

Bighorn-Desert View Water Agency

Board of Directors

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



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

760/364-2315 Phone
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Marina D West, PG, General Manager

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, May 28, 2013 - 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. **DISCUSS GENERAL MANAGER EMPLOYMENT CONTRACT INCLUDING COMPENSATION AND OTHER PROVISIONS –**

Board considers taking the following action(s):

1. Amending General Manager Employment Contract provisions including compensation, terms of employment and other benefit provisions.

6. PUBLIC HEARING: Ordinance 13O-01 – AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY PROVIDING FOR COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING PROCEDURES RELATED THERETO –

Board considers taking the following action(s):

1. Review Staff Report;
2. Receive Questions from the Board of Directors;
3. Open Public Hearing;
4. Receive Public Comments;
5. Close Public Hearing;
6. Board Discussion; and
7. Board to Consider the following Proposed Actions:
 - (a) Adopt Ordinance 13O-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto; or
 - (b) Amend Ordinance 13O-01 Providing for Lower Compensation of the Board of Directors and Establishing Procedures Related Thereto; or
 - (c) Defer Action until a later date; or
 - (d) Decline to Adopt Ordinance 13O-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto.

7. POSTING OF AGENCY'S APPROPRIATION LIMIT FOR FISCAL YEAR 2013/14

Board considers taking the following action(s):

1. Direct staff to post the calculations made to determine the Agency's appropriation limit at least 15 days prior to the date the Board considers adoption of Resolution establishing the Agency's appropriation limit for fiscal year 2013/14.

8. RESOLUTION NO 13R-XX FIXING AND ADOPTING THE AGENCY BUDGET FOR FISCAL YEAR 2013/14

Board considers taking the following action(s):

1. Adopt Resolution No. 13R-XX, A Resolution Fixing and Adopting the Agency Budget or Fiscal Year 2013/2014 for the Bighorn-Desert View Water Agency.

9. DISCUSS ALTERNATE DATE FOR THE JUNE 25, 2013 BOD REGULAR MEETING DUE TO SCHEDULING CONFLICT WITH SPECIAL DISTRICTS RISK MANAGEMENT AUTHORITY BOARD MEETING

Board considers taking the following action(s):

1. Board to establish special meeting date in lieu of regular meeting date.

10. UPDATE ON SB 246 INTRODUCED BY SENATOR JEAN FULLER (DISTRICT 18) TO MODERNIZE THE BIGHORN-DESERT VIEW WATER AGENCY LAW

Information item only

11. DISBURSEMENTS APRIL 2013

Recommended Action:

Ratify Check Register (payment of bills) April 2013.

- 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 for further action.

- a. Financial Statements
 - 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 2013
- c. Service Order Report, April 2013
- d. Production Report, April 2013
- e. Regular Board Meeting Minutes, April 23, 2013

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.

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
EMPLOYMENT AGREEMENT
For the Position of
GENERAL MANAGER**

This EMPLOYMENT AGREEMENT ("Agreement") is entered into this 31st day of May, 2011, by and between BIGHORN-DESERT VIEW WATER AGENCY ("Agency"), a public agency formed pursuant to the Bighorn-Desert View Water Agency Law, Chapter 112 of the Appendix to the California Water Code, and MARINA D. WEST, P.G. ("Employee" or "General Manager"), an individual.

RECITALS

WHEREAS, is the desire of the Board of Directors of the Bighorn-Desert View Water Agency ("Board of Directors") to employ an individual to serve in the position of General Manager for the Agency, which position is prescribed by state law and the Agency's enabling statute; and

WHEREAS, it is the desire of the Board of Directors to (i) secure and retain the services of Employee, (ii) have Employee perform all of the regular functions of the General Manager pursuant to the statutes and regulations of the Agency, (iii) to provide inducement to Employee to maintain such employment, and (iv) to establish the terms and conditions of Employee's services to the Agency through this Agreement; and

WHEREAS, Employee has been employed in this capacity since April 21, 2008 and has demonstrated the skills and expertise to fulfill such position, and Employee and Agency both desire to continue employment relationship for an additional term of with the Agency.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, including the Recitals which are made a part hereof, Agency and Employee hereby agree as follows:

AGREEMENT

1.0 EMPLOYMENT & DUTIES.

1.1 Duties & Obligations of General Manager. Agency hereby employs Employee as General Manager of the Agency and hereby designates General Manager as the person who shall direct the Agency activities in connection with the development, production, treatment, storage, transmission and distribution of water for potable water uses, bulk water services and fire protection, including operations, maintenance and management in accordance with the directions and policies established by the Board of Directors, as those directions are assigned and as those policies may be amended or otherwise modified from time to time, and shall do and perform all other services, acts, or things necessary or advisable to manage and conduct the business of the Agency consistent with General Manager's best professional judgment and as directed by the Board of Directors, including the approval of all checks but not including the execution of checks, and

engaging in other necessary transactions involving Agency funds. General Manager hereby accepts such employment.

1.2 Obligation of the Board of Directors. The Board of Directors shall direct the Agency only through General Manager. Neither the Board of Directors nor any individual Agency Director shall give orders or instructions to any subordinates of the General Manager except for the purpose of inquiry. General Manager shall take orders and instructions from the Board of Directors only after the Board of Directors have acted in a duly convened meeting of the Agency and General Manager shall take orders from an individual Agency Director only if the Board has lawfully delegated its authority to give orders and instructions on that particular topic to that particular Director, or at the General Manager's discretion where the General Manager believes the direction is consistent with Board policy. Notwithstanding the foregoing, the General Manager remains under the direction of the Board and in the event of any questions concerning the Board's general direction, the matter may be placed on a Board agenda.

1.3 Work Schedule. During employment with the Agency, General Manager shall devote her full productive time and best efforts to performing the General Manager's duties as may be necessary to fulfill the requirements of her position. The Agency expects that the performance of the duties of the General Manager should require at least forty (40) hours per week, of which up to four (4) hours per week may be allocated to educational purposes. This four (4) hour per week allocation for educational purposes will expire upon successful completion of General Manager's pending course work seeking the degree of Master of Arts of Public Administration ("MPA").

General Manager acknowledges that proper performance of the duties of the General Manager will often require the performance of necessary services outside of normal business hours. However, the Agency intends that reasonable time off be permitted to General Manager, such as is customary for exempt employees, so long as the time off does not interfere with normal business. General Manager's compensation (whether salary or benefits or other allowances) is not based on hours worked and General Manager shall not be entitled to any compensation for overtime.

1.4 Agency Documents. All data, studies, reports, and other documents prepared by General Manager while performing her duties during the term of this Agreement shall be furnished to and become the property of the Agency, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to General Manager in connection with the performance of this Agreement shall be held confidential by General Manager to the extent permitted by applicable law. Such materials shall not, without the prior written consent of the Board of Directors, be used by General Manager for any purposes other than the performance of her duties, nor shall such materials be disclosed to any person or entity not connected with the performance of services under this Agreement, except as required by law.

1.5 FLSA Exempt Status. General Manager agrees that her position is that of an exempt employee for the purposes of the Fair Labor Standards Act.

2.0 TERM OF EMPLOYMENT.

Subject to the earlier termination as provided in this Agreement, General Manager shall be employed by Agency for a term of 5 years, beginning the 31st day of May 2011 and ending the 1st day of June 2016.

