

Bighorn-Desert View Water Agency

Board of Directors

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

Marina D West, PG, General Manager



A Public Agency

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

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

www.bdvwa.org

BOARD OF DIRECTORS' SPECIAL MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, April 3, 2012 - 6:00 p.m.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA

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.

The Public is invited to comment on any item on the agenda during discussion of that item.

When giving your public comment, please have your information prepared, if you wish to be identified for the record then please state your name. Due to time constraints, each member of the public will be allotted three-minutes to provide their public comment.

CLOSED SESSION

5. **LIABILITY CLAIM (Gov. Code Section 54956.95)**
Claimant: Martha Oswalt
Claim Against: Bighorn-Desert View Water Agency

General Legal Counsel Joseph Aklufi will be participating via teleconference from the following location: 550 E. 6th Street, Beaumont, California, 92223 pursuant to Government Code Section 54953.

6. **CLOSED SESSION REPORT**

7. AD HOC COMMITTEE REPORT AND RESOLUTION NO. 12R-XX SUPPORTING THE EXPANSION OF THE AGENCY SPHERE OF INFLUENCE

The Board considers taking the following action(s):

1. Receive the LAFCO Sphere of Influence Ad Hoc Committee verbal report; and
2. Consider adoption of Resolution No. 12R-XX in support of the expansion of the Agency sphere of influence over "Area 2" and encouraging the Local Area Formation Commission of the County of San Bernardino to amend its Resolution No. 3155 for LAFCO No. 3148 – Service Review and Sphere of Influence Update for the Bighorn-Desert View Water Agency as such.

8. SPECIAL DISTRICTS SELECTION ELECTION FOR THE REGULAR LOCAL AREA FORMATION COMMISSION (LAFCO) MEMBER

The Board considers taking the following action(s):

If warranted, after discussion and Board roll call vote, vote for one nominee for the Special Districts Regular Member of the Local Area Formation Commission and submit ballot to LAFCO before 5 pm, April 20, 2012.

9. CONSIDER APPROVING 3.6% COST OF LIVING ADJUSTMENT FOR ALL AGENCY EMPLOYEES AND AUTHORIZING INCLUSION IN THE FISCAL YEAR 2012/13 BUDGET

The Board considers taking the following action(s):

1. Authorize inclusion of a Cost of Living Adjustment of 3.6% based on the Social Security Administration Cost-Of-Living Adjustment publication for all employees in the fiscal year 2012/13 budget; and
2. Direct staff to revise Employee Handbook to define the methodology for determining the Cost of Living to be the Social Security Administration Cost-Of-Living Adjustment publication in the future; and
3. Direct Staff to revise the Employee Handbook to define the implementation period for any future cost of living adjustment to be the first payroll following July 1; and
4. Bring revised Employee Handbook Resolution to the Board for formal adoption at a regularly scheduled Board of Directors meeting.

10. REVIEW OPTIONS FOR DESIGNATING FUND SUB-ACCOUNTS FOR MONIES RETAINED IN THE LOCAL AGENCY INVESTMENT FUND

The Board considers taking the following action(s):

Staff recommends that the board establish designated fund sub-accounts to differentiate the prescribed uses for monies retained in the Local Agency Investment Fund (LAIF).

11. CONSIDER ATTENDANCE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION LEGISLATIVE DAYS, MAY 16-17, 2012, AT AN ESTIMATE COST OF \$1,533 PER DIRECTOR

The Board considers taking the following action(s):

1. Authorize one or more directors to attend the California Special Districts Association Legislative Days, May 16-17, 2012 at an estimated cost of \$1,533 per director.

12. DISBURSEMENTS FEBRUARY 2012

Recommended Action:

Ratify Check Register (payment of bills) for February 2012.

13. 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 February 2012
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements (Union Bank)
 5. Local Agency Investment Fund Balance Timeline
- b. Consumption & Billing Comparison Report, February 2012
- c. Service Order Report, February 2012
- d. Production Report, February 2012
- e. Special Board Meeting Workshop Minutes, February 10, 2012
- f. Agency's Appropriation Limit for Fiscal Year 2011/2012 (First Reading February 28, 2012)
- g. Request from Morongo Basin Conservation Association for Partnership and Financial Support (\$900) for the 2012 Desert-Wise Living Program Landscape Tour April 22, 2012. (Recommended by FPREP Committee)
- h. Approve Completion of the Ames Valley Water Basin Monitoring Report
- i. Consider Purchase of a 2012 Dodge Ram (four wheel drive) Vehicle and Accessories for the Operations and Maintenance Staff at a Total Estimated Cost of \$28,150. (Recommended by FPREP Committee)
- j. Board to Consider a Policy to Mandate Sexual Harassment Training for Directors as is Prescribed by AB 1825 (Recommended by FPREP Committee)
- k. LAIF Signatories for Authorizing Investment of Monies Into the Local Agency Investment Fund (Administrative Process)

Recommended Action:

Approve as presented (Items a - k):

14. MATTERS REMOVED FROM CONSENT ITEMS

15. PUBLIC COMMENT PERIOD

Any person may address the Board on any matter within the Agency's jurisdiction on items not appearing on this agenda.

When giving your public comment, please have your information prepared, if you wish to be identified for the record then please state your name. Due to time constraints, each member of the public will be allotted three-minutes to provide their public comment. State Law prohibits the Board of Directors from discussing or taking action on items not included on the agenda.

16. VERBAL REPORTS - Including Reports on Courses/Conferences/Meetings.

- a. GENERAL MANAGER'S REPORT
- b. DIRECTORS' REPORT
- c. PRESIDENT'S REPORT

17. FUTURE AGENDA ITEMS

18. 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 if prior to a Regular meeting, date and time above; or in accordance with California Government Code Section 54956 this agenda has been posted not less than 24 hours if prior to a Special meeting, date and time above.

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.

Copies of these materials and other discloseable public records 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.

Internet: Once uploaded, agenda materials can also be viewed at www.bdvwa.org.

Public Comments: You may wish to submit your comments in writing to assure that you are able to express yourself adequately.

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's Secretary at 760-364-2315 during Agency business hours.

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

Meeting Date: April 3, 2012

To: Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

Cost: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Ad Hoc Committee report on the March 12, 2012 Local Agency Formation Commission Meeting in Landers to Explore the Option of Expanding the Bighorn-Desert View Water Agency Sphere of Influence AND Consider Adoption of Resolution No. 12R-XX Supporting the Expansion of the Sphere of Influence Over "Area 2" as defined in the Local Agency Formation Commission Service Review and Sphere of Influence Update Report Dated January 9, 2012

SUMMARY

On February 28, 2012 the Board formed a LAFCO Sphere of Influence Ad Hoc Committee for the purpose of attending the March 12 LAFCO community meeting and to participate in outreach to the community regarding the benefits of being included in the BDVWA sphere of influence.

The Ad Hoc Committee will report to the full board on their attendance at the March 12 meeting and the community outreach efforts.

In addition the Board should consider a resolution in support of the expansion of the Agency sphere of influence over "Area 2" which includes the Landers area currently served by the County Service Area 70 W-1 and other territories which are not located in the sphere of any water purveyor.

RECOMMENDATION

The Board considers taking the following action(s):

1. Receive the LAFCO Sphere of Influence Ad Hoc Committee verbal report; and
2. Consider adoption of Resolution No. 12R-XX in support of the expansion of the Agency sphere of influence over "Area 2" and encouraging the Local Area Formation Commission of the County of San Bernardino to amend its Resolution No. 3155 for LAFCO No. 3148 – Service Review and Sphere of Influence Update for the Bighorn-Desert View Water Agency as such.

BACKGROUND/ANALYSIS

Attached is the newsletter and an image of the front and back of the pre-stamped and addressed response card approved by the Ad Hoc Committee and mailed to all property owners and registered voters within "Area 2".

PRIOR RELEVANT BOARD ACTION(S)

2/28/2012 Motion No. 12-XXX to form LAFCO Sphere of Influence Ad Hoc Committee for the purpose of attending the March 12 LAFCO community meeting and to participate in outreach to the community regarding the benefits of being included in the BDVWA sphere of influence.

Bighorn-Desert View Water Agency

BDVWA has been working hard to protect the groundwater resources that serve your community as well as ours !



The Opportunity Has Arisen For You To Participate in the Future of Your Water Service

Did you know your water company could be local?

That could mean lower costs, increased operational efficiency and local government access for you.

The Local Agency Formation Commission (LAFCO) has authority under State Law (Cortese-Knox-Hertzberg Local Government Reorganizational Act of 2000) to perform three primary functions: planning, regulatory and special studies concerning public entities.

LAFCO is currently reviewing the Bighorn-Desert View Water Agency services and sphere of influence.

State law and LAFCO policy states that a sphere of influence is "a plan for the probable physical boundaries and service area of a local agency". LAFCO staff recommends that W-1 eventually become part of BDVWA but the LAFCO Commission wants to hear from you.

The complete LAFCO staff report can be located on the internet at <http://www.sbclafco.org/items/201201/item 8.pdf> . The document is

also available for review or purchase at the offices of BDVWA.

BDVWA has provided a response card to make your participation easy !

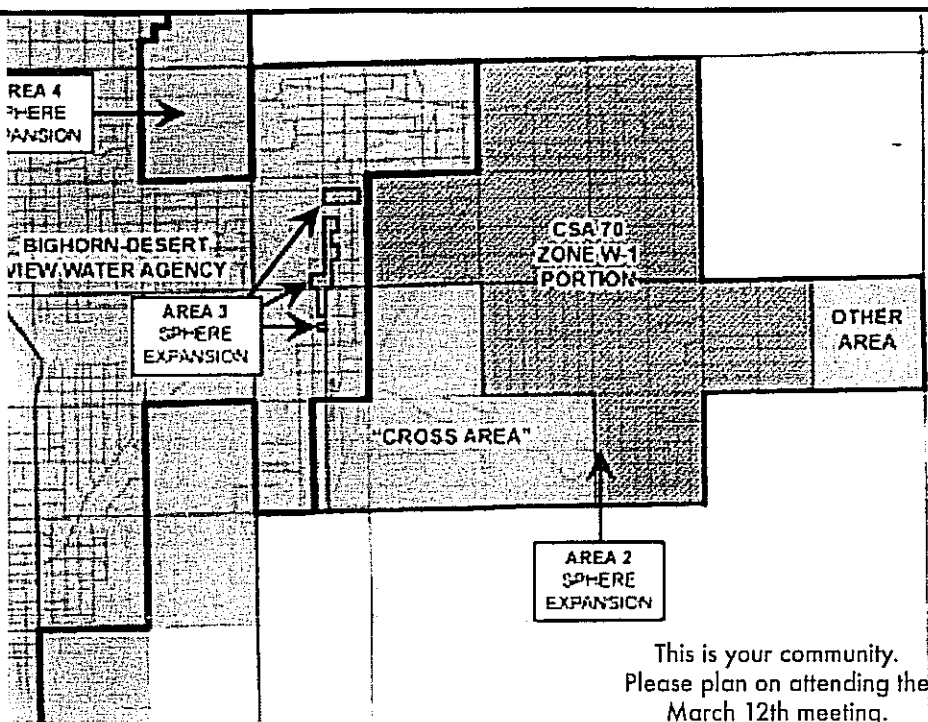


Mark Your Calendar/March 12, 2012

6:00 PM Citizens Association - Ballfield Hall

5:00 PM Public Ref. Lenders

Public Agency Information Available



This is your community.
Please plan on attending the
March 12th meeting.

Area 2 - "Cross Area" & "Other Area"

Properties in the "cross area" currently have no defined water service provider and LAFCO seeks your input to be placed in the BDVWA SOI or not.

Area 2 - CSA 70 Zone W-1 Portion

Properties who receive service from County of San Bernardino Special Districts Department. See service comparisons below.

Bighorn-Desert View Water Agency

Cost of Service

(Monthly Fixed Fee plus 10 units of water):
3/4-inch meter = \$57.50
1-inch meter = \$57.50
Fixed Water Rate: \$3/unit (no rate tiers)

Business Office: Flamingo Heights
(< 10 miles). We are in the community.

Delinquent Charges on late bills: 5% (new balance only)

Board of Directors: Elected, must reside within the Agency boundaries
- Pres. Michael McBride, Flamingo Heights
- V. Pres. Judy Cori-Lorono, Landers
- Secretary David Larson, Flamingo Heights
- Dir. Terry Burkhart, Johnson Valley
- Dir. J. Dennis Staley, Landers

Resources: 7 Full Time Employees serving the local community only

Special Districts Department W-1 (Landers)

Cost of Service

(Monthly Fixed Fee plus 10 units of water):
3/4-inch meter = \$63.89
1-inch meter = \$74.64
3 Inclining Water Rate Tiers (T1 \$3.87/unit, T2 \$4.31/unit, T3 \$5.54/unit)

Business Office: Victorville or San Bernardino
(> 55 miles). Not in the community.

Delinquent Charges on late bills: 10% (new balance) + 5% (balance carried over)

Board of Supervisors:
- Chair Josie Gonzales: Fontana/ Rialto
- V. Chair Brad Mitzeft: Victorville/ Needles
- Sup. Neil Derry: Morongo Basin/ Redlands
- Sup. Janice Rutherford: Rancho Cucamonga
- Sup Gary Ovitt: Ontario/ Chino

Resources: 44 Full Time plus 9 Temporary Full-time Employees serving 8 water districts and 9 sewer districts throughout the County

LAFCO held a public hearing on January 18th and February 15th to discuss and take action on the Service Review and Sphere of Influence Update for Bighorn Desert View Water Agency. The result of those meetings was a directive by the Commission to hold a community outreach meeting with residents and landowners, including you, regarding expansion of the SOI to the defined area shown on the adjacent map. Be informed, check out www.sbdlafco.org or call LAFCO directly at (909) 383-9900.

Both water providers are governed by an elected Board. For W-1 it is the county Board of Supervisors elected from 5 geographical "Districts". The Board of Supervisors presides over all business concerning the entire county, not just water. The BDVWA Board of Directors are elected from within the service area of the agency. They are your neighbors. This Board of Directors focuses solely on the provision of water service to its customers.

We're in your neighborhood! We believe that if you became part of the BDVWA family, we can serve you more efficiently, at a lower overall cost with a local governing board ready to listen to your water service needs. We've provided a short comparison for your consideration.

BDVWA also offers...

Online and Telephone Bill Pay Options
Available to Save You Time (Not available through County Special Dist.)

Same Day Customer and Leak Response Service (most cases)

Office Hours 8:00 AM to 4:30 PM
Monday through Friday

622 Jemez Trail
Yucca Valley, CA 92284

BOD Meetings 4th Tuesday 6 PM
1720 N Cherokee Trail

Phone (760) 364-2315

Fax (760) 364-3412

Email bavwa@mindspring.com

Web www.bavwa.org

LAFCO 3148 - Mail-In Ballot Card

1. Do you support the expansion of the Bighorn-Desert View Water Agency Sphere of Influence over the County Service Area 70 W-1 (County Special Districts Department retail water provider currently service residents in portions of Landers?)

_____ Yes _____ No _____ Not Sure

Name: _____

Property Address: _____

Assessor's Property Number (if known) _____

1a. I am the owner of this property: _____ Yes _____ No

1b. I am a tenant at this property: _____ Yes _____ No

1c. I am a registered voter at this property: _____ Yes _____ No

2. ***Your opinion counts.***

Please provide any additional comments:

Bring this Card to the Community Meeting on March 12, 2012 at 6 p.m.
Landers Association-Belfield Hall, 58380 Reche Road, Landers, CA

or

Mail Directly to LAFCO:

Local Agency Formation Commission
215 North "D" Street, Suite 204
San Bernardino, CA 92415-0490

— *Provided for information purposes only and not meant to advocate a yes or no vote* —

Joining Bighorn is up to voters

Directors Judy Corl-Lorono and Dennis Staley BDVWA Sphere of Influence Ad Hoc Committee | Posted: Tuesday, March 20, 2012 5:57 pm

On March 12, the Local Agency Formation Commission came to Landers for the citizens of County Service Area W-1 (Landers water). The question of the future sphere of influence for Bighorn-Desert View Water Agency was on the agenda. LAFCO deserves kudos for deciding to hold a community meeting. Kudos to the many W-1 customers who took the time to attend that meeting! To the surprise of many who had received such news, Monday's meeting was not convened to determine the sphere of influence for Yucca Mesa. We would like to dispel other "myths" now.

