457.41 |
| 01 11150 | FA YARDS | 57,934.48 |
| 01 11160 | FA FUELS TANKS | 16,604.30 |
| 01 11170 | FA WATER SYSTEM | 7,693,768.41 |
| 01 11180 | FA SHOP EQUIPMENT | 99,211.92 |
| 01 11181 | FA MOBILE EQUIPMENT | 444,996.56 |
| 01 11190 | FA OFFICE EQUIPMENT | 139,079.33 |
| 01 11400 | ACCUMULATED DEPRECIATION | (5,222,038.73) |
| | | ----- |
| TOTAL FIXED ASSETS | | 3,864,285.04 |

WORK IN PROGRESS (FOR OTHERS)

| | | |
|----------|------------------------|--------|
| 01 12004 | WIP BLUCKER ANNEXATION | 111.52 |
|----------|------------------------|--------|

GENERAL FUND

| | | |
|---------------------------------|------------------------------|-----------|
| 01 12006 | WIP FLAMINGO HTS ASSN, SEC35 | 14,597.53 |
| | | ----- |
| TOTAL WORK IN PROGRESS (OTHERS) | | 14,709.05 |

WORK IN PROGRESS (AGENCY)

| | | |
|---------------------------------|---------------------------------|------------|
| 01 12005 | WIP EPA GRANT | 338,844.16 |
| 01 12017 | WIP METER REPLACEMENT PROGRAM (| 58,648.00) |
| 01 12033 | WIP RECHE | 60.00 |
| | | ----- |
| TOTAL WORK IN PROGRESS (AGENCY) | | 280,256.16 |

DEBT ISSUANCE COST

| | | |
|--------------------------|------------------|----------|
| 01 15400 | BOND ISSUE COSTS | 2,011.24 |
| | | ----- |
| TOTAL DEBT ISSUANCE COST | | 2,011.24 |

TOTAL ASSETS

5,130,917.71

=====

LIABILITIES

ACCOUNTS PAYABLE

| | | |
|------------------------|--------------------------|-----------|
| 01 22400 | CAPITAL LEASE | 1,173.24 |
| 01 22520 | ACCRUED INTEREST PAYABLE | 3,750.00 |
| 01 22700 | ACCOUNTS PAYABLE | 17,755.30 |
| | | ----- |
| TOTAL ACCOUNTS PAYABLE | | 22,678.54 |

ACCRUED PAYROLL

| | | |
|-----------------------|-----------------------------|-----------|
| 01 22900 | ACCRUED PAYROLL LIABILITIES | 15,739.72 |
| | | ----- |
| TOTAL ACCRUED PAYROLL | | 15,739.72 |

CUSTOMER DEPOSITS

| | | |
|-------------------------|---------------------------|-----------|
| 01 22550 | CUSTOMER DEPOSITS PENDING | 1,420.00 |
| 01 22600 | CUSTOMER DEPOSITS | 49,524.00 |
| | | ----- |
| TOTAL CUSTOMER DEPOSITS | | 50,944.00 |

WORK IN PROGRESS DEPOSIT

| | | |
|--------------------------------|-------------------------------|-----------|
| 01 23004 | WIP-DEP-BLUCKER ANNEXATION | 7,500.00 |
| 01 23006 | WIP DEP-FLAMINGO HTS ASSN S35 | 7,500.00 |
| | | ----- |
| TOTAL WORK IN PROGRESS DEPOSIT | | 15,000.00 |

LIAB PYBL FRM RESTRICTD ASSETS

| | | |
|--------------------------------|--------------------------------|----------|
| 01 22950 | ACCRUED INT PAYABLE DV ID BNDS | 4,487.21 |
| 01 22951 | ACCRUED BONDS PAYABLE DV ID | 2,000.00 |
| | | ----- |
| TOTAL LIAB PYBL FRM REST ASSET | | 6,487.21 |

BALANCE SHEET
PERIOD ENDING 07/31/10

GENERAL FUND

LONG TERM DEBT

| | | |
|----------|----------------------------|------------|
| 01 21101 | REVENUE BONDS PAYABLE - DV | 311,977.05 |
| 01 22300 | REVENUE BONDS PAYABLE - BH | 772,000.00 |

| | | |
|----------------------|--|--------------|
| TOTAL LONG TERM DEBT | | 1,083,977.05 |
|----------------------|--|--------------|

| | |
|-------------------|--------------|
| TOTAL LIABILITIES | 1,194,826.52 |
|-------------------|--------------|

EQUITY

| | | |
|----------|-------------------------------|--------------|
| 01 30109 | CONTRIBUTED CAPITAL/HUD | 291,035.88 |
| 01 30111 | FMHA GRANTS | 758,297.76 |
| 01 31000 | FUND BALANCE | 2,404,908.58 |
| 01 31001 | FUND BALANCE FEMA & OES | 427,895.00 |
| 01 31111 | CURR YEAR NET REVENUE/EXPENSE | 53,953.97 |

| | |
|--------------|--------------|
| TOTAL EQUITY | 3,936,091.19 |
|--------------|--------------|

| | |
|----------------------------|--------------|
| TOTAL LIABILITIES & EQUITY | 5,130,917.71 |
|----------------------------|--------------|

