

# 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](http://www.bdvwa.org)

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## BOARD OF DIRECTORS' SPECIAL MEETING AGENDA

BOARD MEETING OFFICE  
1720 N. Cherokee Trail, Landers, CA 92285  
Tuesday, June 19, 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.

### 5. RESOLUTION NO. 12R-XX ESTABLISHING THE AGENCY'S APPROPRIATION LIMIT FOR FISCAL YEAR 2012/13 AT \$136,651.50

Board considers taking the following action(s):

1. Adopt Resolution No. 12R-XX establishing the Appropriation Limit of the Agency at \$136,651.50 for fiscal year July 1, 2012 - June 30, 2013 pursuant to Article XIIB of the California Constitution.

### 6. RESOLUTION NO. 12R-XX - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY PROVIDING FOR THE LEVY AND COLLECTION OF TAXES (SETTING THE AD VALOREM TAX) WITHIN IMPROVEMENT DISTRICT NO. 1 FOR FISCAL YEAR 2012-2013 AT \$175,900.

Board considers taking the following action(s):

1. Board to review and discuss background for the levy and collection of the taxes (property tax apportionment) within the Improvement District No. 1 (Bighorn Debt Service area) for Fiscal Year 2012/2013 to provide for a total collection of a value to be determined at the board meeting no greater than \$175,900.00; and
  2. Board to consider adopting Resolution No. 12R-XX - Providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2012/2013.
- 7. RESOLUTION NO 12R-XX FIXING AND ADOPTING THE AGENCY BUDGET FOR FISCAL YEAR 2012/13**  
Board considers taking the following action(s):
1. Adopt Resolution No. 12R-XX, A Resolution Fixing and Adopting the Agency Budget or Fiscal Year 2012/2013 for the Bighorn-Desert View Water Agency.
- 8. AUTHORIZE PURCHASE OF FIXED FREQUENCY RADIOS FOR AGENCY VEHICLES AND OFFICE FOR A COST ESTIMATE OF \$4,000**  
Board considers taking the following action(s):
1. Authorize General Manager to execute a Purchase Order with Image Communications to upgrade communications radios in accordance with bid dated 6/6/2012 at an estimated cost of \$4,000.
- 9. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2012 BOARD ELECTIONS - BALLOT**  
Board considers taking the following action(s):
1. Vote for one candidate to represent our region in Seat A.
- 10. AUTHORIZE 60-MONTH LEASE AND FIXED ANNUAL SERVICE CONTRACT WITH IMAGE SOURCE FOR A NEW XEROX COPIER**  
Board considers taking the following action(s):
1. Authorize General Manager to execute a 60-month lease agreement with Image Source for a Xerox WorkCentre 7535PH copier at a cost of \$199.82 (+tax) per month; and
  2. Authorize General Manager to execute a concurrent 60-month fixed cost per copy service agreement for maintenance and supplies which is based on actual copies produced; and
  3. Dispose of existing Asset No OE06004 Kyocera KM-C2630D in accordance with Policy No. 12P-02 - Fixed Asset and Surplus Property Policy.
- 11. DISBURSEMENTS MAY 2012**  
Recommended Action:  
Ratify Check Register (payment of bills) for May 2012.
- 12. 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 May 2012
    1. Balance Sheet
    2. Statement of Revenue and Expense
    3. General Account (Union Bank)
    4. Disbursements

- 5. Local Agency Investment Fund Balance Timeline
- b. Consumption & Billing Comparison Report, May 2012
- c. Service Order Report, May 2012
- d. Production Report, May 2012
- e. Regular Board Meeting Minutes, May 22, 2012

Recommended Action:

Approve as presented (Items a - e):

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

### **14. 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.

### **15. VERBAL REPORTS - Including Reports on Courses/Conferences/Meetings.**

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

### **16. FUTURE AGENDA ITEMS**

### **17. 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](http://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:** May 22, 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:** Resolution No. 12R-XX Establishing the Agency's Appropriation Limit for Fiscal Year 2012/13 at \$136,651.50

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**SUMMARY**

Attached is the report establishing the Appropriation Limit for Fiscal-Year 2012/13. 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 calculations made to determine the fiscal year 2012/13 appropriations limit was posted for at least 15 days beginning May 23, 2012.

The calculated Appropriation Limit for Fiscal Year 2012/13 is \$136,651.50.

The FY 2012/13 budget projection for the general property tax levy is \$104,200 which does not exceed the reported appropriation limit.

**RECOMMENDATION**

That the Board considers taking the following action(s):

1. Adopt Resolution No. 12R-XX establishing the Appropriation Limit of the Agency at \$136,651.50 for the fiscal year July 1, 2012 – June 30, 2013 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 2011 was 0%. Fiscal year information is used to determine the percent change in California personal income for fiscal year 2011/12 was 3.77%.

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 2012-13 is \$136,651.50. The FY 2012/13 budgeted revenue for property tax is \$104,200 which does not exceed the appropriation limit.

**PRIOR RELEVANT BOARD ACTION(S)**

**5/22/2012 Motion No. 12-043** Posting the Agency Appropriation Limit for Fiscal Year 2012/13.

**Bighorn-Desert View Water Agency  
Fiscal Year 2012-13 Appropriation Limit**

Previous year limit: \$131,706.18

Appropriation factor: 1.0377

New limit: \$136,671.50

**Calculation**

Price factor: 3.77

Population change: 0

Per capita converted to a ratio:  $(3.77+100) / 100 = 1.0377$

Population converted to a ratio:  $(0+100) / 100 = 1$

Calculation of factor for FY 2012-13:  $1.0377 \times 1.0000 = 1.0377$

**RESOLUTION NO. 12R-XX**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
BIGHORN-DESERT VIEW WATER AGENCY  
ESTABLISHING THE APPROPRIATION LIMIT OF THE AGENCY  
AT \$136,651.50 FOR THE FISCAL YEAR JULY 1, 2012 – JUNE 30, 2013  
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, 2012 – June 30, 2013 is \$136,651.50; and
2. That the fiscal year 2012/13 budgeted revenue from property taxes is \$104,200, which does not exceed the calculated appropriation limit.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors to Bighorn-Desert View Water Agency this 19<sup>th</sup> day of June 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:** June 19, 2012

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** \$175,900

**Funding Source:** Revenue - Ad Valorem

**From:** Marina D. West

**General Counsel Approval:** Obtained

**CEQA Compliance:** N/A

**Subject:** Setting the Ad Valorem Tax Amount for Fiscal Year 2012/2013 for the Property Tax Apportionment of the Bighorn Debt Service Area Improvement Zone 1 at a maximum of \$175,900.00

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**SUMMARY**

Each fiscal year the Agency must notify the County of San Bernardino Auditor/Controller of the Bighorn Mountains Improvement District 1 (BH ID 1) special assessment to the tax rolls. This assessment is necessary to generate the revenue for the annual bond payment and a repair/refurbishment fund to maintain the BH ID 1 water system which was constructed with a fixed interest rate, forty-year bond, purchased by the United States of America acting through the Farmers Home Administration (FMHA).

The Agency must submit a preliminary Notification of Special Assessment by June 30, 2012, with submission due August 10<sup>th</sup>.

The fiscal year 2012/13 budget includes the BH ID 1 Ad Valorem tax levy in the amount of \$175,900.

**RECOMMENDATION**

That the Board consider taking the following action(s):

1. Adopt Resolution 12R-XX, providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2012/2013 at \$175,900.

**BACKGROUND/ANALYSIS**

On August 9, 1977, the voters of the Bighorn Mountains Water Agency, a predecessor-in-interest to the Agency, approved a bond proposition to *"issue general obligation bonds for BH ID 1 in the amount of \$2,500,000 for the purpose of acquisition, construction, completion or repair of a waterworks system... for the benefit of Improvement District No. 1"* (Resolution No. 121 adopted June 21, 1977).

The tax rate statement that accompanied the proposition discussed the impact of the bond proposition on property tax rates, and estimated that property tax rates would be about \$4.70 per \$100 of assessed valuation in the first fiscal year after the bond sale and \$0.76 per \$100 of assessed value by the 20<sup>th</sup> year after the bond sale (Exhibit A to Resolution No. 127 adopted June 28, 1977). For comparison the levy imposed in FY2011/12 equated to approximately \$0.31 per \$100 of assessed value. It is the County Assessor who determines the total tax roll value upon which the Ad Valorem will be calculated; in FY2012/13 the requested levy amount remains the same as last year, \$175,900.

Thereafter, on May 21, 1979, the Board of Directors of Bighorn Mountains Water Agency (BMWA) adopted Resolution No. 174, proposing to issue and sell \$1,875,000 of BMWA bonds for the purposes set forth in the BMWA Bond Proposition, in order to incur the BH ID 1 Debt.

Under Section 9 of Resolution No. 174, the Agency Board is charged with setting water rates within BH ID 1 at a level sufficient to collect enough revenue which will pay the operating expenses of the improvement district, provide for repairs and depreciation of works, provide a reasonable surplus for improvements extensions, and enlargement, pay the interest on the bonded debt and provide a sinking fund for the payment of the principal of such debt as it may become due.

Annual principal and interest payments are approximately \$109,000. Payments will be made in FY2011/2012 according to the following schedule: December (interest only approximately \$17,500) and June (interest approximately \$17,500.00 and principal approximately \$74,000) Any additional funds collected, estimated at \$70,000, will be used for needed infrastructure improvements within BH ID 1. The bond payments will conclude in 2019.

Throughout the budgeting process, Staff presumed no change in the total amount of the levy from FY2011/12 and is now seeking Board authority to assess BH ID 1 for a total of \$175,900. The Board has the authority to alter the levy amount or decline to assess a levy. Should the Board opt to reduce or decline to assess the levy then other measures such as a rate increase will be evaluated to close the revenue gap created by such a decision.

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

**6/28/2012 BOD Resolution No. 11R-07** providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2011/12 at \$175,900.

**6/23/2009 Special Board of Directors Meeting:** Receive report from General Counsel Logan reviewing voter approved bond language, bond debt obligations and other alternative means of generating necessary revenues.

**5/21/1979 BOD Resolution No. 174:** Resolution of the Board of Directors of Bighorn Mountains Water Agency providing for the issuance and sale of bonds of said Agency for Improvement District No. 1 thereof in the amount of \$1,875,000 for the acquisition and construction of certain Agency Improvements.

**6/28/1977 BOD Resolution No. 127:** Resolution of the Board of Directors of the Bighorn Mountains Water Agency, Approving the Tax Statement to be mailed to voters within Improvement District No. 1 of the Agency.

**6/21/1977 BOD Resolution No. 121:** Resolution of the Board of Directors of Bighorn Mountains Water Agency, Ordering, Calling, Providing for, and Giving Notice of a Special Election to be held in Improvement District No. 1 of said Agency on August 9, 1977, for the purpose of submitting to the qualified voters of said Improvement District a Proposition of incurring bonded indebtedness and issuing bonds of said Agency for said Improvement District.

