



BIGHORN-DESERT VIEW WATER AGENCY
A PUBLIC AGENCY

**BOARD OF DIRECTORS'
SPECIAL MEETING AGENDA**

BOARD MEETING OFFICE
1720 N. Cherokee Trail
Landers, CA 92285

December 15, 2009
Tuesday
6:00 P.M.

- **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. RESOLUTION 09R-XX - RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY TO JUDY CORL-LORONO IN APPRECIATION FOR SERVICE AS A DIRECTOR AND BOARD PRESIDENT TO THE BIGHORN- DESERT VIEW WATER AGENCY**
 - b. RESOLUTION 09R-XX - A RESOLUTION OF THE BOARD OF DIRECTORS OF BIGHORN-DESERT VIEW WATER AGENCY TO DUANE LISIEWSKI IN APPRECIATION FOR SERVICE AS A DIRECTOR OF THE BIGHORN-DESERT WATER AGENCY.**

- c. **RESOLUTION 09R-XX - A RESOLUTION OF THE BOARD OF DIRECTORS OF BIGHORN-DESERT VIEW WATER AGENCY TO WARREN STRODEL IN APPRECIATION FOR SERVICE AS A DIRECTOR OF THE BIGHORN-DESERT WATER AGENCY.**
- d. **BOARD TO CONSIDER AND AUTHORIZE PURCHASE OF TWO NEW MAINTENANCE VEHICLES WITH NECESSARY TOOLS AND ACCESSORIES FOR A BUDGET EXPENDITURE OF \$53,000.00.**
- e. **RESOLUTION NO. 09R-XX - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY UPDATING THE LOCAL AGENCY INVESTMENT FUND (LAIF) SIGNATURE AUTHORITY.**
- f. **RESOLUTION NO. 09R-XX - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY ESTABLISHING SIGNATURE AUTHORITIES FOR THE AGENCY ACCOUNT AT UNION BANK OF CALIFORNIA.**
- g. **BOARD TO CONSIDER AND APPROVE CLOSURE OF THE AGENCY OFFICE BEGINNING AT NOON ON THURSDAY, DECEMBER 24, 2009.**

3. DISBURSEMENTS NOVEMBER 2009

- 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.

- a. Financial Statements November 2009
- b. Minutes of the November 17, 2009 Special Meeting
- c. Consumption & Billing Comparison Report for November 2009
- d. Production Reports for October and November 2009
- e. Service Order Report November 2009

5. MATTERS REMOVED FROM CONSENT ITEMS

6. DIRECTORS' REPORTS/COMMENTS

7. GENERAL MANAGER'S REPORT (ORAL)

8. COMMUNICATION AND PUBLIC INFORMATION ITEMS

9. ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Bighorn-Desert View Water Agency office at 622 S. Jemez Tr., Yucca Valley, CA during normal business hours.

RESOLUTION NO. 09R-xx

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY TO
JUDY CORL-LORONO
IN APPRECIATION FOR SERVICE AS
DIRECTOR AND BOARD PRESIDENT
TO THE BIGHORN- DESERT VIEW WATER AGENCY

WHEREAS, Judy Corl-Lorono accepted the position of Board President upon a majority vote of confidence from the Board of Directors on November 14, 2008; and

WHEREAS, Judy Corl-Lorono successfully provided leadership to the Board and support to the Staff thus achieving the Agency's goals of greater productivity, higher efficiency, improved communications and most importantly, greater customer confidence in the Agency; and

WHEREAS, Judy Corl-Lorono contributed numerous personal hours to educate herself resulting in a fundamental understanding of water related issues and the constantly increasing demands of regulatory requirements, financial and demographic pressures challenging under the best conditions; and

WHEREAS, Judy Corl-Lorono in her various Board Committee assignments brought good judgment, integrity, and cooperation through enthusiasm, good humor, encouragement, helpfulness, openness, and availability; and

WHEREAS, Judy Corl-Lorono served as the Agency's representative to the Morongo Basin's Association of Water Awareness and Conservation (AWAC) where she demonstrated her commitment to their conservation practices through tireless participation in landscape workshops, regular strategy meetings and expositions.

WHEREAS, Judy Corl-Lorono has given her best to the Agency in her capacity as Director and Board President;

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby commend Judy Corl-Lorono for her exemplary service to the Board of Directors, and expresses its gratitude for her contributions to the customers, community and staff of the Bighorn-Desert View Water Agency.

BE IT FURTHER RESOLVED that this resolution shall become effective December 15, 2009.

Michael McBride, Interim Board President

I, the undersigned, hereby certify that I am the duly appointed Secretary of the Board of Directors of the Agency, and that at a special meeting of the Board held on December 15, 2009 the foregoing Resolution No. 09R-XX was adopted by said Board and that it has not been rescinded or amended since the date of its adoption, and is now in full force and effect.

Joanne L Keiter, Board Secretary

Draft - Pending Board Action

RESOLUTION NO. 09R-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
EXPRESSING APPRECIATION TO
DUANE D. LISIEWSKI

WHEREAS, Duane Lisiewski was elected to the Board of Directors of the Bighorn-Desert View Water Agency by a vote of the people in August 2007; and

WHEREAS, Duane Lisiewski has faithfully and without exception served as an active Director of the Board from that time through December, 2009; and

WHEREAS, Duane Lisiewski has worked on behalf of the community to bring about fiscal responsibility while pledging a reliable, safe supply of water that meets or exceeds all Federal and State standard requirements; and

WHEREAS, Duane Lisiewski has served the public as a voice during Board discussions to ensure the protection, restoration and enhancement of the public trust and beneficial uses of our water resources;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors hereby extend its sincere thanks and appreciation to Duane Lisiewski for his dedication to customers, community and staff by way of his participation on the Bighorn-Desert View Water Agency Board of Directors;

BE IT FURTHER RESOLVED that this resolution shall become effective December 15, 2009.

Michael McBride, Interim Board President

I, the undersigned, hereby certify that I am the duly appointed Secretary of the Board of Directors of the Agency, and that at a special meeting of the Board held on December 15, 2009 the foregoing Resolution No. 09R-XX was adopted by said Board and that it has not been rescinded or amended since the date of its adoption, and is now in full force and effect.

Joanne L Keiter, Board Secretary

RESOLUTION NO. 09R-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
EXPRESSING APPRECIATION TO
WARREN N. STRODEL

WHEREAS, Warren Strodel was appointed by a roll call, consensus vote to fill a vacancy on the Board of Directors of the Bighorn-Desert View Water Agency at a Special Board meeting held on December 16, 2008; and

WHEREAS, Warren Strodel has faithfully and without exception served as an active Director of the Board from that time through December, 2009; and

WHEREAS, Warren Strodel acknowledged that education was fundamental to understanding water concerns at the state and federal level, but even more effectively at the local level; and

WHEREAS, Warren Strodel has worked diligently to encourage key relationships with other water district partners and local legislators for the benefit of the Board and Agency staff;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors hereby extend its sincere thanks and appreciation to Warren Strodel for his enthusiasm and dedication to the Agency staff, customers and community by his participation on the Bighorn-Desert View Water Agency Board of Directors.

BE IT FURTHER RESOLVED that this resolution shall become effective December 15, 2009.