=====

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 07/31/10

GENERAL FUND

| | BUDGET | REV OR EXP THIS MONTH | REV OR EXP YEAR TO DATE | AVAILABLE | YTD % OF BUDGET |
|------------------------------|--------------|--------------------------|----------------------------|--------------|--------------------|
| | ----- | ----- | ----- | ----- | ----- |
| REVENUE | | | | | |
| ----- | | | | | |
| TOTAL OPERATING REVENUE | 1,084,296.00 | 100,045.28 | 100,045.28 | 984,250.72 | 9.23% |
| TOTAL NON-OPERATING REVENUE | 238,600.00 | -3,559.39 | -3,559.39 | 242,159.39 | -1.49% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL REVENUE | 1,322,896.00 | 96,485.89 | 96,485.89 | 1,226,410.11 | 7.29% |
| EXPENSE | | | | | |
| ----- | | | | | |
| TOTAL OPERATIONS EXPENSE | 452,280.00 | -912.46 | -912.46 | 453,192.46 | -.20% |
| TOTAL BULK SYSTEM EXPENSE | 0.00 | 333.79 | 333.79 | 0.00 | 0.00% |
| TOTAL ADMINISTRATIVE EXPENSE | 607,175.00 | 22,877.72 | 22,877.72 | 584,297.28 | 3.77% |
| TOTAL OPERATING EXPENSE | 1,059,455.00 | 22,299.05 | 22,299.05 | 1,037,155.95 | 2.10% |
| TOTAL NON-OPERATING EXPENSE | 137,200.00 | 20,232.87 | 20,232.87 | 116,967.13 | 14.75% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL EXPENSE | 1,196,655.00 | 42,531.92 | 42,531.92 | 1,154,123.08 | 3.55% |
| | ----- | ----- | ----- | ----- | ----- |
| NET REV/EXP GENERAL FUND | 126,241.00 | 53,953.97 | 53,953.97 | 72,287.03 | 42.74% |
| | ===== | ===== | ===== | ===== | ===== |

Prepared By *[Signature]*
Date 8/16/10
Reviewed By *[Signature]*

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 07/31/10

GENERAL FUND

| | BUDGET | REV OR EXP THIS MONTH | REV OR EXP YEAR TO DATE | AVAILABLE | YTD % OF BUDGET |
|---|--------------|--------------------------|----------------------------|--------------|--------------------|
| | ----- | ----- | ----- | ----- | ----- |
| REVENUE | | | | | |
| ----- | | | | | |
| OPERATING REVENUE | | | | | |
| 01 41000 SERVICE LINE INSTALLATION FEES | 2,510.00 | 1,320.00 | 1,320.00 | 1,190.00 | 52.59% |
| 01 41001 BASIC FACILITIES CHARGE | 8,196.00 | 4,098.00 | 4,098.00 | 4,098.00 | 50.00% |
| 01 41100 INCOME METERED WATER | 444,931.00 | 40,823.73 | 40,823.73 | 404,107.27 | 9.18% |
| 01 41300 BASIC SERVICE CHARGE | 559,350.00 | 50,017.39 | 50,017.39 | 509,332.61 | 8.94% |
| 01 41400 INCOME METERED BULK WATER | 0.00 | 8,602.78 | 8,602.78 | 0.00 | 0.00% |
| 01 41600 INCOME REVENUE BONDS DV FMHA | 47,709.00 | 1.42 | 1.42 | 47,707.58 | 0.00% |
| 01 41700 INCOME OTHER (OPERATING) | 21,600.00 | -4,818.04 | -4,818.04 | 26,418.04 | -22.31% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL OPERATING REVENUE | 1,084,296.00 | 100,045.28 | 100,045.28 | 984,250.72 | 9.23% |
| NON-OPERATING REVENUE | | | | | |
| 01 49100 INCOME GEN TAX ID A 1% BH GA02 | 52,100.00 | -3,662.85 | -3,662.85 | 55,762.85 | -7.03% |
| 01 49101 INCOME BOND DEBT BH FMHA DA01 | 125,900.00 | 2,081.07 | 2,081.07 | 123,818.93 | 1.65% |
| 01 49102 INCOME GENERAL TAX 1% DV GA01 | 52,100.00 | -3,009.76 | -3,009.76 | 55,109.76 | -5.78% |
| 01 49200 INTEREST INCOME | 2,000.00 | 1,032.15 | 1,032.15 | 967.85 | 51.61% |
| 01 49201 INTEREST INCOME BOND FUNDS | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00% |
| 01 49600 INCOME OTHER (NON OPERATING) | 500.00 | 0.00 | 0.00 | 500.00 | 0.00% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL NON-OPERATING REVENUE | 238,600.00 | -3,559.39 | -3,559.39 | 242,159.39 | -1.49% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL REVENUE | 1,322,896.00 | 96,485.89 | 96,485.89 | 1,226,410.11 | 7.29% |

EXPENSE

OPERATIONS EXPENSE

| | | | | | |
|--|------------|-----------|-----------|------------|--------|
| 01 54102 OPERATIONS COMPENSATION | 200,000.00 | -7,859.95 | -7,859.95 | 207,859.95 | -3.93% |
| 01 54103 UNIFORMS | 2,650.00 | 277.28 | 277.28 | 2,372.72 | 10.46% |
| 01 54105 AUTO CONTROLS | 4,500.00 | 215.45 | 215.45 | 4,284.55 | 4.79% |
| 01 54106 VEHICLE/TRACTOR/EQUIP EXPENSE | 9,000.00 | 55.63 | 55.63 | 8,944.37 | 0.62% |
| 01 54107 VEHICLE EXPENSE - FUEL | 20,000.00 | 1,820.75 | 1,820.75 | 18,179.25 | 9.10% |
| 01 54109 FIELD MATERIALS & SUPPLIES | 25,000.00 | 2,451.40 | 2,451.40 | 22,548.60 | 9.81% |
| 01 54111 WATER TESTING | 9,000.00 | 723.00 | 723.00 | 8,277.00 | 8.03% |
| 01 54112 CONTRACTUAL SERV- ENGINEERING | 50,000.00 | 0.00 | 0.00 | 50,000.00 | 0.00% |
| 01 54114 WATER SYSTEM REPAIRS | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.00% |
| 01 54115 BUILDING MAINTENANCE/REPAIR | 8,680.00 | 304.37 | 304.37 | 8,375.63 | 3.51% |
| 01 54117 AMES BASIN MONITORING | 9,500.00 | 0.00 | 0.00 | 9,500.00 | 0.00% |
| 01 54119 COMMUNICATIONS EXPENSE | 2,150.00 | -2.50 | -2.50 | 2,152.50 | -.12% |
| 01 54121 DISINFECTION EXPENSE | 4,000.00 | 639.28 | 639.28 | 3,360.72 | 15.98% |
| 01 54125 POWER WELLS & PUMPS | 67,000.00 | -100.65 | -100.65 | 67,100.65 | -.15% |
| 01 54130 OTHER OPERATIONS EXPENSES | 10,800.00 | 563.48 | 563.48 | 10,236.52 | 5.22% |
| | ----- | ----- | ----- | ----- | ----- |
| TOTAL OPERATIONS EXPENSE | 452,280.00 | -912.46 | -912.46 | 453,192.46 | -.20% |