Provided that, if the Agency and General Manager are in negotiation of arrangements to continue employment of General Manager beyond the termination date, this Agreement shall remain in full force and effect until either (i) said negotiations are terminated by either the Agency or General Manager or (ii) this Agreement is replaced by a new agreement, or (iii) the Agency and General Manager agree to continue the terms of this Agreement.

3.0 COMPENSATION.

The Agency shall pay General Manager an annual base salary of One Hundred Six Thousand Dollars (\$106,000.00), payable bi-weekly in accordance with the Agency's standard payroll procedures. Upon completion of MPA degree, the \$4,000.00 educational allowance will cease, and the General Manager's base salary shall increase by \$4,000.00; increasing the General Manager's annual base salary to \$110,000.00

In addition to the General Manager's base salary, in any fiscal year, if other Agency employees receive a cost of living ("COLA") increase, then the General Manager shall receive such COLA increase to her base salary.

Additionally, the Board of Directors may give the General Manager compensation increases. Any compensation increase shall be approved by the Board and documented by an addendum or amendment to this agreement signed by both parties.

4.0 BENEFITS.

Except as provided herein, the Agency shall provide for General Manager the same benefits (including, but not limited to, retirement, medical, dental plans and other benefits) which the Agency provides other Agency employees and upon the same terms and conditions as to which apply to other employees or officers of the Agency, which fringe benefits are not included in the base salary. Fringe benefits are implemented immediately and as described in the Employee Handbook.

General Manager shall be entitled to a term life insurance policy (including all of the other amenities associated with the policy) two (2) times her annual salary or the limit imposed by the provider, but not to be lower than \$200,000. The term life insurance policy will be implemented within 3 months of approving this agreement.

In addition to the foregoing fringe benefits, General Manager shall be entitled to a maximum of \$4,000 per year for educational reimbursement, paid in accordance with the terms of the Employee Handbook. This \$4,000 annual educational reimbursement

automatically transfers to the General Manager's base annual salary upon successful completion of General Manager's pending course work seeking the MPA degree as set forth in Section 3.0. General Manager shall be entitled to reimbursement for reasonable or necessary educational or business expenses incurred in furtherance of the Agency's business as set forth in Section 7.0 of this Agreement and the Employee Handbook.

5.0 VACATION, HOLIDAYS, SICK LEAVE AND ADMINISTRATIVE LEAVE.

General Manager shall accrue and take vacation days, holidays and sick leave in accordance with the Employee Handbook, except, General Manager shall be entitled to an additional two (2) weeks vacation time per year and eighty (80) hours of administrative leave per year, with all policies and caps on accruals applying as set forth in the Employee Handbook, except, the "Maximum Allowed Unused Balance" of vacation hours shall be 320 hours.

6.0 AUTOMOBILE.

The Agency shall provide General Manager with an automobile allowance of \$500 per month. On all vehicles owned by General Manager which she intends to use for Agency business, General Manager shall maintain automobile insurance in an amount not less than \$100,000 per person and \$300,000 per incident, which insurance shall name the Agency as an additional insured.

Notwithstanding General Manager's automobile allowance, the Agency and General Manager acknowledge that on a limited basis, it will be necessary for General Manager, from time to time as she deems reasonably appropriate, to utilize a four-wheel drive or other Agency-owned pool vehicle for various purposes including to access areas of the Agency or the surrounding communities in furtherance of Agency business; to transport Agency employees, members of the Board of Directors, consultants, agents, and others; to access areas of the Agency or the surrounding communities and counties; for similar special circumstances, all to conduct Agency business, and use of such vehicle shall not affect General Manager's automobile allowance.

7.0 BUSINESS EXPENSES.

All business expenses reasonably incurred by General Manager in conducting Agency business, including expenditures for entertainment, travel, or otherwise, are to be paid for, insofar as possible, by the use of credit cards which may be furnished to General Manager in the name of the Agency. The Agency shall promptly reimburse General Manager for all other reasonable business expenses incurred by General Manager in conjunction with Agency business. Each such expenditure, however, shall be reimbursable only if General Manager furnishes to the Agency in a timely manner adequate records and other documentary evidence required by federal and state statutes and regulations issued by the appropriate taxing authorities for the substantiation of such expenditures.

8.0 CONDITIONS FOR TERMINATION OF AGREEMENT.

8.1 Death or Incapacity of General Manager. This Agreement shall terminate on the death or disability of General Manager as set forth herein section 9.

8.2 By General Manager. This Agreement may be terminated by General Manager at any time, without cause, upon no less than sixty (60) days prior written notice to Agency. General Manager shall be entitled to compensation and benefits to the effective date of termination, but shall not be entitled to any additional compensation or benefits thereafter.

8.3 By Agency With Cause. The Agency may by majority vote of the membership of the Board of Directors terminate this agreement for cause at any time. For the purposes of this agreement, "cause" for termination shall be defined as: (1) failure to follow the clear direction of the Board of Directors given in a duly noticed meeting and/or flagrant or repeated neglect of duties, after General Manager has been notified in writing of such failure to follow and/or neglect and provided thirty (30) days to correct the deficiencies; (2) willful misappropriation of public property; (3) willful and substantial violation of law related to the performance of the General Manager's duties; or (4) willful falsification of a relevant official statement or document.

8.4 Notice of such proposed discharge by the Agency for cause shall be given in writing to General Manager along with a detailed statement of charges and copies of the materials upon which the proposed action is based. General Manager shall be entitled to a hearing before the Board of Director's at least two (2) weeks from the date of receipt of written notice of the proposed discharge, however, such a hearing shall not be held on weekends or federal or state holidays. Reasonable time shall be permitted for General Manager to prepare for the hearing. General Manager hereby elects for such hearing, should a hearing become necessary under this provision, to be conducted in closed session, unless specifically prohibited by state law or a public hearing is requested by General Manager. Any decision by the Agency shall be in writing and shall be served upon General Manager.

If the Agency terminates General Manager with cause as set forth in this provision, the Agency shall not be required to make the severance payment provided for in this Agreement, but must provide termination benefits as set forth in the Employee Handbook.

8.5 By Agency Not For Cause. The Agency may by majority vote of the membership of the Board of Directors terminate General Manager's employment at any time without cause immediately upon written notice to General Manager and payment to General Manager, in addition to any other amounts that may therein be due pursuant to this Agreement and Agency policies including those set forth in the Employee Handbook, the following amount: (i) if the remaining term of employment of General Manager under this Agreement is six months or less, a lump sum payment in an amount equal to one twelfth of her then-current annual base salary times the number of months in the remaining term of this Agreement; or (ii) if the remaining term of employment of General Manager under this Agreement is more than six months, a monthly payment of one-

twelfth of her then-current annual base salary, paid until General Manager secures and commences other full-time employment or the expiration of her term of employment, whichever occurs first, but in no case more than the remaining term of the Agreement or eighteen (18) months, whichever is less.

8.6 Termination Without Cause in the 180 Days Following an Election. Following an election of the Board of Directors regardless of whether new Directors are elected to represent the Agency, or when a new Board member is appointed, the Board may not terminate this Agreement except for cause for the 180 days following such election.