**RESOLUTION NO. 12R-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BIGHORN-DESERT VIEW WATER AGENCY  
PROVIDING FOR THE LEVY AND COLLECTION OF TAXES  
(SETTING THE AD VALOREM TAX) WITHIN IMPROVEMENT DISTRICT NO. 1  
FOR FISCAL YEAR 2012/2013 AT \$175,900**

**WHEREAS**, the Bighorn-Desert View Water Agency's ("Agency") Law is set forth in the Water Code Appendix, Chapter 112 of the Statutes of the State of California; and

**WHEREAS**, the voters of Improvement District No. 1 of the Bighorn Mountains Water Agency did, on August 9, 1979, authorize said Agency to incur indebtedness by issuing general obligation bonds in the amount of \$2,500,000.00 for the purpose of the acquisition, construction, completion or repair of a water works system within said Improvement District No. 1; and

**WHEREAS**, the Agency has issued to date, general obligation bonds in the amount of \$1,875,000.00 for the express purpose of the acquisition, construction, completion or repair of a water works system within said Improvement District No. 1; and

**WHEREAS**, the Agency is empowered, pursuant to the Water Code Appendix Chapter 112, Sections 112-26 and 112-27, and Resolution No. 174 of the Bighorn Mountains Water Agency, adopted on May 21, 1979, to determine the amount necessary to be collected by taxation to pay for the operating expenses of the Agency, provide for repairs and depreciation of works owned or operated by the Agency, and to meet all obligations of the Agency, including principal of or interest on any bonded debt of the Agency as it becomes due;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency finds that the revenues of the Agency will be inadequate to pay the operating expenses of the Agency, provide for repairs and depreciation of works owned or operated by it and to meet all obligations of the Agency;

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency hereby provides for the levy and collection of a tax against all taxable property within the Improvement District No. 1 of the Bighorn-Desert View Water Agency, for Fiscal Year 2012/2013, sufficient to raise \$175,900 in order that the Agency clearly have sufficient funds to pay the operating expenses of the Improvement District, provide for repairs and depreciation of works, provide a reasonable surplus for improvements, extensions, and enlargements, pay the interest on the bonded debt and provide a sinking or other fund for the payment of the principal of such debt as it may become due on said general obligation bonds; and

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency does hereby request that at the time and in the manner prescribe by law for the Board of Supervisors of San Bernardino County to levy taxes for County purposes, the Board of Supervisors of said County in addition to all other taxes levied, levy a tax upon all taxable property within Improvement District No. 1 of the Bighorn-Desert View Water Agency at the rate necessary to raise the amount of money hereby fixed and determined by this Resolution; and

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency does hereby direct the Secretary to the Board to deliver a true and correct copy of this Resolution No. **12R-XX** to the San Bernardino County Board of Supervisors, County Auditor/Controller, County Tax Assessor, and County Collector.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 19<sup>th</sup> day of June 2012, by the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

By \_\_\_\_\_  
Michael McBride, President of the Board

ATTEST:

\_\_\_\_\_  
David Larson, Secretary of the Board

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

**Meeting Date:** June 19, 2012

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** \$1,371,729

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** Resolution No. 12R-XX Fixing and Adopting the Agency Budget for Fiscal Year 2012/13

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**SUMMARY**

Attached is the final draft Operating Budget for Fiscal Year 2012/13. The draft budget has been presented to both the Finance/Public Relations/Education/Personnel Committee and the full Board. All comments have been incorporated into the final draft for consideration and adoption on June 19, 2012.

**RECOMMENDATION**

That the Board consider taking the following action(s):

1. Adopt Resolution No. 12R-XX, A Resolution Fixing and Adopting the Agency Budget for the Fiscal Year 2012/2013 for the Bighorn-Desert View Water Agency.

**BACKGROUND/ANALYSIS**

No further analysis provided.

**PRIOR RELEVANT BOARD ACTION(S)**

**5/22/2012** Presentation of preliminary budget for fiscal year 2012/13 and proposed Ad Valorem tax levy for Bighorn Mountains Improvement District 1

**5/9/2012** Finance/Public Relations/Education/Personnel Committee review preliminary fiscal year 2012/13 budget.

**3/14/2012** Finance/Public Relations/Education/Personnel Committee review status of fiscal year 2011/12 budget revenue and expenses.

## **RESOLUTION NO.12R-XX**

### **A RESOLUTION FIXING AND ADOPTING THE AGENCY BUDGET FOR THE FISCAL YEAR 2012-2013 FOR THE BIGHORN-DESERT VIEW WATER AGENCY**

**WHEREAS**, annually the Agency Board of Directors adopts an annual budget prior to the beginning of the Fiscal Year; and

**WHEREAS**, Agency has evaluated its Appropriations Limit (Gann Limit) on March 22, 2012 and determined that the Appropriations Limit is not expected to be exceeded; and

**BE IT RESOLVED**, by the Board of Directors of the Bighorn-Desert View Water Agency, County of San Bernardino, California, that the budget for the fiscal year 2012-2013 for the Bighorn-Desert View Water Agency is hereby fixed and adopted as shown on Exhibit "A", attached hereto and by reference made a part thereof.

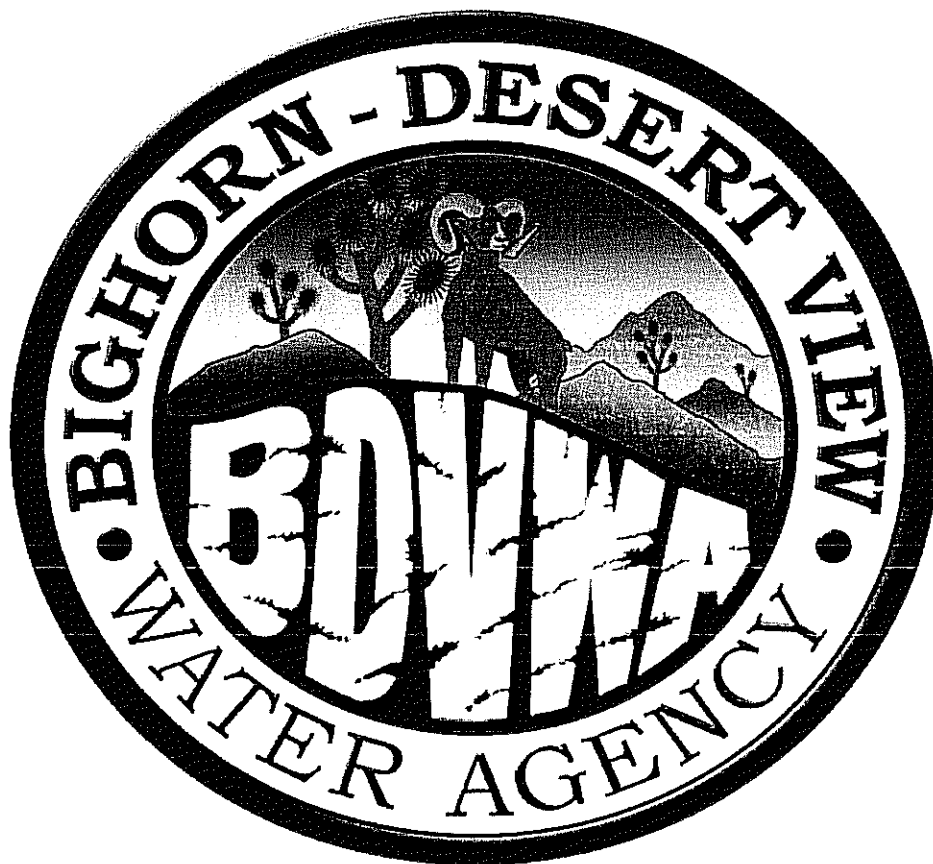
**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 19<sup>th</sup> day of June, 2012.

By \_\_\_\_\_  
Michael McBride, President of the Board

ATTEST:

\_\_\_\_\_  
David Larson, Secretary of the Board

EXHIBIT "A"



2012/2013

OPERATING BUDGET

Resolution No. 12R-XX

Adopted June 19, 2012



# 2012/2013 OPERATING BUDGET EXHIBIT "A"

<u>SUMMARY</u>		
	2012-2013	
	revenue	expenses
<b>REVENUE - OPERATING</b>	1,037,451	
<i>ADMINISTRATION EXPENSE</i>		606,614
<i>OPERATION EXPENSE</i>		400,678
<b>TOTAL REVENUE (NON-OPERATING)</b>	334,278	
<i>DEBT EXPENSE (BH, DV, &amp; MWA)*</i>		222,850
<b>CAPITAL IMPROVEMENT/ REPLACEMENT/REFURBISHMENT</b>		
<i>FY2011/2012 portion from BFC &amp; Meter Install</i>		5353
<i>Op. and non-Op Revenue Available to allocate</i>		136,233
<b>Verification of Totals</b>	<b>1,371,729</b>	<b>1,371,729</b>
* MWA Debt Participation is funded by Operating Revenues		

# 2012/2013 BUDGET EXHIBIT "A"

## REVENUE SUMMARY

Description	2012-2013 Amount
OPERATING INCOME	
Metered Water Sales	419,126
Basic Service Charge	578,325
Other Operating Income	37,200
Interest Income Unrestricted	2,800
Grants and Funding Partners	-
* Subtotal	1,037,451
NON-OPERATING INCOME	
BH Debt Income BH FMHA DA01	175,900
DV FMHA Surcharge	48,825
General Tax Income (1%) BH GA02	52,100
General Tax Income (1%) DV GA01	52,100
Subtotal	328,925
NON-OPERATING INCOME - New Services	
Meter Connect Fees (SL Install Fees)	1,255
Basic Facilities Charge (Buy In)	4,098
Subtotal	5,353
<b>Total Revenue</b>	<b>1,371,729</b>

MWA debt participation (\$73K) will be transferred from Operating  
\* Revenue to Non-Operating expense.