Michael McBride, Interim Board President

I, the undersigned, hereby certify that I am the duly appointed Secretary of the Board of Directors of the Agency, and that at a special meeting of the Board held on December 15, 2009 the foregoing Resolution No. 09R-XX was adopted by said Board and that it has not been rescinded or amended since the date of its adoption, and is now in full force and effect.

Joanne L Keiter, Board Secretary

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

Meeting Date: December 15, 2009

To: Board of Directors

Budgeted: No

Budgeted Amount:

Funding Source:

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Purchase of Two Maintenance Vehicles

SUMMARY

The Agency has two field vehicles that are in need of replacement due to age, mileage and an increase in maintenance costs. Staff obtained quotes for Ford Ranger, Toyota Tocomo and Dodge Dakota as staff would prefer the compact truck over the full size pickups. The lowest price was obtained from the Yucca Valley Ford dealer. Staff is requesting purchasing authorization up to \$53,000 to purchase two new vehicles and equip them with necessary accessories such as locking tool boxes and a protective bed liner.

RECOMMENDATION

That the Board take the following action:

1. Authorize General Manager to purchase two vehicles and accessories in an amount not to exceed \$53,000.
2. Authorize General Manager to surplus one 2004 Ford Ranger XLT 4X4 and one 2004 Ford Ranger XL 2X2 either through an auction company or as trade-ins on this purchase.

BACKGROUND/ANALYSIS

Two field vehicles are in need of replacement due to age, mileage and an increase in maintenance costs. Staff obtained the following quotes:

Make	Model	Approx. Price inc. tax and fees
Ford	2010 Ranger 4x4 XL Supercab	\$24,000
Dodge	2009 Dakota 4x4 extended cab	\$28,500
Toyota	Tacoma 4x4 access cab	\$31,650

Staff is encouraged by the price provided by Yucca Valley Ford and being a local service dealer will provide added benefit to the Agency for any warranty repairs. Staff is therefore recommending the Ford Ranger based on overall lowest cost.

Staff is requesting a budget in the amount of \$53,000 to purchase two new maintenance vehicles. Once authorized staff will conduct further negotiations to try and get additional costs savings through either the purchase of a 2009 model at year end or further cash negotiations for 2010 models.

Staff will work with an auction company to properly surplus the vehicles being disposed of in this transaction or possibly use these vehicles as a trade-in.

PRIOR RELEVANT BOARD ACTION(S)

none

RESOLUTION NO. 09R-XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
AUTHORIZING INVESTMENT OF MONIES INTO THE
LOCAL AGENCY INVESTMENT FUND**

WHEREAS, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the Bighorn-Desert View Water Agency.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the deposit and withdrawal of Bighorn-Desert View Water Agency monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following Bighorn-Desert View Water Agency officers in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund -

Authorized Board Members

Terry Burkhardt, Director

Michael McBride, Director

J. Larry Coulombe, Director

David A. Larson, Director

Martha E. Oswalt, Director

Authorized Agency Staff Members

Marina D. West, General Manager

Joanne L Keiter, Board Secretary

BE IT FURTHER RESOLVED, that each transaction shall require one Authorized Board Member and one Authorized Agency Staff Member to complete a transaction or two Authorized Board Members.

BE IT FURTHER RESOLVED, that Resolution 09R-16 is rescinded as of December 15, 2009.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Bighorn-Desert View Water Agency this 15th day of December 2009.

Michael McBride, Interim Board President

I, the undersigned, hereby certify that I am the duly-appointed and acting Secretary of Bighorn-Desert View Water Agency, and that at a Special Meeting of the Board of Directors of said Agency held on December 15, 2009, the foregoing Resolution No. 09R-XX was duly adopted by said Board, and that said Resolution has not been rescinded or amended since the date of its adoption, and that it is now in full force and effect.

Joanne L Keiter, Board Secretary

**RESOLUTION NO. 09R-XX
RESOLUTION OF THE BOARD DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHING ITS BANKING POLICY**

WHEREAS, the Bighorn-Desert View Water Agency ("Agency") has previously established Account No. 43301XXXXX with Union Bank of California as the Financial Institution with a general operating account for the Agency; and

WHEREAS, it is necessary to specify those persons who are authorized to take action with regard to any account the Agency has established with Financial Institution or any financial institution; and

NOW, THEREFORE, BE IT RESOLVED, that any financial institution is directed to deposit and pay without further inquiry any item bearing the following appropriate number of signatures of signers drawn against the above referenced account or any account held by Agency with the Financial Institution or any financial institution, even if the item so drawn is payable to cash, bearer or an authorized signer of the Agency:, **Terry Burkhart, J. Larry Coulombe, David A Larson, Michael McBride, and Martha E Oswalt**, any **two** (2) of the foregoing acting together.

BE IT FURTHER RESOLVED, that any **two** (2) of the foregoing signers, acting together are expressly authorized to endorse all checks, overdrafts, notes and other items payable to or owned by the Agency for deposit with, encashment or collection by any financial institution and to execute such other agreements and perform such other acts as they deem reasonably necessary to carry out the provisions of the agreement with any financial institution.

BE IT FURTHER RESOLVED, that authority given to the signers shall remain in full force and effect until written notice of revocation is delivered to and received by the financial institution in question. Any such notice shall not affect items in process at the time the notice is given. An agent of the Agency will notify any such financial institution of any change in the composition, name or any assumed business names or any aspect of organization affecting the deposit relationship between the Agency and any financial institution.

BE IT FURTHER RESOLVED, that the Secretary is authorized to deliver a certified copy of this resolution to Union Bank of California, Government Services Department.

BE IT FURTHER RESOLVED, that Resolution 09R-02 is rescinded as of December 15, 2009.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Bighorn-Desert View Water Agency this 15th day of December 2009.

Michael McBride, Interim Board President

I, the undersigned, hereby certify that I am the duly-appointed and acting Secretary of Bighorn-Desert View Water Agency, and that at a Special Meeting of the Board of Directors of said Agency held on December 15, 2009, the foregoing Resolution No. 09R-XX was duly adopted by said Board, and that said Resolution has not been rescinded or amended since the date of its adoption, and that it is now in full force and effect.

Joanne L Keiter, Board Secretary

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

Meeting Date: December 15, 2009

To: Board of Directors

Budgeted: Yes

Budgeted Amount: N/A

Funding Source:

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Holiday Office Schedule

SUMMARY

Staff requesting Board to authorize closure of the Agency office beginning at noon Thursday December 24th. The office would be reopened at the start of business day Monday December 28th as Friday December 25th is an Agency holiday. Agency staff to either utilize personal vacation time accruals, or work, the remainder of that day.

RECOMMENDATION

That the Board take the following action:

1. Authorize the closure of Agency offices at noon on Christmas Eve, Thursday December 24th, with employees to utilize vacation time, or work, the remainder of that day.

BACKGROUND/ANALYSIS

The Christmas Holiday falls on Friday December 25 this year. It is expected that there will be very little customer activity on Christmas Eve Thursday December 24. Therefore, staff is requesting that the Board authorize the closing of the Agency office at noon Thursday resuming normal business hours on Monday December 28th.

No additional holiday benefit is being requested, during the period of office closure, staff can either utilize their personal vacation time accruals or they can choose to work on existing assignments. As always, the Agency will retain one Distribution Technician on-call for after hour's emergencies.