9.0 DISABILITY.

In the event General Manager becomes unable to perform her duties by reason of physical or mental illness or disability, General Manager shall be entitled to her full compensation for the period of four (4) months from and after the beginning of such disability and if, at the end of the four (4) months she is unable to resume and effectively discharge her duties hereunder, then and in such event, the Agency may terminate this Agreement, subject to applicable law and in accordance with the terms of the Employee Handbook.

10.0 AGENCY'S DUTY TO DEFEND, INDEMNIFY AND HOLD HARMLESS.

Recognizing that General Manager is entitled to perform her duties without fear of suit, and as a public employee is entitled to indemnification rights in accordance with Government Code Section 825. The Agency agrees to defend, indemnify and hold General Manager harmless against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the course and scope of General Manager's employment or resulting from the exercise of judgment or discretion in connection with the course and scope of said duties or responsibilities, except as otherwise set forth herein. The Agency agrees to pay all reasonable litigation expenses of General Manager throughout the pendency of any litigation resulting from any such claim, action, suit or proceeding, actual or threatened, arising out of or continuing beyond General Manager's service to the Agency and shall extend until final determination of the legal action, including appeals. As a condition of the defense, General Manager shall reasonably cooperate in good faith in defense of the claim or action.

In this regard, the Agency shall indemnify General Manager against any and all losses, damages, judgments, interest, settlements, fines, court costs, and other reasonable costs and expenses of legal proceedings, including attorneys' fees and any other liabilities incurred by, imposed upon, or suffered by General Manager in connection with the performance of her duties. Any settlement of any claim must be made with the prior approval of the Agency in order for indemnification, as provided in this Section to be available. Notwithstanding the above, the Agency shall only indemnify General Manager for punitive or exemplary damages as authorized in Government Code Section 825, or its successor.

This section shall not apply to any intentional tort or crime committed by General Manager, to any action resulting from fraud, corruption or malice of General Manager, to

any action outside the course and scope of the services provided by General Manager under this Agreement, or any other intentional or malicious conduct or gross negligence of General Manager, and Agency hereby reserves its right to invoke this provision to terminate its duty to defend and indemnify General Manager if in the course of defending General Manager the Agency learns that General Manager acted with corruption, fraud or malice. The Agency may make this indemnity obligation conditional upon General Manager entering into a reservation of rights agreement. Further, this provision shall not apply to defense of criminal actions or proceedings unless the Agency finds: (i) the criminal action(s) or proceeding(s) brought on account of an act or omission in the scope of General Manager's employment as an employee of the Agency; and (ii) the Board of Directors determines that such defense would be in the best interests of the Agency and that General Manager acted, or failed to act, in good faith, without actual malice and in the apparent interests of the Agency as required by Government Code Section 995.8, or its successor.

11.0 ANNUAL REVIEW.

The Board of Directors shall conduct an annual evaluation of General Manager's performance, either by the full Board of Directors or by a committee thereof, at the first regularly scheduled meeting of the Board of Directors in April of each year that this Agreement is in effect. At a minimum, said evaluation shall consist of an oral conference with General Manager to review her performance in accordance with applicable law and requirements. Every year the Board of Directors and General Manager will, as part of the annual review process, set goals and objectives for the ensuing year.

12.0 GENERAL PROVISIONS.

12.1 Entire Agreement. This Agreement constitutes the entire agreement between the Agency and General Manager and supersedes all prior oral or written agreements of any kind. No amendments to this Agreement may be made except by a writing signed by both the Agency and General Manager.

12.2 Governing Law. The validity and interpretation, performance and effect of this Agreement shall be construed in accordance with the laws of the State of California.

12.3 Notice. Any notice or communication required or permitted to be given under this Agreement shall be effective when deposited, postage prepaid, with the United States Mail. Any notice to the Agency shall be addressed as follows:

Bighorn-Desert View Water Agency
622 South Jemez Trail
Yucca Valley, CA 92284-1440

Notice to General Manager shall be addressed to General Manager at her last known address as reflected in the Agency's records.

12.4 Severability. If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect.

12.5 Effect of Waiver. The failure of either the Agency or General Manager to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or time be deemed a waiver or relinquishment of that right or power for all or any other times.

12.6 Enforceability. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party in such action shall be entitled to reasonable attorneys' fees, cost, and necessary disbursement in addition to any other relief to which that party may be entitled. This provision shall be construed as applicable to the entire Agreement.

12.7 Conflicts Prohibited. During the term of this Agreement, General Manager shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict in any manner, with the proper discharge of General Manager's duties under this Agreement. General Manager shall comply with all requirements of law, including but not limited to, Sections 87100 *et seq.*, Section 1090 and Section 1125 of the Government Code, and all other similar statutory and administrative rules. Whenever any potential conflict arises or may appear to arise, the obligation shall be on General Manager to seek legal advice concerning whether such conflict exists and General Manager's obligations arising therefrom. General Counsel of the Agency shall be available to consult with General Manager concerning the foregoing.

12.8 Affirmation and Ratification of Agreement. The Agency and General Manager each ratify and reaffirm each and every one of the respective rights and obligations arising under this Agreement, and both the Agency and General Manager represents and warrants to the other that the Agreement is currently an effective, valid and binding obligation. The Agency and General Manager further ratify and reaffirm all prior actions of the Board of Directors' approving an increase in General Manager's base salary by 6% bringing her base salary up to \$106,000.00, increase administrative leave by 40 hours, increase vacation time by one (1) additional week, and increase educational reimbursement by an additional \$1,000.00, all of which are incorporated herein.

12.9 Independent Review. The Agency and General Manager further represent and warrant that each has carefully reviewed this entire Agreement, and that each and every term thereof is understood, and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the party or its representatives who drafted it or who drafted any portion thereof.

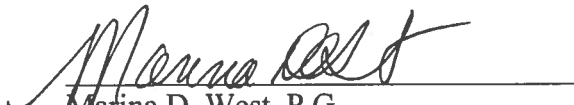
12.10 Assignment. Neither this Agreement, nor any right, privilege, nor obligation of General Manager hereunder, shall be assigned or transferred by General Manager without the prior written consent of the Agency. Any attempt at assignment or transfer in violation of this provision shall, at the option of the Agency, be null and void.

This Agreement is executed by the Agency pursuant to an action of its governing body in open session of a duly organized meeting of the Agency's Board of Directors on **May 31, 2011**, authorizing the same.

BIGHORN-DESERT VIEW WATER AGENCY

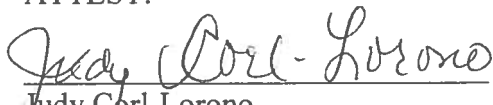

Terry Burkhardt, Board President

5-31-11
Date


Marina D. West, P.G.

5-31-11
Date

ATTEST:


Judy Corl-Lorono
Board Secretary

APPROVED AS TO FORM


David J. Aleshire, Interim Legal Counsel

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

Meeting Date: May 28, 2013

To: Board of Directors

Budgeted: TBD

Budgeted Amount: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Preparation for a Cost of Living Adjustment to Board of Directors Compensation by Ordinance

SUMMARY

At the March 26, 2013 Board of Directors meeting staff was directed to initiate the process for implementing the allowable 5% cost of living adjustment to the Board of Directors per diem (meeting stipend). If the Board authorizes the increase then per diems would effectively increase to one hundred and five dollars (\$105) per day from the current one hundred dollars (\$100).