Myth 1: The expansion of the sphere of influence is a "takeover" of W-1 by BDVWA. The reality is that a sphere of influence is a planning tool for future provision of water services. It is true that once a sphere is designated, then reorganization could take place by dissolving W-1 and annexing services to BDVWA: Small in size, Bighorn Mountains and Desert View reorganized in 1990. Don't be fooled; the ultimate decision for reorganization will rest with the voters of the area under a standard protest process. See for yourself at www.sbclafco.org/Protest_Procedures/ProtestProceduresMemo.pdf

Myth 2: If W-1 does (eventually) reorganize and annex service to BDVWA, then W-1 properties will be forced to pay bond debt belonging now to BDVWA customers. The fact is that state law prohibits such a practice and dictates that "indebtedness is the legal obligation of only the lands and areas which approved such indebtedness upon" themselves.

If you received a white "ballot" card in the mail, then BDVWA encourages you to respond to LAFCO directly. Whether you are "for," "against" or "uncertain" about your sphere of influence, the time is now to let LAFCO know your opinion so mail that card in today!

RESOLUTION NO. 12R-XX

RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY IN SUPPORT OF EXPANSION OF THE AGENCY SPHERE OF INFLUENCE OVER "AREA 2" AND ENCOURAGING THE LOCAL AREA FORMATION COMMISSION OF THE COUNTY OF SAN BERNARDINO TO AMEND ITS RESOLUTION NO. 3155 FOR LAFCO NO. 3148 - SERVICE REVIEW AND SPHERE OF INFLUENCE UPDATE FOR THE BIGHORN-DESERT VIEW WATER AGENCY AS SUCH

WHEREAS, a service review mandated by Government Code 56430 and a sphere of influence update mandated by Government Code 56425 have been conducted by the Local Area Formation Commission of the County of San Bernardino (Commission) in accordance with the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et. seq.; and

WHEREAS, a sphere of influence is a planning boundary that sets the "probable physical boundaries and service area" of a special district such as the Bighorn-Desert View Water Agency (Agency); and

WHEREAS, a hearing by the Commission was conducted on January 18, 2012, to consider the service review and sphere of influence update for the Agency and voiced its intent not to expand the Agency's sphere of influence into the area of County Service Area (CSA) 70 W-1 identified as Area #2" and other areas on the attached Figure No. 1; and

WHEREAS, the January hearing was continued to February 15, 2012; and

WHEREAS, on February 15, 2012, Agency staff and a board member presented information to the Commission that there is interest from some landowners within CSA 70 W-1 and the "cross" territory who wish to be included in the Agency's sphere of influence and requested that the "cross" territory be more thoroughly considered; and

WHEREAS, the Agency is presently serving a portion of the existing CSA 70 W-1 through an out-of-agency service agreement dated December 16, 1997. This arrangement was instituted when CSA 70 (County Special Districts Department) decided not to repair a failed portion of their distribution system intended to serve these properties; and

WHEREAS, given that information, the Commission voted to postpone adoption of the service review and sphere of influence update resolution pending a community outreach meeting to hear from affected residents of the area; and

WHEREAS, the Commission held a community meeting on March 12, 2012 in Landers, CA to provide information and seek direct input; and

WHEREAS, the Agency distributed a postage-paid "response card" addressed directly to the Commission to the affected properties and registered voters requesting their direct input on the expansion of the sphere of influence over their service area; and

WHEREAS, a sphere of influence does not change the property owner's existing water purveyor but is used as a planning boundary; and

WHEREAS, the service review and sphere of influence is the most cost-effective means of completing the first step towards possible future changes in water service area boundaries; and

WHEREAS, Government Code Section 57000 provides the procedures and requirements allowing affected properties to protest the completion of any reorganization and annexation of additional territories into the Agency.

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

1. To approve and support the expansion of its sphere of influence of "Area 2" as outlined in the LAFCO 3148 Service Review and Sphere of Influence Update report dated January 9, 2012, recommendation No. 2 (p. 74); and
2. To encourage the Commission to acknowledge the value of the service review and sphere of influence process in setting the "planning boundary" for the Homestead Valley community; and
3. To urge the Commission to grant the expansion of the sphere of influence over "Area 2" as recommended by the Commission staff in the January report.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Bighorn-Desert View Water Agency this 3rd day of April 2012.

By _____
Michael McBride, President of the Board

ATTEST:

David Larson, Secretary of the Board

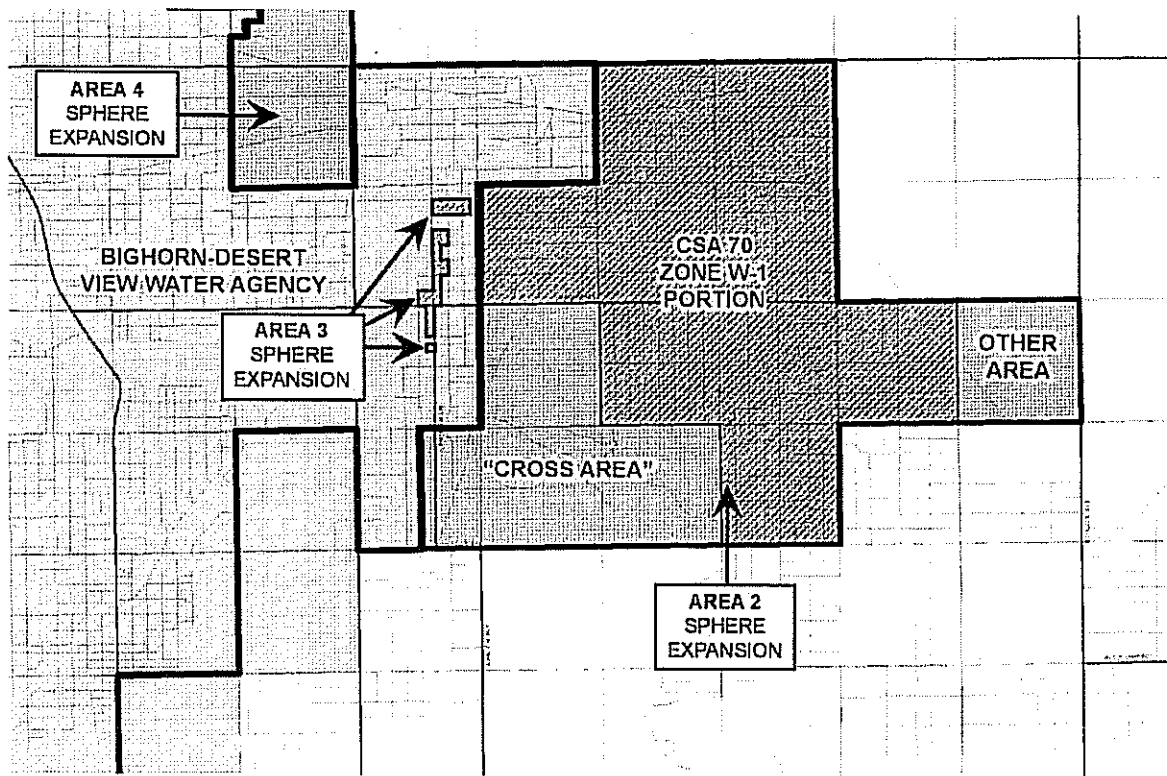


Figure 1 – Depicting the outline of "Area 2" which includes County Service Area 70 W-1 (Landers) service territory and the "cross area" and "other area" which are currently not located within a sphere of influence of a water purveyor.

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

Meeting Date: March 14, 2012

To: Board of Directors

Budgeted: Yes

Budgeted Amount: N/A

Cost: \$900

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Special Districts Selection Election for the Regular Local Area Formation Commission (LAFCO) Member – Ballot Must Be Received by April 20, 2012

SUMMARY

The Local Area Formation Commission (LAFCO) has forwarded the ballot for the Special Districts Selection Election for the Regular LAFCO member seat.

By roll call vote the Board may cast a vote for one nominee. The ballot and resumes for candidates are attached.

RECOMMENDATION

The Board considers taking the following action(s):

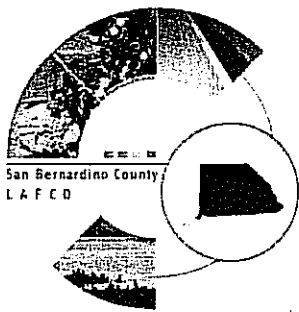
1. If warranted, after discussion and Board roll call vote, vote for one nominee for the Special Districts Regular Member of the Local Area Formation Commission and submit ballot to LAFCO before 5 pm, April 20, 2012.

BACKGROUND/ANALYSIS

No additional information provided.

PRIOR RELEVANT BOARD ACTION(S)

none



LOCAL AGENCY FORMATION COMMISSION

215 North "D" Street, Suite 204 • San Bernardino, CA 92415-0490

(909) 383-9900 • Fax (909) 383-9901

E-mail: laftco@laftco.sbcounty.gov • www.sbclaftco.org

Established by the State of California to serve the Citizens, Cities, Special Districts and the County of San Bernardino

March 20, 2012

COMMISSIONERS

JIM BAGLEY
Public Member

GINGER COLEMAN
City Member

KIMBERLY COX
Special District

JAMES V. CURATALO, Vice Chair
Special District

LARRY McCALLON
City Member

BRAD MITZELFELT, Chair
Board of Supervisors

JANICE RUTHERFORD
Board of Supervisors

ALTERNATES

BOB COLVEN
Public Member

NEIL DERRY
Board of Supervisors

ROBERT W. SMITH
Special District

DIANE WILLIAMS
City Member

STAFF

KATHLEEN ROLLINGS-McDONALD
Executive Officer

SAMUEL MARTINEZ
Assistant Executive Officer

MICHAEL TIERPE
Project Manager

Vacant
Clerk to the Commission

ANGELA M. SCHELL
Deputy Clerk to the Commission

REBECCA LOWERY
Deputy Clerk to the Commission

LEGAL COUNSEL

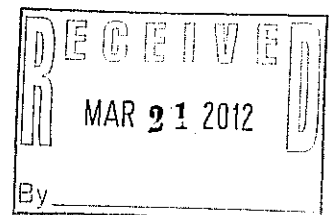
CLARK H. ALSOP

**TO: Presidents of the Boards of Directors of the
Independent Special Districts in San Bernardino
County**

**SUBJECT: Special Districts Selection Election for the
Regular LAFCO Member**

By distribution of this letter, the official voting process for the Regular Special District Member of the Local Agency Formation Commission shall commence. Attached is the ballot for the selection of this position. Pursuant to the provisions of Government Code Section 56332, the voting period will be for 32 days, commencing as of today's date and ending on **Friday, April 20, 2012**. The voting instructions for these selections are as follows:

1. Each District may vote for one candidate only. The vote shall be cast as directed by the Board of Directors of the District through consideration at a Board Hearing and a roll call vote. A copy of the information provided by the candidates is included for your information.
2. The signed original ballot, with the name of each voting Board Member outlined, must be received in the LAFCO Office by 5:00 p.m. on **April 20, 2012**. If a faxed copy of the ballot is provided by the April 20 deadline, the original signed copy must be received by 5:00 p.m. on April 27, or the ballot will be declared invalid.
3. Twenty-six (26) ballots are required to be received for selection of the Special District position. In the event of a tie-vote, or if no candidate receives the required 26 votes, a run-off election will be held between the top two candidates. This will again involve a minimum 30 day voting period.



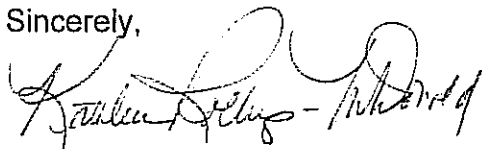
The completed ballot is to be mailed to:

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

If you are faxing a copy of the ballot, the LAFCO fax number is (909) 383-9901. As outlined in Item #2 above, if the ballot is faxed to the LAFCO office, the original signed copy of the ballot will need to be mailed to the above address and received by 5:00 p.m. on April 27, 2012 to be considered in the election.

Please let me know if you have any questions concerning this selection process. You may contact me at the address listed above, by e-mail at lafco@lafco.sbcounty.gov, or by phone at (909) 383-9900.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kathleen Rollings-McDonald', written over a horizontal line.

KATHLEEN ROLLINGS-McDONALD
Executive Officer

KRM/rci

Enclosures

BALLOT

REGULAR SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

REGULAR MEMBER OF LAFCO:

_____	KIMBERLY COX (Member of the Board of Directors of Mojave Water Agency)
_____	RALPH WAGNER (Member of the Board of Directors of Lake Arrowhead Community Services District)
_____	TERRY BURKHART (Member of the Board of Directors of Bighorn-Desert View Water Agency)
_____	REBEKAH SWANSON (Member of the Board of Directors of Hesperia Recreation and Park District)
_____	STEVEN FARRELL (Member of the Board of Directors of Crestline Village Water District)

I, _____, do hereby certify that at its regularly-scheduled meeting of _____, the Board of Directors voted to elect the above-marked candidate as the Regular Special District Member of the Local Agency Formation Commission of San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____



13846 Conference Center Drive ♦ Apple Valley, California 92307
Phone (760) 946-7000 ♦ Fax (760) 240-2642 ♦ www.mojavewater.org

March 19, 2012

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

Dear Ms. Rollings-McDonald:

It is my desire to seek reappointment to serve as a Regular Special Districts' member on the Local Agency Formation Commission. My experience in serving on the Commission for the past 8 years, has provided me with a good understanding of the needs of special districts within San Bernardino County. I have been a board member on the Mojave Water Agency for the past 9 years and currently serve as the Vice-President.

In this politically challenging era, knowledge and experience are essential qualities of a LAFCO commissioner. Eight years of experience on LAFCO has provided me with knowledge of complex issue involving special districts throughout the County. My involvement with the Association of San Bernardino County Special Districts as a Board member has given me a regular opportunity to interact with elected officials.

I have a Master's degree in Public Administration and a Bachelor of Science in Business Management. I possess the desire, education and experience to represent all Special Districts on the Local Agency Formation Commission. I can be reached at 760-954-4955 if there are any questions regarding my continued interest in this position.

I would be honored to continue serving as the Regular Special Districts' Member and respectfully ask for the support from my colleagues to make this a reality.

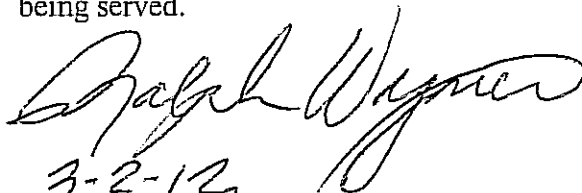
Kind Regards,

Kimberly Cox
Vice-President
Mojave Water Agency

BACKGROUND STATEMENT OF NOMINEE RALPH WAGNER

At the age of 82, I am a retired civil engineer, having practiced in the private sector for 54 years, the last 32 of which have been in the San Bernardino mountain and desert areas in the specialized field of water resources.

In 1975, I was one of the founders of a community corporation that purchased Lake Arrowhead from a development company. That community corporation (Arrowhead Lake Association) continues to operate sustainably. I served as its first president, on its Board off and on for many years, and as a consulting engineer. In 1978, I was a founder of Lake Arrowhead Community Services district (LACSD) for the purpose of acquiring the local, privately owned water company, and served as the first president of LACSD. In 1983, I led the effort to expand LACSD, in order to take over the Board of Supervisor's governed, local sanitation district. Thirty years later, I am again serving as president of LACSD. My belief has always been to foster and support collaborative and economically sustainable government at a level closest to the people being served.