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 07/31/10

GENERAL FUND

| | BUDGET | REV OR EXP THIS MONTH | REV OR EXP YEAR TO DATE | AVAILABLE | YTD % OF BUDGET |
|---|--------------|--------------------------|----------------------------|--------------|--------------------|
| | ----- | ----- | ----- | ----- | ----- |
| BULK SYSTEM EXPENSE | | | | | |
| 01 55001 PUMPING PLANT EXPENSE | 0.00 | 333.79 | 333.79 | 0.00 | 0.00% |
| TOTAL BULK SYSTEM EXPENSE | 0.00 | 333.79 | 333.79 | 0.00 | 0.00% |
| ADMINISTRATIVE EXPENSE | | | | | |
| 01 56001 DIRECTOR FEES | 15,000.00 | 1,000.00 | 1,000.00 | 14,000.00 | 6.67% |
| 01 56002 DIRECTOR MEETING EXPENSES | 5,000.00 | 761.92 | 761.92 | 4,238.08 | 15.24% |
| 01 56003 ADMINISTRATIVE COMPENSATION | 225,000.00 | -1,749.81 | -1,749.81 | 226,749.81 | -.78% |
| 01 56005 ADMINISTRATIVE MEETING EXPENSE | 1,000.00 | 19.77 | 19.77 | 980.23 | 1.98% |
| 01 56006 CONTRACTUAL SERV-AUDITOR | 28,000.00 | 12,993.00 | 12,993.00 | 15,007.00 | 46.40% |
| 01 56007 CONTRACTUAL SERV-LEGAL | 80,000.00 | -16,171.60 | -16,171.60 | 96,171.60 | -20.21% |
| 01 56008 PERS CONTRIBUTION | 34,675.00 | 1,613.90 | 1,613.90 | 33,061.10 | 4.65% |
| 01 56009 PAYROLL TAXES | 10,000.00 | 471.91 | 471.91 | 9,528.09 | 4.72% |
| 01 56011 TELEPHONE/FAX/INTERNET/WEB | 8,500.00 | 938.04 | 938.04 | 7,561.96 | 11.04% |
| 01 56012 MAILING EXPENSES | 8,800.00 | 629.88 | 629.88 | 8,170.12 | 7.16% |
| 01 56014 CONTRACTUAL SERV-OTHER | 37,400.00 | 5,637.07 | 5,637.07 | 31,762.93 | 15.07% |
| 01 56016 PROPERTY/LIABILITY EXPENSE | 30,600.00 | 2,543.19 | 2,543.19 | 28,056.81 | 8.31% |
| 01 56017 WORKERS COMP INSURANCE | 15,000.00 | 811.67 | 811.67 | 14,188.33 | 5.41% |
| 01 56018 DUES & SUBSCRIPTIONS | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00% |
| 01 56020 POWER OFFICES & YARDS | 5,200.00 | 83.84 | 83.84 | 5,116.16 | 1.61% |
| 01 56022 BAD DEBT EXPENSE | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00% |
| 01 56025 PROPANE | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 0.00% |
| 01 56030 OFFICE SUPPLIES | 4,000.00 | 215.45 | 215.45 | 3,784.55 | 5.39% |
| 01 56100 EMPLOYEE BENEFITS INSURANCE | 77,500.00 | 11,724.49 | 11,724.49 | 65,775.51 | 15.13% |
| 01 56110 EMPLOYEE EDUCATION | 6,000.00 | 1,355.00 | 1,355.00 | 4,645.00 | 22.58% |
| TOTAL ADMINISTRATIVE EXPENSE | 607,175.00 | 22,877.72 | 22,877.72 | 584,297.28 | 3.77% |
| TOTAL OPERATING EXPENSE | 1,059,455.00 | 22,299.05 | 22,299.05 | 1,037,155.95 | 2.10% |
| NON-OPERATING EXPENSE | | | | | |
| 01 56200 OFFICE EQUIPMENT EXPENSE | 3,450.00 | 0.00 | 0.00 | 3,450.00 | 0.00% |
| 01 56300 CUSTOMER RELATIONS | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00% |
| 01 56400 OTHER ADMINISTRATIVE EXPENSES | 3,000.00 | 219.66 | 219.66 | 2,780.34 | 7.32% |
| 01 57000 INTEREST EXPENSE - BH BONDS | 39,000.00 | 0.00 | 0.00 | 39,000.00 | 0.00% |
| 01 57100 DEPRECIATION EXPENSE | 0.00 | 20,013.21 | 20,013.21 | 0.00 | 0.00% |
| 01 57350 MWA PIPELINE DEBT | 73,000.00 | 0.00 | 0.00 | 73,000.00 | 0.00% |
| 01 59100 INTEREST EXPENSE - DV BONDS | 15,750.00 | 0.00 | 0.00 | 15,750.00 | 0.00% |
| TOTAL NON-OPERATING EXPENSE | 137,200.00 | 20,232.87 | 20,232.87 | 116,967.13 | 14.75% |
| TOTAL EXPENSE | 1,196,655.00 | 42,531.92 | 42,531.92 | 1,154,123.08 | 3.55% |
| NET REV/EXP GENERAL FUND | 126,241.00 | 53,953.97 | 53,953.97 | 72,287.03 | 42.74% |

GENERAL ACCOUNT (UNION BANK)**Jul-10****SOURCES OF FUNDS:**

| | |
|--------------------------------|-----------------|
| SERVICE LINE INSTALLATION FEES | 1,320.00 |
| BASIC FACILITIES CHARGE | 4,098.00 |
| A/R - WATER | 101,541.76 |
| MISCELLANEOUS REVENUE | 1,126.77 |
| 1% GENERAL TAX | 6228.46 |
| BIGHORN AD VALOREM TAX | 19564.57 |
| FED/STATE GRANTS FEMA/OES | 0.00 |
| WITHDRAW FROM LAIF | 0.00 |
| CUSTOMER DEPOSITS | <u>1,000.00</u> |