# 2012/2013 BUDGET EXHIBIT "A"

<u>ADMINISTRATIVE EXPENSE</u>		2012-2013
Account	Description	Amount
56001	Directors Fees	19,000
56002	Director Meeting Expense	18,000
56003	Administrative Compensation	245,494
56005	Administrative Meeting Expenses	1,000
56006	Contractual Services- Auditor	30,000
56007	Contractual Services- Legal	30,000
56008	PERS	41,000
56009	Payroll Tax	12,400
56011	Telephone & Fax	7,500
56012	Mailing Expenses	11,500
56014	Contractual Services- Other	19,100
56016	Property/Liability Insurance	27,000
56017	Workers Comp. Insurance	6,500
56018	Dues & Subscriptions	9,630
56020	Power- Office & Yards	5,600
56022	Bad Debt Expense	2,000
56025	Propane	1,800
56030	Office Supplies	8,500
56100	Employee Benefits Insurance	94,090
56110	Employee Education	3,500
56200	Office Equipment Expense	3,500
56300	Customer Relations	6,000
56400	Other Administrative Expenses	3,500
58100	Elections Costs	-
<b>Total Administrative Expense</b>		<b>606,614</b>

# 2012/2013 BUDGET EXHIBIT "A"

2012-2013

## OPERATIONS EXPENSE

Account	Description	Amount
54102	Operations Compensation	151,538
54103	Uniforms	2,150
54105	Auto Controls	2,640
54106	Vehicle/Tractor/Equip Expense	5,000
54107	Vehicle Expense- Fuel	18,000
54109	Field Materials and Supplies	20,000
54111	Water Testing	6,850
54112	Contractual Services- Engineering	65,000
54114	Water System Repairs	25,000
54115	Building Maintenance/Repair	7,500
54117	Ames Basin Monitoring	-
54119	Communications Expense	1,500
54121	Disinfection Expense	4,500
54125	Power- Wells/Booster Pumps	63,000
54130	Other Operations Expense	16,500
55001	Bulk Pumping Plant Expense	6,500
55002	Bulk Operations and Maintenance	5,000
	<b>Total Operations Expense</b>	<b>400,678</b>

# 2012/2013 BUDGET EXHIBIT "A"

## DEBT EXPENSE

Account	Description	Payment Amount	Paid from Revenue	Paid from LAIF
22300	BH Debt Principal	77,000	77,000	
57000	BH Debt Interest Payment	32,000	32,000	
21101	DV Debt Principal	28,000	28,000	
59100	DV Debt Interest Payment	12,750	12,750	
57350	MWA Pipeline Debt	73,100	73,100	
	<b>Total Debt Expense</b>	<b>222,850</b>	<b>222,850</b>	

\*Assumes no debt service payments from LAIF reserves

MWA Pipeline debt is paid from Operating Revenue.

2012/2013 BUDGET - REVENUE ACCOUNTS  
EXHIBIT "A"

REVENUE	ACCOUNTS	ADDITIONAL INFORMATION	FY09/10 Actual Revenue	FY10/11 Actual Revenue	FY11/12 Approved Budget	PRELIMINARY FY12/13 Budget
41000	SERVICE LINE INSTALLATION FEE- Revenues to cover the actual cost of customer ordered service line installation.	Estimate 1 service line installations with 3/4-in meter @ \$1255 ea	\$	\$ 2,640	\$ 1,255	\$ 1,255
41001	BASIC FACILITIES CHARGE- This fee is charged to brand new service line customers as a "buy-in" to the system already partially funded by previous and current customers.	Estimate 1 service line installations @ \$4098	\$	\$ 8,196	\$ 4,098	\$ 4,098
41100	WATER SALES CHARGES- Total revenues from the sales of water to metered customers routes 01 - 11 (Bighorn and Desert View Service Areas)	Bulk water sales revenue moved to line item 41400. Projected metered sales 95% of prior 12 months sales	\$	\$ 398,287	\$ 387,066	\$ 372,808
41300	BASIC SERVICE CHARGE- Bi monthly billing to cover fixed O&M costs plus capital projects (non-specified funds)	Estimate based on actual number of meters paying BSC (e.g. less those that continue to go to property item)	\$ 456,089	\$ 595,583	\$ 594,000	\$ 578,325
41400	INCOME METERED BULK WATER:	Projected bulk sales 95% of prior 12 months sales	\$ 597,680	\$ 56,151	\$ 52,782	\$ 46,318
41600	FMHA SURCHARGE- Revenues generated via the bi-monthly billing of the Desert View customers to fund the debt service for the FMHA Revenue Bond. Issued in 1979 for \$700,000 for the purpose of constructing a water system. Term is 40 years at 5%. Annual Payment is approximately \$40,750. Payments due September (Interest approx. \$6,375) and April (Interest approx \$6,375 and principal \$28,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available revenue "restricted" for use in DV.	Based on \$9.30 per customer per billing cycle.	\$	\$ 50,345	\$ 49,662	\$ 48,825
41700	INCOME OTHER- Delinquent water billing revenues, unlock charges, non sufficient funds check charges, scrap metal sales, customer PIR fee, account setup charges.	Budget based on FY2011/12 monthly average.	\$	\$ 42,057	\$ 34,480	\$ 37,200
49100	INCOME GENERAL TAX LEVY Bighorn Imp "A" Area 1% General Levy Share- This revenue is the portion of the County 1% tax which is passed on to special districts for general operating expenses. Coded on the property tax apportionment schedule as GA02.	General tax projection, property valuation expected to increase by 0%	\$ 57,813	\$ 48,426	\$ 52,100	\$ 52,100

**2012/2013 BUDGET - REVENUE ACCOUNTS**  
**EXHIBIT "A"**

49101	INCOME BOND DEBT BH FMHA- This revenue is generated through the issuance of an annual ad valorem tax and assessed to all properties within the Bighorn (north side of the Agency). Issued in 1979 for \$1,875,000 for the purpose of constructing and maintaining a water system. Term is 40 years, at 5%. Annual payment is approximately \$109,000. Payments are due December (Interest approx. \$16,000) and June (Interest \$16,000 and principal \$77,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available revenue "restricted" for use in BHM.	Projection is based on accumulation of an additional \$70,000 for Replacement & Refurbishment of BH water system.				\$ 175,900		\$ 175,900
49102	INCOME GENERAL TAX LEVY Bighorn-Desert View WA 1% General Levy Share- This revenue is the portion of the County 1% General tax which is passed on to special districts for general operating expenses. Coded on the property tax apportionment schedule as GA01.	General tax projection, property valuation expected to increase by 0%						
49200	INTEREST INCOME- Interest revenue from our Local Agency Investment Fund account.	Interest income Anticipate <1% interest				\$ 55,919	\$ 47,357	\$ 52,100
49999	FED STATE GRANTS and Other Cost Sharing Agreements (e.g. MWA for Amas/Reche)					\$ 3,266	\$ 4,472	\$ 3,600
						\$ 232,343	\$ 430,605	\$ 94,301
		<b>TOTAL</b>				\$ 1,435,309	\$ 1,381,356	\$ 1,407,043
								\$ 1,371,729

**2012/2013 BUDGET - EXPENSE ACCOUNTS  
EXHIBIT "A"**

EXPENSE	ACCOUNTS	PROJECTED BUDGET				NOTES	
		FY2009/10 Actual Expenditures	FY2010/11 Actual expenditures	FY2011/12 Approved Budget		PRELIMINARY FY2012/2013 Budget	
54102	OPERATIONS COMPENSATION						
		\$ 196,056	\$ 153,405	\$ 145,000	Three field employees with on-call overtime and standby hours	76.71%	151,538 3.6% COLA and 1 step increase merit for all eligible employees. Includes standby and OT (\$27,000).
54103	UNIFORMS				Shoes \$450, Uniform Lease Service \$1700, jackets \$375	81.94%	2,150 Shoes \$450, Uniform Lease Service \$1700
54105	VERIZON-TELEMETRY				220 X 12 months-36 month fixed lease	82.00%	2,640 220 X 12 months-36 month fixed lease
54106	VEHICLE/TRACTOR/ EQUIP EXPENSE*				Includes new tires for fleet, routine maintenance, large equipment repairs, vehicle decals. Fuel tank vapor compliance testing \$500	43.35%	5,000 Adjust closer to actual
54107	VEHICLE EXPENSE- FUEL				Projections based on prior 7 month trend.	82.95%	18,000
54109	FIELD MATERIAL & SUPPLIES				All materials and supplies used in the maintenance of the water distribution system, safety/traffic control and small tools.	53.45%	20,000
54111	WATER TESTING				Bact \$2450, Plate Count \$50, Nitrates all wells \$140, General Phy at SS and Wells \$1000, Pb/Cu testing cycle in 2012/13 \$0, Misc. T22 (EDDDBCP, Inorganics, Secondary GP, TDS) \$1500, GAVU \$1680	106.19%	6,850 Budget based on Dept. Public Health required testing which varies annually
54112	ENGINEERING				Engineering consultant services	102.63%	65,000 Increase budget for Engineering Services
54114	WATER SYSTEM REPAIRS				Routine repairs/maintenance for wells, pumps, boosters, pressure reducing stations, reservoirs, pipelines, airvac valves, etc.	6.62%	25,000 Adjust closer to actual
54115	BUILDING REPAIR AND MAINT				Trash \$950, Security \$580, Shop Sec. \$500, Fire extinguisher maintenance \$500, Miscellaneous repairs \$2000, cleaning service \$2700	91.78%	7,500
54117	JAMES BASIN MONITORING				MWA in lake over program	0.00%	- Program costs end with new Judgment
54119	COMMUNICATIONS EXP				AT&T Cell phones	88.70%	1,500 3 field employees. 1 on-call phone
54121	DISINFECTION EXPENSE				Chlorine \$3500, Misc \$1500	63.87%	4,500 Chlorine, testing eq. and supplies to maintain chlorination system and PPE for handling chlorine.
54125	POWER WELLS & BOOSTER				Based on prior 12 months usage	74.07%	63,000 7% increase expected
54130	OTHER OPER EXPENSES				Dump charges \$500, misc petty cash \$500, misc. Visa expenses \$500, SWRCB \$400, bee service \$650, DPH (DHS) - \$8750, BLM rent for ID 1 system \$3300, AQMD \$265, AWAC or other conservation items \$1500	103.40%	16,500
55001	BULK PUMPING PLANT EXPENSE				3% of telemetry expense \$85, JV Well 10 power plus 3% of all other power expense \$5650, sampling for bacd, Gen. Phy., Plate Count and contingency \$700	55.91%	6,500 Decreased sampling requirements in FY2012/13
55002	BULK OPERATIONS AND MAINTENANCE				Routine repairs/maintenance for bulk delivery systems (four locations)	5.58%	5,000
56001	DIRECTORS FEES				Regular Meeting \$7000, Committee Meetings \$3000, Misc. meetings \$2000, Seminars per diem \$3000	64.00%	19,000 12 Regular BOD mtgs. Spec mtgs, committee mtgs., other approved meetings and seminars
56002	DIRECTOR MEETING EXPENSE					49.88%	N/A Moved budgets to individual director accounts for ease of reporting.
56002 01	DIRECTOR 1				Non Per Diem Expenses (Registration fees, travel, meals & hotel accommodations)		3,600

RUB-Budget 2012-2013 Preliminary Budget FY2012.13.xls



2012/2013 BUDGET - EXPENSE ACCOUNTS  
EXHIBIT "A"