PRIOR RELEVANT BOARD ACTION(S)

none

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
NOVEMBER 30, 2009

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
9646	11/06/09	BARR LUMBER CO INC FIELD MATERIALS & SUPPLIES CUST REIMBURSED THRU BILLING A/R SUPPLIES	127.00
9647	11/06/09	CRISTI BUSH AR/AP CONSLTNG SVC 10/01-10/27 IN-HOUSE PAYROLL PROG	2,416.88
9648	11/06/09	CALIFORNIA PUBLIC EMPLOYEE'S PERS CONTRIBUTION PPE 102309	3,198.57
9649	11/06/09	CINTAS CORPORATION #150 UNIFORM SVC, OCT	119.84
9650	11/06/09	CLINICAL LABORATORY OF BAC-T, PLATE COUNT, GEN PHY	96.00
9651	11/06/09	DISCOUNT TIRE CENTERS #154 04 F/RANGER OIL CHANGE	21.95
9652	11/06/09	KIM HELLER RETROACTIVE COMPENSATION PER PAYROLL AUDIT	196.20
9653	11/06/09	JVIA ANNUAL MEMBERSHIP AD	65.00
9654	11/06/09	MAYER HOFFMAN MCCANN P.C. AUDITED FINANCIAL STATEMENTS 2008/2009 PYMT #2	7,500.00
9655	11/06/09	PITNEY BOWES GLOBAL FINANCIAL QUARTLY LEASE 111009-021010	234.90
9656	11/06/09	PROTECTION ONE SHOP MO SEC SVC 112509-122509	39.69
9657	11/06/09	MR AND MRS RUPPEL RETROACTIVE COMPENSATION PER PAYROLL AUDIT	222.66
9658	11/06/09	S.B. COUNTY SHERIFF'S DEPT. PEACE OFFICER 10/27/09	239.00
9659	11/06/09	* VOID *	
9660	11/06/09	UNDERGROUND SERVICE ALERT DIG ALERTS, 8 TICKETS	12.00
9661	11/06/09	VERIZON CALIFORNIA OFFICE PHONES & AUTO CONTROLS 9/20/09-10/20/09	620.76
9662	11/06/09	LAFCO MUNICIPAL SVC REVIEW DEPOSIT	500.00
9663	11/13/09	ACWA-HBA SERVICES CORP. ACWA/HEALTH BENEFITS	7,161.51
9664	11/13/09	AT&T MOBILITY COMMUNICATIONS EXPENSE	220.14
9665	11/13/09	BARR LUMBER CO INC FIELD SUPPLIES	24.45
9666	11/13/09	BUCKNAM & ASSOCIATES, INC. GRANT CONSULTING FEES	1,377.50
9667	11/13/09	BURRTEC WASTE & RECYLING SVCS	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
NOVEMBER 30, 2009

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		TRASH FEES, NOV	72.71
9668	11/13/09	CNH CAPITAL AMERICA LLC	
		NEW HOLLAND BACKHOE LEASE PYMT	1,173.89
9669	11/13/09	JUDY CORL-LORONO	
		STANDING CMTE 110509	50.00
9670	11/13/09	HACH COMPANY	
		TESTING SUPPLIES	432.72
9671	11/13/09	MICHAEL MCBRIDE	
		STANDING CMTE 110509	50.00
9672	11/13/09	WATERLINE TECHNOLOGIES	
		HYPOCHLORITE SOLUTIONS	646.78
9673	11/20/09	CALIFORNIA PUBLIC EMPLOYEE'S	
		PERS CONTRIBUTION PPE 110609	3,198.57
9674	11/20/09	CANDIDA NEAL	
		ENVIRONMENTAL STUDIES, SEP	
		ENVIRONMENTAL STUDIES, OCT	
		ENVIRONMENTAL STUDIES, JULY	8,703.55
9675	11/20/09	CLINICAL LABORATORY OF	
		BAC-T, PLATE COUNT, GEN PHY	
		BAC-T, PLATE COUNT	209.00
9676	11/20/09	JUDY CORL-LORONO	
		AMES/MEANS 110909	50.00
9677	11/20/09	GOODSPEED DISTRIBUTING INC	
		UNLEADED FUEL	1,139.43
9678	11/20/09	THE HOME DEPOT #6971	
		BLDG MAINT & SUPPLIES	305.25
9679	11/20/09	INLAND WATER WORKS	
		8" VALVE/SUN TERRACE	
		INVENTORY & SUPPLIES	
		INVENTORY	2,843.71
9680	11/20/09	MICHAEL MCBRIDE	
		AMES/MEANS 110909	50.00
9681	11/20/09	OFFICE DEPOT	
		OFFICE SUPPLIES	
		OFFICE SUPPLIES	
		OFFICE SUPPLIES	189.02
9682	11/20/09	PETTY CASH	
		MISC PETTY CASH	361.27
9683	11/20/09	SDRMA	
		AUDITED BAL DUE 2008-09	
		WORK COMP INSURANCE	12,390.71
9684	11/20/09	USDA RURAL DEVELOPMENT	
		BH BOND PAYMENT	20,949.99
9685	11/25/09	BARCO PRODUCTS COMPANY	
		MESSAGE BOARD	1,412.50
9686	11/25/09	BARR LUMBER CO INC	
		FIELD MATERIALS & SUPPLIES	
		FIELD MATERIALS & SUPPLIES	49.78
9687	11/25/09	TERRY BURKHART	
		SPECIAL MEETING 111709	100.00
9688	11/25/09	CRISTI BUSH	
		RUN PARALLEL IN-HOUSE PAYROLL	780.96
9689	11/25/09	CHIEN KUO TSUI	
		BALANCE RFND ACCT# 0310203	371.22

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
NOVEMBER 30, 2009

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
9690	11/25/09	CLINICAL LABORATORY OF LEAD/COPPER, BAC-T, PLATE COUNT	353.00
9691	11/25/09	JUDY CORL-LORONO SPECIAL MEETING 111709	100.00
9692	11/25/09	FIRST BANKCARD USGS TOPO MAPS	61.00
9693	11/25/09	GENEIE'S CLEANING SERVICE CLEANING SVC, NOV	170.00
9694	11/25/09	DUANE LISIEWSKI SPECIAL MEETING 111709	100.00
9695	11/25/09	MICHAEL MCBRIDE SPECIAL MEETING 111709	100.00
9696	11/25/09	ROBERT MCGRATH BALANCE RFND ACCT# 1104149	35.21
9697	11/25/09	SOUTHERN CALIFORNIA EDISON POWER EXPENSE, OCT	5,574.01
9698	11/25/09	WARREN NORMAN STRODEL SPECIAL MEETING 111709	91.93
9699	11/25/09	VERIZON CALIFORNIA AUTO CONTROLS 11/13-12/13 AUTO CONTROLS 11/13-12/13	88.96
9700	11/25/09	WILLIAM DUGGER BALANCE RFND ACCT# 1002136	73.20
TOTAL			86,672.42

Prepared By *[Signature]*
Date 11/25/09
Reviewed By *[Signature]*

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

01 13120	CASH UNION BANK OF CA	47,151.20
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00