TOTAL

134,879.56**USE OF FUNDS:**


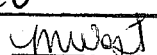
| | |
|-----------------------------------|---------------|
| DEBT SERVICE | 0.00 |
| CAPITAL PURCHASES | 33,366.77 |
| CAPITAL LEASE | 1,173.89 |
| INVENTORY PURCHASES | 1,255.52 |
| PREPAYMENTS - INSURANCE & POSTAGE | 32,953.24 |
| PAYMENTS FOR SALARIES & WAGES | 28,395.11 |
| ADMINISTRATIVE EXPENSE | 34,251.76 |
| OPERATIONS EXPENSES | 9,008.15 |
| TRANSFER TO INCREASE LAIF | 0.00 |
| MISCELLANEOUS & CUSTOMER REFUNDS | <u>295.84</u> |

TOTAL

140,700.28Prepared By Date 8/16/10Reviewed By mwst

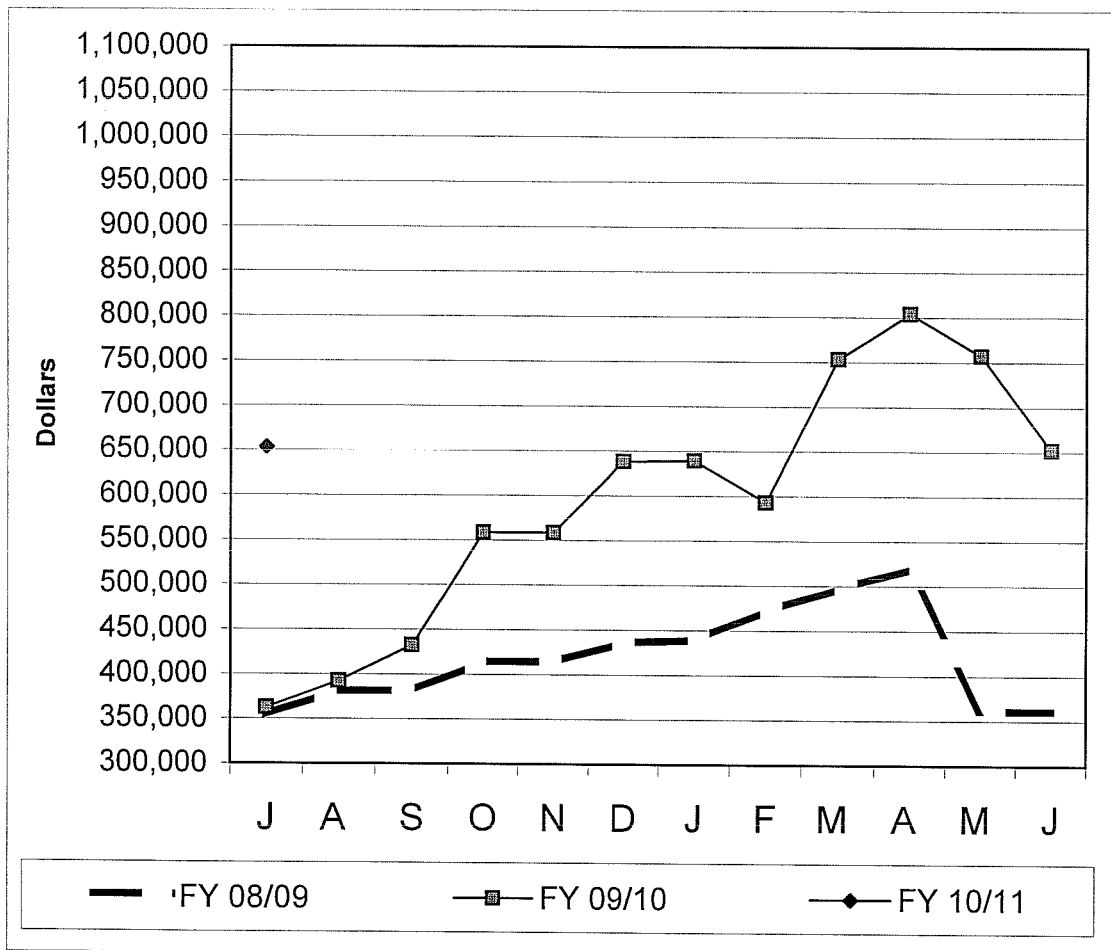
**UNION BANK OF CALIFORNIA
DISBURSEMENTS JULY 2010**

| | | |
|-------------------------------|-----------------------------|--------------------------|
| Datastream Check Register | <u>111,179.79</u> | <u>111,179.79</u> |
| EFT for Vendor Services | | |
| Bank Fees | 229.30 | |
| Credit Card Fees | 836.09 | |
| Internet Access Fee | <u>59.99</u> | |
| Total EFT for Vendor Services | | <u>1,125.38</u> |
| Wages for Paydate 07/08/10 | | |
| Employee Tax Withholdings | 2,275.03 | |
| Employer Tax Expenses | 239.82 | |
| Wages check # 10293-10303 | <u>11,953.23</u> | |
| | | <u>14,468.08</u> |
| Wages for Paydate 07/22/10 | | |
| Employee Tax Withholdings | 2,149.44 | |
| Employer Tax Expenses | 232.08 | |
| Wages check # 10331-10341 | <u>11,545.51</u> | |
| | | <u>13,927.03</u> |
| Transfers to LAIF | <u> </u> | <u>-</u> |
| Total Disbursements | | <u><u>140,700.28</u></u> |

Prepared By 
Date 8/16/10
Reviewed By 

Local Agency Investment Fund Balance Timeline
Balance as of July 31, 2010

| | FY 08/09 | FY 09/10 | FY 10/11 |
|-----------|----------|----------|----------|
| July | 354,364 | 362,520 | 653,168 |
| August | 381,364 | 392,520 | |
| September | 381,364 | 432,520 | |
| October | 414,076 | 558,397 | |
| November | 414,076 | 558,397 | |
| December | 436,076 | 638,397 | |
| January | 438,737 | 639,258 | |
| February | 471,737 | 593,258 | |
| March | 496,737 | 753,258 | |
| April | 518,901 | 804,136 | |
| May | 360,901 | 757,136 | |
| June | 360,901 | 652,136 | |



