

# Bighorn-Desert View Water Agency

## Board of Directors

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



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Marina D West, P.G., General Manager

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A Public Agency

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## BOARD OF DIRECTORS' SPECIAL MEETING AGENDA

BOARD MEETING OFFICE  
1720 N. Cherokee Trail, Landers, CA 92285  
**Monday, November 15, 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. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Government Code  
Section 54956.9(C) (2 potential case)

Legal Counsel Trager will be participating via teleconference from  
the following location: 19712 MacArthur Blvd, Suite 120, Irvine,  
California 92612

**3. CLOSED SESSION REPORT**

**4. 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. REQUEST FOR WATER SERVICE TO APN: 635-032-16 AT A REDUCED RATE OF \$684.99 AND NO BASIC FACILITIES CHARGE**

**RECOMMENDED ACTION:**

- 1) Authorize variance from the Agency Rules and Regulations for Water Service allowing discounted Basic Facilities Charge of \$0; and
- 2) Authorize a reduced installation fee of \$684.99 per the 2/2004 quote; and
- 3) Authorize staff to grant payment arrangements for the fee.

**b. REVIEW ORDINANCE NO. 100-01 PROVIDING FOR THE COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING PROCEDURES RELATED THERETO**

**RECOMMENDED ACTION:**

- 1) That the Board declare its' intent to pursue a revision to Ordinance No. 100-10 per the recommendation of the Finance/Public Relations/ Education/ Personnel Standing Committee on November 10, 2010.

**c. REVIEW ORDINANCE NO. 080-01- RULES AND REGULATIONS OF THE BIGHORN-DESERT VIEW WATER AGENCY**

**RECOMMENDED ACTION:**

- 1) That the Board declare its' intent to pursue a revision to Ordinance No. 080-01 per the recommendation of the Finance/Public Relations/ Education/ Personnel Standing Committee on November 10, 2010.

**5. 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 - c)
  - a. Consumption & Billing Comparison Report October 2010
  - b. Production Report October 2010
  - c. Service Order Report October 2010

**END OF THE CONSENT CALENDAR**

## **6. MATTERS REMOVED FROM CONSENT ITEMS**

## **7. VERBAL REPORTS**

- GENERAL MANAGER'S REPORT
- DIRECTORS' REPORTS
  - > Oral Reports from meetings, conferences or committees
- PRESIDENT'S REPORT

## **8. COMMUNICATION AND PUBLIC INFORMATION ITEMS**

## **9. ITEMS FOR NEXT AGENDA**

## **10. 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](http://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](http://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  
AGENDA ITEM SUBMITTAL**

**Meeting Date:** November 15, 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 for Water Service to APN: 635-032-16 at a Reduced Rate of \$684.99 and No Basic Facilities Charge

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**SUMMARY**

The owner of Parcel No. 635-032-16 has requested the Agency honor a 2004 price quote for new service installation. The property owner has stated that the Agency did not follow through on previous requests to honor the quote (attached) or his option to address the Board of Directors regarding this matter.

In 2004, installation quotes were generated based on actual field conditions such as length of service line and estimated labor. A quote for \$684.99 was prepared (attached). In 2004 there was no Basic Facilities Charge.

The agency currently charges \$1,255 for a ¾-inch meter and service line. The Basic Facilities Charge (buy-in charge) is currently \$4,098. These charges were last adjusted in 2008.

The property owner is requesting the Agency honor the 2004 \$684.99 quote with the \$0 Basic Facilities Charge and he has also requested the Agency grant payment arrangements for the fee.

**RECOMMENDATION**

That the Board take the following action:

1. Authorize variance from the Agency Rules and Regulations for Water Service allowing discounted Basic Facilities Charge of \$0; and
2. Authorize a reduced installation fee of \$684.99 per the 2/2004 quote; and
3. Authorize staff to grant payment arrangements for the fee.

**BACKGROUND/ANALYSIS**

No further analysis provided.

## **PRIOR RELEVANT BOARD ACTION(S)**

11/10/2010 Finance/Public Relations/Education/Personnel Standing Committee reviewed request, recommended move to full Board for further consideration.

10/20/2010 Planning/Legislative/Engineering/Grant Security Standing Committee reviewed request, recommended move to Finance/Public Relations/Education/Personnel Standing Committee

10/28/2009 Resolution No. 08R-10 Modifying Basic Facilities Charge and Service-line Installation Charge

# COST ESTIMATE

## BIGHORN-DESERT VIEW WATER AGENCY

Date: 2/9/2004

Location: Section 34 635-032-16

Description of Work: Location Section 34, 635-032-16, New Service Line Installation

VERY HARD SOIL FOR DIGGING!