TOTAL CASH & CASH EQUIVALENTS		48,701.20

INVESTMENTS

01 13303	CASH LAIF-UNRESTRICTED	558,397.32

TOTAL INVESTMENTS		558,397.32

ACCOUNTS RECEIVABLE, WATER

01 13710	A/R WATER	154,582.82

TOTAL ACCTS RECEIVABLE, WATER		154,582.82

ACCOUNTS RECEIVABLE, OTHER

TOTAL ACCTS RECEIVABLE, OTHER		0.00

INVENTORIES

01 14301	INVENTORY-WATER SYSTEM PARTS	79,853.19
01 14302	INVENTORY-DIESEL FUEL	603.63
01 14303	INVENTORY-UNLEADED FUEL	1,712.05

TOTAL INVENTORY		82,168.87

PREPAID EXPENSES

01 14401	PREPAYMENTS WORKERS COMP INSUR	1,045.94
01 14402	PREPAYMENTS PL & PD LIAB INS	20,059.82
01 14403	POSTAGE	6,271.56

TOTAL PREPAID EXPENSES		27,377.32

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	7,430,998.27
01 11180	FA SHOP EQUIPMENT	99,211.92
01 11181	FA MOBILE EQUIPMENT	424,831.47
01 11190	FA OFFICE EQUIPMENT	139,079.33
01 11400	ACCUMULATED DEPRECIATION	(5,063,132.74)

TOTAL FIXED ASSETS		3,740,255.80

WORK IN PROGRESS (FOR OTHERS)

01 12004	WIP BLUCKER ANNEXATION	111.52
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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 GRANTS CEQA/NEPA	80,292.59
01 12008	WIP GROUNDWATER MGMT PLANNING	112.50
01 12017	WIP METER REPLACEMENT PROGRAM	249,516.68
TOTAL WORK IN PROGRESS (AGENCY)		329,921.77

DEBT ISSUANCE COST

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

TOTAL ASSETS 4,958,125.39
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LIABILITIES

ACCOUNTS PAYABLE

01 22400	CAPITAL LEASE	10,564.36
01 22520	ACCRUED INTEREST PAYABLE	3,750.00
01 22700	ACCOUNTS PAYABLE	7,938.24
TOTAL ACCOUNTS PAYABLE		22,252.60

ACCRUED PAYROLL

TOTAL ACCRUED PAYROLL 0.00

CUSTOMER DEPOSITS

01 22550	CUSTOMER DEPOSITS PENDING	1,180.00
01 22600	CUSTOMER DEPOSITS	56,404.00
TOTAL CUSTOMER DEPOSITS		57,584.00

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

LONG TERM DEBT



01 21101	REVENUE BONDS PAYABLE - DV	335,977.05
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GENERAL FUND

01 22300	REVENUE BONDS PAYABLE - BH	838,000.00	

TOTAL LONG TERM DEBT		1,173,977.05	
TOTAL LIABILITIES			1,275,300.86
EQUITY			

01 30109	CONTRIBUTED CAPITAL/HUD	291,035.88	
01 30111	FMHA GRANTS	758,297.76	
01 30113	CONTRIBUTED CAPITAL-WIP	47,441.57	
01 31000	FUND BALANCE	1,972,489.29	
01 31001	FUND BALANCE FEMA & OES	427,895.00	
01 31111	CURR YEAR NET REVENUE/EXPENSE	185,665.03	
TOTAL EQUITY			3,682,824.53
TOTAL LIABILITIES & EQUITY			4,958,125.39
			=====

Prepared By 
Date 12/04/09
Reviewed By 

PERIOD ENDING 11/30/09

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	0.00	0.00	2,510.00	0.00%
01 41001 BASIC FACILITIES CHARGE	8,196.00	0.00	0.00	8,196.00	0.00%
01 41100 INCOME METERED WATER	485,459.00	35,199.56	258,788.73	226,670.27	53.31%
01 41300 BASIC SERVICE CHARGE	567,930.00	50,002.33	249,477.11	318,452.89	43.93%
01 41400 INCOME METERED BULK WATER	0.00	4,117.07	26,479.92	0.00	0.00%
01 41600 INCOME REVENUE BONDS DV FMHA	48,546.00	10.09	16,857.99	31,688.01	34.73%
01 41700 INCOME OTHER (OPERATING)	21,600.00	2,786.78	16,596.51	5,003.49	76.84%
	-----	-----	-----	-----	-----
TOTAL OPERATING REVENUE	1,134,241.00	92,115.83	568,200.26	566,040.74	50.10%
NON-OPERATING REVENUE					
01 49100 INCOME GEN TAX ID A 1% BH GA02	30,918.00	0.00	-528.48	31,446.48	-1.71%
01 49101 INCOME BOND DEBT BH FMHA DA01	125,900.00	0.00	-8,597.19	134,497.19	-6.83%
01 49102 INCOME GENERAL TAX 1% DV GA01	32,027.00	0.00	-572.63	32,599.63	-1.79%
01 49200 INTEREST INCOME	2,000.00	0.00	496.07	1,503.93	24.80%
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%
01 49601 INCOME-CONT CAPTL WIP(NONOPER)	0.00	0.00	6,391.09	0.00	0.00%
01 49999 FEDERAL/STATE GRANTS FEMA/OES	0.00	599.50	102,800.85	0.00	0.00%
	-----	-----	-----	-----	-----
TOTAL NON-OPERATING REVENUE	197,345.00	599.50	99,989.71	97,355.29	50.67%
	-----	-----	-----	-----	-----
TOTAL REVENUE	1,331,586.00	92,715.33	668,189.97	663,396.03	50.18%
EXPENSE					

OPERATIONS EXPENSE					
01 54102 OPERATIONS COMPENSATION	199,000.00	18,079.30	68,353.64	130,646.36	34.35%
01 54103 UNIFORMS	2,420.00	119.84	764.88	1,655.12	31.61%
01 54105 AUTO CONTROLS	4,500.00	345.18	1,435.34	3,064.66	31.90%
01 54106 VEHICLE/TRACTOR/EQUIP EXPENSE	9,000.00	21.95	2,056.03	6,943.97	22.84%
01 54107 VEHICLE EXPENSE - FUEL	20,000.00	1,388.87	8,924.72	11,075.28	44.62%
01 54109 FIELD MATERIALS & SUPPLIES	45,000.00	2,167.24	46,785.78	-1,785.78	103.97%
01 54111 WATER TESTING	9,000.00	580.00	2,068.00	6,932.00	22.98%
01 54112 CONTRACTUAL SERV- ENGINEERING	10,000.00	0.00	0.00	10,000.00	0.00%
01 54114 WATER SYSTEM REPAIRS	12,000.00	0.00	0.00	12,000.00	0.00%
01 54115 BUILDING MAINTENANCE/REPAIR	6,680.00	565.01	3,636.52	3,043.48	54.44%
01 54117 AMES BASIN MONITORING	9,500.00	0.00	7,218.68	2,281.32	75.99%
01 54119 COMMUNICATIONS EXPENSE	3,200.00	220.14	1,420.75	1,779.25	44.40%
01 54121 DISINFECTION EXPENSE	4,000.00	1,101.37	3,205.54	794.46	80.14%
01 54125 POWER WELLS & PUMPS	62,000.00	4,715.54	20,243.00	41,757.00	32.65%
01 54130 OTHER OPERATIONS EXPENSES	13,520.00	6,040.46	11,414.78	2,105.22	84.43%
01 54150 PAYROLL LABOR TO PROJECTS	0.00	0.00	-6,213.74	0.00	0.00%