EXPENSE	ACCOUNTS	PROJECTED BUDGET				NOTES	
		FY2009/10 Actual Expenditures	FY2010/11 Actual Expenditures	FY2011/12 Approved Budget	@ 83% YTD Budget Expended	PRELIMINARY FY2012/2013 Budget	
56002 02	DIRECTOR 2					\$ 3,600	
56002 03	DIRECTOR 3					\$ 3,600	
56002 04	DIRECTOR 4					\$ 3,600	
56002 05	DIRECTOR 5					\$ 3,600	
56003	ADMINISTRATION COMP						
		\$ 216,355	\$ 224,630	\$ 280,000	66.39%	\$ 245,494	Includes 3.6 % COLA. Includes salary to fill one vacant position
56005	ADMIN MEETING EXPENSE	\$ 1,128	\$ 1,514	\$ 1,000	17.08%	\$ 1,000	
56006	CONTRACTUAL SERVICES- AUDITOR	\$ 28,000	\$ 28,700	\$ 29,418	88.89%	\$ 30,000	New 3-yr engagement letter approved 1/2012
56007	CONTRACTUAL SERV- LEGAL	\$ 58,408	\$ 71,463	\$ 80,000	21.88%	\$ 30,000	New Counsel at reduced rate and fewer legal issues anticipated. Ames/Reche Agreement negotiations completed.
56008	PERS	\$ 32,877	\$ 29,874	\$ 40,450	73.14%	\$ 41,000	CalPERS Reports 4 to 5% increase to Employer
56009	PAYROLL TAXES	\$ 9,475	\$ 13,076	\$ 9,375	70.74%	\$ 12,400	
56011	PHONE, FAX LINES, INTERNET	\$ 5,922	\$ 8,878	\$ 7,420	88.12%	\$ 7,500	
56012	MAILING EXPENSE	\$ 7,440	\$ 8,825	\$ 7,550	71.83%	\$ 11,500	Quarterly Newsletter to all customers
56014	CONTRACTUAL SERV- OTHER	\$ 37,616	\$ 36,823	\$ 38,860	37.26%	\$ 19,100	Credit card fees transferred to third party. New copier contract estimated herein. Reduced budget for outside assistance with DataStream training.
56018	PROPERTY/LIABILITY EXPENSE	\$ 31,394	\$ 28,475	\$ 30,000	72.74%	\$ 27,000	Estimate from prior year expense
56017	WORKERS COMP INS	\$ 21,131	\$ 13,023	\$ 14,500	13.75%	\$ 6,500	Estimate provided by SDRMA
56018	DUES & SUBSCRIPTIONS and ANNUAL FEES	\$ 9,286	\$ 9,175	\$ 7,725	118.23%	\$ 9,630	Corrections or increases in annual dues
56020	POWER OFFICE & YARDS	\$ 4,805	\$ 5,246	\$ 5,200	65.53%	\$ 5,600	7% increase expected
56022	BAD DEBT EXPENSE	\$ 9,269	\$ 2,003	\$ 43,000		\$ 2,000	This is the est. debt to be placed on property taxes as a lien for 2011/2012 tax year
56025	PROPANE	\$ 1,909	\$ 1,741	\$ 1,800	84.20%	\$ 1,800	Price increases for consumables, moved ink from office equipment.
56030	OFFICE SUPPLIES	\$ 4,877	\$ 5,692	\$ 5,000	146.45%	\$ 8,500	
56100	EMPLOYEE BENEFITS INS	\$ 69,194	\$ 61,624	\$ 70,850	84.00%	\$ 94,090	9% health insurance increase, 9% dental insurance increase expected in Jan. 2013. (Budgeted full benefits for new hire which results in significant increase - could be less))

2012/2013 BUDGET - EXPENSE ACCOUNTS  
EXHIBIT "A"

EXPENSE	ACCOUNTS	PROJECTED BUDGET							NOTES
			FY2009/10 Actual Expenditures	FY2010/11 Actual expenditures	FY2011/12 Approved Budget			PRELIMINARY FY2012/2013 Budget	
56110	EMPLOYEE EDUCATION	Miscellaneous employee education and outside training (inc. safety training)	\$ 4,592	\$ 6,131	\$ 3,300		122.59%	\$ 3,500	
56200	OFFICE EQUIPMENT EXPENSE	Computer and phone system repairs \$1000, Misc office equipment, furniture & software \$2500	\$ 3,146	\$ 5,694	\$ 4,950		78.31%	\$ 3,500	moved printer ink to office supplies
56300	CUSTOMER RELATIONS	Misc customer relations expenses: Notices (CCR & Newsletter printing, etc), Outreach: Orchid Festival Expenses, ABC's, Conservation programs.	\$ 2,747	\$ 1,096	\$ 3,000		105.77%	\$ 6,000	All postage in separate line item (01-56012), increased newsletter circulation and Sphere of Influence outreach
56400	OTHER ADMIN EXPENSES	County charges for property tax collection, employment advertising including bid recruitment and legal advertising, employee screening, BOB Advertising (legal notices, etc.), GFOA COE application for audit	\$ 2,630	\$ 6,735	\$ 3,000		96.84%	\$ 3,500	Presumes GFOA Reporting Award application will continue annually for at least 5 years
58100	ELECTION COSTS	Regular election in FY2011/12	\$ 10,490	\$ -	\$ 12,000		52.67%	\$ -	No Election in FY2012/13
TOTAL EXPENSES			\$ 997,358	\$ 958,308	\$ 1,101,228			\$ 1,007,293	

# 2012/2013 REVENUE PROJECTED EXHIBIT "A"

Account	Description	JULY 12	AUG 12	SEP 12	OCT 12	NOV 12	DEC 12	JAN 13	FEB 13	MAR 13	APR 13	MAY 13	JUNE 13	TOTAL
	<b>METERED WATER SALES</b>													
	Percentage vs previous 12 months BIGHORN 01-06													
	Consumption previous 12 mo.		0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	
01-41100	Metered Water @ 95% of prior 12 mo.		1,329,825	1,184,818	1,184,818	940,963	940,963	639,201	639,201	684,363	684,363	1,178,770	963,814	\$163,795
			38,020	33,767	33,767	25,817	25,817	18,217	18,217	19,504	19,504	33,595	27,469	
	Percentage vs previous 12 months DESERT VIEW 07-11													
	Consumption previous 12 mo.	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	
01-41100	Metered Water @ 95% of prior 12 mo.	1,296,304	1,329,825	1,184,818	1,184,818	940,963	940,963	639,201	639,201	684,363	684,363	1,178,770	963,814	\$209,013
		36,945	38,020	33,767	33,767	25,817	25,817	18,217	18,217	19,504	19,504	33,595	27,469	
	<b>BASIC SERVICE CHARGE</b>													
	no of meters - BIGHORN 01-06													
01-41300	Basic Svs Charge @ \$55/ meter per cycle		48,125	48,125	48,125	48,125	48,125	48,125	48,125	48,125	48,125	48,125	48,125	\$288,750
	no of meters - DESERT VIEW 07-11	890												
01-41300	Basic Svs Charge @ \$55/ meter per cycle	48,950												\$289,575
	<b>BULK WATER</b>													
	percentage of previous 12 months	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	
	consumption previous 12 mos.	66,552	65,071	71,036	47,703	42,137	49,709	28,124	38,356	38,356	33,457	48,298	43,756	
01-41400	Bulk Water @95% of prior 12 mo.	5,374	5,254	5,736	3,852	3,403	4,014	2,271	3,178	3,100	2,702	3,900	3,533	\$46,318
	<b>DEBT REVENUE</b>													
	# of Desert View Accounts	875												
01-41600	FHMA Desert View Revenue Bond @ 9.30	8,138												\$48,825
01-49101	PT Ad Valorem Bighorn ID 1 Debt	-	-	-	-	-	36,250	9,200	2,100	20,000	16,360	20,000	-	\$175,900
	<b>GENERAL PROPERTY TAX REVENUE</b>													
01-49100	Bighorn Imp "A" Area 1% Gen Levy Share		-	-	-	-	22,000	4,400	500	3,000	6,500	11,500	4,500	\$52,100
01-49102	Bighorn-Desert View WA 1% Gen Levy Share	-	-	-	-	-	22,000	4,400	500	3,000	6,500	11,500	4,500	\$52,100
01-41700	Income Other (Operating)	3100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	\$37,200
01-49200	LAIF Interest Income (Unrestricted-Operating)	700	-	-	700	-	-	-	-	-	700	-	-	\$2,800
01-49600	Income Other (Non Op) DO Standbys		-	-	-	-	-	-	-	-	-	-	-	\$0
	<b>METER SALES AND INSTALLATION</b>													
	Estimated # SL Installs						1							
01-41000	Service Line Installation Fees	-	-	-	-	-	1,265	-	-	-	-	-	-	\$1,255
01-41001	Basic Facilities Charge (Buy In)	-	-	-	-	-	4,098	-	-	-	-	-	-	\$4,098
	<b>TOTAL REVENUE</b>													\$1,371,729

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

**Meeting Date:** June 19, 2012

**To:** Board of Directors

**Budgeted:** No

**Budgeted Amount:** N/A

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** Authorize Purchase of Fixed Frequency Radios for Agency Vehicles and Office to Comply with Federal Communications Commission (FCC) Regulations for "Narrow-banding" from Image Communications for a Cost Estimate of \$4,000

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**SUMMARY**

The Agency's fixed frequency radio license expired in 2005. Staff, working with Image Communications, has received notice that our license has been reinstated. Staff was also informed by Image Communications of the FCC requirement to "narrow-band" all fixed frequency radios. However, not all Agency radios can be "narrow-banded" due to their age and they must now be replaced.

Staff received two bids to purchase and install new radios, "narrow-band" three existing radios, purchase additional hand-held radios for emergency preparedness and check the operation and integrity of the overall radio system. Image Communications bid was the lowest base bid received at \$3,933.02.

**RECOMMENDATION**

That the Board consider taking the following action(s):

1. Authorize General Manager to execute a Purchase Order with Image Communications to upgrade communications radios in accordance with bid dated 6/6/2012 at an estimated cost of \$4,000.

**BACKGROUND/ANALYSIS**

Staff solicited bids from three communications firms to bring our fixed frequency radio communications system into compliance with "narrow-banding" requirements of the Federal Communications Commission (FCC).

The bids are summarized below:

Company	Project Base Bid
Image Communications, Yucca Valley	\$3,933
Advanced Electronics, Inc., Ontario	\$4,031
Comservco, Riverside	\$5,986

The lowest bid received to complete the radio equipment upgrade is from Image Communications, Yucca Valley, CA.

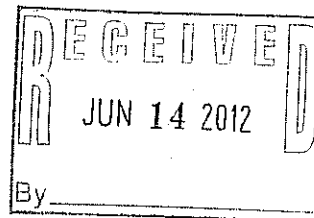
Staff recommends proceeding with the radio equipment upgrade based on the lowest base bid received in the amount of \$3,933.

**PRIOR RELEVANT BOARD ACTION(S)**

none



**California Special  
Districts Association**  
*Districts Stronger Together*



## **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

### **2012 BOARD ELECTIONS**

#### **MAIL BALLOT INFORMATION**

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat A. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat A and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 3, 2012.**

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**  
**Attn: 2012 Board Elections**  
**1112 I Street, Suite 200**  
**Sacramento, CA 95814**

Please contact Charlotte Lowe toll-free at 877.924.CSDA or [charlottel@cdda.net](mailto:charlottel@cdda.net) with any questions.