3-2-12

Terry Burkhardt
P O Box 3963
Landers, CA 92285
760 364 0073

Retired: Insurance Agency employment, 1966 – 2000
Various positions from file clerk to commercial dept. manager
Teacher for Insurance Education Institute, 12 years
Insurance Brokers license, 1970 to retirement

Director, Bighorn-Desert View Water Agency, 2007 to present, Board President
2010, 2011

Director, Special Districts Risk Management Authority, term 1/1/12 – 1/1/16
Board of Directors, Johnson Valley Improvement Association, 2000 – 2009
Officer and Director, Officer, North Orange County Business & Professional
Women, 1992 – 2000; Officer BPW Region 9, 1997

Co-owner: Lan Tek - Data Center Solutions

San Bernardino County resident, Johnson Valley, 2000 to present; part time 1991 –
2000

Southern California resident 1946 to present



RECEIVED
FEB 28 2012

LAFCO
San Bernardino County

Post Office Box 401055 • Hesperia, California 92340-1055 • (760) 244-5488

February 24, 2012

Local Agency Formation Commission
215 North "D" Street, Suite 204
San Bernardino, CA 92415-0490

Attention Special Districts Selection Committee

The Hesperia Recreation and Park District would like to nominate Mrs. Rebekah Swanson for the Regular Special District Member position held by Kimberly Cox. Mrs. Swanson is an elected member of the Board of Directors for the Hesperia Recreation and Park District.

The following is a brief bio on Mrs. Swanson:

- Hesperia Resident for 23 years - since 1989
- Hesperia Recreation and Park District Board Member since 2006
- Employed by the Hesperia Unified School District from 1985 to present
- Founding President of the Hesperia Friends of the Library
- Elementary Director on the Executive Board for the Hesperia Teachers' Association
- Hesperia Tri-Agency Committee Member since 2007

Enclosed is the completed Nomination for Regular Special District Member, Member of the Local Agency Formation Commission Form, nominating Mrs. Rebekah Swanson to serve on the Local Agency Formation Commission.

Sincerely,

HESPERIA RECREATION AND PARK DISTRICT

Lindsay Woods
General Manager

LW:rt

Enclosure



PO Box 3347, 777 Cottonwood Drive, Crestline, CA 92325-3347
Telephone: (909) 338-1727 «» FAX: (909) 338-4080

March 9, 2012

Special District Members,

I ask for your vote and for your support for a well-balanced Local Agency Formation Commission, with representatives that reflect the diversity of its constituents, especially its special district members.

I know you are aware of LAFCO's excellent policy to strive for a *regional* balance on the Commission between the desert, valley and mountain areas. Unfortunately, that balance has not always been achieved. As a mountain resident who has followed County planning issues for over 10 years now, I am keenly aware that the realities of our local conditions are not always appreciated by those who work and plan elsewhere in our County.

Just as important to me as regional diversity, I believe diversity of "scale" on the Commission should also be a priority, especially for the Special District representatives. The interests and challenges of smaller districts like Crestline Village Water are not always shared by those who deal with larger budgets and larger functions and services.

Size is especially important today, with current state policies strongly encouraging service district consolidations. I believe it will be increasingly important to have voting Commission representatives that appreciate the differences between the needs and perspectives of varying sized districts as well as varying regional districts.

I do believe every district is different. And every situation is different. I am from the mountains yes, but I appreciate that mountain experiences may not translate directly to another situation. Therefore, any item that comes before the LAFCO Commission, needs to be evaluated independently and carefully, and not just from the perspective of what's the most "efficient" solution.

For the last 10 years I have used the analytical skills I learned from a 25-year career in IT management and consulting to extensively participate as a private citizen in many of our area's local government processes (including LAFCO actions and the County's 2007 General Plan Update). I regularly attend the board meetings of multiple agencies. These experiences have given me a valuable education in Special District and service issues. As President of our water district now, and as a strong advocate for more participation in our government, I am ready to directly contribute to County planning as a member of LAFCO.

If elected, I will serve the best interests of the entire County and its residents. I will strive to express and consider the special concerns and perspectives of not just the Mountain region where I reside, but also the importance of our smaller districts as well.

I strive for excellence and will always act and represent Special Districts fairly, thoughtfully and capably.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven Farrell".

Steven Farrell
President
Crestline Village Water District

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

Meeting Date: April 3, 2012

To: Financial/PR/Education/Personnel Comm. **Budgeted:** FY 2012/13
Board of Directors **Budgeted Amount:** To Be Determined
Cost: approx. \$13,860 (first year)

From: Marina D. West **General Counsel Approval:** N/A
CEQA Compliance: N/A

Subject: Consider Approving Social Security Administration 3.6% Cost of Living Adjustment for All Agency Employees Effective with the First Payroll of Fiscal Year 2012/13

SUMMARY

At the February 10, 2012 Board Workshop staff was directed to evaluate a cost of living adjustment (COLA) to the Range and Step Scale referenced in the Employee Handbook. It was noted that the Agency hasn't authorized a COLA since January 2008.

The Finance/Public Relations/Education/Personnel Committee reviewed the matter on March 7, 2012 and recommended that the Board use the Social Security Administration COLA Adjustment tables now and in the future. In addition, the Committee agreed that implementation of cost of living increases should be tied to the fiscal year budget which begins July 1.

RECOMMENDATION

The Board considers taking the following action(s):

1. Authorize inclusion of a Cost of Living Adjustment of 3.6% based on the Social Security Administration Cost-of-Living Adjustment publication for all employees in the fiscal year 2012/13 budget; and
2. Direct staff to revise Employee Handbook to define the methodology for determining the Cost of Living to be the Social Security Administration Cost-of-Living Adjustment publication in the future; and
3. Direct staff to revise the Employee Handbook to define the implementation period for any future cost of living adjustment to be the first payroll following July 1; and
4. Bring revised Employee Handbook Resolution to the Board for formal adoption at a regularly scheduled Board of Directors meeting.

BACKGROUND/ANALYSIS

At the February 10, 2012 Board Workshop staff was directed to evaluate a cost of living adjustment (COLA) to the Range and Step Scale referenced in the Employee Handbook. It was noted that since the approved COLA in January 2008, the BOD has informally adopted a 0% COLA in subsequent years irrespective of the CPI. The BOD is not required to provide the adjustment automatically; setting the adjustment at 0% or something less or something more than the published index is a board decision.

The Employee Handbook states that the Board, at its discretion, may grant a percentage cost of living adjustment to the Range and Step Scale each year to be effective on or about January 1. In addition, the general manager's contract states she will receive the same COLA when all other Agency employees receive such an increase.

There is no specific guidance in the Employee Handbook on how to calculate the COLA however in 2008 the Bureau of Labor Statistics Consumer Price Index (CPI) data was utilized. This database is used routinely by other agencies for this purpose.

The Board has missed the opportunity to make a cost of living adjustment effective January 1 so staff recommends that if Board wishes to approve the adjustment then it should be at the beginning of the next fiscal year. The first step in using the CPI to propose a percentage increase is to determine the date range. The CPI is reported per month. It was stated in the minutes from 2008, that the COLA was based on a twelve month period ending November 2008 and the increase was approved on January 22nd.

The relevant CPI table was reviewed with the Committee on March 7, 2012. Depending on the date range a different result will be calculated. If one uses the "annual" figure then the COLA is calculated at 2.9%. Using any given date range the COLA is calculated between 1.9% and 3.4%.

An alternative index was proposed to the Committee which is to follow the COLA given by the Social Security Administration. It is essentially tied to the cost-of-living, though on a national scale. Staff recommends this index since it is an index many constituents can relate to. There is only one figure provided per year (see attached). For January 2012, the adjustment is 3.6%.

Based on the current budget, each 1% increment of the COLA will have a fiscal impact of \$3,850 per year.

The Committee directed staff to bring the matter before the full board on April 3, 2012 recommending that the Board use the Social Security Administrative annual COLA Adjustment method and to implement any approved adjustments in July commensurate with the beginning of the fiscal year. Should the Board approve such changes in methodology then a Resolution concerning modifications to the Employee Handbook can be brought to the full Board at a later date.

PRIOR RELEVANT BOARD ACTION(S)

1/22/2008 08R-01 Resolution authorizing a cost of living percentage adjustment (COLA) to the Range and Step Scale referenced in the Employee Handbook of 4.1%.

12/14/2007 Personnel Committee presented with a cost of living increase of 4.6% based on the Bureau of Labor Statistics data for the 12-month time period ending November 2007.

History of Automatic Cost-Of-Living Adjustments

The 1975-82 COLAs were effective with Social Security benefits payable for June (received by beneficiaries in July) in each of those years. After 1982, COLAs have been effective with benefits payable for December (received by beneficiaries in January).

COLAs received in 1975-2012 are shown below.

Automatic Cost-Of-Living Adjustments

July 1975 -- 8.0%	January 1995 -- 2.8%
July 1976 -- 6.4%	January 1996 -- 2.6%
July 1977 -- 5.9%	January 1997 -- 2.9%
July 1978 -- 6.5%	January 1998 -- 2.1%
July 1979 -- 9.9%	January 1999 -- 1.3%
July 1980 -- 14.3%	January 2000 -- 2.5% ⁽¹⁾
July 1981 -- 11.2%	January 2001 -- 3.5%
July 1982 -- 7.4%	January 2002 -- 2.6%
January 1984 -- 3.5%	January 2003 -- 1.4%
January 1985 -- 3.5%	January 2004 -- 2.1%
January 1986 -- 3.1%	January 2005 -- 2.7%
January 1987 -- 1.3%	January 2006 -- 4.1%
January 1988 -- 4.2%	January 2007 -- 3.3%
January 1989 -- 4.0%	January 2008 -- 2.3%
January 1990 -- 4.7%	January 2009 -- 5.8%
January 1991 -- 5.4%	January 2010 -- 0.0%
January 1992 -- 3.7%	January 2011 -- 0.0%
January 1993 -- 3.0%	January 2012 -- 3.6%
January 1994 -- 2.6%	

⁽¹⁾ The COLA for December 1999 was originally determined as 2.4 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

Related Information

- [COLA, tax, benefit and earning amounts for 2012](#)
- [The Story of COLAs](#)
- [Actuarial resources](#)
- [Press Release: Social Security Announces 3.6 Percent Increase For 2012](#)
- [Effect of COLA on Social Security Benefits](#)

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

Meeting Date: April 3, 2012

To: Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

Cost: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Review Options for Designating Fund Accounts for Monies Retained in the Local Agency Investment Fund

SUMMARY

Staff and the Finance/Public Relations/Education/Personnel Committee recommend that the board establish designated fund accounts to differentiate the prescribed uses for monies retained in the Local Agency Investment Fund (LAIF).

RECOMMENDATION

The Board considers taking the following action(s):

1. Direct staff to modify the general ledger separating the Local Agency Investment Fund (LAIF) into sub-accounts and bring a Policy back to the Board at a future date.

BACKGROUND/ANALYSIS

Staff recommends that the board establish designated fund accounts, general ledger sub-accounts, to differentiate the prescribed uses for monies retained in the Local Agency Investment Fund (LAIF).

The LAIF account is used to hold monies that are not immediately needed because LAIF pays interest whereas the Union Bank checking account does not.

Staff believes more transparency is needed in financial reporting to demonstrate where the monies in LAIF are expected to be expended. The following general ledger sub-accounts categories are recommended at this time and should be brought to the board in the form of a policy. The purpose of the policy would be to define the sub-accounts and to set goals for reserve funds, clearly describe authorization for the use of the sub-accounts and outline how they will be reported. However, the policy should not be so restrictive that it prohibits flexibility and ease of access. Reserves are there to help the organization operate its programs and services, not create an untouchable bank balance for everyone to admire.

General Ledger Sub-account categories proposed and known current balances:

Total LAIF Account Balance: \$948,000

Customer Deposits (restricted): \$50,000
Basic Facilities Charges Accumulated: \$27,196
Encumbered for Approved Projects: \$100,000
Emergency Contingencies Fund: \$0
Replacement & Refurbishment Fund: \$0
Unencumbered Cash: \$770,804

Monies collected from new service connections, known as the Basic Facilities Charge, is restricted for new system improvements (ie. not repairs). Once the Agency determines the projected goals for an emergency contingencies fund and Replacement & Refurbishment Fund then monies can be reallocated from the Unencumbered Cash account. The remaining unencumbered cash can provide for Capital Improvement Projects, budget shortfalls, etc.

The Committee recommended setting goals for the Emergency Contingencies Fund and the Replacement and Refurbishment Fund between \$100K and \$200K respectively. However, while there is sufficient funding to populate these funds to that ceiling perhaps the goals are best achieved over a period of time.

Staff seeks approval from the Board to create the general ledger sub-accounts now and to proceed with development of a written policy regarding the LAIF cash account to be brought back for formal approval.

PRIOR RELEVANT BOARD ACTION(S)

none

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

Meeting Date: April 3, 2012

To: Financial/PR/Education/Personnel Comm. **Budgeted:** Yes
Board of Directors **Budgeted Amount:** N/A
Cost: approx. \$1,533 per director

From: Marina D. West **General Counsel Approval:** N/A
CEQA Compliance: N/A

Subject: Consider Attendance to the California Special Districts Association Legislative Days, May 16-17, 2012, at an Estimated Cost of \$1,533 per Director

SUMMARY

Attached is the available background information on the California Special Districts Association Legislative Days being held in Sacramento May 16-17, 2012. The event is an opportunity to meet directly with legislators and to exchange ideas with other special district leaders.

The estimated cost per director is \$1,533.

RECOMMENDATION

The Board considers taking the following action(s):

1. Authorize one or more directors to attend the California Special Districts Association Legislative Days, May 16-17, 2012 at an estimated cost of \$1,533 per director,

BACKGROUND/ANALYSIS

See attached information.

PRIOR RELEVANT BOARD ACTION(S)

none



"All information we
The overall training
expectations."



Special Districts Legislative Days



SACRAMENTO – May 16 – 17

May 16 - Full Day

May 17 - Half Day

Sacramento Convention Center – 1400 J Street

Sacramento, CA 95814

SDLD is a captivating two-day legislative conference that features a lively and insightful lineup of speakers and activities. Interact with and hear from some of California's key elected officials and leading policy experts on some of the most important issues facing special districts.

Representatives from all types of special districts attend SDLD to ensure the successful delivery of the core local services special districts provide to millions statewide. You will have an opportunity to meet with your legislators and exchange ideas with other special district leaders both in the Capitol and at a private legislative reception.

\$225 CSDA Member

\$275 Non-member

2012 Special Districts Legislative Days

SDLD is a dynamic two-day legislative conference. Take advantage of this opportunity to join together with districts of all types and engage in the important legislative issues facing the special district community.

Come prepared to exchange ideas with legislators and Capitol staff who are crucial to the success of special districts. Hear from key elected officials and policy experts on topics that directly impact districts, and mingle with them at a private reception.

CSDA Member \$225

Non-Member \$275

\$50 Discount for the first 20 Registered Attendees

Cancellations must be made IN WRITING and received via fax, mail, or email no later than three days prior to the seminar. All cancellations made within the specified time will be refunded less a \$25 processing fee. PLEASE REMEMBER: CSDA WILL SCHEDULE ALL LEGISLATIVE VISITS DURING LEGISLATIVE DAYS. In order to leave enough time for scheduling, please register no later than Tuesday, April 19, 2011 to guarantee your spot in these meetings. If you have any questions, please contact the CSDA office at tollfree 877-924-2732.

Start Date: Wednesday, May 16, 2012

End Date: Thursday, May 17, 2012

Coordinators: For more information please contact Megan Hemming, Education Director at 916.442.7887 or email at meganh@csda.net.

Address: Sacramento Convention Center
1400 J Street
Sacramento, CA 95814

Directions: There are a limited number of rooms available at the Sheraton Grand Sacramento on May 15 & 16 at the special CSDA rate of \$169. For room reservations contact the Sheraton Grand at 800-325-3535 and ask for the CSDA Legislative Days rate.

*You must log on
before continuing through the checkout process.*

Thank you for using the CSDA web site.