Prepared By M. Cleveland
Date 8/16/10
Reviewed By Invest

DATE: AUGUST 2010
TO: JOANNE KEITER
FROM: MICHELLE CORBIN
RE: Consumption & Billing Comparison JULY 2010

Consumption

| Residential- North- Bighorn | | |
|-----------------------------|------------|------------------|
| | Meters | Usage (c.f.) |
| Book 1 | 149 | 234,091 |
| Book 2 | 183 | 306,276 |
| Book 3 | 160 | 252,632 |
| Book 4 | 153 | 203,817 |
| Book 5 | 129 | 189,193 |
| Book 6 | 137 | 166,351 |
| Total | 911 | 1,352,360 |

| Bulk -Kickapoo, Well 4, Cherokee | | |
|----------------------------------|-----------|---------------|
| | Meters | Usage (c.f.) |
| Book 30 | 40 | 20,287 |
| Book 31 | 5 | 832 |
| Book 32 | 4 | 40,220 |
| Total | 49 | 61,339 |

| Bulk - Well 10 | | |
|----------------|-----------|---------------|
| | Meters | Usage (c.f.) |
| Book 33 | 45 | 40,069 |
| Total | 44 | 40,069 |

| Residential- South- Desert View | | |
|---------------------------------|------------|--------------|
| | Meters | Usage (c.f.) |
| Book 7 | 166 | 0 |
| Book 8 | 178 | 0 |
| Book 9 | 188 | 764 |
| Book 10 | 179 | 335 |
| Book 11 | 191 | 0 |
| Total | 902 | 1,099 |

| Construction Meters | | |
|---------------------|----------|--------------|
| | Meters | Usage (c.f.) |
| Book 40 | 0 | 0 |
| Total | 0 | 0 |

| | |
|--------------------------|------------------|
| Billed Consumption | 1,463,847 |
| Non Billed Usage | 9,732 |
| Total Consumption | 1,473,579 |

| | |
|----------------------------|--------------|
| Active Residential Meters | 1,813 |
| Active Bulk Meters | 93 |
| Total Active Meters | 1,906 |

Billing Comparison

| | This Year JULY 2010 | Last Year JULY 2009 | Difference More (Less) |
|--------------------------------|---------------------------|---------------------------|------------------------------|
| Statistics | | | |
| Total Customer Accounts | 1004 | 1010 | (6) |
| Usage in Cubic Feet | 1,463,847 | 1,425,602 | 38,245 |
| Percentage Increase/(Decrease) | | | 3% |

Revenues

| | | | |
|---------------------------------|-------------------|------------------|-----------------|
| Water Revenues | 49,449.40 | 46,013.60 | 3,435.80 |
| Basic Service Charge | 50,096.77 | 50,335.05 | (238.28) |
| Miscellaneous | 346.65 | 225.00 | 121.65 |
| Delinquent Charges | 1,736.70 | 1,679.48 | 57.22 |
| Total Operating Revenues | 101,629.52 | 98,253.13 | 3,376.39 |

Debt Service Revenues (pass through)

| | | | |
|---------|-------|-------|---------|
| FMHA ** | 14.91 | 43.27 | (28.36) |
|---------|-------|-------|---------|

Total Debt Service Revenues

Additional Information Regarding Pass Through Revenues

** FMHA annual debt service of \$41,150 divided over 6 months equals \$6,858

| | | | |
|-----------------------|-------------------|------------------|-----------------|
| Total Charges (Proof) | 101,644.43 | 98,296.40 | 3,348.03 |
|-----------------------|-------------------|------------------|-----------------|



DATE: 8/3/2010
TO: Board of Directors
FROM: Kit Boyd
RE: July Production

| | Cubic Feet Pumped | Total Gallons Pumped | Average GPM | Total Running Time | acre feet |
|--------------|----------------------|-------------------------|----------------|-----------------------|-----------|
| Well 2 | 0 | 0 | 0 | 0 | 0.00 |
| Well 3 | 0 | 0 | 0 | 0 | 0.00 |
| Well 4 | 0 | 0 | 0 | 0 | 0.00 |
| Well 6 | 228,210 | 1,707,011 | 462 | 61.6 | 5.24 |
| Well 7 | 513,470 | 3,840,756 | 390 | 164.3 | 11.79 |
| Well 8 | 1,094,900 | 8,189,852 | 999 | 136.6 | 25.14 |
| Well 9 | 384,400 | 2,875,312 | 694 | 69.1 | 8.82 |
| Well 10 | 32,770 | 245,120 | 68 | 60.2 | 0.75 |
| Total | 2,253,750 | 16,858,050 | | | 51.74 |

Wells 2, 3 and 4 did not run this month

| | | | | |
|-------------------|---------|-----------|-----|-------|
| A Boosters | 154,340 | 1,154,463 | 201 | 95.7 |
| C Boosters | 249,900 | 1,869,252 | 280 | 111.4 |
| Total | 404,240 | 3,023,715 | | |



DATE: August 1, 2010
 TO: Joanne Keiter
 FROM: Michelle Corbin
 SUBJECT: Service Order Report July 2010 through June 2011

| | J | A | S | O | N | D | J | F | M | A | M | J | YTD |
|------------------------------|-----|---|---|---|---|---|---|---|---|---|---|---|-----|
| Mainline Leaks: | 0 | | | | | | | | | | | | 0 |
| Service Line Repairs: | 8 | | | | | | | | | | | | 8 |
| Service Line Replacements: | 11 | | | | | | | | | | | | 11 |
| Service Line Installations: | 0 | | | | | | | | | | | | 0 |
| Meter Changeouts* | 1 | | | | | | | | | | | | 1 |
| Water Quality Complaints:** | 2 | | | | | | | | | | | | 2 |
| 48 Hour Tags for NSF Checks: | 1 | | | | | | | | | | | | 1 |
| Lock Offs for Non-Payment: | 12 | | | | | | | | | | | | 12 |
| Unlocks After Payment Made: | 4 | | | | | | | | | | | | 4 |
| All Other Miscellaneous: | 114 | | | | | | | | | | | | 114 |
| Total | 153 | | | | | | | | | | | | 153 |

*Meter replacement program started 6/18/08 with Route 09. Other meter exchanges included in misc.