## **REGION FIVE**

●  
*Seat A - term  
ends 2015*

## **CSDA BOARD OF DIRECTORS ELECTION 2012**

*All Fields Must Be Completed for ballot to be counted.  
(Please vote for only one.)*

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Elaine Freeman</b><br><i>Rancho Simi Recreation<br/>and Park District</i> | <input type="checkbox"/> <b>Al Morrisette</b><br><i>Phelan Pinon Hills<br/>Community Services District</i>    |
| <input type="checkbox"/> <b>Hugh Rafferty</b><br><i>Santa Maria Public Airport District</i>           | <input type="checkbox"/> <b>Manuel Aranda</b><br><i>San Bernardino Valley Water<br/>Conservation District</i> |
| <input type="checkbox"/> <b>Moirra Barron</b><br><i>Ojai Valley Sanitary District</i>                 | <input type="checkbox"/> <b>John DeMonaco</b><br><i>Chino Valley Independent<br/>Fire District</i>            |
| <input type="checkbox"/> <b>R. J. Kelly</b><br><i>Castaic Lake Water Agency</i>                       |   |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Member District: \_\_\_\_\_

**Must be received by 5pm, August 3, 2012. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814**

**R.J. Kelly**  
**Castaic Lake Water Agency**

**Candidate Statement**  
**Region 5**

I have served on the Board of Castaic Lake Water Agency for nine years. During that time I served as Vice President for four years and President for two years and currently Chair the Finance Committee.

I have been involved in CSDA through my attendance at the annual conferences and seminars for approximately five years. It was during my Presidency that I was awarded the CSDA President of the Year Award. I also completed the Special District Institute programs with both CSDA and SDI.

Through CLWA's membership in ACWA I was on Region 8 and the Finance Committee held in Sacramento.

My background is finance, accounting and tax planning. I am a hard worker and think outside the box. I know that I can commit the time, energy and knowledge to assist the CSDA Board representing Region 5.

I look for your VOTE and support.

Thank you

RJ Kelly



My name is Hugh Rafferty, and I am asking your support in electing me to the Board of Directors of the California Special Districts Association representing Region 5, Seat A.

I serve on the Board of the Santa Maria Public Airport District in Santa Maria, CA. I am the Chairman of the Educational Committee of the Santa Barbara Chapter of CSDA, and serve on both the Educational Committee and the Elections and Bylaws Committee at the State level.

In addition to the above, I currently serve or have served on other boards and committees as follows:

Immediate Past President of the Santa Maria Public Airport District.  
Chairman of the Santa Barbara County Taxpayers' Association  
Chairman of the Committee to Improve North (Santa Barbara) County  
Chairman of Coast Hills Federal Credit Union  
Chairman of Leadership Santa Maria Valley, sponsored by the Chamber of Commerce  
Chairman of the Allan Hancock Community College District Measure I Bond Oversight Committee  
Past Chairman of the Santa Maria Joint Union High School District Measure C Bond Oversight Committee  
Member of the Santa Maria Public Airport District Finance Committee  
Judge Advocate of Coastal Valleys Detachment 1340, Marine Corps League

I am the recipient of the Phi Delta Kappa Educational Foundation Lay Citizen Award for my work while serving as Chairman of the Santa Maria Joint Union High School District Bond Oversight Committee.

My purpose in running for the CSDA Board is to: first, serve the members of Region 5 by representing their concerns at the State level, and second, work develop programs to bring an increased level of education to members of the Association.

As a retiree, I can devote the time it takes to work with CSDA and other organizations on your behalf.

Thank you for your consideration,

Hugh J. Rafferty  
Director, Santa Maria Public Airport District

Candidate Statement of Manuel Aranda, Jr.  
San Bernardino Valley Water Conservation District (SBVWCD)

The SBVWCD has been a member of California Special Districts Association (CSDA) for over a decade. I have over the years attended CSDA monthly meetings. I have served on ACWA's various committees, including:

- Legal Committee
- Legislative Committee
- Federal Committee
- Groundwater Committee
- Communications Committee (Presently)

I have also served as California's representative for The Western Coalition of Arid States (WESTCAS) for several years. In addition I have over the years on a regular basis presented water issues to local service clubs, churches and schools. I feel that my experience in water permits me to serve on the CSDA Board that would continue to address the concerns of water districts in California.



Dear CSDA Members:

The California Special Districts Association does an incredible job of watching out for all special districts in the State. Their on-going efforts include the offering of educational classes and conferences and the active monitoring of legislative and policy proposals that greatly affect District operations. It is my belief that special districts are the best provider of local services and that is why it would be an honor to serve on the Board of Directors and to assist in promoting the value of special districts and to help continue the great work of the organization. My qualifications include both public and private experience including serving as a Board member on the Rancho Simi Recreation Park District since 2003.

I currently serve as Vice President of the Ventura County Special District's Association ("VCSDA"), as one of the Special District Board Members on the LAFCO Commission, as a member of the California Special District's ("CSDA") Legislative Committee, and as a member of the Santa Monica Mountains Conservancy Advisory Committee. I am also owner of Urban Strategies, a land use and government policy consulting firm, which was recognized as business of the year by the Simi Valley Chamber of Commerce in 2004. I am very proud to have been selected as the 38<sup>th</sup> Assembly District Woman of the Year for 2002 by State Assemblyman Keith Richman, M.D. and was awarded the Strathearn Lifetime Achievement Award by the Simi Valley Chamber of Commerce. I would very much appreciate the opportunity to serve as a Region 5 Representative on the CSDA Board of Directors and respectfully ask for your vote.

Elaine Freeman  
Board Member, Rancho Simi Recreation and Park District

Dear CSDA Colleges,

I serve on the Board of Directors of the Chino Valley Independent Fire District. I am very proud to state that the Fire District is the first fire district to receive the District of Distinction accreditation from the Special Districts Leadership Foundation (SDLF). We became a District of Distinction in 2008. I serve on the CSDA Education Committee and the Membership Committee.

I am a retired Fire Chief with 33 years of Fire Service experience. I have been involved in city, county, JPAs and special districts in various capacities. My commitment to public service and local government is demonstrated by my extensive experience in the public sector. I served as Fire Chief for the Cities of San Marino and Westminster and as a Chief Fire Officer with the Orange County Fire Authority before retiring. I also worked for the cities of California City, Placentia, and Hawthorne. My education has been devoted to the public sector as well. I have a Bachelor of Arts degree in Public Management and I am a graduate of the National Fire Academy as an Executive Fire Officer.

I am committed to legislative advocacy for special districts. I recognize the importance of working together to represent the common interest of all California special districts and the residents that we serve. Special districts provide one of the most effective, efficient, and accountable forms of local service. It is vital that we continue to work together to influence and monitor policy decisions affecting California special districts.

I am committed to work as hard as I can to keep special districts intact. If you would like to speak with me, I can be reached at (909) 816-8396 or by email at [johndemonaco@verizon.net](mailto:johndemonaco@verizon.net)

I look forward to your support! Thank you for your consideration.

John DeMonaco

Al Morrisette  
Candidate Statement

The CSDA is viable in representing a variety of California Special Districts under one umbrella and weaving the fabric of our current and future needs into a ripstop government fiber.

I have a 40 year entrepreneurial background in the fields of horticulture, restoration, environment, business consulting and journalism. My community based background began in 1996 as an appointed member of the Pinon Hills Municipal Advisory Council, 2003 to the San Bernardino County Zone-L Water Board and in 2008 elected to the Phelan Pinon Hills Community Service District. I have help write legislation, community programs, and seek capital through the public and private sectors as a Grant Writer and Community Liaison. I serve my District as the Chairman of the Government Affairs, Park and Recreation and a variety of Adhoc Committees.

Currently I represent your interest in CSDA on the Membership Committee, Education Committee and the Adhoc LAFCO Committee.

I seek a seat on the Board of Directors to help maintain the balance of the Board, bring fresh ideas and represent our districts. I feel it is vital to maintain regular communication with your district and give our region a strong voice.

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

**Meeting Date:** June 19, 2012

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** \$3,600

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** Authorize 60-month Lease and Fixed Annual Service Contract with Image Source for a New Xerox Copier

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**SUMMARY**

In 2006 the Agency bought a copy machine and entered into an annual service contract for all maintenance and toner supplies. In April 2012, the Agency was notified that the machine is obsolete and that a service contract would no longer be provided.

**RECOMMENDATION**

That the Board consider taking the following action(s):

1. Authorize General Manager to execute a 60-month lease agreement with Image Source for a Xerox WorkCentre 7535PH copier at a cost of \$199.82 (+tax) per month; and
2. Authorize General Manager to execute a concurrent 60-month fixed cost per copy service agreement for maintenance and supplies which is based on actual copies produced; and
3. Dispose of existing Asset No. OE06004 Kyocera KM-C2630D in accordance with Policy No. 12P-02 - Fixed Asset and Surplus Property Policy

**BACKGROUND/ANALYSIS**

In 2006 the Agency bought a copy machine and entered into an annual service contract for all maintenance and toner supplies. In April 2012, the Agency was notified that the machine warranty was expired, parts are becoming obsolete and the annual service contract would not be renewed.

In compliance with the Agency purchasing policy, staff solicited quotes to replace the copier under a lease arrangement rather than purchasing arrangement. Lease is preferred over purchasing since the technology continues to advance leaving little residual value at the end of the useful life of the machine.

Quotes received are summarized in the following table:

Vendor	60 mo. Lease	Maintenance Agreement (based on actual usage)		Total Monthly Cost (est. 4000 B&W, 600 Color Copies)
		Black&White Copy	Color Copy	
Image Source	\$215/mo.	\$0.0099 each	\$0.069 each	\$296
Valley Office Equipment	\$233/mo.	\$0.011 each	\$0.079 each	\$324

After consideration of overall cost, historical copier usage, and vendor commitment to service (verified through references), staff is recommending the Xerox WorkCentre 7535PH copier at an annual cost of approximately \$2,600 (\$215/mo.) for 60 months. The maintenance agreement, based on actual copies produced, is estimated at \$969 annually (\$81/mo.) for 60 months. These figures have been included in the Fiscal Year 2012/13 Preliminary Budget.