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 29, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
10345	02/22/12	NANCY BARTLETT REFUND CORRECTION-POST AS DEP	-45.73
10687	02/28/12	PATRICIA D'ENTREMONT VOID UNCASHED CK, REISSUE TO FANNIE MAE	-104.25
11848	02/22/12	EAST VALLEY WATER DISTRICT PD CK 11696	-50.00
11883	02/03/12	BURRTEC WASTE & RECYLING SVCS TRASH FEES, FEB 2012	79.92
11884	02/03/12	CANDIDA NEAL ENVIRO STUDY NOV/DEC 2011	1,450.00
11885	02/03/12	CLINICAL LABORATORY OF PLATE CT, BACT TEST	13.00
11886	02/03/12	KRIEGER & STEWART, INC DISTRICT ENGINEER MAR/JUN 2011	10,792.05
11887	02/03/12	MOJAVEWIFI.COM LLC INTERNET FEB 2012	95.00
11888	02/03/12	OFFICE DEPOT OFFICE SUPPLIES	6.99
11889	02/03/12	UNDERGROUND SERVICE ALERT DIG ALERTS, 5 TICKETS	7.50
11904	02/15/12	ACWA-HBA SERVICES CORP. ACWA/HEALTH BENEFITS MAR2012	849.75
11905	02/15/12	AT&T MOBILITY COMMUNICATIONS EXP-NEW PHONES	423.84
11906	02/15/12	BUCKNAM & ASSOCIATES, INC. GRANT CONSULTING FEES	1,492.50
11907	02/15/12	GERALD R WALKER FCC LICENSE PROCESSING FEE	675.00
11908	02/15/12	CINTAS CORPORATION #150 UNIFORMS SVC JAN 2012	129.28
11909	02/15/12	CLINICAL LABORATORY OF BACT TEST, PLATE CT	13.00
11910	02/15/12	DATASTREAM BUSINESS SOLUTIONS HP 9000 PROG JAN 2012 ASSIST WITH METER READ	380.00
11911	02/15/12	THE HOME DEPOT #6971 FIELD MATERIALS,BUILDING MAINT	174.16
11912	02/15/12	J&G ELECTRIC SHOP LIGHTING - SAFETY SDRMA RECOMMENDATION	213.76
11913	02/15/12	MYFLEETCENTER.COM '06' FORD 5905 OIL CHANGE AIR FILTER	89.42
11914	02/15/12	OFFICIAL PAYMENTS HOLDINGS INC REVERSED CUSTOMER PAYMENT	55.42
11915	02/15/12	PITNEY BOWES PURCHASE POWER NEW METER CORRECTION POSTAGE FOR FEB 2012	499.69
11916	02/15/12	PROTECTION ONE ALARM MONITORNG	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 29, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		SHOP MO SVC 02/16/12-03/25/12	41.58
11917	02/15/12	SDRMA	
		SDRMA MEDICAL BENEFITS MAR2012	6,274.10
11918	02/15/12	USDA RURAL DEVELOPMENT	
		DV BOND PAYMENT	
		FY BALANCE DUE	7,469.39
11919	02/21/12	S.B. CO. REGISTRAR OF VOTERS	
		MAILING LIST LAFCO 3148	
		OUTREACH	240.63
11920	02/21/12	SAN BERNARDINO COUNTY	
		MAILING LIST LAFCO 3148	
		OUTREACH	108.00
11921	02/25/12	ACE ALTERNATORS-GENERATORS-	
		BATTERY '07' FORD 9090	125.20
11922	02/25/12	AMERICAN WATER WORKS ASSN.	
		ANNUAL DUES 05/01/12-04/30/13	413.00
11923	02/25/12	CLINICAL LABORATORY OF	
		BACT TEST, PLATE CT	73.00
11924	02/25/12	FERRELLGAS	
		PROPANE OFFICE	460.54
11925	02/25/12	FIRST NATIONAL BANK OMAHA	
		DIRECTOR & STAFF EDUCATION -	
		CSDA BOD APPROVED, LUNCH FOR	
		SP MTG, OFFICE SUPPLIES	
		LUNCH AFTER LAFCO HEARING &	
		COUNTRYWIDE ELEMENT MTG,	
		OFFICE SUPPLIES	1,021.40
11926	02/25/12	GOODSPEED DISTRIBUTING INC	
		UNLEADED FUEL	1,646.81
11927	02/25/12	THE HOME DEPOT #6971	
		FIELD MATERIALS	
		FIELD MATERIALS, SMALL TOOLS	
		FIELD MATERIALS	367.11
11928	02/25/12	OFFICE DEPOT	
		OFFICE SUPPLIES	256.45
11929	02/25/12	QUILL	
		OFFICE SUPPLIES	61.40
11930	02/25/12	REWAL, DAVID	
		WORKBOOTS, REWAL	148.16
11931	02/25/12	SOUTHERN CALIFORNIA EDISON	
		POWER EXP JAN 2012	5,084.17
11932	02/25/12	TODD ENGINEERS	
		PROF SVC, RECHE JAN 2012	11,922.50
11933	02/25/12	U.S. DEPT OF THE INTERIOR/BLM	
		MONITORING FEE CACA-8285	
		RENT OCT 2010-DEC 2011	
		RENT JAN 2012-DEC 2041	2,230.10
11934	02/25/12	USA BLUEBOOK	
		CHEMICAL HANDLING GLOVES (PPE)	
		TEST STRIPS,CHEMICAL HANDLING	
		GLOVES (PPE)	74.46
11935	02/25/12	VERIZON CALIFORNIA	
		OFFICE PHONES & AUTO CONTROLS	43.60
11936	02/24/12	KAREN KNAPP	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 29, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		BALANCE RFND ACCT# 1105441	51.50
11937	02/24/12	MARIANNE OVERHOLT	
		BALANCE RFND ACCT# 1105983	16.56
11938	02/24/12	SHELLY O'MALLEY	
		BALANCE RFND ACCT# 0804463	47.72
11939	02/28/12	CLINICAL LABORATORY OF	
		PLATE COUNT, BACT TEST	76.00
11940	02/28/12	FANNIE MAE	
		BALANCE REFUND REISSUED	104.25
11941	02/28/12	FERRELLGAS	
		PROPANE SHOP	211.24
11942	02/28/12	INLAND WATER WORKS	
		FIELD MATERIAL, INVENTORY	299.82
11943	02/28/12	LAFCO	
		LAFCO SERVICE REVIEW,	
		SPHERE OF INFLUENCE	993.25
11944	02/28/12	NELSON HEATING AND AIR	
		AC REPAIR/OFFICE BLDG	350.00
11945	02/28/12	SENECA DATA DISTRIBUTORS, INC	
		OKI PRINTER, OFFICE	686.00
11946	02/28/12	VERIZON CALIFORNIA	
		OFFICE PHONES & AUTO CONTROLS	533.08
11947	02/28/12	WATERLINE TECHNOLOGIES	
		HYPOCHLORITE SOLUTIONS	625.90

		TOTAL	59,297.22
			=====

Prepared By JB
Date 3/12/12
Reviewed By ymist

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

01 13120	CASH UNION BANK OF CA	58,780.08
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00

TOTAL CASH & CASH EQUIVALENTS		60,330.08

INVESTMENTS

01 13303	CASH LAIF-UNRESTRICTED	873,068.98
01 13307	LAIF-CUSTOMER DEPOSITS	50,000.00

TOTAL INVESTMENTS		923,068.98

ACCOUNTS RECEIVABLE, WATER

01 13710	A/R WATER	146,153.89
01 13950	2009-2010 LIEN RECEIVABLE	24,309.76
01 13951	2010-2011 LIEN RECEIVABLE	27,629.25

TOTAL ACCTS RECEIVABLE, WATER		198,092.90

ACCOUNTS RECEIVABLE, OTHER

01 13600	A/R INTEREST EARNINGS	1,032.00

TOTAL ACCTS RECEIVABLE, OTHER		1,032.00

INVENTORIES

01 14301	INVENTORY-WATER SYSTEM PARTS	61,783.43

TOTAL INVENTORY		61,783.43

PREPAID EXPENSES

01 14401	PREPAYMENTS WORKERS COMP INSUR	344.14
01 14402	PREPAYMENTS PL & PD LIAB INS	9,476.83

TOTAL PREPAID EXPENSES		9,820.97

FIXED ASSETS

01 11130	FA ORGANIZATION	336,271.36
01 11140	FA LAND & BUILDINGS	294,654.63
01 11150	FA YARDS	52,957.71
01 11160	FA FUELS TANKS	16,604.30
01 11170	FA WATER SYSTEM	7,533,872.86
01 11180	FA SHOP EQUIPMENT	43,075.46
01 11181	FA MOBILE EQUIPMENT	444,498.62
01 11190	FA OFFICE EQUIPMENT	129,713.10
01 11400	ACCUMULATED DEPRECIATION	(5,428,825.43)

TOTAL FIXED ASSETS		3,422,822.61

BIGHORN-DESERT VIEW WTR AGENCY

BALANCE SHEET
PERIOD ENDING 02/29/12

GENERAL FUND

WORK IN PROGRESS (FOR OTHERS)

TOTAL WORK IN PROGRESS (OTHERS)	0.00
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WORK IN PROGRESS (AGENCY)

01 12005	WIP EPA GRANT	792,445.36
01 12041	WIP-JVHI LAND	10,214.67
01 12043	WIP - JVHI WELL	5,045.84

TOTAL WORK IN PROGRESS (AGENCY)	807,705.87
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DEBT ISSUANCE COST

TOTAL DEBT ISSUANCE COST	0.00
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TOTAL ASSETS	5,484,656.84
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LIABILITIES

ACCOUNTS PAYABLE

TOTAL ACCOUNTS PAYABLE	0.00
------------------------	------

ACCRUED PAYROLL

01 22900	ACCRUED PAYROLL LIABILITIES	16,374.52
TOTAL ACCRUED PAYROLL		16,374.52

CUSTOMER DEPOSITS

01 22550	CUSTOMER DEPOSITS PENDING	545.73
01 22600	CUSTOMER DEPOSITS	56,570.19
TOTAL CUSTOMER DEPOSITS		57,115.92

WORK IN PROGRESS DEPOSIT

01 23004	WIP-DEP-BLUCKER ANNEXATION	7,388.48
TOTAL WORK IN PROGRESS DEPOSIT		7,388.48

LIAB PYBL FRM RESTRICTD ASSETS

01 22951	ACCRUED BONDS PAYABLE DV ID	2,000.00
TOTAL LIAB PYBL FRM REST ASSET		2,000.00

LONG TERM DEBT

01 21101	REVENUE BONDS PAYABLE - DV	260,977.05
01 22300	REVENUE BONDS PAYABLE - BH	702,000.00
TOTAL LONG TERM DEBT		962,977.05

BALANCE SHEET
PERIOD ENDING 02/29/12

GENERAL FUND

TOTAL LIABILITIES 1,045,855.97

EQUITY

01 30109	CONTRIBUTED CAPITAL/HUD	291,035.88
01 30111	FMHA GRANTS	758,297.76
01 31000	FUND BALANCE	2,796,093.48
01 31001	FUND BALANCE FEMA & OES	427,895.00
01 31111	CURR YEAR NET REVENUE/EXPENSE	165,478.75

TOTAL EQUITY 4,438,800.87

TOTAL LIABILITIES & EQUITY 5,484,656.84

=====

Prepared By g3
Date 3/12/12
Reviewed By mat

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 02/29/12

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	1,255.00	0.00	0.00	1,255.00	0.00%
01 41001	BASIC FACILITIES CHARGE	4,098.00	0.00	0.00	4,098.00	0.00%
01 41100	INCOME METERED WATER	439,848.00	27,182.13	269,107.08	170,740.92	61.18%
01 41300	BASIC SERVICE CHARGE	594,000.00	49,322.15	396,971.81	197,028.19	66.83%
01 41400	INCOME METERED BULK WATER	0.00	3,263.77	32,417.01	0.00	0.00%
01 41600	INCOME REVENUE BONDS DV FMHA	49,662.00	8,329.31	33,314.45	16,347.55	67.08%
01 41700	INCOME OTHER (OPERATING)	34,480.00	2,631.25	25,349.34	9,130.66	73.52%
TOTAL OPERATING REVENUE		1,123,343.00	90,728.61	757,159.69	366,183.31	67.40%
NON-OPERATING REVENUE						
01 49100	INCOME GEN TAX ID A 1% BH GA02	52,100.00	424.69	24,252.61	27,847.39	46.55%
01 49101	INCOME BOND DEBT BH FMHA DA01	175,900.00	2,086.05	84,101.78	91,798.22	47.81%
01 49102	INCOME GENERAL TAX 1% DV GA01	52,100.00	421.88	24,115.21	27,984.79	46.29%
01 49200	INTEREST INCOME	3,600.00	766.87	1,461.46	2,138.54	40.60%
01 49999	FEDERAL/STATE GRANTS FEMA/OES	0.00	6,537.14	9,923.60	0.00	0.00%
TOTAL NON-OPERATING REVENUE		283,700.00	10,236.63	143,854.66	139,845.34	50.71%
TOTAL REVENUE		1,407,043.00	100,965.24	901,014.35	506,028.65	64.04%
EXPENSE						

OPERATIONS EXPENSE						
01 54102	OPERATIONS COMPENSATION	147,640.00	11,684.88	90,155.17	57,484.83	61.06%
01 54103	UNIFORMS	2,525.00	277.44	1,365.85	1,159.15	54.09%
01 54105	AUTO CONTROLS	0.00	211.46	1,732.77	0.00	0.00%
01 54106	VEHICLE/TRACTOR/EQUIP EXPENSE	9,000.00	214.62	1,842.28	7,157.72	20.47%
01 54107	VEHICLE EXPENSE - FUEL	18,000.00	1,646.81	11,006.57	6,993.43	61.15%
01 54109	FIELD MATERIALS & SUPPLIES	25,000.00	950.61	11,086.90	13,913.10	44.35%
01 54111	WATER TESTING	5,000.00	187.46	4,032.71	967.29	80.65%
01 54112	CONTRACTUAL SERV- ENGINEERING	52,000.00	10,871.97	42,560.20	9,439.80	81.85%
01 54114	WATER SYSTEM REPAIRS	25,000.00	0.00	787.89	24,212.11	3.15%
01 54115	BUILDING MAINTENANCE/REPAIR	11,680.00	737.14	8,516.79	3,163.21	72.92%
01 54117	AMES BASIN MONITORING	0.00	0.00	1,510.00	0.00	0.00%
01 54119	COMMUNICATIONS EXPENSE	1,680.00	423.84	1,283.19	396.81	76.38%
01 54121	DISINFECTION EXPENSE	4,000.00	625.90	2,533.60	1,466.40	63.34%
01 54125	POWER WELLS & PUMPS	59,570.00	4,387.43	35,245.25	24,324.75	59.17%
01 54130	OTHER OPERATIONS EXPENSES	17,000.00	3,898.35	15,671.89	1,328.11	92.19%
01 54150	PAYROLL LABOR TO PROJECTS	0.00	0.00	-2,224.99	0.00	0.00%
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	0.00	-309.06	0.00	0.00%
01 54170	INVENTORY EXP TO WIP PROJECTS	0.00	0.00	-574.37	0.00	0.00%