** High or low pressure complaints fall within this category.

TODD ENGINEERS

GROUNDWATER · WATER RESOURCES · HYDROGEOLOGY · ENVIRONMENTAL ENGINEERING

August 8, 2010

To: Marina West
Bighorn-Desert View Water Agency
622 S. Jemez Trail
Yucca Valley, California 92284

From: Daniel Craig, Project Manager

Subject: **Progress Report – July 2010**
Project Management, Permitting, Hydrogeologic Feasibility Study and Groundwater Management Plan Project
Bighorn-Desert View Water Agency and Todd Engineers

Todd Engineers (Todd) is pleased to submit this Monthly Progress Report for the *Project Management, Permitting, Hydrogeologic Feasibility Study and Groundwater Management Plan Project* (Project) for the period of July 1 through July 31, 2010.

The following summarizes the work completed during the period, costs for the period and to date, and anticipated activities for the upcoming monthly period.

Work Completed During June 2010

Task 1 Project Management – Todd provided project management support including tracking of project costs, progress, and schedule.

Task 2 Regulatory Permitting – Todd and Kennedy/Jenks prepared permit applications/letters and supporting figures to various permitting agencies including:

County of San Bernardino, Department of Public Works, Transportation Section, “No Objection Letter”. (granted)

County of San Bernardino, Department of Public Works, Flood Control Section, “No Permit Need Letter”.

County of San Bernardino, Department of Public Health, Well Drilling Permit applications (granted)

Army Corps of Engineers, “Request for Determination of Jurisdictional Waters Letter”.

California Fish and Game, “Streambed Alteration Agreement application”.

Colorado River RWQCB, “NPDES Permit for Low Threat Discharges to Surface Water”.

Task 3.1 Vadose Zone Investigation and Monitoring Well Installation – Todd prepared a Work Plan and Site Safety Plan for drilling and installation of the monitoring wells, and interfaced with the subcontractors to plan and perform the drilling work.

Task 3.2 HDWD Well No. 24 Aquifer Test – Todd developed a Work Plan for the aquifer test.

Task 3.6 Recharge Feasibility Study Report – Todd continued development of the Recharge FS Report including preparation of scope of work text and supporting tables and figures. The scope of work, methodology, and model simulation results were documented. A draft final of the report will be completed after performance of the Recharge FS field investigations.

Task 4.1 Groundwater Management Plan Report – Todd continued development of the GWMP Report. Todd discussed options and requirements for an AB3030-compliant GWMP or GWMP in support of the water agreement amendment with the GM.

Work Planned for August 2010

Task 2 Regulatory Permitting – Todd and Kennedy/Jenks Consultants will follow up with permitting Agencies regarding the letters/applications for necessary regulatory agency permits.

Task 3.1 Vadose Zone Investigation and Monitoring Well Installation – Todd will supervise the drilling and installation of the monitoring wells in August.

Task 3.2 HDWD Well No. 24 Aquifer Test – Todd will work with Hi Desert Water District to facilitate the aquifer test, to be performed likely in September 2010.

Task 3.5 Water Quality Evaluation – Todd and subcontractors will sample new monitoring well BDVWA MW1 for comprehensive water quality parameters.

Task 3.6 Recharge Feasibility Study Report - Todd will continue development of the Recharge FS Report incorporating the results of the field investigations.

Task 4.1 Groundwater Management Plan - Todd will continue development of the GWMP.

Task 4.2 Support for MOU and Water Agreement Amendment - Todd and Kennedy/Jenks will provide support as-needed for the MOU/Agreement amendment.

Charges to Date and Budget Summary

Charges to date and budget remaining (through July 31, 2010) are summarized in the attached tables. Total professional charges for the Period July 1 through July 31, 2010 are \$22,380.25, bringing total charges to date to \$196,296.92 out of the approved project budget of \$469,228.45. The remaining budget is \$272,931.53.

Attachments:

Table 1. Charges to Date and Budget Remaining

Table 2. Project Costs to Date



Todd Engineers and Kennedy/Jenks Consultants
Accrued Hours by Task

Table 1. Charges to Date and Budget Remaining (through July 31, 2010)

Project Management, Permitting, Hydrogeologic Feasibility Study, and Groundwater Management Plan