**PRIOR RELEVANT BOARD ACTION(S)**

none

BIGHORN-DESERT VIEW WTR AGENCY  
CHECK REGISTER  
MAY 31, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
<del>1369</del> 12137	05/03/12	YUCCA VALLEY CHRYSLER CENTER DODGE TRUCK 2945	24,644.83
12126	05/03/12	AKLUFI AND WY SOCKI LEGAL FEES APR 2012	742.50
12127	05/03/12	BUCKNAM & ASSOCIATES, INC. GRANT CONSULTING FEE	3,152.50
12128	05/03/12	CLINICAL LABORATORY OF NITRATE, PLATE CT, BACT TEST PLATE CT, BACT TEST, GEN PHYSCL	226.00
12129	05/03/12	FERRELL GAS PROPANE SHOP PROPANE OFFICE	186.87
12130	05/03/12	THE HOME DEPOT #6971 OFFICE SUPPLIES	11.83
12131	05/03/12	INLAND WATER WORKS FIELD MATERIALS INVENTORY GAUGE - SMALL TOOLS SMALL TOOLS	547.38
12132	05/03/12	KILLER BEE PEST CONTROL BEE REMOVAL 1 LOCATION	70.00
12133	05/03/12	SOUTHERN CALIFORNIA EDISON POWER EXP MAR 2012	5,066.86
12134	05/03/12	USA BLUEBOOK ALUMINUM TAGS - METERS	34.98
12135	05/03/12	VALLEY INDEPENDENT PRINTING NAMEPLATE & BADGE DIR STALEY ABC OF WATER FLYER, FEMA PACKET FOR TOUR	199.07
12136	05/03/12	VERIZON CALIFORNIA OFFICE PHONES & AUTO CONTROLS OFFICE PHONES & AUTO CONTROLS	581.67
12138	05/10/12	* VOID *	
12139	05/10/12	* VOID *	
12140	05/10/12	* VOID *	
<del>12141</del>	05/10/12	* VOID *	
12157	05/15/12	ACWA-HBA SERVICES CORP. ACWA/HEALTH BENEFITS	692.18
12158	05/15/12	AT&T MOBILITY COMMUNICATION EXP	103.13
12159	05/15/12	BARR LUMBER CO INC WELL 8 DISINFECTION WELL 8 DISINFECTION SAMPLING & PRESURE TESTING	134.86
12160	05/15/12	BURRTEC WASTE & RECYCLING SVCS TRASH FEES MAY 2012	79.92
12161	05/15/12	CHARLOTTE HUGHLETT BALANCE REFUND	85.69
12162	05/15/12	CINTAS CORPORATION #150 UNIFORM SVC APR 2012	100.00



BIGHORN-DESERT VIEW WTR AGENCY  
CHECK REGISTER  
MAY 31, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
12163	05/15/12	CLINICAL LABORATORY OF PLATE CT, BACT TEST	13.00
12164	05/15/12	DANIEL B STEPHENS & ASSOC, INC JVHI 02/26/12-04/28/12 <i>final pymt.</i>	22,834.50
12165	05/15/12	THE HOME DEPOT #6971 SMALL TOOL	248.50
12166	05/15/12	INLAND WATER WORKS FIRE HOSE FOR FLUSHING FLANGE	541.99
12167	05/15/12	MOJAVEWIFI.COM LLC INTERNET MAY 2012	95.00
12168	05/15/12	PHONE SOLUTIONS NEW PHONE EXT	95.00
12169	05/15/12	PITNEY BOWES GLOBAL FINANCIAL QTRLY LEASE 02/10/12-05/10/12	174.59
12170	05/15/12	PITNEY BOWES PURCHASE POWER POSTAGE FOR MAY 2012	500.00
12171	05/15/12	PROTECTION ONE ALARM MONITORNG SHOP 05/26/12-06/25/12	41.58
12172	05/15/12	SAFETY SCHOOLING 1ST AID/CPR SAFETY TRAINING FOR 5 EMPLOYEES	325.00
12173	05/15/12	SDRMA SDRMA MED BENEFITS JUNE 2012	6,274.10
12174	05/15/12	UNDERGROUND SERVICE ALERT DIG ALTERS, 8 TICKETS	12.00
<u>12175</u>	05/15/12	USA BLUEBOOK FT VALVE, CHLORINE, HYDRANT GAUG	452.56
12189	05/24/12	USDA RURAL DEVELOPMENT BH BOND PAYMENT	91,549.99
12190	05/30/12	ARLENE JEAN BALANCE RFND ACCT# 0703704	68.30
12191	05/30/12	AUTO ZONE MATS, ANTIFREEZE, OIL	123.85
12192	05/30/12	BDVWA POST TO CUSTOMER ACCT	63.25
12193	05/30/12	CALIFORNIA STATE CONTROLLER UNCLAIMED FUNDS	56.34
12194	05/30/12	CANDIDA NEAL	1,115.00
12195	05/30/12	CLINICAL LABORATORY OF PLATE CT, BACT TEST, CUST TEST PLATE CT, BACT TEST	159.00
12196	05/30/12	EMPLOYEE RELATIONS, INC. INTERN LILY BACKGROUND CK	31.00
12197	05/30/12	EVELYN - EST OF HOUSE BALANCE RFND ACCT# 0613401	66.19
12198	05/30/12	FELICITA RUA BALANCE RFND ACCT# 1101121	1.07
12199	05/30/12	FIRST NATIONAL BANK OMAHA INK, MEAL MWA BOD MTG, MICROSOFT OFFICE 2010 <i>upgrade</i>	1,609.97
12200	05/30/12	GOODSPEED DISTRIBUTING INC UNLEADED FUEL	1,502.60
12201	05/30/12	GWENDOLYN BRYSON	

BIGHORN-DESERT VIEW WTR AGENCY  
CHECK REGISTER  
MAY 31, 2012

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		BALANCE RFND ACCT# 0502007	49.95
12202	05/30/12	HARVEY D MADDERRA	
		BALANCE RFND ACCT# 0612955	26.50
12203	05/30/12	THE HOME DEPOT #6971	
		SUPPLIES, SM TOOLS, OCTILLO	197.52
12204	05/30/12	INLAND WATER WORKS	
		HOSE FOR FLUSHING HYDRANTS	
		STEEL STAMPS AND SMALL TOOL	
		LOCK OFF LOCK & DUST CAPS	475.72
12205	05/30/12	J&G ELECTRIC	
		BOARD RM EXIT SIGN, OUTSIDE	
		LIGHTS & LABELED PANEL	992.64
12206	05/30/12	LIBBY REALTY	
		BALANCE REFUND	135.30
12207	05/30/12	MAID TO ORDER	
		SVC JEMEZ & MTG ROOM 2	
		SVC JEMEZ	221.00
12208	05/30/12	MARY RAY	
		BALANCE RFND ACCT# 1103485	11.84
12209	05/30/12	MICHAEL MCBRIDE	
		2012 SP DISTRICTS LEGISLATIVE	
		DAYS - MEALS & MILEAGE	445.70
12210	05/30/12	OFFICE DEPOT	
		8GB TAPES	
		FILE FOLDERS AND RECEIPT TAPE	
		PUSH PINS	189.00
12211	05/30/12	RICHARD CONNELL	
		BALANCE RFND ACCT# 0407807	161.71
12212	05/30/12	SHEILA HARWOOD	
		BALANCE RFND ACCT# 1008390	67.48
12213	05/30/12	SOUTHERN CALIFORNIA EDISON	
		POWER EXP APR 2012	5,118.50
12214	05/30/12	* VOID *	
12215	05/30/12	VERIZON CALIFORNIA	
		OFFICE PHONES & AUTO CONTROLS	
		OFFICE PHONES AND AUTO CONTROL	580.48
		TOTAL	173,287.99

9/3

6/14/12

[Signature]

GENERAL FUND

ASSETS  
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CASH & CASH EQUIVALENTS		
01 13120	CASH UNION BANK OF CA	42,892.08
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00
		-----
TOTAL CASH & CASH EQUIVALENTS		44,442.08

INVESTMENTS		
01 13303	LAIF UNENCUMBERED CASH FUND	696,737.62
01 13306	LAIF-BASIC FACILITIES CHGS	27,196.00
01 13307	LAIF-CUSTOMER DEPOSITS	50,000.00
01 13309	LAIF EMERGENCY CONTINGENCIES	50,000.00
01 13310	LAIF REPLACE & REFURBISH FUND	50,000.00
		-----
TOTAL INVESTMENTS		873,933.62

ACCOUNTS RECEIVABLE, WATER		
01 13710	A/R WATER	142,239.44
01 13950	2009-2010 LIEN RECEIVABLE	23,606.51
01 13951	2010-2011 LIEN RECEIVABLE	21,468.33
		-----
TOTAL ACCTS RECEIVABLE, WATER		187,314.28

ACCOUNTS RECEIVABLE, OTHER		
		-----
TOTAL ACCTS RECEIVABLE, OTHER		0.00

INVENTORIES		
01 14301	INVENTORY-WATER SYSTEM PARTS	62,933.02
		-----
TOTAL INVENTORY		62,933.02

PREPAID EXPENSES		
01 14401	PREPAYMENTS WORKERS COMP INSUR	536.00
01 14402	PREPAYMENTS PL & PD LIAB INS	2,406.70
		-----
TOTAL PREPAID EXPENSES		2,942.70

FIXED ASSETS		
01 11130	FA ORGANIZATION	336,271.36
01 11130 01	ACCUMULATED DEP ORGANIZATION (	85,532.42)
01 11135	FA LAND	12,507.94
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 (	5,400,975.10)

BALANCE SHEET  
PERIOD ENDING 05/31/12

GENERAL FUND

-----		
TOTAL FIXED ASSETS		3,377,648.46
WORK IN PROGRESS (FOR OTHERS)		
-----		
TOTAL WORK IN PROGRESS (OTHERS)		0.00
WORK IN PROGRESS (AGENCY)		
01 12005	WIP EPA GRANT	799,000.47
01 12043	WIP - JVHI WELL	176,417.06
01 12044	PRV 13 REFURBISH	468.34
01 12045	PRV 14 REFURBISH	3,327.64
01 12046	DODGE TRUCK 2945	24,677.14
-----		
TOTAL WORK IN PROGRESS (AGENCY)		1,003,890.65
DEBT ISSUANCE COST		
-----		
TOTAL DEBT ISSUANCE COST		0.00
TOTAL ASSETS		
		5,553,104.81
		=====
LIABILITIES		
-----		
ACCOUNTS PAYABLE		
-----		
TOTAL ACCOUNTS PAYABLE		0.00
ACCRUED PAYROLL		
-----		
TOTAL ACCRUED PAYROLL		0.00
CUSTOMER DEPOSITS		
01 22550	CUSTOMER DEPOSITS PENDING	800.00
01 22600	CUSTOMER DEPOSITS	52,873.54
-----		
TOTAL CUSTOMER DEPOSITS		53,673.54
WORK IN PROGRESS DEPOSIT		
-----		
TOTAL WORK IN PROGRESS DEPOSIT		0.00
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	628,000.00

BALANCE SHEET  
PERIOD ENDING 05/31/12

GENERAL FUND

TOTAL LONG TERM DEBT

888,977.05

TOTAL LIABILITIES

944,650.59

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	335,132.10

TOTAL EQUITY

4,608,454.22

TOTAL LIABILITIES & EQUITY

5,553,104.81

Prepared By AB  
Date 6/14/12  
Reviewed By mwest

STATEMENT OF REVENUE AND EXPENSE  
PERIOD ENDING 05/31/12 (91% YTD)