PERIOD ENDING 02/29/12

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
	-----	-----	-----	-----	-----
TOTAL OPERATIONS EXPENSE	378,095.00	36,117.91	226,222.64	151,872.36	59.63%
BULK SYSTEM EXPENSE					
01 55001 PUMPING PLANT EXPENSE	8,935.00	464.74	3,903.71	5,031.29	43.69%
01 55002 BULK OPERATIONS & MAINTENANCE	5,000.00	0.00	278.96	4,721.04	5.58%
TOTAL BULK SYSTEM EXPENSE	13,935.00	464.74	4,182.67	9,752.33	30.02%
ADMINISTRATIVE EXPENSE					
01 56001 DIRECTOR FEES	20,000.00	2,100.00	10,800.00	9,200.00	54.00%
01 56002 DIRECTOR MEETING EXPENSES	11,000.00	637.81	1,112.81	9,887.19	10.12%
01 56003 ADMINISTRATIVE COMPENSATION	260,000.00	17,891.79	134,963.39	125,036.61	51.91%
01 56005 ADMINISTRATIVE MEETING EXPENSE	1,000.00	0.00	105.00	895.00	10.50%
01 56006 CONTRACTUAL SERV-AUDITOR	29,418.00	0.00	26,472.00	2,946.00	89.99%
01 56007 CONTRACTUAL SERV-LEGAL	80,000.00	0.00	10,969.03	69,030.97	13.71%
01 56008 PERS CONTRIBUTION	40,450.00	3,007.77	22,274.14	18,175.86	55.07%
01 56009 PAYROLL TAXES	9,375.00	511.23	1,951.47	7,423.53	20.82%
01 56011 TELEPHONE/FAX/INTERNET/WEB	7,420.00	406.69	5,026.86	2,393.14	67.75%
01 56012 MAILING EXPENSES	7,550.00	607.69	3,419.35	4,130.65	45.29%
01 56014 CONTRACTUAL SERV-OTHER	38,660.00	585.17	13,347.32	25,312.68	34.52%
01 56016 PROPERTY/LIABILITY EXPENSE	30,000.00	610.71	17,107.68	12,892.32	57.03%
01 56017 WORKERS COMP INSURANCE	14,500.00	-834.86	1,114.28	13,385.72	7.68%
01 56018 DUES & SUBSCRIPTIONS	7,725.00	420.50	8,865.41	-1,140.41	114.76%
01 56020 POWER OFFICES & YARDS	5,200.00	290.54	2,822.06	2,377.94	54.27%
01 56022 BAD DEBT EXPENSE	43,000.00	0.00	-303.55	43,303.55	-.71%
01 56025 PROPANE	1,800.00	671.78	1,328.76	471.24	73.82%
01 56030 OFFICE SUPPLIES	5,000.00	506.10	6,681.04	-1,681.04	133.62%
01 56100 EMPLOYEE BENEFITS INSURANCE	70,850.00	6,359.39	47,402.62	23,447.38	66.91%
01 56101 FLEXIBLE SPENDING ACCOUNT	0.00	22.43	44.86	0.00	0.00%
01 56103 PLAN PARTICIPATION FEE	0.00	1.56	3.12	0.00	0.00%
01 56104 SUPPLEMENTAL LIFE	0.00	7.99	15.98	0.00	0.00%
01 56105 DISABILITY INS	0.00	14.39	28.76	0.00	0.00%
01 56110 EMPLOYEE EDUCATION	3,300.00	98.00	2,719.73	580.27	82.42%
01 56150 PAYROLL FRINGE EXP TO PROJECTS	0.00	0.00	-834.22	0.00	0.00%
01 56160 OVERHEAD TO PROJECTS	0.00	0.00	-556.31	0.00	0.00%
TOTAL ADMINISTRATIVE EXPENSE	686,248.00	33,916.68	316,881.59	369,366.41	46.18%
TOTAL OPERATING EXPENSE	1,078,278.00	70,499.33	547,286.90	530,991.10	50.76%
NON-OPERATING EXPENSE					
01 56200 OFFICE EQUIPMENT EXPENSE	4,950.00	686.00	2,359.36	2,590.64	47.66%
01 56300 CUSTOMER RELATIONS	3,000.00	240.63	907.91	2,092.09	30.26%
01 56400 OTHER ADMINISTRATIVE EXPENSES	3,000.00	104.33	2,135.35	864.65	71.18%
01 57000 INTEREST EXPENSE - BH BONDS	0.00	0.00	-2,925.00	0.00	0.00%
01 57100 DEPRECIATION EXPENSE	0.00	19,246.74	156,374.49	0.00	0.00%
01 58100 ELECTION COSTS	12,000.00	0.00	0.00	12,000.00	0.00%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 02/29/12

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
	-----	-----	-----	-----	-----
01 59100 INTEREST EXPENSE - DV BONDS	0.00	6,469.39	29,396.59	0.00	0.00%
	-----	-----	-----	-----	-----
TOTAL NON-OPERATING EXPENSE	22,950.00	26,747.09	188,248.70	-165,298.70	820.26%
	-----	-----	-----	-----	-----
TOTAL EXPENSE	1,101,228.00	97,246.42	735,535.60	365,692.40	66.79%
	-----	-----	-----	-----	-----
NET REV/EXP GENERAL FUND	305,815.00	3,718.82	165,478.75	140,336.25	54.11%
	=====	=====	=====	=====	=====

Prepared By AS
Date 3/12/12
Reviewed By Must

SOURCES & USES OF FUNDS STATEMENT

GENERAL ACCOUNT (UNION BANK)

Feb-12

SOURCES OF FUNDS:

SERVICE LINE INSTALLATION FEES	
BAD DEBT ADJUSTMENT	30.40
A/R - WATER	70,273.11
MISCELLANEOUS REVENUE	942.57
1% GENERAL TAX	424.69
BIGHORN AD VALOREM TAX	2,507.93
CUSTOMER DEPOSITS	1,650.00
PROP/LIABILITY & WORKER COMP LONGEVITY	2,925.00
EPA GRANT REIMBURSEMENT	6537.14

TOTAL	<u><u>85,290.84</u></u>
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USE OF FUNDS:

A/R WATER & OTHER	181.20
CAPITAL PURCHASES (EPA GRANT)	14,865.00
INVENTORY PURCHASES	290.93
REVENUE BONDS PAYABLE	7,469.39
PAYMENTS FOR SALARIES & WAGES	33,745.43
OPERATIONS EXPENSES	24,365.52
ADMINISTRATIVE EXPENSE	12,426.08
CUSTOMER DEPOSITS PENDING	-45.73
TRANSFER TO LAIF	

TOTAL	<u><u>93,297.82</u></u>
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Prepared By JB
Date 3/13/12
Reviewed By Must

UNION BANK OF CALIFORNIA
DISBURSEMENTS FEB 2012

Datastream Check Register	<u>59,297.22</u>	<u>59,297.22</u>
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EFT for Vendor Services

Bank Fees	<u>255.17</u>	
Total EFT for Vendor Services		<u>255.17</u>

Wages for Paydate 02/02/2012

State & Fed Taxes plus PERS Paid	5,593.83	
Payroll checks #11862-11868 & 11874-11875	11,272.50	
Director Per Diem cks #11869-11873	<u>471.75</u>	
		<u>17,338.08</u>

Wages for Paydate 02/16/2012

State & Fed Taxes plus PERS Paid	5,417.57	
Payroll cks #11890-11896 & 11902-11903	10,424.29	
Director Per Diem cks #11897-11901	<u>565.49</u>	
		<u>16,407.35</u>

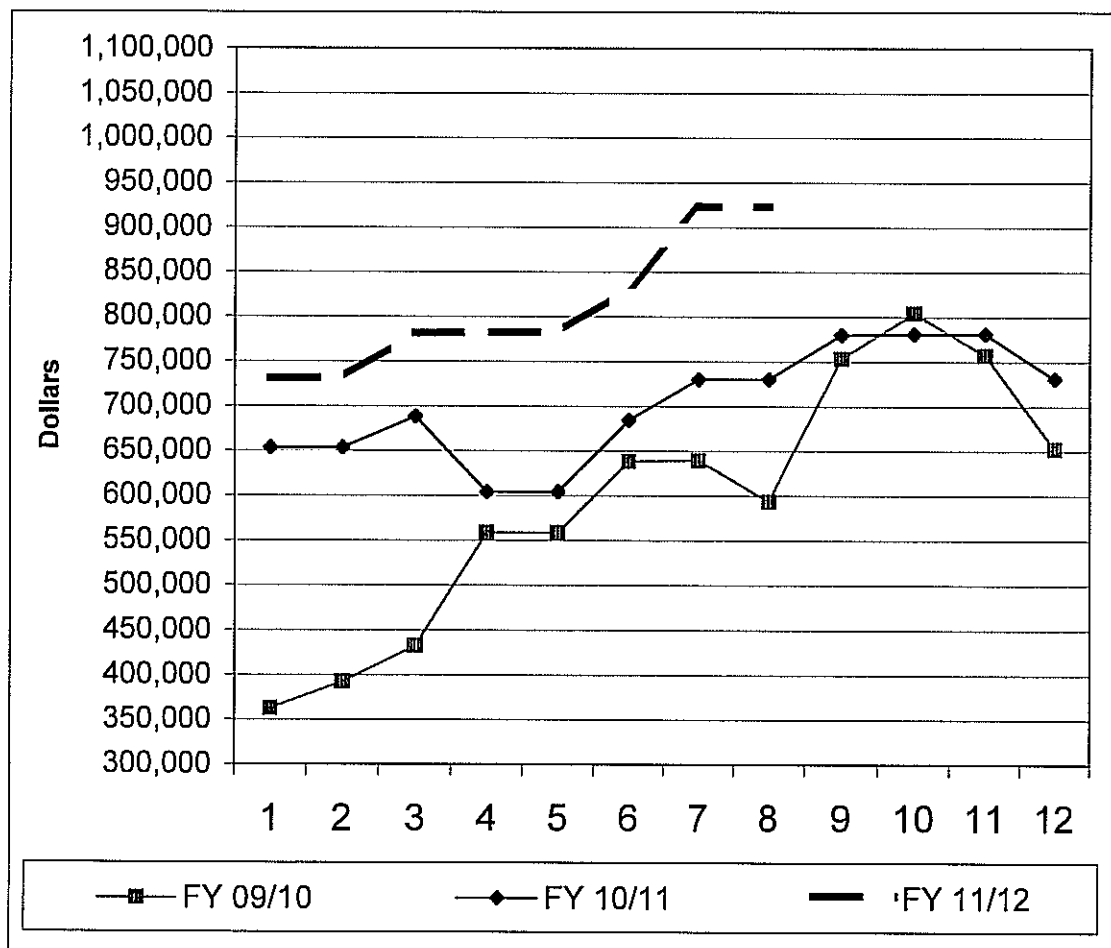
Total Disbursements		<u><u>93,297.82</u></u>
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Prepared By JB
Date 3/13/12
Reviewed By mmw

Local Agency Investment Fund Balance Timeline

Balance as of

	FY 09/10	FY 10/11	FY 11/12
July	362,520	653,168	730,685
August	392,520	653,168	731,593
September	432,520	688,168	781,593
October	558,397	604,025	782,302
November	558,397	604,025	782,302
December	638,397	684,025	832,302
January	639,258	729,762	923,069
February	593,258	729,762	923,069
March	753,258	779,762	
April	804,136	780,685	
May	757,136	780,685	
June	652,136	730,685	



DATE: March 1, 2012
TO: Marina West
FROM: Michelle Corbin
RE: Consumption & Billing Comparison February 2012

Consumption

Residential- North- Bighorn		
	Meters	Usage (c.f.)
Book 1	148	1,038
Book 2	183	0
Book 3	161	0
Book 4	152	0
Book 5	128	0
Book 6	137	0
Total	909	0

Bulk -Kickapoo, Well 4, Cherokee		
	Meters	Usage (c.f.)
Book 30	41	12,284
Book 31	6	4,156
Book 32	4	11,110
Total	51	27,550

Bulk - Well 10		
	Meters	Usage (c.f.)
Book 33	47	10,846
Total	47	10,846

Residential- South- Desert View		
	Meters	Usage (c.f.)
Book 7	164	117,330
Book 8	176	194,189
Book 9	188	246,441
Book 10	178	173,642
Book 11	191	176,429
Total	897	908,031

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

Billed Consumption	947,465
Non Billed Usage	5,728
Total Consumption	953,193

Active Residential Meters	1,806
Active Bulk Meters	98
Total Active Meters	1,904

Billing Comparison

	This Year FEB 2012	Last Year FEB 2011	Difference More (Less)
Statistics			
Total Customer Accounts	995	996	(1)
Usage in Cubic Feet	947,465	889,660	57,805
Percentage Increase/(Decrease)			6%

Revenues			
Water Revenues	30,535.81	29,182.44	1,353.37
Basic Service Charge	49,322.15	49,516.53	(194.38)
Miscellaneous	475.55	305.55	170.00
Delinquent Charges	1,406.13	1,476.34	(70.21)
Total Operating Revenues	81,739.64	80,480.86	1,258.78

Debt Service Revenues (pass through)			
FMHA **	8,352.61	37.37	8,315.24
Total Debt Service Revenues	8,352.61	37.37	8,315.24

Additional Information Regarding Pass Through Revenues

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

Total Charges (Proof)	90,092.25	80,518.23
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Date: 3/1/12
 To: Marina West
 From: Michelle Corbin
 Subject: Service Order Report July 2011 through June 2012
 Update for February 2012

	J	A	S	O	N	D	J	F	M	A	M	J	YTD
After Hours Call	1	4	3	1	2	2	3	1					17
Close Account	29	31	21	39	13	26	16	21					196
Customer Service	8	12	9	6	8	2	2	6					53
Customer Leak	1	0	1	0	0	0	1	1					4
Destroy Service Line	0	1	0	1	0	0	0	0					2
Exchange Meter	2	0	0	0	5	0	3	1					11
Fire Flow Test	0	0	0	0	1	0	0	0					1
Flush Deadend/Blowoffs	0	0	0	1	0	0	0	0					1
Hangtag (not 48 hour)	0	0	0	0	0	7	5	5					17
Install New Service	0	0	0	0	0	0	0	0					0
Leak Response	4	9	7	2	4	6	2	4					38
Lock-Off Service	13	8	16	24	9	23	20	20					133
Repair Mainline	0	0	0	0	0	0	2	0					2
Miscellaneous	26	7	18	10	7	9	12	12					101
Office Repairs	0	0	0	1	2	1	0	1					5
Open New Service	30	31	21	39	13	26	16	21					197
Pressure Complaint	1	0	0	0	0	1	0	0					2
Pull Meter	2	0	0	0	1	0	1	0					4
Read Meter	4	0	0	0	0	2	3	3					12
Repair Service Line	9	14	7	3	3	2	4	1					43
Replace Service Line	3	0	0	0	0	0	0	0					3
Reread Meter	35	55	28	20	4	3	10	6					161
Tamper	3	0	0	0	1	0	1	0					5
Unlock Service	4	7	10	11	10	14	20	10					86
Valve Maintenance	0	0	0	0	0	0	0	1					1
Verify Meter Locked	10	2	6	7	7	11	10	11					64
Well Repairs	0	0	1	0	0	0	0	0					1
Water Issues **	0	0	0	0	1	0	0	0					1
TOTAL	185	181	148	165	91	135	131	125					1161

Fire Hydrant Maintenance and Overhaul activities began in November 2010

** Includes Water Quality (taste, odor, color) as well as high or low pressure concerns.



DATE: 3/10/2012
 TO: Board of Directors
 FROM: Kit Boyd
 RE: FEB.2012

	<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	1,040	7,779	#DIV/0!	0	0.02
Well 3	7,080	52,958	368	2.4	0.16
Well 4	0	0	#DIV/0!	0	0.00
Well 6	43,910	328,447	438	12.5	1.01
Well 7	3,590	26,853	344	1.3	0.08
Well 8	382,800	2,863,344	958	49.8	8.79
Well 9	588,100	4,398,988	686	106.8	13.50
Well 10	25,550	191,114	55	57.9	0.59
Total	1,052,070	7,869,484			24.15

Well 2 Bac T sample only Flushed to waste

Well 4 is in "inactive" status with the Department of Public Health

A Boosters	56,290	421,049	73	95.7
C Boosters	228,200	1,706,936	283	100.4
Total	284,490	2,127,985		

Bighorn-Desert View Water Agency

Board of Directors

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

Marina D West, PG, General Manager
Lyni Tompkins, Board/Exec. Secretary



A Public Agency

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

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

www.bdvwa.org

BOARD OF DIRECTORS' SPECIAL MEETING MINUTES "BOARD STRATEGIC PLANNING WORKSHOP"

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Friday, February 10, 2012 - 10:00 p.m.

CALL TO ORDER

Meeting convened by Board President Michael McBride at 10:03 p.m.

PLEDGE OF ALLEGIANCE

Led by John Burkhardt.

ROLL CALL

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

Staff Present: Marina West
Lyni Tompkins

APPROVAL OF AGENDA

Motion to approve the agenda.

MSC¹ (Burkhardt/Corl-Lorono) unanimously approved.

WORKSHOP DISCUSSION - AN OPEN FORUM DISCUSSION OF FUTURE GOALS AND OBJECTIVES OF EACH DIRECTOR FOR 2012 - BOARD ACTION WILL BE LIMITED TO SUMMARIZING AND PRIORITIZING GOALS

The Agency's Attorney, Joseph Aklufi and the Agency's Chief Engineer, Chuck Krieger, were present and participated in this workshop.