The process of increasing the Board of Directors per diem is done in accordance with Section 20200 - 20207 of the California Water Code and Section 6066 of the California Government Code. The respective codes are attached for reference.

In summary, increases in Board compensation are authorized via ordinance following an agendized public hearing. In accordance with Section 20203 of the California Water Code and Section 6066 of the California Government Code a notice of said hearing shall be published in a newspaper of general circulation (Hi Desert Star) once per week for two weeks. The appropriate notification was published on May 15th and 22nd, 2013. If approved on May 28th the Ordinance becomes formal 60 days thereafter.

The public hearing procedures are outlined below, following acceptance of public comments, the Board may discuss and choose to either adopt the new Ordinance, decline to adopt the new Ordinance or close the public hearing and defer action until a later date.

RECOMMENDATION

Recommend that the Board:

1. Receive Staff Report;
2. Receive Questions from the Board of Directors;
3. Open Public Hearing;
4. Receive Public Comments;
5. Close Public Hearing;
6. Board Discussion and Proposed Actions:
 - a. Adopt Ordinance 13○-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto;
 - b. Amend Ordinance 13○-01 Providing for Lower Compensation of the Board of Directors and Establishing Procedures Related Thereto;

- c. Defer Action until a later date;
- d. Decline to Adopt Ordinance 13~~O~~-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

3/26/2013 Motion 13-021 Motion to direct staff to initiate the process for increasing the Board of Directors per diem compensation by five percent (5%) for Fiscal Year 2013/2014.

12/28/2010 Motion 10-078 Ordinance No. 10~~O~~-02 Providing for compensation of the Board of Directors and establishing procedures related thereto (increased per diem for committee meetings from \$50 to \$100 and increased allowable compensation days from 6 to 10 per month)

5/24/2005 Ordinance No. 05~~O~~-01 Fixing compensation and setting reimbursement of expenses guidelines for the Directors of the Bighorn-Desert View Water Agency.

ORDINANCE NO. 13O-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY PROVIDING FOR COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING PROCEDURES RELATED THERETO

WHEREAS, Water Code Appendix Section 112-12 Water Code Section 20200 et seq. and Government Code Section 53232.1 et seq. set forth the authority and procedure for establishing compensation for members (each, a "Director") of the Board of Directors ("Board") of the Bighorn-Desert View Water Agency ("Agency"). In particular, Water Code Section 20201 provides that the Board, may by ordinance, provide compensation to Directors in an amount not to exceed \$100 per day for each day's attendance at meetings of the board, or for each day of service rendered as a member of the board by request of the board. Water Code Section 20202 authorizes an increase in the compensation that may be received by the Directors up to an amount equal to five percent (5%) for each calendar year since the effective date of the last increase and limits compensation to no more than ten (10) days in any calendar month; and

WHEREAS, the Board desires to establish the amount of compensation by way of this Ordinance in accordance with the provisions of the Water Code; and

WHEREAS, in accordance with Section 20203 of the California Water Code and Section 6066 of the California Government Code, a public hearing was held on _____, 2013, at 6 P.M., or as soon thereafter, at the meeting room of the Board at 1720 N. Cherokee Trail, Landers, CA 92285, and a notice of said hearing was duly published in the Hi-Desert Star, a newspaper of general circulation, once a week for two weeks as follows: on _____, 2013 and _____, 2013.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The amount of compensation to be received by Directors for each day's attendance at meeting of the Board, and for each day's service rendered by a Director by request of the Board, shall be one hundred five dollars (\$105.00). The only meetings, service, and events for which said compensation shall be paid shall be those provided for in the Policy for Reimbursement of Actual and Necessary Expenses for Board Members.

Section 2. No Director shall receive the compensation set forth in Section 1 of this Ordinance for more than 10 days in any calendar month.

Section 3. The President of the Board shall sign this Ordinance and the Secretary of the Board shall attest thereto, and pursuant to section 20204 of the California Water Code, this Ordinance shall take effect sixty (60) days from the date of adoption.

Section 4. If any section, subsection, clause, or phrase in this Ordinance is for any reason held invalid, the validity of the remainder of this Ordinance shall not be affected thereby. The Board hereby declares that it would have passed this Ordinance and

each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof be held invalid.

Section 5. Ordinance No. 10○-02 is hereby rescinded in its entirety.

BIGHORN-DESERT VIEW WATER AGENCY

Dated: XXXX XX, 2013

By _____
Michael McBride, Board President

CERTIFICATION

I hereby certify that this Resolution was duly adopted by the Board of Directors at its regularly-scheduled meeting on XXXX XX, 2013, by the following vote:

AYES:

NOES:

ABSTENTION:

BIGHORN-DESERT VIEW WATER AGENCY

By _____
David Larson, Board Secretary

WATER CODE

SECTION 20200-20207

20200. As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

20201. Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

20201.5. Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

20202. In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

20203. Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. No ordinance shall be adopted pursuant to this chapter except following a public hearing. Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

20204. An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage. The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

20205. If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

20206. If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

20207. Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

California Government Code Section 6066

6066. Publication of notice pursuant to this section shall be once a week for two successive weeks. Two publications in a newspaper published once a week or oftener, with at least five days intervening between the respective publication dates not counting such publication dates, are sufficient. The period of notice commences upon the first day of publication and terminates at the end of the fourteenth day, including therein the first day.

**ANNOUNCEMENT OF PUBLIC HEARING
MAY 28, 2013 AT 6 PM
BIGHORN DESERT VIEW WATER AGENCY
BOARD MEETING OFFICE
1720 N. CHEROKEE TRAIL, LANDERS, CA 92285**

ORDINANCE NO. 130-01

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
PROVIDING FOR COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING
PROCEDURES RELATED THERETO**

WHEREAS, Water Code Appendix Section 112-12 Water Code Section 20200 et seq. and Government Code Section 53232.1 et seq. set forth the authority and procedure for establishing compensation for members (each, a "Director") of the Board of Directors ("Board") of the Bighorn-Desert View Water Agency ("Agency"). In particular, Water Code Section 20201 provides that the Board, may by ordinance, provide compensation to Directors in an amount not to exceed \$100 per day for each day's attendance at meetings of the board, or for each day of service rendered as a member of the board by request of the board. Water Code Section 20202 authorizes an increase in the compensation that may be received by the Directors up to an amount equal to five percent (5%) for each calendar year since the effective date of the last increase and limits compensation to no more than ten (10) days in any calendar month; and

WHEREAS, the Board desires to establish the amount of compensation by way of this Ordinance in accordance with the provisions of the Water Code; and

WHEREAS, in accordance with Section 20203 of the California Water Code and Section 6066 of the California Government Code, a public hearing was held on _____, 2013, at 6 P.M., or as soon thereafter, at the meeting room of the Board at 1720 N. Cherokee Trail, Landers, CA 92285, and a notice of said hearing was duly published in the Hi-Desert Star, a newspaper of general circulation, once a week for two weeks as follows: on _____, 2013 and _____, 2013.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The amount of compensation to be received by Directors for each day's attendance at meeting of the Board, and for each day's service rendered by a Director by request of the Board, shall be one hundred five dollars (\$105.00). The only meetings, service, and events for which said compensation shall be paid shall be those provided for in the Policy for Reimbursement of Actual and Necessary Expenses for Board Members.