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	30,931.11	351,022.37	88,825.63	79.81%
01 41300	BASIC SERVICE CHARGE	594,000.00	50,088.49	546,376.60	47,623.40	91.98%
01 41400	INCOME METERED BULK WATER	0.00	4,832.05	45,963.31	0.00	0.00%
01 41700	INCOME OTHER (OPERATING)	34,480.00	3,370.33	34,267.29	212.71	99.38%
-----						
TOTAL OPERATING REVENUE		1,073,681.00	89,221.98	977,629.57	96,051.43	91.05%
NON-OPERATING REVENUE						
01 49100	GA02 GEN LEVY IMP DIST A BH	52,100.00	10,686.19	45,518.37	6,581.63	87.37%
01 49101	DA01 DEBT SRVC IMP 1 (BH BOND)	175,900.00	30,477.87	151,980.01	23,919.99	86.40%
01 49102	GA01 GENERAL TAX LEVY (BDV)	52,100.00	10,632.03	44,552.76	7,547.24	85.51%
01 49103	INCOME REVENUE BONDS DV FMHA	49,662.00	32.27	41,686.32	7,975.68	83.94%
01 49200	INTEREST INCOME	3,600.00	0.00	2,326.10	1,273.90	64.61%
01 49999	FEDERAL/STATE GRANTS FEMA/OES	0.00	69,479.94	94,301.42	0.00	0.00%
-----						
TOTAL NON-OPERATING REVENUE		333,362.00	121,308.30	380,364.98	-47,002.98	114.10%
-----						
TOTAL REVENUE		1,407,043.00	210,530.28	1,357,994.55	49,048.45	96.51%
EXPENSE						
-----						
OPERATIONS EXPENSE						
01 54102	OPERATIONS COMPENSATION	147,640.00	11,901.31	125,153.41	22,486.59	84.77%
01 54103	UNIFORMS	2,525.00	100.00	1,663.99	861.01	65.90%
01 54105	AUTO CONTROLS	2640.00	169.17	2,324.86	0.00	98.00%
01 54106	VEHICLE/TRACTOR/EQUIP EXPENSE	9,000.00	91.54	3,992.81	5,007.19	44.36%
01 54107	VEHICLE EXPENSE - FUEL	18,000.00	1,502.60	16,433.05	1,566.95	91.29%
01 54109	FIELD MATERIALS & SUPPLIES	25,000.00	13.32	13,376.26	11,623.74	53.51%
01 54111	WATER TESTING	5,000.00	60.92	5,370.63	-370.63	107.41%
01 54112	CONTRACTUAL SERV- ENGINEERING	52,000.00	0.00	53,365.52	-1,365.52	102.63%
01 54114	WATER SYSTEM REPAIRS	25,000.00	-720.73	935.34	24,064.66	3.74%
01 54115	BUILDING MAINTENANCE/REPAIR	11,680.00	1,456.47	12,176.40	-496.40	104.25%
01 54117	AMES BASIN MONITORING	0.00	0.00	755.00	0.00	0.00%
01 54119	COMMUNICATIONS EXPENSE	1,680.00	103.13	1,593.31	86.69	94.84%
01 54121	DISINFECTION EXPENSE	4,000.00	2,582.82	5,137.47	-1,137.47	128.44%
01 54125	POWER WELLS & PUMPS	59,570.00	4,417.01	48,538.05	11,031.95	81.48%
01 54130	OTHER OPERATIONS EXPENSES	17,000.00	0.00	17,577.76	-577.76	103.40%
01 54150	PAYROLL LABOR TO PROJECTS	0.00	-67.25	-2,292.24	0.00	0.00%
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	-24.24	-333.30	0.00	0.00%
01 54170	INVENTORY EXP TO WIP PROJECTS	0.00	0.00	-574.37	0.00	0.00%

STATEMENT OF REVENUE AND EXPENSE  
PERIOD ENDING 05/31/12

GENERAL FUND

		BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
		-----	-----	-----	-----	-----
TOTAL OPERATIONS EXPENSE		378,095.00	21,586.07	305,193.95	72,901.05	80.72%
BULK SYSTEM EXPENSE						
01 55001	PUMPING PLANT EXPENSE	8,935.00	443.68	5,439.36	3,495.64	60.88%
01 55002	BULK OPERATIONS & MAINTENANCE	5,000.00	0.00	278.96	4,721.04	5.58%
TOTAL BULK SYSTEM EXPENSE		13,935.00	443.68	5,718.32	8,216.68	41.04%
ADMINISTRATIVE EXPENSE						
01 56001	DIRECTOR FEES	20,000.00	1,700.00	14,500.00	5,500.00	72.50%
01 56002	DIRECTOR MEETING EXPENSES	11,000.00	-1,306.91	4,180.30	6,819.70	38.00%
01 56003	ADMINISTRATIVE COMPENSATION	260,000.00	17,379.90	189,992.84	70,007.16	73.07%
01 56005	ADMINISTRATIVE MEETING EXPENSE	1,000.00	0.00	170.63	829.37	17.06%
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	17,486.53	62,513.47	21.86%
01 56008	PERS CONTRIBUTION	40,450.00	2,643.82	32,227.45	8,222.55	79.67%
01 56009	PAYROLL TAXES	9,375.00	650.31	7,282.54	2,092.46	77.68%
01 56011	TELEPHONE/FAX/INTERNET/WEB	7,420.00	-677.21	5,935.41	1,484.59	79.99%
01 56012	MAILING EXPENSES	7,550.00	674.59	6,098.06	1,451.94	80.77%
01 56014	CONTRACTUAL SERV-OTHER	38,660.00	528.67	14,933.78	23,726.22	38.63%
01 56016	PROPERTY/LIABILITY EXPENSE	30,000.00	2,356.71	24,177.81	5,822.19	80.59%
01 56017	WORKERS COMP INSURANCE	14,500.00	536.00	2,530.42	11,969.58	17.45%
01 56018	DUES & SUBSCRIPTIONS	7,725.00	12.00	9,222.17	-1,497.17	119.38%
01 56020	POWER OFFICES & YARDS	5,200.00	315.04	3,722.61	1,477.39	71.59%
01 56022	BAD DEBT EXPENSE	43,000.00	3,802.95	-303.55	43,303.55	- .71%
01 56025	PROPANE	1,800.00	0.00	1,515.63	284.37	84.20%
01 56030	OFFICE SUPPLIES	5,000.00	654.51	7,976.91	-2,976.91	159.54%
01 56100	EMPLOYEE BENEFITS INSURANCE	70,850.00	6,263.32	65,774.98	5,075.02	92.84%
01 56101	FLEXIBLE SPENDING ACCOUNT	0.00	314.08	-22.46	0.00	0.00%
01 56103	PLAN PARTICIPATION FEE	0.00	22.06	-1.67	0.00	0.00%
01 56104	SUPPLEMENTAL LIFE	0.00	111.74	-7.93	0.00	0.00%
01 56105	DISABILITY INS	0.00	205.42	36.34	0.00	0.00%
01 56110	EMPLOYEE EDUCATION	3,300.00	0.00	4,045.31	-745.31	122.59%
01 56150	PAYROLL FRINGE EXP TO PROJECTS	0.00	-24.21	-1,864.45	0.00	0.00%
01 56160	OVERHEAD TO PROJECTS	0.00	-90.62	-1,987.07	0.00	0.00%
TOTAL ADMINISTRATIVE EXPENSE		686,248.00	36,072.17	434,094.59	252,153.41	63.26%
TOTAL OPERATING EXPENSE		1,078,278.00	58,101.92	745,006.86	333,271.14	69.09%
NON-OPERATING EXPENSE						
01 56200	OFFICE EQUIPMENT EXPENSE	4,950.00	2,364.33	6,290.05	-1,340.05	127.07%
01 56300	CUSTOMER RELATIONS	3,000.00	0.00	3,172.97	-172.97	105.77%
01 56400	OTHER ADMINISTRATIVE EXPENSES	3,000.00	63.17	2,962.41	37.59	98.75%
01 57000	INTEREST EXPENSE - BH BONDS	0.00	17,549.99	14,624.99	0.00	0.00%
01 57100	DEPRECIATION EXPENSE	0.00	19,188.41	214,056.58	0.00	0.00%
01 58100	ELECTION COSTS	12,000.00	0.00	6,320.00	5,680.00	52.67%

STATEMENT OF REVENUE AND EXPENSE  
PERIOD ENDING 05/31/12

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	0.00	29,396.59	0.00	0.00%
01 59400 GAIN (LOSS) ASSET DISPOSAL	0.00	0.00	1,032.00	0.00	0.00%
	-----	-----	-----	-----	-----
TOTAL NON-OPERATING EXPENSE	22,950.00	39,165.90	277,855.59	-254,905.59	1210.70%
	-----	-----	-----	-----	-----
TOTAL EXPENSE	1,101,228.00	97,267.82	1,022,862.45	78,365.55	92.88%
	-----	-----	-----	-----	-----
NET REV/EXP GENERAL FUND	305,815.00	113,262.46	335,132.10	-29,317.10	109.59%
	=====	=====	=====	=====	=====

Prepared By AB  
Date 6/14/12  
Reviewed By mmmt



**UNION BANK OF CALIFORNIA  
DISBURSEMENTS MAY 2012**

Datastream Check Register	<u>173,287.99</u>	<u>173,287.99</u>
EFT for Vendor Services		
Bank Fees	<u>203.67</u>	
Total EFT for Vendor Services		<u>203.67</u>
Wages for Paydate 05/10/2012		
State & Fed Taxes plus PERS Paid	5,249.22	
Payroll checks #12142-12145 & 12151-12156	10,885.62	
Director Per Diem cks #12146-12150	<u>849.15</u>	
		<u>16,983.99</u>
Wages for Paydate 05/23/2012		
State & Fed Taxes plus PERS Paid	5,085.19	
Payroll checks #12176-12183 & 12187-12188	10,205.76	
Director Per Diem cks #12184-12186	<u>745.18</u>	
		<u>16,036.13</u>
Transfers to LAIF	<u>                    </u>	<u>-</u>
Total Disbursements		<u><u>206,511.78</u></u>

Prepared By LB  
Date 6/14/12  
Reviewed By mmat

**SOURCES & USES OF FUNDS STATEMENT**  
**GENERAL ACCOUNT (UNION BANK)**

**May-12**

**SOURCES OF FUNDS:**

SERVICE LINE INSTALLATION FEES	
BAD DEBT ADJUSTMENT (CORRECTIONS)	4,284.99
A/R - WATER	95,926.22
MISCELLANEOUS REVENUE	1004.8
1% GENERAL TAX	26,551.68
BIGHORN AD VALOREM TAX	45,075.18
CUSTOMER DEPOSITS	2,200.00
EPA GRANT REIMBURSEMENT	69479.94

TOTAL	<u><u>244,522.81</u></u>
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**USE OF FUNDS:**

A/R WATER & OTHER	950.95
CAPITAL PURCHASES (EPA GRANT)	4,267.50
CAPITAL PURCHASES (JVHI WELL)	22,834.50
CAPITAL PURCHASES (DODGE TRUCK)	24,677.14
INVENTORY PURCHASES	410.53
BOND PAYABLE	91,549.99
UNCLAIMED FUNDS	56.34
PAYMENTS FOR SALARIES & WAGES	33,020.12
OPERATIONS EXPENSES	15,799.09
ADMINISTRATIVE EXPENSE	12,945.62
TRANSFER FROM LAIF	