The Board followed the published agenda and discussed the seven (7) subject areas outlined therein. The Board felt a completion goal of two (2) years was reasonable with recognition that some items will require further Board review and approval prior to implementation.

1. Board Policies:

- BOD meeting execution and BOD/Public Decorum (Burkhart/Aklufi)
 - BOD "Policy and Administrative" Manual outline would include introduction to agency, mandatory information for directors (Brown Act, AB1234 compliance, Form 700, relevant resolutions, policies, etc.), legislative structure, etc.
- BOD Policy concerning communication with Staff (Larson)
 - Includes guidelines for access to records (public information).
- Health Benefits for Directors (while in office only) (Larson)
 - Medical
 - Dental
 - Vision
 - Staff to research rules, limitations, and costs
- Records Retention/Records Destruction Policy Update (Larson)
 - Data Backup
 - E-records, paper records, recordings, etc.

2. Capital Improvement Projects (CIP):

- Ames/Reche Project
- 2 reservoirs B3, B4
- Generator Transfer switches at 4 sites (A booster, G booster, W8, W7)
- JV Community Water Supply
 - Communication between BDV to affected Community
 - Next steps?
 - Cost Options
 - Hauled vs. Pressurized
 - Universal Stand-by Charge to fund improvements
- Consolidation with W-1
 - Create fact sheet
 - Sample water bill
- Engineers study to analyze treatment methods and costs for elevated Uranium at Well Nos. 2, 3 and 4.

3. Operations & Maintenance:

- Continue to track "Water loss" or unaccounted for water – a variance between produced water and metered water (Larson)
- Consider new or upgraded Vehicle which could be equipped for various O&M functions (hoist, valve exerciser, generator, sign board, compressor, etc.)
- Continue with Water Master Plan improvements
 - Backbone upgrade (Burkhart)
- Fire Hydrant Maintenance (Larson)

4. Personnel:

- Cost of Living Adjustment for all employees
- Update remaining job descriptions

5. Communications (Public Relations & Outreach):

- Mail communication
 - Modify billing from post card to letter size bill so messages can be routinely sent to customers
 - Direct mailing of information aside from billings
 - Customers
 - Non-customers (ie. W-1)
- Social Networking
- Reverse 911
 - Emergencies
 - Other communications
- Forums "coffee w/President" for Q/A
- Meetings w/ state, local, federal elected officials
 - Public Relations Profile (prepare material to be "left behind")

6. Revenue Enhancing Measures:

- Standby fees (would be justified for O&M whereas Basic Facility Charge is for new capital facilities)
- Water transfers from baseline account or State Water Project allocations

7. Other Topics:

- None

The Board took the following breaks:

Adjourned for a Break at 11:02 a.m. - Reconvened from Break at 11:13 a.m.

Adjourned for a Break at 11:43 a.m. - Reconvened from Break at 11:45 a.m.

Adjourned for a Lunch Break at 12:11 p.m. - Reconvened from Break at 12:51 p.m.

Two members of the public participated throughout the workshop.

ADJOURNMENT - President McBride adjourned the meeting at 1:55 p.m.

Approved by:

David Larson, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.

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

Meeting Date: February 28, 2012

To: Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Agency's Appropriation Limit for Fiscal Year 2011/12

SUMMARY

Attached is the report establishing the Appropriation Limit for Fiscal-Year 2011/12. The appropriation limit shall be adopted by the Board by Resolution but prior to adoption Government Code Section 7910 requires that the calculations made to determine the Agency's appropriation limit be made available to the public for at least 15 days prior to the date the Board considers adoption of the Resolution. The Appropriation Limit was posted on February 29, 2012

The FY 2011/12 budgeted revenue for property tax is \$104,200 which does not exceed the calculated Appropriation Limit of \$131,706.18.

RECOMMENDATION

The Board considers taking the following action(s):

1. Adopt Resolution 12R-XX establishing the Appropriation Limit of the Agency for the fiscal year July 1, 2011 – June 30, 2012 pursuant to Article XIIB of the California Constitution.

BACKGROUND/ANALYSIS

Each fiscal year, it is necessary that the Agency calculate the appropriation limit as required by Article XIII B of the California Constitution and Section 7910 of the Government Code. The appropriation limit sets the amount of property taxes the Agency can expend.

The factors used to calculate the limit are the percentages for change in population and the per capita personal income as released by the California Department of Finance.

Calendar year information is used to determine the percent change in population growth. The Agency's change for the year of 2010 was .97%. Fiscal year information is used to determine the percent change in California personal income. The percent change of California personal income for fiscal year 2010 was 2.51%.

The formula, as shown on the next page, used to calculate the appropriation limit is population growth times the per capita personal income times the prior year's limit. Based on this formula, Bighorn-Desert View Water Agency's appropriation limit for FY 2011-12 is \$131,706.18. The FY 2011/12 budgeted revenue for property tax is \$104,200 which does not exceed the appropriation limit.

PRIOR RELEVANT BOARD ACTION(S) - None

Previous year limit		\$127,247.00
Appropriation factor		1.03504347
New limit		\$131,706.18
Calculation		
Price factor	2.51	
Population change	0.97	
Per capita converted to a ratio:	$(2.51+100) / 100 =$	1.0251
Population converted to a ratio:	$(.72+100) / 100 =$	1.0097
Calculation of factor for FY 2011-12:	$1.0251 \times 1.0077 =$	1.035043

RESOLUTION NO. 12R-XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHING APPROPRIATIONS LIMIT OF THE AGENCY
FOR THE FISCAL YEAR JULY 1, 2011 – JUNE 30, 2012
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

WHEREAS, the California Constitution and Government Code Section 7900 et seq. requires the Board of Directors to annually calculate and establish, by resolution, the Agency's appropriations limit for each fiscal year; and

WHEREAS, the calculations made to determine the appropriations limit has been made available to the public for at least 15 days prior to the date of this Resolution, in accordance with Government Code 7910.

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

1. That the appropriations limit of Bighorn-Desert View Water Agency for fiscal year July 1, 2011 – June 30, 2012 is \$131,706.18; and
2. That the fiscal year 2011/12 budgeted revenue from property taxes is \$104,200, which does not exceed the appropriations limit; and
3. To rescind and repeal Resolution 90R-22 as of this date.

PASSED, APPROVED, AND ADOPTED by the Board of Directors to Bighorn-Desert View Water Agency this 3rd day of April 2012.

By _____
Michael McBride, President of the Board

ATTEST:

David Larson, Secretary of the Board

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

Meeting Date: March 14, 2012

To: Board of Directors

Budgeted: Yes

Budgeted Amount: N/A

Cost: \$900

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Request from Morongo Basin Conservation Association for Partnership and Financial Support (\$900) for the 2012 Desert-Wise Living Program Landscape Tour April 22, 2012

SUMMARY

On April 22, 2012 the Morongo Basin Conservation Association will hold its second annual *Desert-Wise Landscape Tour*. The purpose of the event is to educate the community on using water and energy in the desert responsibly. Last year the tour included 20 private residences throughout the Morongo Basin and 4 commercial gardens.

This year the tour features 4 homes located within BDVWA's service area in Flamingo Heights.

MBCA is seeking partnership funding to offset the total estimated program cost of \$3,340. They have secured \$1,500 in support from the Alliance for Water Awareness and Conservation (AWAC) and have asked if BDVWA would like to provide partial or full support to cover printing costs of \$900. A recent press release and last years program is attached to demonstrate the quality of the publication and information provided.

The program demonstrates the benefits of using native landscaping while promoting water conservation. BDVWA benefits from the work of our community partners in "getting the word out". The Finance/Public Relations/Education/Personnel Committee discussed the status of the budget and considered this request at their March 14th meeting. The Committee recommends the Board consider financial participation in the amount of \$900.

RECOMMENDATION

The Board considers taking the following action(s):

1. Authorize the General Manager to partner with the Morongo Basin Conservation Association on the 2012 (second annual) Desert-Wise Landscape Tour and provide for financial participation in the amount of \$900 towards expenses.

BACKGROUND/ANALYSIS

No additional information provided.

PRIOR RELEVANT BOARD ACTION(S)

none

NEWS

FOR IMMEDIATE RELEASE

March 03, 2012

CONTACT: Claudia Sall

760-365-9366



Second Annual Desert-Wise Landscape Tour

Morongo Basin, April 22, 2012: The Morongo Basin Conservation Association invites the public to pre-register for its Second Annual Desert-Wise Landscape Tour occurring on Sunday, April 22, 2012 from 9am to 4pm. This self-guided tour will provide an opportunity to visit 20 residential landscapes and unique out-door spaces throughout the Basin and see how others have personally created sanctuaries that artistically blend the beauty of desert living with low water and energy consumption. Participants will learn about native, drought-tolerant and water efficient plants. "Through these examples you'll be inspired to fulfill your personal vision for your property and begin *living better for less*", according to Claudia Sall, event committee chair. Registration is required and space is limited.

Register online at <http://www.mbconservation.org>. Registration also available April 21, 9am to 12pm at the MBCA table at the following 2 locations: Joshua Tree Farmers Market or Yucca Valley Earth Day Celebration, Yucca Valley Community Center.

MBCA is a 501(c)4 non-profit, community-based, all-volunteer organization dedicated to preserving the economic and environmental welfare of the Morongo Basin since 1969. For more information on MBCA go to www.mbconservation.org.

This program was made possible by a generous grant from the Alliance for Water Awareness and Conservation.

###



Marina West**From:****Sent:** Thursday, March 08, 2012 9:55 AM**To:** marina west**Cc:****Subject:** partnership support for MBCA Desert Wise Living program**Attachments:** MBCA_GardenTourBookV3_.CYMK_MASTER.pdf

Hi Marina,

Four residences in Flamingo Hgts are on this year's Morongo Basin Conservation Assn's Desert-Wise Landscape Tour. AWAC has given \$1500.00 cash in support and is suggesting that we reach out to the local purveyors for partnering support to cover the program's costs. Joshua Basin will be announcing the tour in their newsletter and High Desert may consider a partnership of some kind.

I've attached a PDF of last year's program so you'll have an example of what's in store for this year on April 22, 2012. Let me know if support for this program might be something you and the board would consider. Partial or full support of the printing budget of \$900.00 would be a great help.

Don't hesitate to let me know if I may provide additional information to assist you and the board in considering this request.

Thank you.

<i>April 22, 2012 Desert Wise Landscape Tour</i>		
Advertising: Newspaper, Sunrunner, Radio	1500	
Publication of Program/Map, Flyers, and event materials	540	
Supplies	275	
Printing: Programs-Maps, Flyers, Signs, Posters, Banners, Invitations	900	
Essay Award certifications	125	
Event planning & staffing	0	
Total Expense: Desert-Wise Landscape Tour		\$3340

*Experience
the Beauty & Serenity
of Desert Living*



**Desert~Wise Landscape Tour
Program Guide and Map**



DESERT~WISE LIVING SERIES
A M.B.C.A. Program



morongo basin conservation association
www.mbcconservation.org

Who We Are:

The Morongo Basin Conservation Association is a 501(c)(4), community-based, California Non-Profit Corporation. The Directors and members of the MBCA have been educating Morongo Basin residents about issues affecting our local environment since our incorporation in 1965.

MBCA is the oldest collective voice for educating the Morongo Basin's citizens about the unique, natural qualities of which they are stewards, and what is needed to preserve those features.



The Desert-Wise Living Series is a community education program on the responsible use of water and energy in the desert.

This first of the Series, explores the efficiencies of desert-wise landscaping, its sustainability and support of quality desert living.

Desert~Wise Landscape Tour Program Contents

Morongo Basin Conservation Assn.

"Who We Are"	1
A Short Story About Water,	
Site 1	2
Sites 2-4	3
Sites 5-7	4
Site Map	5 & 6
Sites 8-10	7
Sites 11-13	8
Sites 14-16	9
Sites 17-19	10
Site 20	
Commercial Gardens,	
Credits: Partners & Sponsors'	11

Water Usage in Acre Feet

1 acre foot of water = 325,851 gallons
(often stated as to 326,000 gallons)

¹ Range #1	0.1AF to 0.3AF
² Range #2	0.3AF to 0.5AF
³ Range #3	0.5AF to 0.7AF
⁴ Range #4	0.7AF to 1.1AF
⁵ Range #5	1.0AF to 2.0AF
⁶ Un-metered well #6	Consumption unknown

Location Codes

MV	Morongo Valley	LAN	Landers
YV	Yucca Valley	PH	Panorama Heights
PT	Pioneertown	JT	Joshua Tree
GG	Gamma Gulch	29P	Twentynine Palms
FH	Flamingo Heights	SF	Sunfair

Desert Wise Landscape Tour

Q. Why is water conservation important?

With an estimated 60-90% of residential water use in the Mojave Desert region spent on residential landscaping, water is a factor in the region's ongoing overdraft. Therefore, the increased use of water conservation practices in households is the best way for residents to join in the effort to secure a balanced, long-term water supply.

Excerpts from "A Short Story About Water in the Morongo Basin"

It is not difficult, in a desert environment, to figure out that the existence of people at any given place requires that there be water available.

The richness and quality of life in the Morongo Basin is incomparable for those who value open spaces, big sky, clean air and one of the most beautiful deserts in the world.

The natural setting is our most precious asset, and water our most precious resource.

For preservation of these things we value, it is our responsibility to use wisely our present water resources and provide for a continued supply based on the needs that allow our growing population to strike a balance with the environment.

Each of us that makes permanent "camp" here can take a lesson from the Serrano Indians. They understood fully the immediate consequences of exploiting and polluting their water sources. The best defense against devaluing our lives here is to individually understand our present water needs and resources so we can make informed decisions about our future needs. Our wise use makes a difference.

Mojave Water Agency

Robin Kobaly & Doug Thompson

Songbird Cottage

MV Site #1

"Songbird Cottage" is harmoniously nestled on a half acre, "nearly-native" botanic garden. It was designed with plants that attract songbirds and wildlife and that can be harvested for human use. Pathways connect native, Xeriscape, transition, and mini-oasis gardens with intimate sitting areas throughout. At 2,600', the property is perimetered by a windbreak/privacy screen of drought-tolerant evergreens native to the Basin and surrounding mountains. Inside the perimeter are long-lived indigenous specimens like Mojave yucca, wild plum, and ephedra, all retained during construction; other Southwest, drought-tolerant plants were added. Lush and water-efficient toyon, strawberry tree and holly-leaf cherry flank the dwelling.

49041 Tamarisk Drive, Morongo Valley

Occupancy: 2 adults

³Annual water consumption within range #3 (0.5AF to 0.7AF)

Leslie & Gene Rotsfein

MV Site #2

With priority given to preservation, this garden paradise thrives undisturbed by the hillside dwelling. The property functions as testing ground for the owner's desert-wise, commercial nursery. Location, growth rates and seasonal heartiness of desert adaptive plants are carefully monitored. Lush, inviting and mature, the landscape features desert plums and almonds, mesquite, ephedra, and buckwheat. Native Sugar Bush has been added. In spring, desert mallow and penstemon blossom and re-seed the hillside; succulents thrive on the patio. Here, the natural order attracts and nurtures birds, bees, butterflies and other wildlife.

49167 Paradise Ave, Morongo Valley

Occupancy: 2 adults with frequent guests

⁵Annual water consumption within range #5 (1.0AF to 2.0AF)

George & Nancy Huntington

Rancho del Vida Dulce

YV Site #3

"Rancho del Vida Dulce" is a 5-acre property dominated by a large Santa Fe style dwelling and detached stable. Yard art adds form and color, highlighting a pond-like saltwater swimming pool. Watering is via seasonally adjusted drip irrigation. The property was developed with attention to preserving natural topography and environment to every extent possible. Most all of the native vegetation was destroyed by fire in June 2005, prior to construction. Since then care has been taken to introduce complementary plants and reintroduce native specimens including Joshua Trees and Yuccas. The property receives an annual broadcast of native plant seeds to assist reestablishment of natural ground cover and foliage.