Section 2. No Director shall receive the compensation set forth in Section 1 of this Ordinance for more than 10 days in any calendar month.

Section 3. The President of the Board shall sign this Ordinance and the Secretary of the Board shall attest thereto, and pursuant to section 20204 of the California Water Code, this Ordinance shall take effect sixty (60) days from the date of adoption.

Section 4. If any section, subsection, clause, or phrase in this Ordinance is for any reason held invalid, the validity of the remainder of this Ordinance shall not be affected thereby. The Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof be held invalid.

Section 5. Ordinance No. 100-02 is hereby rescinded in its entirety.

BIGHORN-DESERT VIEW WATER AGENCY

Dated: XXXX XX, 2013

By _____
Michael McBride, Board President

CERTIFICATION

I hereby certify that this Resolution was duly adopted by the Board of Directors at its regularly-scheduled meeting on XXXX XX, 2013, by the following vote:

AYES:
NOES:
ABSTENTION:

BIGHORN-DESERT VIEW WATER AGENCY

By _____
David Larson, Board Secretary

ANNOUNCEMENT OF PUBLIC HEARING**
MAY 28, 2013 AT 6 PM
BIGHORN-DESERT VIEW WATER AGENCY
BOARD MEETING OFFICE
1720 N. CHEROKEE TRAIL, LANDERS, CA 92285

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PROCEDURES RELATED THERETO

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Section 5. Ordinance No. 100-02 is hereby rescinded in its entirety.

BIGHORN-DESERT VIEW WATER AGENCY

Dated: XXXX XX, 2013

By _____
Michael McBride, Board President

CERTIFICATION

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AYES:
NOES:
ABSTENTION:

BIGHORN-DESERT VIEW WATER AGENCY

By _____
David Larson, Board Secretary

(PUB: 5/15, 5/22/2013)

ANNOUNCEMENT OF PUBLIC HEARING**
MAY 28, 2013 AT 6 PM
BIGHORN-DESERT VIEW WATER AGENCY
BOARD MEETING OFFICE
1720 N. CHEROKEE TRAIL, LANDERS, CA 92285

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BIGHORN-DESERT VIEW WATER AGENCY

Dated: XXXX XX, 2013

By _____
Michael McBride, Board President

CERTIFICATION

I hereby certify that this Resolution was duly adopted by the Board of Directors at its regularly-scheduled meeting on XXXX XX, 2013, by the following vote:

AYES:

NOES:

ABSTENTION:

BIGHORN-DESERT VIEW WATER AGENCY

By _____
David Larson, Board Secretary

(PUB: 5/15, 5/22/2013)

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

Meeting Date: May 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 2013/14

SUMMARY

Attached is the report establishing the Appropriation Limit for Fiscal-Year 2013/14. 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 calculated Appropriation Limit for Fiscal Year 2013/14 is \$142,384.37.

The FY 2013/14 budget projection for the general property tax levy is \$101,700 which does not exceed the reported appropriation limit.

RECOMMENDATION

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

1. Direct staff to post the calculations made to determine the Agency's appropriation limit at least 15 days prior to the date the Board considers adoption of the Resolution establishing the Agency's appropriation limit for fiscal year 2013/14.

BACKGROUND/ANALYSIS

Prior to the beginning of every fiscal year, it will be 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 reported by the California Department of Finance.

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 2013-14 is \$142,384.37. The FY 2013/14 budgeted revenue for property tax is \$101,700 which does not exceed the appropriation limit.

PRIOR RELEVANT BOARD ACTION(S)

6/19/2012 Motion No. 12-046 approving Resolution No. 12R-23 - Establishing appropriation limit of the Agency for fiscal year July 1, 2012 - June 30, 2013 pursuant to Article XIII B of the Calif. Constitution

Bighorn-Desert View Water Agency
Fiscal Year 2013-14 Appropriation Limit

Previous year limit: \$136,671.50

Appropriation factor: 1.0418

New limit: \$142,384.37

Calculation

Price factor: 5.12

Population change: -0.89 %

Per capita converted to a ratio: $(5.12+100) / 100 =$ 1.0512

Population converted to a ratio: $(-.89+100) / 100 =$ 0.9911

Calculation of factor for FY 2013-14: $1.0418 \times 1.0000 =$ 1.0418

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

Meeting Date: May 28, 2013

To: Board of Directors

Budgeted: To Be Determined
Budgeted Amount: To Be Determined
Cost: n/a

From: Marina D. West

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

Subject: Preliminary Budget for Fiscal Year 2013/14

SUMMARY

Staff will present the Preliminary Fiscal Year 2013/14 Budget for Board review and possible adoption.

RECOMMENDATION

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

1. Adopt Resolution No. 12R-XX, A Resolution Fixing and Adopting the Agency Budget for the Fiscal Year 2013/2014 for the Bighorn-Desert View Water Agency.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

5/8/2013 Finance/Public Relations/Education/Personnel Committee – Review draft budget for Fiscal Year 2013/14 and recommend budget be brought to full Board May 28 for consideration and adoption.

6/19/2012 Motion No. 12-048 Resolution No. 12R-024 – Fixing and adopting the Agency budget for Fiscal Year 2012/13.

RESOLUTION NO.13R-XX

A RESOLUTION FIXING AND ADOPTING THE AGENCY BUDGET FOR THE FISCAL YEAR 2013-2014 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.

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 2013-2013 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 28th day of May 2013.

By _____
Michael McBride, President of the Board

ATTEST:

David Larson, Secretary of the Board

EXHIBIT "A"



2013/2014

OPERATING BUDGET

Resolution No. 13R-XX

EXHIBIT "A"

Adopted XX, 2013

2013/2014 OPERATING BUDGET
EXHIBIT "A"

<u>SUMMARY</u>		
	2013-2014	
	revenue	expenses
REVENUE - OPERATING	1,061,952	
ADMINISTRATION EXPENSE		603,810
OPERATION EXPENSE		415,730
TOTAL REVENUE (NON-OPERATING)	331,778	
DEBT EXPENSE (BH, DV, & MWA)*		224,300
CAPITAL IMPROVEMENT/ REPLACEMENT/REFURBISHMENT		
FY2013/2014 portion from BFC & Meter Install (restricted)		5,353
Op. and non-Op Revenue Available to allocate (unrestricted)		144,537
Verification of Totals	1,393,730	1,393,730
* MWA Debt Participation is funded by Operating Revenues		

~~2013/2014~~ BUDGET
EXHIBIT "A"

REVENUE SUMMARY

Description	2013-2014 Amount
OPERATING INCOME	
Metered Water Sales	445,517
Basic Service Charge	576,235
Other Operating Income	37,200
Interest Income Unrestricted	3,000
Grants and Funding Partners	-
* Subtotal	1,061,952
NON-OPERATING INCOME	
BH Debt Income BH FMHA DA01	175,900
DV FMHA Surcharge	48,825
General Tax Income (1%) Imp. "A" GA02	51,600
General Tax Income (1%) BM/DV GA01	50,100
Subtotal	326,425
NON-OPERATING INCOME - New Services	
Meter Connect Fees (SL Install Fees)	1,255
Basic Facilities Charge (Buy In)	4,098
Subtotal	5,353
Total Revenue	1,393,730