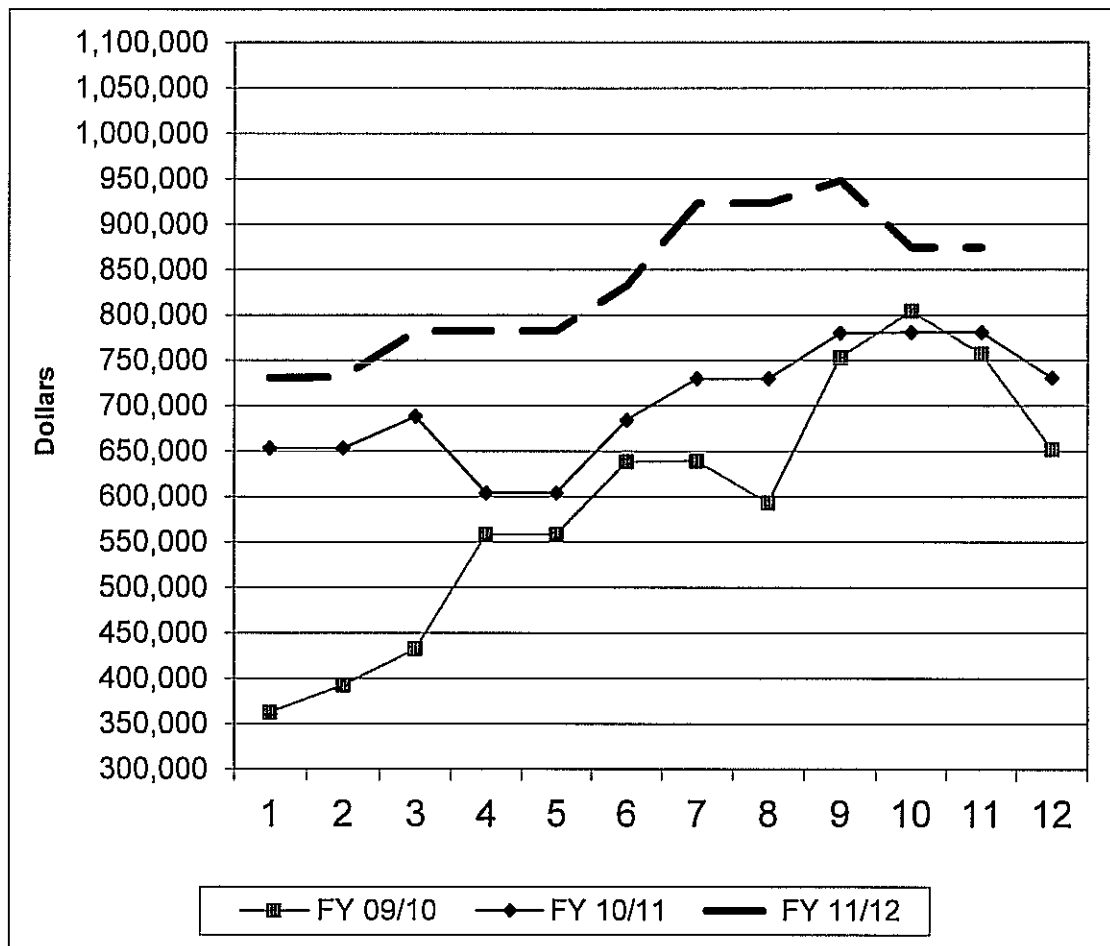
TOTAL	<u><u>206,511.78</u></u>
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Prepared By AB  
Date 6/14/12  
Reviewed By mt

# 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	948,069
April	804,136	780,685	873,934
May	757,136	780,685	873,934
June	652,136	730,685	



Prepared By

Date

Reviewed By

**DATE:** June 1, 2012  
**TO:** Marina West  
**FROM:** Michelle Corbin  
**RE:** Consumption & Billing Comparison May 2012

### Consumption

Residential- North- Bighorn		
	Meters	Usage (c.f.)
Book 1	148	195,117
Book 2	183	187,481
Book 3	161	179,452
Book 4	152	147,086
Book 5	128	156,363
Book 6	137	162,024
<b>Total</b>	<b>909</b>	<b>832,406</b>

Bulk -Kickapoo, Well 4, Cherokee		
	Meters	Usage (c.f.)
Book 30	41	18,384
Book 31	6	5,914
Book 32	4	12,960
<b>Total</b>	<b>51</b>	<b>37,258</b>

Bulk - Well 10		
	Meters	Usage (c.f.)
Book 33	49	20,378
<b>Total</b>	<b>49</b>	<b>20,378</b>

Residential- South- Desert View		
	Meters	Usage (c.f.)
Book 7	162	243
Book 8	176	642
Book 9	188	0
Book 10	178	405
Book 11	191	2,225
<b>Total</b>	<b>895</b>	<b>3,515</b>

Construction Meters		
	Meters	Usage (c.f.)
Book 40	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Billed Consumption	1,088,674
Non Billed Usage	29,557
<b>Total Consumption</b>	<b>1,118,231</b>

Active Residential Meters	1,806
Active Bulk Meters	98
<b>Total Active Meters</b>	<b>1,904</b>

### Billing Comparison

	This Year MAY 2012	Last Year MAY 2011	Difference More (Less)
<b>Statistics</b>			
Total Customer Accounts	995	1007	(12)
Usage in Cubic Feet	1,088,674	1,009,958	78,716
Percentage Increase/(Decrease)			8%

#### Revenues

Water Revenues	35,830.31	32,836.43	2,993.88
Basic Service Charge	50,088.49	50,025.26	63.23
Miscellaneous	604.61	261.11	343.50
Delinquent Charges	1,459.77	1,793.40	(333.63)
<b>Total Operating Revenues</b>	<b>87,983.18</b>	<b>84,916.20</b>	<b>3,066.98</b>

#### Debt Service Revenues (pass through)

FMHA **	32.27	13.52	18.75
<b>Total Debt Service Revenues</b>	<b>32.27</b>	<b>13.52</b>	<b>18.75</b>

#### Additional Information Regarding Pass Through Revenues

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

Total Charges (Proof)	<b>88,015.45</b>	<b>84,929.72</b>	
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Date: 6/1/12  
 To: Marina West  
 From: Michelle Corbin  
 Subject: Service Order Report July 2011 through June 2012  
 Update for May 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	0	2	0		19
Close Account	29	31	21	39	13	26	16	21	22	23	28		269
Customer Service	8	12	9	6	8	2	2	6	6	4	7		70
Customer Leak	1	0	1	0	0	0	1	1	0	0	0		4
Destroy Service Line	0	1	0	1	0	0	0	0	0	0	0		2
Exchange Meter	2	0	0	0	5	0	3	1	1	1	2		15
Fire Flow Test	0	0	0	0	1	0	0	0	0	0	0		1
Flush Deadend/Blowoffs	0	0	0	1	0	0	0	0	0	3	1		5
Hangtag (not 48 hour)	0	0	0	0	0	7	5	5	7	5	8		37
Install New Service	0	0	0	0	0	0	0	0	0	0	0		0
Leak Response	4	9	7	2	4	6	2	4	3	3	2		46
Lock-Off Service	13	8	16	24	9	23	20	20	20	16	20		189
Repair Mainline	0	0	0	0	0	0	2	0	0	0	0		2
Miscellaneous	26	7	18	10	7	9	12	12	16	17	11		145
Office Repairs	0	0	0	1	2	1	0	1	3	1	0		9
Open New Service	30	31	21	39	13	26	16	21	22	23	28		270
Pressure Complaint	1	0	0	0	0	1	0	0	0	0	1		3
Pull Meter	2	0	0	0	1	0	1	0	0	0	2		6
Read Meter	4	0	0	0	0	2	3	3	1	1	1		15
Repair Service Line	9	14	7	3	3	2	4	1	6	4	7		60
Replace Service Line	3	0	0	0	0	0	0	0	0	0	0		3
Reread Meter	35	55	28	20	4	3	10	6	2	14	9		186
Safety Meeting (New Catagory)										1	1		
Tamper	3	0	0	0	1	0	1	0	0	1	1		7
Unlock Service	4	7	10	11	10	14	20	10	22	9	15		132
Valve Maintenance	0	0	0	0	0	0	0	1	0		0		1
Verify Meter Locked	10	2	6	7	7	11	10	11	1	11	5		81
Well Repairs	0	0	1	0	0	0	0	0	0	2	0		3
Water Issues **	0	0	0	0	1	0	0	0	0	1	0		2
Hydrant Maint.	1	0	0	0	0	32	23	0	0	0	53		109
TOTAL	186	181	148	165	91	167	154	125	132	142	202		1693

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:** 6/1/2012  
**TO:** Board of Directors  
**FROM:** Kit Boyd  
**RE:** May 2012 Production

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>Average</u> <u>GPM</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well 2	0	0	#DIV/0!	0	0.00
Well 3	170,160	1,272,797	394	53.8	3.91
Well 4	0	0	#DIV/0!	0	0.00
Well 6	67,260	503,105	419	20	1.54
Well 7	353,080	2,641,038	362	121.7	8.11
Well 8	428,100	3,202,188	938	56.9	9.83
Well 9	731,900	5,474,612	669	136.3	16.80
Well 10	13,350	99,858	45	36.9	0.31
<b>Total</b>	<b>1,763,850</b>	<b>13,193,598</b>			<b>40.49</b>

Well 2 Bac T sample only

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

<b>A Boosters</b>	78,510	587,255	102	95.7
<b>C Boosters</b>	398,300	2,979,284	455	109.1
<b>Total</b>	<b>476,810</b>	<b>3,566,539</b>		

Bighorn-Desert View Water Agency

**Board of Directors**

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

Marina D West, PG, General Manager



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

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

A Public Agency

[www.bdvwa.org](http://www.bdvwa.org)

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**BOARD OF DIRECTORS'  
REGULAR MEETING MINUTES**

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

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

Led by Elizabeth Karman

**ROLL CALL**

Directors Present:

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

Staff Present:

Marina West  
Michelle Corbin

**APPROVAL OF AGENDA**

*Motion to approve the agenda.*

MSC<sup>1</sup> (Corl-Lorono/Burkhart) unanimously approved.

**AWARD OF FINANCIAL REPORTING ACHIEVEMENT**

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

Director Burkhart thanked the staff for all the hard work.

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

Public comments:

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

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

**MOTION NO. 12-042**

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

MSC<sup>1</sup> (Larson/Cori-Lorono) unanimously approved.

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

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

Public Comment:

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

**MOTION NO. 12-043**

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

MSC<sup>1</sup> (Larson/Cori-Lorono) unanimously approved.

**CONSIDER ADDING DIRECTORS TO DENTAL AND VISION POOL**

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

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

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

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

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

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

Public comment:

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

Action Failed: No Motion Was Received.



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

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

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

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

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

Public comment:

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

No Board action requested – informational item only.

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

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

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

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

No public comment.

No Board action requested – informational item only.

**DISBURSEMENTS APRIL 2012**

No Public Comment.

**MOTION NO. 12-044**

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

MSC<sup>1</sup> (Burkhardt/Larson) unanimously approved.

**CONSENT ITEMS**

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

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

No Public comment.

**MOTION NO. 12-045**

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

MSC<sup>1</sup> (Cori-Lorono/Larson) unanimously approved

**MATTERS REMOVED FROM CONSENT ITEMS - None**

**PUBLIC COMMENT PERIOD**

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

**VERBAL REPORTS**

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

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

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

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

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

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

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

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

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

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

**FUTURE AGENDA ITEMS -**

Budget, Ad Valorem tax and delinquent accounts public hearing.

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

Approved by:

\_\_\_\_\_  
David Larson, Secretary of the Board