58265 Santa Barbara Drive, Yucca Valley

Occupancy: 2 adults plus frequent guests

²Annual water consumption within range #2 (0.3AF to 0.5AF)

Stanely & Cathy Zarakov

YV Site #4

This one-acre site at 4,000' elevation is within a short walk of Black Rock Canyon Campground at the western edge of the National Park. Native juniper and pinion pine characterize this area. Construction of the adobe style dwelling sought to minimize impact to the landscape, making use of the natural wash and contours free of any grading. The effort is evident in the front and back areas. Along the side and around the back patio, the natural landscape was enhanced with new, drought-tolerant vegetation. A self-contained, interior courtyard features both drought-tolerant and non-traditional desert plants. A seasonally adjusted drip irrigation system further supports the conservation goals.

Zarakovs, 58758 San Marino Dr. Yucca Valley 760-365-8442

Occupancy: 2 adults with frequent guests

¹Annual water consumption within range #1 (0.1AF to 0.3AF)

Eric Mueller

PT Site #5

This Moroccan-Tibetan hideaway sits above Pioneertown. Native oak, pinyon pine, cat claw acacias, juniper and buckwheat have been preserved and enhanced with lavender, sage, and red barrel cactus. A delightful rock path wanders to various meditation spots amid the natural landscape. One such spot is through a rock arch to a spectacular overlook of nearby mesas. Another rock-way leads under a drooping cat claw acacia into a large plaza reminiscent of Old Spain. Tiers of planters are filled with sage, lavender and roses. Beyond the courtyard is a set of step-stones climbing to a petite oasis-pond in the rocks. The water drops into a lower pool and trickles down rocks to a recycling point.

505 Hakataya, Pioneertown. 1.8 miles south on Skyline Ranch Rd., left on Hakataya for about 1/4 mile to the end.

Occupancy: 2 adults

⁶Annual water consumption within range #6. Un-metered well; consumption unknown.

Randy & Susanne Smith

PT Site #6

Once the site of a breathtaking 80-acre ancient pinyon-oak-juniper woodland punctuated by boulders and a stone home built by famed local artist Frank Garske, all were destroyed in the 2006 Sawtooth Complex Fire. The owners have since re-built the home, and continue efforts to restore the landscape. Transplanted juniper, Joshua Trees, yucca and cholla are beginning to resemble some of the former beauty. Larger transplants anchor the landscape; drought-tolerant pine have replaced the pinyon pines. Native nursery plants, i.e. buckwheat, ephedra, scrub oak, apache plume, holly-leaf cherry, and sugar bush, augment the open spaces. Nestled among the boulders, a pond once again nurtures wildlife. Water from the private well is not metered, but water usage is up while youngling natives are nursed to sustainability.

55290 Flying Tigers Road, Pioneertown.

Occupancy: 2 adults

⁶Annual water consumption within range #6. Un-metered well; consumption unknown.

Robin Maxwell & Max Thomas

GG Site #7

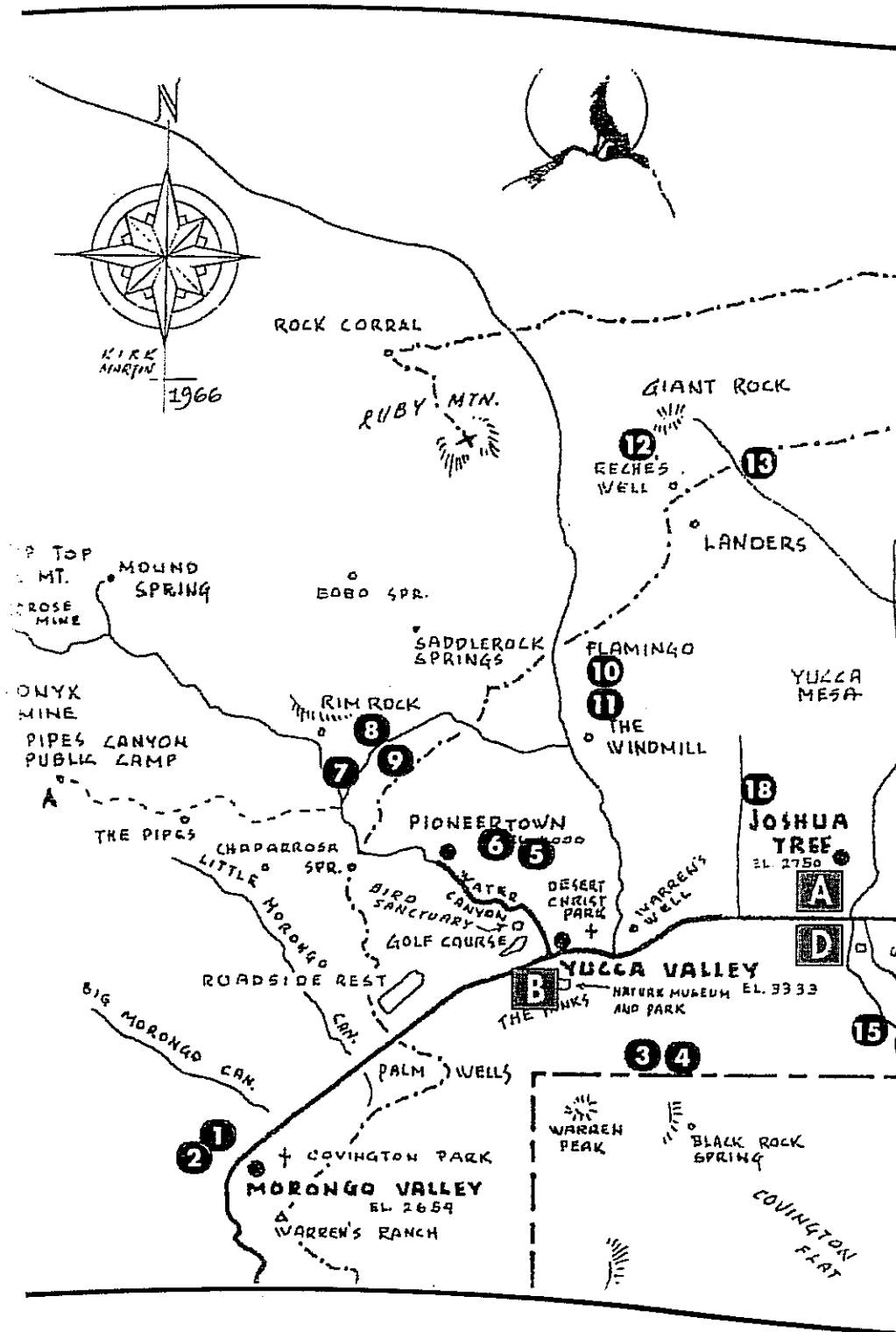
High Desert Eden

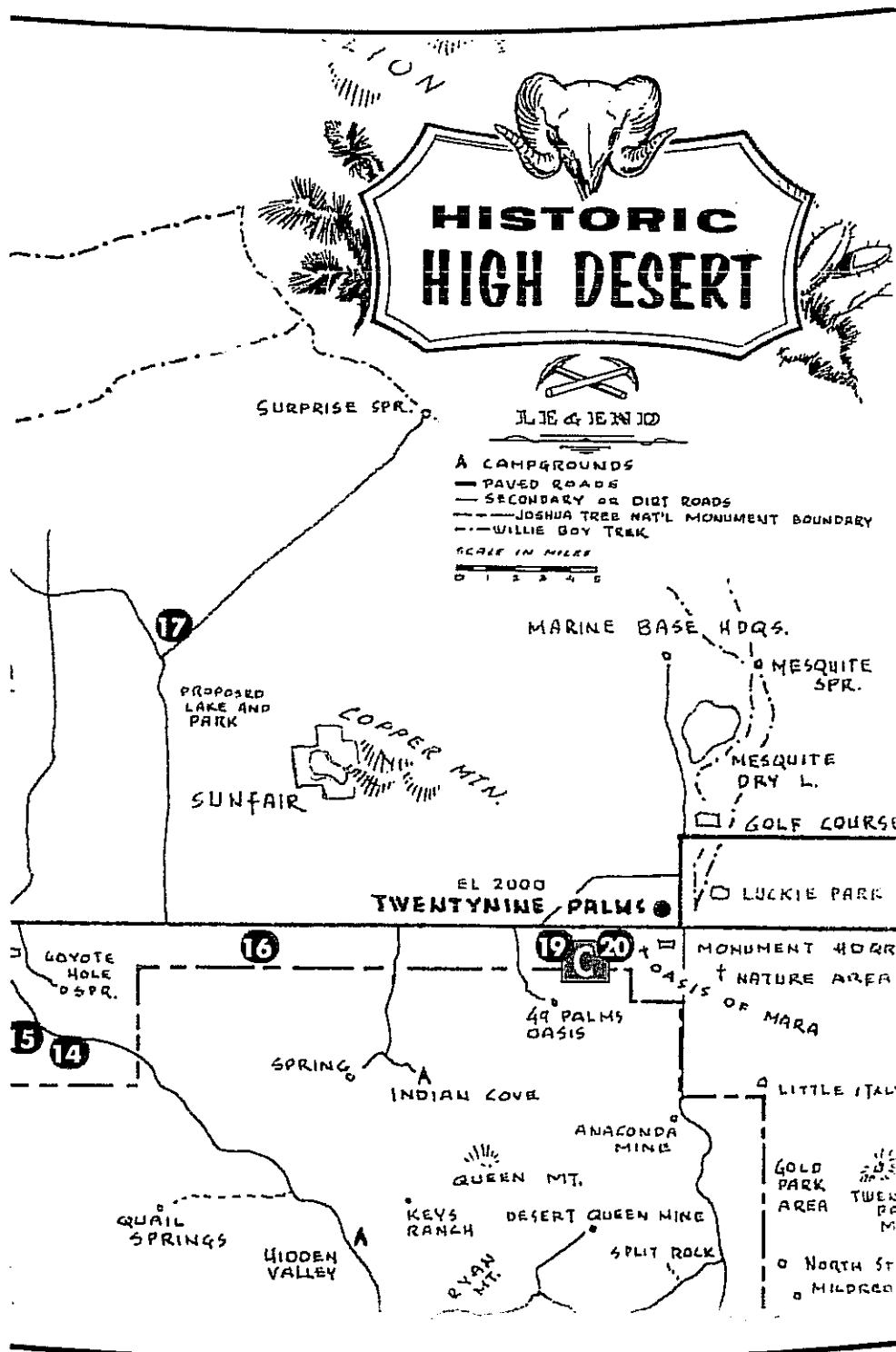
Located on 22 acres at 4,200 feet in Pipes Canyon, "High Desert Eden" is bounded on the south and west by The Wildlands Conservancy. Native vegetation includes scrub oak, cat claw, juniper, desert willow, Joshua trees, Mojave yucca, coyote bush, desert almond, antelope bush, Mormon tea, indigo, paper bag bush, and more. There is a seasonal creek and several streams. Nearer the home and guesthouse are mounds, as well as front and back gardens planted with native and non-native drought-tolerant shrubs and trees. A back garden features a pond with waterfall, home to koi, goldfish and native toads. An abundance of birds enjoy the property as well. Solar and wind power, plus a back-up generator provide all the power.

51760 Campanula Road, Pioneertown

Occupancy: 2 adults plus frequent guests.

⁶Annual water consumption within range #6. Un-metered well; consumption unknown.





Steve Bardwell & Sarah Kennington

GG Site #8

The Bunny House

This 5-acre site at 4,500' elevation is in the Gamma Gulch / Pipes Canyon area. A dwelling, affectionately dubbed "Bunny House," plus detached garage and garden areas occupy approximately a ½ acre. Decomposed granite "plazas" and container gardens encircle the home providing outdoor living areas. Boulders and sculpture by regional artists provide landscape highlights. Existing native vegetation is retained and cultivated.

2222 Cottontail Road, Pioneertown (west side road, ¼ mile south of Gamma Gulch)

Occupancy: 2 adults plus frequent guests

⁴Annual water consumption within range #6. Un-metered well; consumption unknown (estimated 300 gallons / month in summer for irrigation).

Tony Angelotti & Paul Goff

GG Site #9

The Gardens at The Olive Adobe

Some 11 years in the making, this garden is constantly evolving. Designed and created by homeowners Tony Angelotti and Paul Goff, the garden contains sage (Chaparral, Lipstick, Russian), rosemary, penstemon, desert mallow, red tip yucca, lavender as well as many varieties of cactus. All are drought and cold tolerant. Also featured are fruit bearing olive trees, grapes and a small, raised bed vegetable garden. Multiple species of birds and insects thrive on the consecutive blooming cycles. Watering is via a soaker hose drip system and by hand from the well for an hour, appropriate to the season and weather conditions; approximately four days per week in the summer months.

3157 Acacia Avenue, Pioneertown

Occupancy: 2 adults

⁴Annual water consumption within range: #6. Un-metered well; consumption unknown.

Steve & Ruth Rieman

FH Site #10

This 10-acre site is perched high above Pipes Wash affording sweeping views of the natural highway from the home, guest studio and garden paths. Native plants have been both preserved and cultivated over the past 32 years. Thriving cacti planted in custom concrete containers, passive solar architectural elements, rough-hewn hardscape and soaring sculpture are integrated within the natural and manmade landscape. To the eye, the result is stunning, seamless and organic.

1188 Tahoe Ave. Yucca Valley (Flamingo Heights). 760-364-3455

Occupancy: 2 adults plus extended stay guests

¹Annual water consumption within range #1 (0.1AF to 0.3AF)

Don & Melva Matthews

FH Site #11

This 3.91-acre site features a passive solar home and bunkhouse surrounded by outdoor patio living spaces defined by elevation changes and partially enclosed with rock berms. The unaltered landscape of native vegetation dominates the site while drought tolerant plants are featured in and around the patio hardscapes. A small swimming pool is tucked into one of the patio areas. A large, 30-year-old Mesquite tree that was started from seed maintains a prominent position in the front island planter.

701 Tahoe Ave., Yucca Valley (Flamingo Heights) 760-364-4235

Occupancy: 2 adults plus frequent guests

¹Annual water consumption within range #1 (0.1AF to 0.3AF)

Phillip Mayberry & Scott Walker

Lan Site #12

This 5-acre site was developed on a sandy outcropping in 2007. A modernist home, ceramic studio and whimsical garden are contained within a 12,500 sq. ft. walled compound. Construction aimed to minimize environmental impact wherever possible. Native plants figure prominently within the walls as do newly introduced drought-tolerant specimens such as cactus, mesquite and agave; a rose bed and desert palms expose an indulgence. Every year the owners attempt to grow some edibles with varying success; presently they're experimenting with a water-wise straw bale vegetable garden technique.

58328 Rocky Acres Road, Landers 760-364-2515

Occupancy: 2 adults

²Annual water consumption within range #2 (0.3AF to 0.5AF)

Mike Lipsitz & Phu Do

Lan Site #13

This 5-acre site sits at an elevation of 2,800 feet at the base of Goat Mountain and adjacent to nearly 400 acres of BLM wilderness. Half the property is fenced and a seasonally adjusted irrigation system. A domicile and outbuilding are also within the fencing. Since purchasing the site in 2004, the owners have converted extensive beds dominated by roses and other high water use plants to a landscape featuring drought resistant agave, cacti and varieties of yucca in an integrated hardscape. Mature Aleppo pine, palm, olive and pistachio trees, all legacies from prior owners, provide abundant shade and visual appeal.

2237 Yucca Mesa Road, Landers. 760-449-4048

Occupancy: 2 adults & 2 large dogs

²Annual water consumption within range #2 (0.3AF to 0.5AF)

Judith Marchyn

JT Site #14

This 2.5-acre site features a newly established garden and modest, contemporary home completed only last year. During construction, the natural desert landscape was minimally disturbed and enhanced with large boulders, and small decks and patios. Native, drought-tolerant plant specimens only were thoughtfully introduced. Pine, eucalyptus and pepper trees were strategically placed for shade and privacy in a landscapes otherwise dominated by desert brush and iconic Joshua Trees.