Labor	Hours	Equipment	Hours
Supervisor \$18.54	0	Backhoe @ \$27.74	4.5
Maint. Worker II @ \$13.53	4.5	Stake Bed/Trailer @ \$17.38	1.5
Maint. Worker I @ \$12.89	4.5	Service Truck @ \$8.69	4.5
Labor Rate	\$118.90	Pick-up Truck @ \$8.11	0
*Cost Multiplier @ 100%	\$118.90		
Total Labor Cost	\$237.80	Total Equipment Cost	\$190.01

### MATERIALS FROM INVENTORY

Quantity	Description	Item #	Cost	Ext. Cost
1	6"x1" Brass Saddle Double Strap	SADS-6X1	\$30.93	\$30.93
1	1" Ball Corp. Stop	BCIV-1	\$21.03	\$21.03
1	1" A.M. Stop	CRT-2	\$19.42	\$19.42
30	1" K Soft Copper Tubing	CPKS1100	\$1.99	\$59.70
1	3/4" Performance Meter	PME-03	\$39.19	\$39.19
1	1015 MCBC Flush Gasket	AEP1015-1G2W	\$14.01	\$14.01
1	1" thick rubber gasket	RGTH-1	\$0.12	\$0.12
1	1" x 2 1/2" meter coupling	AD31-4	\$0.15	\$0.15
	<b>Tax at 7.75%</b>			\$14.30
<b>Total Material</b>				<b>\$684.99</b>

		\$0.00
		\$0.00

	Sub Total	\$626.66
	Admin Overhead on Materials & Equip @ 15%	\$58.33
<b>TOTAL JOB COST</b>		<b>\$684.99</b>

DATE: NOVEMBER 2010  
 TO: MARINA WEST  
 FROM: DESTINY DIAZ  
 RE: Consumption & Billing Comparison October 2010

**Consumption**

Residential- North- Bighorn		
	Meters	Usage (c.f.)
Book 1	149	0
Book 2	183	0
Book 3	161	123
Book 4	152	2
Book 5	129	0
Book 6	137	0
<b>Total</b>	<b>911</b>	<b>125</b>

Residential- South- Desert View		
	Meters	Usage (c.f.)
Book 7	165	166,119
Book 8	177	247,015
Book 9	188	288,984
Book 10	179	249,338
Book 11	189	240,369
<b>Total</b>	<b>898</b>	<b>1,191,825</b>

Bulk -Kickapoo, Well 4, Cherokee		
	Meters	Usage (c.f.)
Book 30	41	14,594
Book 31	6	534
Book 32	5	9,890
<b>Total</b>	<b>52</b>	<b>25,018</b>

Construction Meters		
	Meters	Usage (c.f.)
Book 40	0	0
<b>Total</b>	<b>0</b>	<b>0</b>
Billed Consumption		2,595,217
Non Billed Usage		19,734
<b>Total Consumption</b>		<b>-</b>

Bulk - Well 10		
	Meters	Usage (c.f.)
Book 33	45	22,215
<b>Total</b>	<b>45</b>	<b>22,215</b>

Active Residential Meters	1,809
Active Bulk Meters	97
<b>Total Active Meters</b>	<b>1,906</b>

**Billing Comparison**

	This Year OCT 2010	Last Year OCT 2009	Difference More (Less)
<b>Statistics</b>			
Total Customer Accounts	993	1008	(15)
Usage in Cubic Feet	1,239,058	1,642,093	(403,035)
Percentage Increase/(Decrease)			-25%

<b>Revenues</b>			
Water Revenues	39,768.51	59,799.88	(20,031.37)
Basic Service Charge	49,057.26	49,691.57	(634.31)
Miscellaneous	1,427.88	316.65	1,111.23
Delinquent Charges	1,703.35	1,618.78	84.57
<b>Total Operating Revenues</b>	<b>91,957.00</b>	<b>11,426.88</b>	<b>80,530.12</b>

<b>Debt Service Revenues (pass through)</b>			
FMHA **	8,295.18	8,398.44	(103.26)
<b>Total Debt Service Revenues</b>	<b>8,295.17</b>	<b>8,398.44</b>	

**Additional Information Regarding Pass Through Revenues**

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

Total Charges (Proof)	0.00	119,825.32	0.00
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DATE: 10/4/2010  
 TO: Board of Directors  
 FROM: Kit Boyd  
 RE: OCTOBER PRODUCTION

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>Average</u> <u>GPM</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well 2	0	0	#DIV/0!	0	0.00
Well 3	0	0	#DIV/0!	0	0.00
Well 4	0	0	#DIV/0!	0	0.00
Well 6	632,860	4,733,793	446	176.7	14.53
Well 7	11,910	89,087	362	4.1	0.27
Well 8	591,200	4,422,176	983	75	13.57
Well 9	58,200	435,336	691	10.5	1.34
Well 10	19,440	145,411	63	38.3	0.45
<b>Total</b>	<b>1,313,610</b>	<b>9,825,803</b>			<b>30.16</b>

Wells 2, 3 and 4 did not run this month

<b>A Boosters</b>	108,880	814,422	142	95.7	
<b>C Boosters</b>	135,400	1,012,792	267	63.3	
<b>Total</b>	<b>244,280</b>	<b>1,827,214</b>			





DATE: October 1, 2010  
 TO: Marina West  
 FROM: Destiny Diaz  
 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	0	0									0
Service Line Repairs:	8	6	3	5									22
Service Line Replacements:	11	2	0	0									13
Service Line Installations:	0	1	0	0									1
Meter Changeouts*	1	0	3	1									5
Water Quality Complaints:**	2	0	2	0									4
48 Hour Tags for NSF Checks:	1	1	2	1									5
Lock Offs for Non-Payment:	12	14	5	13									44
Unlocks After Payment Made:	4	6	1	9									20
All Other Miscellaneous:	114	207	183	118									622
Total	153	237	199	147									736

\*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.