| Classification | Project Manager | Principal Geologist | Senior Geologist | Associate Geologist | Staff Geol/Eng | Graphics | Total Labor Hours | Total Labor | Comm Fee | Travel Admin Costs | Subcontractors Driller, Lab, Other Direct Costs | Expense Fee | Subcontractor Kennedy/Jenks | Total Costs |
|--|-----------------|---------------------|------------------|---------------------|----------------|----------|-------------------|---------------|-------------|--------------------|---|-------------|-----------------------------|---------------|
| 2010 Hourly Rates | Craig | Stanin | Lin | Taylor | | | | | | | | | | |
| | \$185 | \$190 | \$160 | \$150 | \$150 | \$95 | | | | | | | | |
| Task 1 – Project Management | 56 | 0.25 | 4 | 0 | 0 | 0 | 60.25 | \$ 11,047.50 | \$ 220.95 | \$ 1,149.55 | \$ 39.16 | \$ 5.97 | | \$ 12,463.03 |
| | | | | | | | | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Task 1 – Project Management | 56 | 0.25 | 4 | 0 | 0 | 0 | 60.25 | \$ 11,047.50 | \$ 220.95 | \$ 1,149.55 | \$ 39.16 | \$ 5.97 | | \$ 12,463.03 |
| | | | | | | | | | | | | | | |
| Task 2 – Permitting Support | 27.25 | 0 | 11 | 0 | 0 | 0 | 38.25 | \$ 6,801.25 | \$ 138.03 | \$ - | \$ - | \$ - | \$ 17,875.65 | \$ 24,812.93 |
| | | | | | | | | | | | | | | |
| Task 3 – Hydrogeology Feasibility Studies | | | | | | | | | | | | | | |
| 3.1 Vadose Zone Investigation and Monitoring Well Installation | 58 | 0 | 5.5 | 0 | 0 | 0 | 63.5 | \$ 11,610.00 | \$ 232.20 | \$ 394.91 | \$ - | \$ - | \$ - | \$ 12,237.11 |
| 3.2 HDWD Well No. 24 Aquifer Test | 4 | 0 | 0 | 0 | 0 | 0 | 4 | \$ 740.00 | \$ 14.80 | \$ - | \$ - | \$ - | \$ - | \$ 754.80 |
| 3.3 Perennial Yield Assessment | 24 | 0 | 57 | 0 | 0 | 0 | 81 | \$ 13,560.00 | \$ 271.20 | \$ - | \$ 1,187.50 | \$ - | \$ - | \$ 15,018.70 |
| 3.4 Groundwater Flow Evaluation | 289 | 0 | 131.75 | 0 | 0 | 0 | 420.75 | \$ 70,845.00 | \$ 1,416.90 | \$ - | \$ 10.00 | \$ - | \$ - | \$ 72,271.90 |
| 3.5 Water Quality Evaluation | 13.5 | 0 | 0 | 0 | 0 | 0 | 13.5 | \$ 2,497.50 | \$ 48.95 | \$ - | \$ - | \$ - | \$ - | \$ 2,547.45 |
| 3.6 Hydrogeology FS Report | 72 | 0 | 0 | 0 | 0 | 0 | 72 | \$ 13,320.00 | \$ 268.40 | \$ - | \$ - | \$ - | \$ - | \$ 13,588.40 |
| Task 3 Total | 440.5 | 0 | 184.25 | 0 | 0 | 0 | 634.75 | \$ 112,572.50 | \$ 2,251.45 | \$ 394.91 | \$ 1,197.50 | \$ - | \$ - | \$ 116,416.36 |
| | | | | | | | | | | | | | | |
| Task 4 – Groundwater Management Plan and Water Agreement Amendment | | | | | | | | | | | | | | |
| 4.1 GWMP | 74.5 | 9.75 | 62.5 | 0 | 0 | 0 | 146.75 | \$ 25,635.00 | \$ 512.70 | \$ - | \$ - | \$ - | \$ - | \$ 26,147.70 |
| 4.2 Agreement Amendment | 37 | 18 | 3.5 | 0 | 0 | 0 | 58.5 | \$ 10,825.00 | \$ 216.50 | \$ - | \$ 1,625.00 | \$ - | \$ 3,790.40 | \$ 16,456.90 |
| Task 4 Total | 111.5 | 27.75 | 66 | 0 | 0 | 0 | 205.25 | \$ 36,460.00 | \$ 729.20 | \$ - | \$ 1,625.00 | \$ - | \$ 3,790.40 | \$ 42,604.60 |
| | | | | | | | | | | | | | | |
| Task 5 – Support Stakeholder/Public Outreach Support | | | | | | | 0 | \$ - | \$ - | \$ - | \$ 3,250.00 | \$ - | | |
| | | | | | | | | | | | | | | |
| Total Charges to Date through July 31, 2010 | 635.25 | 28 | 275.25 | 0 | 0 | 0 | 938.5 | \$ 166,881.25 | \$ 3,337.63 | \$ 1,544.46 | \$ 2,861.66 | \$ 5.97 | \$ 21,066.05 | \$ 196,296.92 |



Todd Engineers and Kennedy/Jenks Consultants

Table 2. Charges to Date and Budget Remaining (through July 31, 2010)

| Project Management, Permitting, Hydrogeologic Feasibility Study, and Groundwater Management Plan | | | |
|---|---------------------|--|-------------------------|
| Task Name | Task Budget | Charges to Date (June 30, 2010) | Remaining Budget |
| Task 1 – Project Management | \$36,831.60 | \$12,463.03 | \$24,368.57 |
| Task 2 – Permitting Support | \$39,355.00 | \$24,812.93 | \$14,542.07 |
| Task 3 – Hydrogeology Feasibility Studies | | | |
| 3.1 Vadose Zone Investigation and Monitoring Well Installation | \$132,916.25 | \$12,237.11 | \$120,679.14 |
| 3.2 HDWD Well No. 24 Aquifer Test | \$18,638.40 | \$754.80 | \$17,883.60 |
| 3.3 Perennial Yield Assessment | \$15,381.60 | \$15,018.70 | \$362.90 |
| 3.4 Groundwater Flow Evaluation | \$79,574.40 | \$72,271.90 | \$7,302.50 |
| 3.5 Water Quality Evaluation | \$15,867.00 | \$2,547.45 | \$13,319.55 |
| 3.6 Hydrogeology FS Report | \$34,399.60 | \$13,586.40 | \$20,813.20 |
| Task 3 Total | \$296,777.25 | \$116,416.36 | \$180,360.89 |
| Task 4 – Groundwater Management Plan and Water Agreement Amendment | | | |
| 4.1 GWMP | \$40,330.80 | \$26,147.70 | \$14,183.10 |
| 4.2 Agreement Amendment | \$41,451.20 | \$16,456.90 | \$24,994.30 |
| Task 4 Total | \$81,782.00 | \$42,604.60 | \$39,177.40 |
| Task 6 - Support Stakeholder/Public Outreach Support | \$14,481.60 | \$0.00 | \$14,481.60 |
| Project Total | \$469,228.45 | \$196,296.92 | \$272,931.53 |

Bighorn-Desert View Water Agency



Board of Directors

Terry Burkhart, President
J. Larry Coulombe, Vice President
Michael McBride, Director
David Larson, Director
Director Vacancy