8744 Star Lane, Joshua Tree. 310-502-1069

Occupancy: 1 adult & 1 cat

¹Annual water consumption within range #1 (0.1AF to 0.3AF)

Frederick Fulmer & Jim Berg

JT Site #15

Sunset House

This 5-acre site has a home and art studio. Four acres, including a wash, are left undisturbed and preserves a wildlife corridor for coyote, bobcat, tortoise and more. The swimming pool is solar heated with assistance from a solar blanket pool cover. This enables water temperatures to reach the high nineties in summer months. The pool is run by an Intelliflo Eco Select Energy Saving pump.

8215 Sunset Road, Joshua Tree

Occupancy: 2 adults

²Annual water consumption within range #2 (0.3AF to 0.5AF)

Luana Lynch & DJ Knowles

PH Site #16

This 10-acre site is adjacent to the National Park. A family home, geodesic dome and studio are nestled among boulders which dominate the landscaping. Native plants, a rock wall vegetable garden, water features, cactus garden and other hardscape elements characterize this property. It is powered through net metering with solar panels.

66075 Foothill Dr., Joshua Tree

Occupancy: 2 adults plus frequent guests

³Annual water consumption within #5 (1.0AF to 2.0AF)

George & Bonnie Kopp

SF Site #17

This 5-acre property contains a main residence built in 2009 and an original cabin from 1950. A grid-tied photovoltaic system powers both. The stunning landscaping was done by acclaimed designers Troy Williams and Gino Dreese of Mojave Rock Ranch. They chose only drought resistant, native plant materials, well adapted to the desert climate and they made imaginative use of the scrap found in and around the cabin. A junked truck bed became a fishpond, and rusted cans became mulch for the front cactus garden. An irrigation system runs approximately ten minutes per week.

1776 Sunview Ave. Joshua Tree

Occupancy: 2 adults plus frequent guests

³Annual water consumption within range #3 (0.5AF to 0.7AF)

Nora Lousignont & John Lauretig

YV Site #18

This 2.3-acre hilltop site on the Mesa offers 360° views. The landscape is terraced to prevent erosion. It features native and non-native cactus, roses, eucalyptus, pine and fruit trees (pomegranate, fig, peach). Grape arbors shade the south facing windows. Several greenhouse structures protect container plants from winter and wildlife. A gathering of large rocks and raked gravel provide visual appeal, slow evaporation and prevent erosion. Rooftop solar panels generate approximately 90% of the property's electricity.

59735 Sun Mesa Dr., Yucca Valley. 760-228-0996

Occupancy: 2 adults & 3 large dogs

³Annual water consumption within range #3 (0.5AF to 0.7AF)

Canyon House

29P Site #19

This site includes the former residence and guesthouse of August and Susan Frugé. Susan was a founding member of the California Native Plant Society. As an editor for the University of California Press, she edited "A California Flora" by noted botanist Philip A. Munz. Her love of native desert plants characterizes and reigns supreme on this property. Huge creosote bushes nearly conceal the front entry. The courtyard, created between the two buildings, shelters a solar-heated pool with an Intel-Flow energy pump.

6945 Canyon Road, Twentynine Palms

Occupancy: 4 or more (home and guest house occupied full time)

³Annual water consumption within range #3 (0.5AF to 0.7AF)

Benjamin Bottoms

29P Site #20

Situated on Donnell Hill in Twentynine Palms, this 1930's Auto Court known as "Adobe Terrace" and an adjacent parcel with vintage home and pool comprise this 2.5-acre, five-residence compound. An eccentric collection of vintage motel signs dominate the hardscape. Retention basins, berms, winding paths and outdoor "rooms" direct the water, the eye and sound. Efforts over the last three years have focused on training and shaping the native creosote (*Larrea tridentata*). Most of the plantings began in 1991; although some of the palms predate that. All watering is done by hand.

Docent/Lead tours: 11:00am and 3:00pm

Benjamin Bottoms, 73317 Old Dale Road, Twentynine Palms (corner of Pine)

Occupancy: varies

¹Annual water consumption within range #5 (1.0AF to 2.0AF)

Commercial Gardens

A Joshua Tree Water-Wise Demonstration Gardens

This 0.6 acre demonstration garden includes five themed gardens (Desert Ranch, Mediterranean, Native Plants & Wildlife, Thornless, and Rock Garden/Slope) designed by award-winning landscape architects, RGA. Visitors can select a garden style and a free booklet of landscape and irrigation plans. This garden is intended to provide inspiration and resources for installing landscapes that will use 1/3 the water of the traditional Southern California landscape.

Joshua Basin Water District

61750 Chollita Road, Joshua Tree.

²Annual water consumption within range #2 (0.3AF to 0.5AF)

B Hi-Desert Water District, 55439 29 Palms Hwy., YV

C 29 Palms Water District, 72401 Hatch Rd., 29 Palms

D Joshua Tree National Park Assoc., Park Blvd., JT

Sponsor:

Alliance for Water Awareness Coalition (AWAC)

Partners:

Chuck Caplinger

SummerTree Institute www.summertree.org

Unique Nursery

Wind Walkers

Dave Miller, Dream Keeper Ranch

Cactus Mart

**Participate in the "after-Tour" essay contest on our website:
Gift certificates will be awarded for first, second and third winners.**

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

Meeting Date: April 3, 2012

To: Board of Directors

Budgeted: No

Budgeted Amount: N/A

Cost: N/A

From: Marina D. West

General Counsel Approval: Obtained

CEQA Compliance: N/A

Subject: Approve Completion of the Ames Valley Water Basin Monitoring Report Using In-house Resources at a Cost Savings to the Agency of Approximately \$8,900

SUMMARY

Staff, working cooperatively with Hi Desert Water District (HDWD), County Special Districts Department (County) and Gubler Orchids, has obtained all the relevant data for the completion of the 2011 Ames Valley Water Basin Monitoring Report. The report is essentially data tables beginning in 1990 establishing the record for water production, water quality and water level measurements taken from various monitoring and production wells as prescribed by the Ames Valley Water Basin Agreement.

Although the Ames Valley Water Basin Agreement, the associated Stipulated Judgment and additional Amendments require the report to be prepared by an independent consultant, according to legal counsel the signatory agencies can waive that requirement. Hi Desert Water District concurs with the recommendation to complete the 2011 data report using in-house resources and has submitted the attached letter supporting this decision.

Staff seeks approval from the Board to waive the requirement that the report be prepared by an independent consultant saving the Agency approximately \$8,900.

RECOMMENDATION

That the Board takes the following action(s):

1. Motion to waive the requirement for an independent consultant to prepare the 2011 Ames Valley Water Basin Agreement Data Evaluation Report using in-house resources at a cost savings of \$8,900.

BACKGROUND/ANALYSIS

The Ames Valley has been monitored under the Stipulated Judgment, Agreement and associated Amendments since 1990. Since 2000, HDWD has sought the ability to recharge their State Water Project (SWP) allocations from Mojave Water Agency (MWA) into the Ames Valley. Continuous monitoring of the Reche and Pipes sub-basins of the Ames Valley has shown a need for SWP in the Ames Valley to supplement the native groundwater supplies tapped by several municipal producers. In addition, there is growing concern for elevated uranium in the Ames Valley which can also be mitigated with SWP. BDVWA and HDWD, the only signatories to the existing Judgment, Agreement and associated Amendments, have

come to realize the existing judgment is no longer functioning for either party and have reached a new agreement. The new agreement is more protective of the Ames Valley by including County and imposing pumping caps more closely tied to actual basin conditions. This new cooperative agreement brings a recharge facility into BDVWA and all water percolated provides a 5% water transfer to BDVWA.

The Ames/Reche Groundwater Storage and Recovery Program and Management Agreement and associated Monitoring Program Plan have been executed by HDWD, BDVWA and most recently County of San Bernardino Board of Supervisors. Approval by MWA is imminent pending grant of the right-of-way license from the Bureau of Land Management. The license is needed to construct the Ames/Reche spreading grounds. In order to implement the Agreement, the Parties shall enter into a Stipulation to Enter an Amended and Restated Judgment which supersedes the Judgment and which embodies the terms and conditions of the new Agreement. County Zone W-1, County Zone W-4 and MWA will seek to intervene as Parties in the case and join in a joint motion of all Parties hereto for the entry of the Amended and Restated Judgment. Staff anticipates this process will be completed by the end of 2012. Therefore, the 2011 Ames Valley Water Basin Monitoring Report will be the last report associated with the existing Judgment, Agreement and associated Amendments. Both Agencies are committed to continued monitoring and reporting if the revised Judgment is not completed in 2012.

BDVWA and HDWD staff agrees that a 2011 Data Evaluation report be produced but utilizing an independent consultant to compile and summarize the data tables is of no value to the parties or the public. The data will continue to demonstrate that a physical solution which utilizes an outside water resource (ie SWP) to supplement the natural supply is necessary to achieve a sustainable water supply for the future.

A proposal in the amount of \$17,800 was received from Todd Engineers to complete the report this year. Staff at HDWD and BDVWA decided the cost proposed by Todd as well as the costs paid to the previous consultant, Wagner & Bonsignore, was unwarranted at this time. A local resident stated he was concerned that the Agency was not following the reporting protocols outlined in the Judgment, Agreement and associated Amendments, specifically the requirement for utilizing an independent consultant. Due to his concern, agency counsel advised the Board consider the matter and if so inclined, to waive said requirement.

Staff recommends the Board waive the requirement for an independent consultant to prepare the 2011 Ames Valley Water Basin Agreement Data Evaluation Report using in-house resources at a cost savings of \$8,900.

PRIOR RELEVANT BOARD ACTION(S)

4/26/2011 Motion through consent calendar to receive and File the 2010 Ames Valley Water Basin Monitoring Program Report



March 29, 2012

Board of Directors
Bighorn Desert View Water Agency
622 South Jemez Trail
Yucca Valley CA, 92284

Subject: Annual Monitoring Report – Ames Valley Basin

Dear Board Members,

In the past, Bighorn-Desert View Water Agency and Hi-Desert Water District have agreed to hire a third-party engineer, at a cost of over \$10,000 annually, to compile the Annual Report for the Ames Basin. Much of the work involved is simply the compilation of data provided by each agency. It is the opinion of the Hi-Desert Water District that the report can be compiled in-house with the same accuracy as has been done in the past. It is for this reason that the Hi-Desert Water District is *not* opposed to completing the 2011 Ames Valley Water Basin Monitoring Program Report in-house.

Our agencies have worked collaboratively throughout the 2011 calendar year to compile all of the necessary data that must be included in the report and as such, have had ample time to review and keep abreast of the present conditions within the aquifer. In light of our new agreement, whereby Mojave Water Agency will assume the responsibility of completing this report beginning next year, we feel that this year's data can easily be compiled into a report that represents the accurate data regarding the monitoring and management of the Ames Valley Basin, at a cost savings to both agencies.

If you have additional questions regarding this matter, please feel free to contact me by email at edm@hdwd.com or by phone at (760)228-6269.

Sincerely,

Ed Muzik
General Manager

Cc: Marina West
HDWD Board of Directors
Mark Ban



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

Meeting Date: April 4, 2012

To: Board of Directors

Budgeted: No (Capital Replacement)
Budgeted Amount: To Be Determined
Cost: Total Est. \$28,150

From: Marina D. West

General Counsel Approval: N/A
CEQA Compliance: N/A

Subject: Consider Purchase of a 2012 Dodge Ram 1500 (four wheel drive) Vehicle and Accessories for the Operations and Maintenance Staff at a Total Estimated Cost of \$28,150

SUMMARY

The Agency recently received a repair estimate of approximately \$5,000 for the 2005 Ford F-150 pickup truck used daily by Mr. Rewal. The truck has more than 140,000 miles. Major maintenance such as timing belt has never been completed on this vehicle. Staff believes that maintenance of the vehicle is beginning to increase. Given the mileage and age of the vehicle staff recommended to the Finance/Public Relations/Education/Personnel Committee on March 7, 2012 that the vehicle be replaced. The Committee concurred with staff but requested that staff keep the purchase local and that quotes for a Dodge vehicle be sought to compare to the Ford vehicle.

Staff has solicited quotes from Yucca Valley Ford Center and Yucca Valley Chrysler Center and based on the lowest overall cost recommends the Agency purchase the 2012 Dodge Ram 1500 (four wheel drive) vehicle, the lowest price bid, for \$25,642.67. In addition to the purchase of the vehicle additional funds estimated at \$2,500 will be needed to replace the exterior locking tool box (which has reached the end of its useful life), relocate the communications radio, install necessary safety equipment and provide "spray-on" bed liner/protector.

RECOMMENDATION

The Board considers taking the following action(s):

1. Authorize General Manager to purchase a 2012 Dodge 1500 (four wheel drive) pick-up truck from Yucca Valley Chrysler Center at the total price bid of \$25,642.67; and
2. Authorize budget of \$2,500 for accessory equipment for the new vehicle; and
3. Authorize disposal of the 2005 Ford F-150 pick-up truck via an independent public auction company (The Auction Company).

BACKGROUND/ANALYSIS

The Agency recently received a repair estimate of approximately \$5,000 for the 2005 Ford F-150 pickup truck used daily by Mr. Rewal. The truck has more than 140,000 miles. Major maintenance such as timing belt has never been completed on this vehicle. Staff believes that maintenance of the vehicle is beginning to increase. Given the mileage and age of the

vehicle staff recommended to the Finance/Public Relations/Education/Personnel Committee on March 7, 2012 that the vehicle be replaced. The Committee concurred with staff but requested that staff keep the purchase local and that quotes for a Dodge vehicle be sought to compare to the Ford vehicle.

The bids received for the Ford and Dodge vehicles are summarized below:

Vehicle Make/Model	Engine Specification	Total Vehicle Price
2012 Dodge Ram 1500	4.7L V8	\$25,642.67
2012 Ford F-150	3.7L V6	\$28,357.67
2012 Ford F-150	5.0L V8	\$30,560.08

In addition to the purchase of the vehicle additional funds estimated at \$2,500 will be needed to replace the exterior locking tool box (which has reached the end of its useful life), relocate the communications radio, install necessary safety equipment and provide "spray-on" bed liner/protector.

Staff recommends the Board authorize the purchase of the lowest priced vehicle, the 2012 Dodge Ram 1500 (four wheel drive).

PRIOR RELEVANT BOARD ACTION(S)

none

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

Meeting Date: April 3, 2012

To: Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

From: Marina D. West

General Counsel Approval: Concurrence
Obtained

CEQA Compliance: N/A

Subject: Board to Consider a Policy to Mandate Sexual Harassment Training for Directors as is Prescribed by AB 1825

SUMMARY

Special District's Risk Management Authority (SDRMA) recommends that all directors of member agencies be required to complete sexual harassment training as prescribed by AB 1825 which applies to other "designated" staff.

The Finance/Public Relations/Personnel/Education Standing Committee met on January 11, 2012 and concurred with staff's recommendation. General Counsel has concurred that Directors should be considered "designated" staff as defined in AB 1825.

The purpose of this report is to update the Board on the action and direction of the Committee. Staff is seeking concurrence from the full Board to proceed with the development of such a policy through revision of Resolution 10R-02 which would be brought back to the Board at a later date for approval.

RECOMMENDATION

The Board considers taking the following action(s):

1. Direct staff to revise Resolution 10R-02 to include the requirement that all directors to complete sexual harassment training as prescribed by AB 1825 and include AB 1825 as a Category "A" meeting type.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

1/11/2012 Finance/Public Relations/Education/Personnel Committee recommended the full Board adopt a policy requiring AB 1825 Sexual Harassment prevention training as a requirement for directors.

RESOLUTION NO. 12R-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

Michael McBride, Director

Judy Corl-Lorono, Director

David Larson, Director

Terry Burkhardt, Director

J. Dennis Staley, Director

Authorized Agency Staff Members

Marina D. West, General Manager

Gayla Blanton, Acct. Technician II

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 12R-08 is hereby rescinded as of, April 3, 2012.

BE IT FURTHER RESOLVED that this Resolution shall become effective on the official date of adoption, April 3, 2012.

PASSED, APPROVED AND ADOPTED by the Board of Directors to Bighorn-Desert View Water Agency this 3rd day of April 2012

By _____
Michael McBride, President of the Board

ATTEST:

David Larson, Secretary of the Board