PERIOD ENDING 11/30/09

GENERAL FUND

		BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
		-----	-----	-----	-----	-----
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	0.00	-3,817.80	0.00	0.00%
01 54170	INVENTORY EXP TO WIP PROJECTS	0.00	0.00	-29,666.63	0.00	0.00%
		-----	-----	-----	-----	-----
	TOTAL OPERATIONS EXPENSE	409,820.00	35,344.90	137,829.49	271,990.51	33.63%
BULK SYSTEM EXPENSE						
01 55001	PUMPING PLANT EXPENSE	0.00	616.23	3,296.26	0.00	0.00%
01 55002	BULK OPERATIONS & MAINTENANCE	0.00	0.00	594.09	0.00	0.00%
		-----	-----	-----	-----	-----
	TOTAL BULK SYSTEM EXPENSE	0.00	616.23	3,890.35	0.00	0.00%
ADMINISTRATIVE EXPENSE						
01 56001	DIRECTOR FEES	10,000.00	691.93	5,391.93	4,608.07	53.92%
01 56002	DIRECTOR MEETING EXPENSES	10,000.00	-200.00	3,293.23	6,706.77	32.93%
01 56003	ADMINISTRATIVE COMPENSATION	217,000.00	16,829.18	71,058.61	145,941.39	32.75%
01 56005	ADMINISTRATIVE MEETING EXPENSE	1,000.00	0.00	794.20	205.80	79.42%
01 56006	CONTRACTUAL SERV-AUDITOR	28,000.00	7,500.00	28,000.00	0.00	100.00%
01 56007	CONTRACTUAL SERV-LEGAL	80,000.00	0.00	5,811.80	74,188.20	7.26%
01 56008	PERS CONTRIBUTION	37,000.00	2,296.56	9,126.05	27,873.95	24.67%
01 56009	PAYROLL TAXES	9,300.00	563.70	2,556.99	6,743.01	27.49%
01 56011	TELEPHONE/FAX/INTERNET/WEB	6,250.00	413.87	1,843.91	4,406.09	29.50%
01 56012	MAILING EXPENSES	7,900.00	470.88	2,139.21	5,760.79	27.08%
01 56014	CONTRACTUAL SERV-OTHER	30,600.00	4,670.35	18,955.07	11,644.93	61.94%
01 56016	PROPERTY/LIABILITY EXPENSE	32,600.00	2,794.25	13,971.25	18,628.75	42.86%
01 56017	WORKERS COMP INSURANCE	13,000.00	13,436.71	17,620.71	-4,620.71	135.54%
01 56018	DUES & SUBSCRIPTIONS	7,050.00	-5,167.56	664.30	6,385.70	9.42%
01 56020	POWER OFFICES & YARDS	5,200.00	330.90	2,041.30	3,158.70	39.26%
01 56022	BAD DEBT EXPENSE	6,000.00	0.00	9,359.13	-3,359.13	155.99%
01 56023	LEAK RELIEF	0.00	0.00	211.41	0.00	0.00%
01 56025	PROPANE	1,000.00	0.00	49.83	950.17	4.98%
01 56030	OFFICE SUPPLIES	3,000.00	461.66	1,276.93	1,723.07	42.56%
01 56100	EMPLOYEE BENEFITS INSURANCE	86,000.00	6,446.37	36,215.91	49,784.09	42.11%
01 56110	EMPLOYEE EDUCATION	6,000.00	0.00	2,000.00	4,000.00	33.33%
01 56150	PAYROLL FRINGE EXP TO PROJECTS	0.00	0.00	-2,236.94	0.00	0.00%
01 56160	OVERHEAD TO PROJECTS	0.00	0.00	-5,666.37	0.00	0.00%
		-----	-----	-----	-----	-----
	TOTAL ADMINISTRATIVE EXPENSE	596,900.00	51,538.80	224,478.46	372,421.54	37.61%
	TOTAL OPERATING EXPENSE	1,006,720.00	87,499.93	366,198.30	640,521.70	36.38%
NON-OPERATING EXPENSE						
01 56200	OFFICE EQUIPMENT EXPENSE	3,450.00	0.00	1,385.04	2,064.96	40.15%
01 56300	CUSTOMER RELATIONS	1,000.00	1,438.56	1,674.47	-674.47	167.45%
01 56400	OTHER ADMINISTRATIVE EXPENSES	2,000.00	10.00	257.41	1,742.59	12.87%
01 57000	INTEREST EXPENSE - BH BONDS	40,000.00	20,949.99	17,199.99	22,800.01	43.00%
01 57100	DEPRECIATION EXPENSE	0.00	18,321.60	91,897.77	0.00	0.00%
01 57350	MWA PIPELINE DEBT	73,000.00	0.00	0.00	73,000.00	0.00%
01 58100	ELECTION COSTS	15,000.00	0.00	0.00	15,000.00	0.00%

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
01 59100 INTEREST EXPENSE - DV BONDS	17,000.00	0.00	3,911.96	13,088.04	23.01%
TOTAL NON-OPERATING EXPENSE	151,450.00	40,720.15	116,326.64	35,123.36	76.81%
TOTAL EXPENSE	1,158,170.00	128,220.08	482,524.94	675,645.06	41.66%
NET REV/EXP GENERAL FUND	173,416.00	-35,504.75	185,665.03	-12,249.03	107.06%
	=====	=====	=====	=====	=====

Prepared By 
Date 12/04/09
Reviewed By 

GENERAL ACCOUNT (UNION BANK)

Nov-09

SOURCES OF FUNDS:

SERVICE LINE INSTALLATION FEES	0.00
BASIC FACILITIES CHARGE	0.00
A/R - WATER	106,839.91
MISCELLANEOUS REVENUE	872.62
1% GENERAL TAX	0.00
BIGHORN AD VALOREM TAX	0.00
EPA GRANT REIM #13	599.50
CUSTOMER DEPOSITS	<u>860.00</u>

TOTAL


109,172.03

USE OF FUNDS:

DEBT SERVICE	20,949.99
CAPITAL PURCHASES	9,968.55
CAPITAL LEASE	1,173.89
INVENTORY PURCHASES	2,466.72
PREPAYMENTS - INSURANCE & POSTAGE	0.00
PAYMENTS FOR SALARIES & WAGES	30,310.28
ADMINISTRATIVE EXPENSE	42,039.30
OPERATIONS EXPENSES	10,787.34
TRANSFER TO INCREASE LAIF	0.00
MISCELLANEOUS & CUSTOMER REFUNDS	<u>479.63</u>