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

**2013/2014 BUDGET
EXHIBIT "A"**

		<u>ADMINISTRATIVE EXPENSE</u>	2013-2014
Account		Description	Amount
56001		Directors Fees	37,000
56002		Director Meeting Expense	-
56002	01	Director 1	-
56002	02	Director 2	-
56002	03	Director 3	-
56002	04	Director 4	-
56002	05	Director 5	-
56003		Administrative Compensation	256,000
56005		Administrative Meeting Expenses	-
56006		Contractual Services- Auditor	30,000
56007		Contractual Services- Legal	15,000
56008		PERS	44,700
56009		Payroll Tax	10,150
56011		Telephone & Fax	6,700
56012		Mailing Expenses	4,360
56014		Contractual Services- Other	18,800
56016		Property/Liability Insurance	26,000
56017		Workers Comp. Insurance	6,500
56018		Dues & Subscriptions	10,050
56020		Power- Office & Yards	5,600
56022		Bad Debt Expense	2,000
56025		Propane	1,800
56030		Office Supplies	6,700
56100		Employee Benefits Insurance	95,400
56110		Employee Education	3,000
56200		Office Equipment Expense	8,500
56300		Customer Relations	9,050
56400		Other Administrative Expenses	1,500
58100		Elections Costs	5,000
		Total Administrative Expense	603,810

~~2013/2014~~ BUDGET
EXHIBIT "A"

2013-2014

OPERATIONS EXPENSE

Account	Description	Amount
54102	Operations Compensation	154,565
54103	Uniforms	2,650
54105	Auto Controls	2,640
54106	Vehicle/Tractor/Equip Expense	6,000
54107	Vehicle Expense- Fuel	24,600
54109	Field Materials and Supplies	25,000
54111	Water Testing	4,525
54112	Contractual Services- Engineering	55,000
54114	Water System Repairs	25,000
54115	Building Maintenance/Repair	19,750
54117	Ames Basin Monitoring	-
54119	Communications Expense	1,500
54121	Disinfection Expense	5,000
54125	Power- Wells/Booster Pumps	63,000
54130	Other Operations Expense	15,000
55001	Bulk Pumping Plant Expense	6,500
55002	Bulk Operations and Maintenance	5,000
	Total Operations Expense	415,730

2013/2014 BUDGET
EXHIBIT "A"

DEBT EXPENSE

Account	Description	Payment Amount	Paid from Revenue	Paid from LAIF
22300	BH Debt Principal	81,000	81,000	-
57000	BH Debt Interest Payment	28,000	28,000	-
21101	DV Debt Principal	29,000	29,000	-
59100	DV Debt Interest Payment	13,000	13,000	-
57350	MWA Pipeline Debt	73,300	73,300	-
	Total Debt Expense	224,300	224,300	

*Assumes no debt service payments from LAIF reserves

MWA Pipeline debt is paid from Operating Revenue.

2013/2014 BUDGET - EXPENSE ACCOUNTS
EXHIBIT "A"

EXPENSE	ACCOUNTS	PROJECTED BUDGET						2012/2013 YTD 83% (4/30/13)	Preliminary Budget 2013/14	FY 13 vs. 12 Increase/ (Decrease)	NOTES
		FY2010/11 Actual expenditures	FY2011/12 Actual expenditures	FY2012/13 Approved Budget							
56030	OFFICE SUPPLIES/ PRINTING	\$ 5,692	\$ 8,998	\$ 8,500			57.13%	\$ 6,700		(\$1,800)	
	Printed items such as envelopes, business cards, checks. Toner refills for desktop printers, consumable office supplies (paper) and Boardroom supplies. Safety and emergency supplies \$500. Copier "per print" costs (\$1000)										
56100	EMPLOYEE BENEFITS INS	\$ 61,624	\$ 65,029	\$ 94,090			79.87%	\$ 95,400		\$1,310	Various increases: HMO 15-17%, PPO 8-10%, ACA 1-3%
56110	EMPLOYEE EDUCATION	\$ 6,131	\$ 4,134	\$ 3,500			54.81%	\$ 3,000		(\$500)	
56200	OFFICE EQUIPMENT EXPENSE	\$ 5,694	\$ 6,507	\$ 3,500			42.34%	\$ 8,500		\$5,000	New front office furniture for staff (\$3,000), replace one fire proof cabinet \$2000
56300	CUSTOMER RELATIONS	\$ 1,096	\$ 4,832	\$ 6,000			46.88%	\$ 9,050		\$3,050	Increased newsletter circulation and W-1 outreach. Added events: July 3rd, Regional Demonstration Garden, Landers Ele. Programs \$500, Regional Demonstration Garden (Brehm Park) \$1500, Calendars \$900
56400	OTHER ADMIN EXPENSES	\$ 6,735	\$ 4,832	\$ 3,500			30.27%	\$ 1,500		(\$2,000)	FY2013/14 Combine 56003 into 56400. Reduce budget based on actual expenses
58100	ELECTION COSTS	\$ -	\$ 6,320	\$ -				\$ 5,000		\$5,000	Regular election in Nov. 2013
TOTAL EXPENSES		\$ 958,309	\$ 985,954	\$ 1,007,292				\$ 1,019,540		\$12,248	

2013/2014 BUDGET - EXPENSE ACCOUNTS
EXHIBIT "A"