Agency Office

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

760/364-2315 Phone

760/364-3412 Fax

Marina D West, P.G., General Manager
Joanne L Keiter, Board Secretary

A Public Agency

www.bdvwa.org

**BOARD OF DIRECTORS'
SPECIAL MEETING REPORT
FOR THE FINANCE/PUBLIC RELATIONS
EDUCATION & PERSONNEL COMMITTEE**

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Wednesday, May 12, 2010 - 1:00 PM

• **CALL TO ORDER**

Meeting convened by Director McBride at 1:01 PM

• **PLEDGE OF ALLEGIANCE**

Led by Mary Coulombe

• **ROLL CALL**

Directors Present: Michael McBride, Director
J. Larry Coulombe, Director

Staff Present: Marina West, General Manager

Public Present: 4 noted (Director Oswalt attended as an observer)

APPROVAL OF AGENDA - Committee approved, as presented

1. PUBLIC PARTICIPATION - None

2. COMMITTEE TO REVIEW AND DISCUSS DRAFT RESOLUTION NO. 10R-XX ESTABLISHING A POLICY FOR COMPENSATION OF THE BOARD OF DIRECTORS FOR PERFORMANCE OF OFFICIAL DUTIES AND REIMBURSEMENT OF ACTUAL AND NECESSARY EXPENSES ("POLICY")

GM West discussed the draft Resolution (outlining the compensation for Directors' performance and reimbursement of their actual and necessary expenses). She also introduced the "Official Duties" policy being proposed.

She stated that previously Counsel Trager had requested the Board consider a revision to Policy No. 05P-01, which defined the criteria for reimbursement of expenses, to eliminate any discrepancies or confusion regarding the Board's intent, official duties, Agency policies, and reimbursement procedures. During the February 16, 2010 meeting, the Board announced its intent to revise the "per diem" Ordinance and Duties Policy.

She said that staff had drafted a new "Official Duties Policy", which was being presented for the Committees' review, and was looking for their input and direction before taking to the full Board for their consideration.

The Committee members then requested that staff distribute a copy to each Director of the proposed "Exhibit A" of the Official Duties Policy so that their input could be solicited for the final version of the draft Resolution before going to the Board on June 15, 2010.

3. COMMITTEE TO REVIEW AND DISCUSS DRAFT ORDINANCE NO. 100-XX PROVIDING FOR COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING PROCEDURES RELATED THERETO -

GM West mentioned that this issue was being addressed upon the recommendation of Counsel Trager.

In 2008, Counsel reviewed the Agency Ordinance (No. 05O-01) regarding payment of Directors' per diem. The results of the review concluded that the existing procedure for paying per diem was inadequate. There was too much confusion as to what meetings were covered and what process was required to obtain per diem. Additionally, it was stated that the Ordinance should be changed to eliminate any suggestion that committee membership provided "blanket" authorization for paid attendance at non-Agency meetings.

At the direction of the full Board (during the February 16, 2010 meeting), staff had prepared a new Ordinance draft that provided for compensation of the Board of Directors and established related procedures. GM West reiterated that this Ordinance was strictly limited to the issue of compensation and that *no changes had been made* regarding amounts or days of service from the current Ordinance (No. 05O-01). She suggested that the Committee review the draft and obtain answers to any outstanding questions regarding the purpose of the Ordinance before asking the Board to consider adoption on June 15, 2010.

Next, GM West briefly described the process of notifying the public about the proposed Ordinance if the Committee determined that this should be brought before the full Board. For example, if the members agreed, staff would proceed to advertise the date and times for the Ordinance public hearing by placing two separate legal notifications in the Hi Desert Star newspaper. Following the public hearing, the full Board could deliberate and then vote on the approving the Ordinance. If it were approved, the new Ordinance would formally take effect 60 days later.

There were no comments from the Committee or the public, so Director McBride continued to the next agenda item.

4. COMMITTEE TO REVIEW DRAFT RESOLUTION ESTABLISHING PROCEDURES FOR THE SALE AND DISPOSAL OF SURPLUS PROPERTY

GM West began by stating that the Agency did not have a procedure for the sale and disposal of surplus property. This proposed Resolution would simply establish a process for this, if and when necessary.

There were no comments from the Committee or the public.

5. LIEN PROCESS UPDATE

GM West provided the Committee with a brief overview of the procedure.

The Committee asked for clarification in two areas:

- If the liens would be written off as bad debt in the current Fiscal Year; and
- Once paid, if the funds would be posted to general revenue.

GM West said that she would follow up with auditor and report to the Committee

6. UPDATE ON FY10/11 BUDGET

For Information and discussion purposes only, GM West made a presentation pertaining to the preliminary Budget for Fiscal Year 2010/2011.

She highlighted several items of interest:

- Line item for the Ames Monitoring - where amounts may be reduced, if the revised Principles of Agreement would be signed and if the Mojave Water Agency began to monitor the wells;
- Line item for Staff Benefits - amounts estimated 10% higher until confirmation received from the insurance providers;
- Line item for Fuel - currently under budget; however increases probable;
- Line item for Building Maintenance - projections slightly higher due to some planned improvements.

Director McBride asked if the Budget would be ready for the Board to adopt at the June Board meeting. GM West responded that although she was waiting to verify a few other amounts, this would be agendaized for the June 29, 2010 meeting.

7. CONSENT ITEMS - Committee approved, as presented

END OF THE CONSENT CALENDAR

8. STANDING COMMITTEE PROJECT LIST - No changes noted

9. VERBAL REPORTS

- No General Manager's Report
- Committee Members' Comments/Reports

- Director Coulombe reported that the Ad Hoc Committee on Financial Matters would have its first meeting at the Agency's Business Office on Jemez Trail, on May 26, 201 at 2 PM.
- Director McBride - Nothing to Report

10. ITEMS FOR NEXT AGENDA

- FY10/11 BUDGET

11. ADJOURNMENT - adjourned the meeting @ 2:01 PM

Respectfully Submitted by:



Joanne L Keiter, Board Secretary

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Thanks for all those who
participated in this year's Orchid
Festival!



It was another successful year, raising over \$12,000 for various desert charities. Thanks again and make your calendars for 2010.

Oct 2nd & 3rd