TOTAL

118,175.70

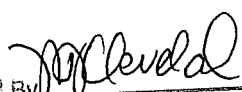

Prepared By 

Date 12/04/09

Reviewed By 

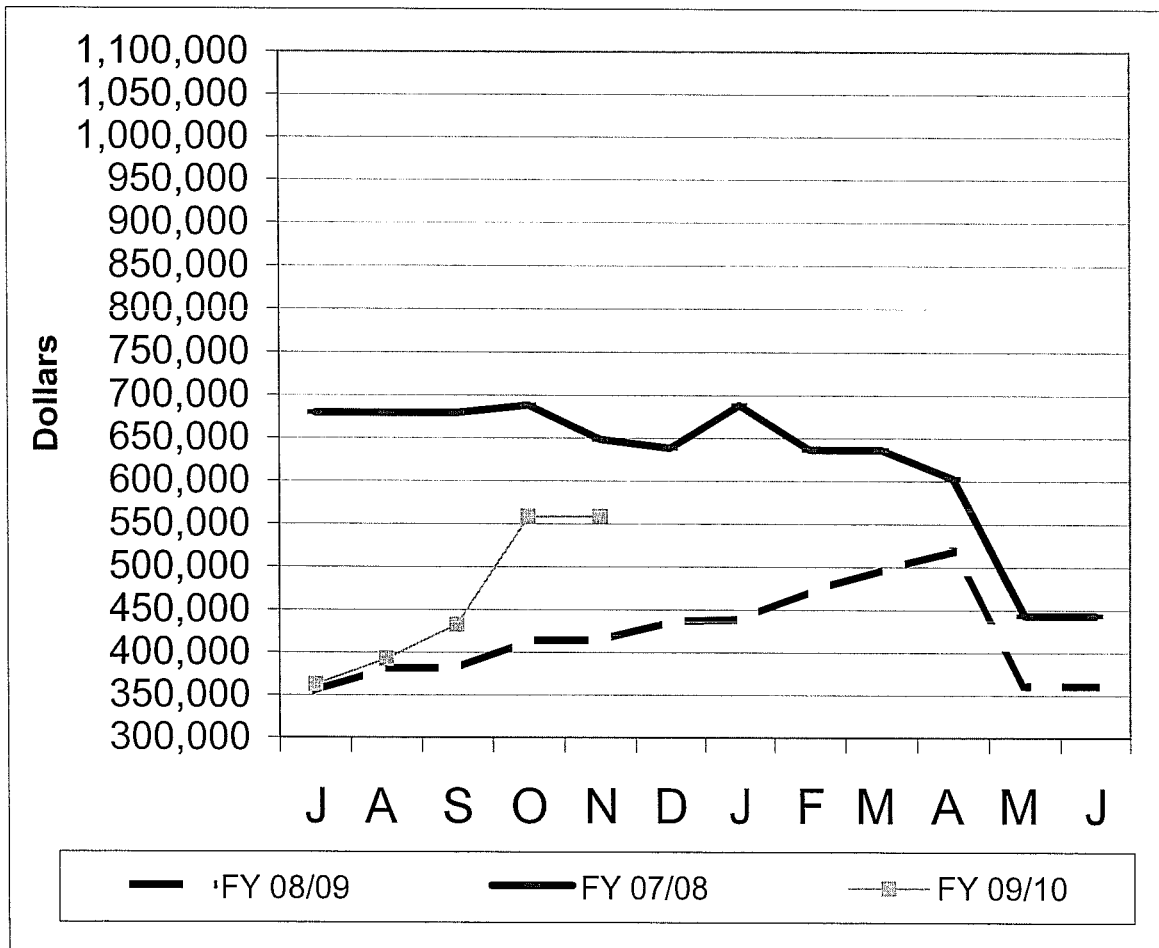
UNION BANK OF CALIFORNIA
DISBURSEMENTS NOVEMBER 2009

Datastream Check Register	<u>86,672.42</u>	<u>86,672.42</u>	
EFT for Vendor Services			
Payroll Processing Fee	190.64		
Bank Fees	219.86		
Credit Card Fees	722.51		
Internet Access Fee	<u>59.99</u>		
Total EFT for Vendor Services		<u>1,193.00</u>	
Wages for Paydate 11/12/09			
Wages EFT	5,915.00		
Employee Tax Withholdings	2,376.07		
Employer Tax Expenses	254.92		
Wages check # 2036-2045	<u>8,374.35</u>		
		<u>16,920.34</u>	
Wages for Paydate 11/25/09			
Wages EFT	5,469.49		
Employee Tax Withholdings	1,852.78		
Employer Tax Expenses	224.10		
Wages check # 2046-2053	<u>5,843.57</u>		
		<u>13,389.94</u>	
Transfers to LAIF	<u>-</u>	<u>-</u>	
Total Disbursements			<u><u>118,175.70</u></u>

Prepared By 
Date 12/04/09
Reviewed By 

Local Agency Investment Fund Balance Timeline
Balance as of November 30, 2009

	FY 07/08	FY 08/09	FY 09/10
July	679,189	354,364	362,520
August	679,189	381,364	392,520
September	679,189	381,364	432,520
October	688,186	414,076	558,397
November	648,186	414,076	558,397
December	638,186	436,076	
January	688,186	438,737	
February	636,402	471,737	
March	636,402	496,737	
April	603,292	518,901	
May	443,292	360,901	
June	443,292	360,901	



Prepared By: *[Signature]*
 Date: 12/04/09
 Reviewed By: *[Signature]*



BIGHORN-DESERT VIEW WATER AGENCY
A PUBLIC AGENCY

**BOARD OF DIRECTORS'
SPECIAL MEETING MINUTES**

BOARD MEETING OFFICE
1720 N. Cherokee trail
Landers, CA 92285

November 17, 2009
Tuesday
6:00 PM

• **CALL TO ORDER**

Meeting convened by Board President Corl-Lorono at 6:01 P.M.

• **PLEDGE OF ALLEGIANCE**

Led by Mark Johannes

• **ROLL CALL**

Directors Present: Judy Corl-Lorono, President
Michael McBride, Vice President
Terry Burkhart, Director
Duane Lisiewski, Director
Warren Strodel, Director

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

Public Present: 12 noted

• **APPROVAL OF AGENDA -**

Director Corl-Lorono announced that Item 4d would be pulled from the Agenda, since it was not included in the packet.

Director Burkhart motioned to accept the rest of the Agenda as presented; motion seconded by Director McBride.

Board approved - 5 ayes; motion carried.

1. PUBLIC PARTICIPATION

Director Corl-Lorono asked if there were any public comments pertaining to items not on the agenda.

Jim Hanley noted that it was Director Lisiewski's last meeting and expressed words of appreciation, commending the Director for a "job well done". He then added that, "Director Lisiewski would be missed".

Martha Oswalt wanted to recognize Director Lisiewski for his "support for our community".

David Larson said that he wanted to thank Director Lisiewski for his service to the Agency and customers.

Director Corl-Lorono asked if there were any other public comments and hearing NONE, continued onto the next agenda item.

2. DISCUSSION AND ACTION ITEMS -

a. UPDATE ON WATER INFRASTRUCTURE RESTORATION PROGRAM FOR CEQA/NEPA RELATED TO AMES/MEANS RECHE RECHARGE PROJECT PENDING CHANGE ORDER NO. 2 TO CANDIDA NEAL, AICP -

GM West gave a brief overview of this program for benefit of the Board and public, describing how this effort has progressed since 2005. She stated that now that funding had been acquired (from Mojave Water Agency), the steps required and identified in the Water Master Plan could resume. On November 5th, this had been discussed during the FPREP Committee and they recommended that the Board approve this change order for additional work products. Due to the requested modifications in the scope of work, Candida Neal revised the budget needed to complete the CEQA/NEPA process. This amendment, to her existing contract would be in the amount of \$37,843. GM West reminded the Directors that the Ames/Means Reche Recharge Project was only one of the many projects addressed within the Agency's 5-year Water Master Plan.