EXPENSE	ACCOUNTS	PROJECTED BUDGET											
		FY2010/11 Actual expenditures	FY2011/12 Actual expenditures	FY2012/13 Approved Budget	2012/2013 YTD 83% (4/30/13)	Preliminary Budget 2013/14	FY 13 vs. 12 Increase/ (Decrease)	NOTES					
55002	BULK OPERATIONS AND MAINTENANCE	\$ 1,357	\$ 279	\$ 5,000	55.07%	\$ 5,000	\$0						
55001	DIRECTORS FEES	\$ 15,000	\$ 16,300	\$ 16,000	52.50%	\$ 37,000	\$21,000	Est. per diem for all meetings and expenses for various BOD approved seminars. Budget combined w/ 55002 expenses.					
56002	DIRECTOR MEETING EXPENSE	\$ 12,183	\$ 4,885	N/A		\$ -							
56002 01	DIRECTOR 1			\$ 4,200	53.27%	\$ -	(\$4,200)						
56002 02	DIRECTOR 2			\$ 4,200	67.29%	\$ -	(\$4,200)						
56002 03	DIRECTOR 3			\$ 4,200	0.00%	\$ -	(\$4,200)						
56002 04	DIRECTOR 4			\$ 4,200	2.02%	\$ -	(\$4,200)						
56002 05	DIRECTOR 5			\$ 4,200	3.46%	\$ -	(\$4,200)						
56003	ADMINISTRATION COMP	\$ 224,630	\$ 238,370	\$ 245,494	73.18%	\$ 256,000	\$10,506	Includes 1.7 % COLA and est. overtime for staff					
56005	ADMIN/BOD MEETING EXPENSE	\$ 1,514	\$ 195	\$ 1,000	25.48%	\$ -	(\$1,000)	Move expenses to 56400 beginning FY2013/14					
56006	CONTRACTUAL SERVICES- AUDITOR	\$ 28,700	\$ 26,472	\$ 30,000	90.18%	\$ 30,000	\$0						
56007	CONTRACTUAL SERV- LEGAL	\$ 71,463	\$ 80,000	\$ 30,000	35.20%	\$ 15,000	(\$15,000)	Budget based on FY2012/13 expenses to date					
56008	PERS	\$ 29,874	\$ 34,880	\$ 41,000	81.96%	\$ 44,700	\$3,700						
56009	PAYROLL TAXES	\$ 13,076	\$ 8,317	\$ 12,400	79.60%	\$ 10,150	(\$2,250)						
56011	PHONE, FAX LINES, INTERNET	\$ 6,676	\$ 7,022	\$ 7,500	69.76%	\$ 6,700	(\$800)						
56012	MAILING EXPENSE	\$ 8,825	\$ 7,608	\$ 11,500	45.91%	\$ 4,360	(\$7,140)	6-mo. in-house billing. 1-yr. routine postage. Pitney contract 1-yr. remaining.					
56014	CONTRACTUAL SERV- OTHER	\$ 36,823	\$ 15,145	\$ 19,100	64.57%	\$ 18,800	(\$300)	Begin outsourced billing from postcard to letter in Jan. 2014.					
56016	PROPERTY/LIABILITY EXPENSE	\$ 28,475	\$ 26,663	\$ 27,000	85.83%	\$ 26,000	(\$1,000)	Estimate from prior year expense					
56017	WORKERS COMP INS	\$ 13,023	\$ 3,066	\$ 6,500	87.17%	\$ 6,500	\$0	Estimate provided by SDRMA					
56018	DUES & SUBSCRIPTIONS and ANNUAL FEES	\$ 9,175	\$ 9,246	\$ 9,630	97.66%	\$ 10,050	\$420						
56020	POWER OFFICE & YARDS	\$ 5,246	\$ 4,671	\$ 5,600	62.36%	\$ 5,600	\$0						
56022	BAD DEBT EXPENSE	\$ 2,003	\$ 304	\$ 2,000	67.65%	\$ 2,000	\$0	Expensed bad debt (est.)					
56025	PROPANE	\$ 1,741	\$ 1,516	\$ 1,800	69.05%	\$ 1,800	\$0						

2013/2014 BUDGET - EXPENSE ACCOUNTS
EXHIBIT "A"

EXPENSE	ACCOUNTS	PROJECTED BUDGET											
		FY2010/11 Actual expenditures	FY2011/12 Actual expenditures	FY2012/13 Approved Budget	2012/2013 YTD 83% (4/30/13)	Preliminary Budget 2013/14	FY 13 vs. 12 Increase/ (Decrease)	NOTES					
54102	OPERATIONS COMPENSATION												
	Three field employees with on-call overtime and standby hours	\$ 153,405	\$ 158,404	\$ 151,538	89.13%	\$ 154,565	\$3,027	1.7 Cost of living increase for all eligible employees based on Social Security Administration Adjustment					
54103	UNIFORMS												
	Shoes \$450, Uniform Lease Service \$1700, jackets \$375	\$ 2,370	\$ 1,975	\$ 2,150	116.59%	\$ 2,650	\$500	Shoes \$450, Uniform Lease Service \$1700, other \$500					
54105	VERIZON-TELEMETRY							220 X 12 months-36 month fixed lease					
		\$ 2,520	\$ 2,579	\$ 2,640	64.77%	\$ 2,640	\$0						
54106	VEHICLE/TRACTOR/EQUIP EXPENSE							Includes new tires for fleet, routine maintenance, large equipment repairs. Fuel tank vapor compliance testing \$500 and compliance \$500. Haz.Mat. Disposal \$500					
		\$ 6,444	\$ 4,567	\$ 5,000	247.34%	\$ 6,000	\$1,000						
54107	VEHICLE EXPENSE- FUEL							Projections based on prior 7 month trend.					
		\$ 17,681	\$ 18,234	\$ 18,000	113.47%	\$ 24,600	\$6,600						
54109	FIELD MATERIAL & SUPPLIES							All materials and supplies used in the maintenance of the water distribution system, safety/traffic control and small tools.					
		\$ 15,655	\$ 15,258	\$ 20,000	112.12%	\$ 25,000	\$5,000						
54111	WATER TESTING							Bact, Gen, Phy. And Plate Counts \$3075, Nitrates all wells \$140, Pb/Cu testing cycle \$460, Misc. T22 (EDB/DBP, Inorganics, Secondary GP, TDS, THM/HAA5) \$440, GAWU \$0, 10% contingency \$400					
		\$ 11,064	\$ 8,026	\$ 6,850	45.63%	\$ 4,525	(\$2,325)						
54112	ENGINEERING							Engineering consultant services					
		\$ 34,274	\$ 68,040	\$ 65,000	18.12%	\$ 55,000	(\$10,000)						
54114	WATER SYSTEM REPAIRS							Routine repair/maintenance for wells, pumps, boosters, pressure reducing stations, reservoirs, pipelines, airvac valves, etc.					
		\$ 9,218	\$ 12,834	\$ 25,000	50.44%	\$ 25,000	\$0						
54115	BUILDING REPAIR AND MAINT							Trash \$1000, Security \$680, Shop Sec. \$520, Fire extinguisher maintenance \$550, cleaning service \$2700, Landscape Main. \$1,000 Non-routine maintenance items (one time expense) \$13,300					
		\$ 8,238	\$ 12,595	\$ 7,500	99.33%	\$ 19,750	\$12,250						
54117	AMES BASIN MONITORING							MWA to take over program. No outside costs being incurred.					
		\$ 5,112	\$ 755	\$ -			\$0						
54118	COMMUNICATIONS EXP							AT&T Cell phones					
		\$ 1,784	\$ 5,422	\$ 1,500	97.38%	\$ 1,500	\$0						
54121	DISINFECTION EXPENSE							Chlorine \$3500, Misc \$1500					
		\$ 3,552	\$ 7,375	\$ 4,500	81.16%	\$ 5,000	\$500						
54125	POWER WELLS & BOOSTER							Based on prior 12 months usage					
		\$ 59,816	\$ 58,613	\$ 63,000	63.20%	\$ 63,000	\$0						
54130	OTHER OPER EXPENSES							Pump charges \$500, SWRCB filing fee \$400, bee service \$650, DPH (DHS) - \$8750, BLM rent for ID 1 system \$3350, AQMD \$285, Misc. \$1,000					
		\$ 19,932	\$ 18,965	\$ 16,500	187.59%	\$ 15,000	(\$1,500)						
55001	BULK PUMPING PLANT EXPENSE							3% of telemetry expense \$85, IV Well 10 power plus 3% of all other power expense \$5850 sampling for bacti, Gen. Phy., Plate Count and contingency \$700					
		\$ 10,487	\$ 6,721	\$ 6,500	65.75%	\$ 6,500	\$0						

2013/2014 BUDGET - REVENUE ACCOUNTS
EXHIBIT "A"