Director McBride motioned to authorize the General Manager to execute Change Order No. 2 with Candida Neal, AICP, for CEQA/NEPA services related to the Water Infrastructure Restoration Program, specifically the Ames/Means Reche Recharge Facility, in the amount of \$37,843; motion seconded by Director Burkhart.

Director Corl-Lorono asked if the Board had any comments or questions.

Director Lisiewski asked why the increase.

GM West responded by reviewing the required modifications that justified the change order (such as additional biological and on-site archeological surveys). She then explained the terms of the EPA grant and the match funds received from Mojave Water Agency. She stated an increase of \$37,843 was requested for completion of these required additional tasks bringing the total contract amount to \$114,287. She concluded by briefly reviewing the CEQA process, which included a public comment review period.

Director Corl-Lorono asked for any public comments, and hearing none, called for a Board vote.

Board approved - 4 ayes; 1 no (Director Lisiewski opposed); motion carried

**b. REVIEW PROPOSALS SUBMITTED FOR AMES/MEANS RECHE BASIN
GROUNDWATER RECHARGE FACILITY AND AWARD PROJECT -**

Director Corl-Lorono asked GM West to initiate the discussion on this item.

GM West said that this professional services contract is related to the previous action item, but does focus expressly on the Ames/Means Reche Recharge Facility project. She briefly reviewed the project details, which includes project management, permitting, and a feasibility study, as part of the scope of work. She explained how the selection process evolved and how the proposals were analyzed for cost. Overall, Todd Engineers ranked the highest of the 7 proposals received.

Director McBride motioned to authorize the General Manager to execute a Professional Services Agreement with Todd Engineers for an amount not to exceed \$408,463.45; motion seconded by Director Burkhart.

Director McBride said that he liked that the Agency had contacted 21 firms for a bids and that of the 7 who responded, we selected Todd Engineers. He said that Todd Engineers had been involved with the Agency in the past and "saves us money in his opinion"; he found them to be a "good company, a professional outfit". He concluded, "all of this was a promise made by previous Boards" and that's why he's in support of this action.

Director Lisiewski asked GM West how many monitoring wells were planned. GM West answered, "up to three monitoring wells". However, she recommended approval for the total dollar amount needed; adding that should their results show that an optional well was unnecessary, the actual cost would be less, and then the budget would be adjusted accordingly.

Director McBride wanted to know how the water would be drawn out of the ground. GM West explained that existing or future production wells would be used to extract water.

Director Lisiewski voiced concerns surrounding Well 24 and "wiping out of the Ames Agreement". He then made a comment about High-Desert Water District "sounding our wells".

Next, Director Corl-Lorono asked if the Board had any further comments on this item, and hearing none, opened this item for public discussion.

David Larson questioned the timeline given the consultants and how any additional costs would be managed. Lastly, he thanked staff for all their efforts made on the RFP process.

Phil Johnson pointed to the wall of certificates and called those a testament to "poorly paid people investing themselves with knowledge to come back and help the community that they were elected to serve". He said that with regards to an extraction well, GM West did not mention that Wells 6, 7 & 8 were all located down gradient of the site, so that any water put into it would eventually pass by the wells to the low point. He continued that anyone that had questions about the flow of water should contact Judge Kaiser...but everyone knows that water flows down gradient or simply down hill. He elaborated that he had extensive knowledge about the Ames Agreement, a continuing agreement without a cutoff date. The only way that it could be modified was by consensus between HDWD, Bighorn, and the court; it is a solid judgment. He concluded by saying that HDWD knows that they cannot draw more than they are allowed (1400 ac ft).

Martha Oswalt claimed that because there were so many interpretations, she thought this should go back to the court for a clearer understanding.

Phil Johnson responded that modifications could be made to the agreement if they were mutually agreeable to all parties, but this would not cancel it, but simply amend the terms and conditions. He stated that this has happened three times in the recent past. He then advised that the Agency follow the details of the judgment closely to avoid any problems.

Director Corl-Lorono called for a recess @ 7:02 PM and reconvened @ 7:20 PM

After the meeting was again called to order, Director Corl-Lorono continued with public comment.

Jim Hanley asked why we (the public) never heard the answer about High-Desert Water District sounding our wells.

GM West responded that monthly, the wells are sounded by both HDWD and BDVWA; that on a regular basis, the staff meet and take water levels. Well #24 is only one of the approximate 20 wells that are monitored, per the Agreement.

Martha Oswalt wanted to know who checks our wells.

GM West stated that her staff does, but not necessarily the same individual each month.

Director Corl-Lorono called for Board vote; Director Lisiewski asked for a roll call vote.

For the record, the "roll call" vote was:

Director Corl-Lorono - yes
Director McBride - yes
Director Burkhart - yes
Director Lisiewski - no
Director Strodel - yes

Board approved - 4 ayes; 1 no; motion carried

c. BOARD TO CONSIDER COMMITTEE RECOMMENDATION ADOPTING THE AMENDMENTS PROPOSED TO AND CLARIFICATION OF EXISTING LANGUAGE IN EMPLOYEE HANDBOOK -

Director Burkhart motioned to accept the Committee's recommended action and adopt proposed amendments and clarification of existing language in the Agency's Employee Handbook; motion seconded by Director McBride.

Director Corl-Lorono asked if the Board had any comments or questions.

The only question came from Director Lisiewski, who inquired about performance evaluations, and the existing "Range and Step Schedule", provided in the packet as Appendix B to the Agency Employee Handbook.

Hearing no additional comments, Director Corl-Lorono opened for public comment. Since there were none, she requested a roll call vote.

For the record, the "roll call" vote was:

Director Corl-Lorono - yes
Director McBride - yes
Director Burkhart - yes
Director Lisiewski - no
Director Strodel - yes

Board approved - 4 ayes; 1 no - motion carried

3. DISBURSEMENTS OCTOBER 2009

Director Corl-Lorono asked if the Board wanted to discuss any of the items before calling for Board approval.

Director Lisiewski questioned Ck# 9593, issued to Cristi Bush. GM West explained that Ms. Bush was an independent contractor who had assisted with the 08-09 audit and preparation for the in-house processing of payroll.

Director Lisiewski then noted the four checks (#9614, #9616, #9617, & #9642) - the first three issued to Legal Counsel Trager for the months of April, May and June; the last one for professional services rendered by Gresham Savage for September's invoice.

Director Corl-Lorono asked if the Board had any further comments or questions and hearing none, she opened for public comment.

Jim Hanley declared that he thought Ck# 9578 (Director Corl-Lorono's attendance at the '09 CSDA Conference) and Ck# 9586 (for Director Strodel's CSDA per diem reimbursement) was a "waste of money".

Martha Oswalt inquired if the Agency was "completely caught up" on payment of the attorney fees for the past fiscal year.

Ms. Oswalt then wanted to know why we needed Cristi Bush's service. GM West offered to report back to the Board on the details of the consultant's work but there was no majority consensus of the Board to provide such a report.

Director McBride then made a motion accepting the October disbursements as presented; seconded by Director Strodel.

Director Corl-Lorono called for the Board vote.

Board approved - 5 ayes, motion carried

4. CONSENT ITEMS -

Director Strodel made a motion accepting all Items except 4d (pulled from the Agenda); seconded by Director Burkhart.

Board approved - 5 ayes, motion carried

5. MATTERS REMOVED FROM CONSENT ITEMS - NONE

6. DIRECTORS' REPORTS/COMMENTS -

Director McBride thanked staff for all of their efforts to update the Employee Handbook and save the Agency money with changes to our insurance and benefit programs.

Director Lisiewski made some comments about the report showing "active meters". He next questioned a refund check issued to Thomas Bulone. He then read a San Bernardino Sun newspaper article addressing a proposed increase of 20% for water rates.

Director Strodel said that during his short term on the Board, he learned how important it was to know about a Director's responsibility. He had made an effort to educate himself so that he could provide solutions and not just complain, which he thought was a waste of time. He then made some closing remarks about his contributions to the Board, providing support to the other members by talking to public officials when possible. He then thanked the public for the opportunity to serve them.

Director Corl-Lorono announced her resignation from the Ad Hoc Committee (Ames/Mean) and suggested Director Burkhart as her replacement. She continued with some "parting" comments, and then thanked her supporters, who had elected her to this position. She believes that the Board accomplished a lot during her term of office. She described herself as a "public servant and not a politician", stating that could be the reason that she was not re-elected.

7. GENERAL MANAGER'S REPORT (ORAL) -

GM West gave a brief report on our participation in the Prop 1A Securitization Program. She said that the Agency had achieved its goal. She continued by stating that the California Communities Proposition 1A Securitization Program had closed and sold almost \$2 billion in bonds. The Agency should expect the first payment of one-half (½) the amount in January 2010, with the remaining balance scheduled to be paid later in the year.

Next, GM West gave an update on the current situation regarding the Delta. She gave the Board details on how Gov. Arnold Schwarzenegger had recently signed an \$11.14 billion water bond bill that should provide long-sought funding for Delta restoration, surface and groundwater storage, conservation, recycling, drought relief and other programs. She added that this did not pay for the conveyance, but it was a step in the right direction.

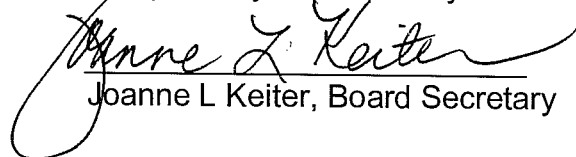
8. COMMUNICATION AND PUBLIC INFORMATION ITEMS

9. ITEMS FOR NEXT AGENDA -

- For Board Consideration - Proposed December Meeting Calendar
- Official Swearing In Ceremony
- December 5th - Special Workshop and Director Orientation (9:30 - noon)
- Reschedule December 22nd Regular Board Meeting to December 15th

10. ADJOURNMENT - Director Cori-Lorono adjourned the meeting @ 8:15 PM.

Respectfully Submitted by:


Joanne L Keiter, Board Secretary

DATE: DECEMBER 2009
TO: JOANNE KEITER
FROM: MICHELLE CORBIN
RE: Consumption & Billing Comparison November 2009

Consumption

Residential- North- Bighorn

	Meters	Usage (c.f.)
Book 1	149	164,093
Book 2	182	183,619
Book 3	160	212,155
Book 4	153	134,651
Book 5	129	135,910
Book 6	137	126,695
Total	910	957,123

Residential- South- Desert View

	Meters	Usage (c.f.)
Book 7	168	103
Book 8	177	0
Book 9	189	0
Book 10	180	0
Book 11	191	109
Total	905	212

Bulk -Kickapoo, Well 4, Cherokee

	Meters	Usage (c.f.)
Book 30	41	13,161
Book 31	5	816
Book 32	4	13,170
Total	50	27,147

Construction Meters

	Meters	Usage (c.f.)
Book 40	2	69,281
Total	2	69,281

Billed Consumption	1,075,051
Non Billed Usage	8,219
Total Consumption	1,083,270

Bulk - Well 10

	Meters	Usage (c.f.)
Book 33	50	21,288
Total	50	21,288

Active Residential Meters	1,815
Active Bulk Meters	102
Total Active Meters	1,917

Billing Comparison

	This Year NOV 2009	Last Year NOV 2008	Difference More (Less)
Statistics			
Total Customer Accounts	1012	816	196
Usage in Cubic Feet	1,075,051	1,078,901	(3,850)
Percentage Increase/(Decrease)			0%

Revenues

Water Revenues	39,421.21	32,927.63	6,493.58
Basic Service Charge	50,002.33	29,918.00	20,084.33
Miscellaneous	518.96	306.10	212.86
Delinquent Charges	1,885.81	1,110.69	775.12
Total Operating Revenues	91,828.31	64,262.42	27,565.89

Debt Service Revenues (pass through)

FMHA **	10.09	13.81	(3.72)
Total Debt Service Revenues	10.09	13.81	(3.72)

Additional Information Regarding Pass Through Revenues

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

Total Charges (Proof)	91,838.40	64,276.23	27,575.98
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DATE: 10/14/2009
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	360	2,693	224	0.2	0.01
Well 3	523,650	3,916,902	385	169.5	12.02
Well 4	0	0	#DIV/0!	0	0.00
Well 6	709,530	5,307,284	454	194.9	16.29
Well 7	370	2,768	231	0.2	0.01
Well 8	173,500	1,297,780	1,040	20.8	3.98
Well 9	42,300	316,404	694	7.6	0.97
Well 10	28,320	211,834	77	45.6	0.65
Total	1,478,030	11,055,664			33.93

Wells 4 did not run this month

A Boosters	98,440	736,331	128	95.7
C Boosters	158,500	1,185,580	278	71.1
Total	256,940	1,921,911		



DATE: 12/3/2009
 TO: Board of Directors
 FROM: Kit Boyd
 RE: November Production

	Cubic Feet Pumped	Total Gallons Pumped	Average GPM	Total Running Time	acre feet
Well 2	490	3,665	305	0.2	0.01
Well 3	330,890	2,475,057	380	108.5	7.60
Well 4	0	0	#DIV/0!	0	0.00
Well 6	622,270	4,654,580	454	171	14.29
Well 7	500	3,740	312	0.2	0.01
Well 8	291,000	2,176,680	1,031	35.2	6.68
Well 9	83,400	623,832	698	14.9	1.91
Well 10	23,990	179,445	77	39	0.55
Total	1,352,540	10,116,999			31.05

Wells 4 did not run this month

A Boosters	94,910	709,927	124	95.7
C Boosters	157,400	1,177,352	274	71.6
Total	252,310	1,887,279		



DATE: DECEMBER/1/2009
 TO: Joanne Keiter
 FROM: Michelle Corbin
 SUBJECT: Service Order Report July 2009 through June 2010

	J	A	S	O	N	D	J	F	M	A	M	J
Mainline Leaks:	1	0	0	0	0							
Service Line Repairs:	2	6	3	4	2							
Service Line Replacements:	8	3	0	1	0							
Service Line Installations:	0	0	0	0	0							
Meter Changeouts*	110	142	3	18	43							
Water Quality Complaints:**	0	0	2	0	1							
48 Hour Tags for NSF Checks:	2	1	2	5	1							
Lock Offs for Non-Payment:	8	1	8	6	14							
Unlocks After Payment Made:	6	2	3	3	4							
All Other Miscellaneous:	170	167	151	144	141							
Total	307	322	172	181	206							

*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.