49101	INCOME BOND DEBT BH FMHA- This revenue is generated through the issuance of an annual advalorem 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. \$14,000) and June (Interest \$14,000 and principal \$81,000). 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.	\$ 127,981	\$ 196,618	\$ 175,900	78.64%	175,900	\$0
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 obtained from County Assessor ("Teeler" Letter)	\$ 47,357	\$ 48,448	\$ 52,100	85.69%	50,100	(\$2,000)
49103	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 \$42,000. Payments due September (Interest approx. \$6,500) and April (Interest approx \$6,500 and principal \$29,000). 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.	\$ 50,206	\$ 50,006	\$ 48,825	85.28%	48,825	\$0
49200	INTEREST INCOME- Interest revenue from our Local Agency Investment Fund account.	Interest income Anticipate <1% interest	\$ 4,472	\$ 2,326	\$ 2,800	82.80%	3,000	\$200
		TOTAL	\$1,381,356	\$ 1,448,261	\$ 1,371,729		\$ 1,393,730	\$22,001

**2013/2014 BUDGET - REVENUE ACCOUNTS
EXHIBIT "A"**

REVENUE	ACCOUNTS	ADDITIONAL INFORMATION	FY10/11 Actual Revenue	FY11/12 Actual Revenue	FY12/13 Approved Budget	2012-2013 YTD 83% (4/30/13)	FY13/14 Budget	FY 13 vs. 12 Increase/ (Decrease)
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						
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	\$ 2,640	\$ -	\$ 1,255	105.18%	1,255	\$0
41100	WATER SALES CHARGES- Total revenues from the sales of water to metered customers routes 01 - 11 (Bighorn and Desert View Service Areas)	Projected metered sales 95% of prior 12 months sales	\$ 8,196	\$ -	\$ 4,098	100.00%	4,098	\$0
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 lien)	\$ 398,287	\$ 415,449	\$ 372,808	91.42%	398,205	\$25,397
41400	INCOME METERED BULK WATER:	Projected bulk sales 95% of prior 12 months sales	\$ 595,583	\$ 594,000	\$ 578,325	85.77%	576,235	(\$2,090)
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 FY2012/13 monthly average.	\$ 56,151	\$ 51,160	\$ 46,318	89.10%	47,312	\$994
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 obtained from County Assessor ("Teeter" Letter)	\$ 42,057	\$ 40,134	\$ 37,200	93.84%	37,200	\$0
			\$ 48,426	\$ 50,120	\$ 52,100	87.63%	51,600	(\$500)

2013/2014 REVENUE PROJECTED
EXHIBIT "A"

Account	Description	JULY 13	AUG 13	SEP 13	OCT 13	NOV 13	DEC 13	JAN 14	FEB 14	MAR 14	APR 14	MAY 14	JUNE 14	TOTAL
	METERED WATER SALES													
	Percentage vs previous 12 months BIGHORN 01-06													
	Consumption previous 12 mo.		0.95		0.95		0.95		0.95		0.95		0.95	
01-41100	Metered Water @ 95% of prior 12 mo.		1,361,702		1,446,145		992,049		846,447		706,556		1,022,830	\$181,839
			38,931		41,224		28,273		24,124		20,137		29,151	
	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		
01-41100	Metered Water @ 95% of prior 12 mo.	1,502,083		1,616,233		1,477,718		984,810		882,901		1,118,038		\$216,366
		42,809		46,063		42,115		28,067		25,448		31,864		
	BASIC SERVICE CHARGE													
	no of meters - BIGHORN 01-06													
01-41300	Basic Svs Charge @ \$55/ meter per cycle		875		875		875		875		875		875	\$288,750
	no of meters - DESERT VIEW 07-11	852												
01-41300	Basic Svs Charge @ \$55/ meter per cycle	46,860		48,125		48,125		48,125		48,125		48,125		\$287,485
	BULK WATER													
	percentage of previous 12 months	0.95		0.95		0.95		0.95		0.95		0.95		
	consumption previous 12 mos.	61,632		54,289		42,834		32,686		30,702		52,248		
01-41400	Bulk Water @95% of prior 12 mo.	4,977		4,384		3,459		2,639		2,479		4,219		\$47,312
	DEBT REVENUE													
	# of Desert View Accounts	875		875		875		875		875		875		
01-49103	FHMA Desert View Revenue Bond @ 9.30	8,138		8,138		8,138		8,138		8,138		8,138		\$48,825
01-49101	Prop. Tax Ad Valorem Bighorn ID 1 Debt	-	-	-	-	72,000	36,250	9,200	2,100	20,000	16,350	20,000	-	\$175,900
	GENERAL PROPERTY TAX REVENUE													
01-49100	Bighorn Imp "A" Area 1% Gen Levy Share	-	-	-	-	-	21,500	4,100	500	3,000	6,500	11,500	4,500	\$51,800
01-49102	Bighorn-Desert View WA 1% Gen Levy Share	-	-	-	-	-	20,000	4,100	500	3,000	6,500	11,500	4,500	\$50,100
01-41700	Income Other (Operating)	3100	3100	3100	3100	3100	3100	3100	3100	3100	3100	3100	3100	\$37,200
01-49200	LAIF Interest Income (Unrestricted-Operating)	750	-	-	750	-	-	750	-	-	750	-	-	\$3,000
01-49800	Income Other (Non Op) DQ Standbys													\$0
	METER SALES AND INSTALLATION													
	Estimated # SL Installs						1							
01-41000	Service Line Installation Fees	-	-	-	-	-	1,255	-	-	-	-	-	-	\$1,255
01-41001	Basic Facilities Charge (Buy In)	-	-	-	-	-	4,098	-	-	-	-	-	-	\$4,098
	TOTAL REVENUE													\$1,393,730



Association of California Water Agencies

Since 1910

Leadership • Advocacy • Information • Service

May 15, 2013

The Honorable Jean Fuller
California State Senate
State Capitol, Room 3063
Sacramento, CA 95814

Re: SB 246 (Fuller) – SUPPORT

Dear Senator Fuller:

On behalf of the Association of California Water Agencies (ACWA), I am writing to express our support for Senate Bill 246, relating to the Bighorn-Desert View Water Agency.

SB 246 would make conforming changes related to the consolidated district and would repeal the provisions under which the consolidation was originally completed. The bill would revise various provisions relating to the operation of the district, including, specifying procedures for the repayment of bonded indebtedness incurred prior to the consolidation, and eliminating the misdemeanor for ordinance violations, and making a violation of certain regulations an infraction instead of misdemeanor.

ACWA supports the Bighorn-Desert Water Agency in its efforts to modernize its enabling act. Currently, the act creates burdens for the agency to comply with related but separate accounting requirements that were codified when the agency was created.

SB 246 would completely modernize the agency's enabling act as suggested by the local LAFCO office.

For these reasons, ACWA supports your Senate Bill 246.

Sincerely,

Wendy Ridderbusch
State Relations Director

WR:aa

Cc: Bighorn-Desert Water Agency



May 18, 2013

RECEIVED

MAY 17 2013

BY: _____

Bighorn-Desert View Water Agency
Attn.: Pres. Michael McBride
622 S. Jemez Trail
Yucca Valley, CA 92284

Re: SB 246 (Fuller) sponsored by Bighorn-Desert View Water Agency

Dear Honorable Jean Fuller;

This letter acknowledges Hi Desert Water District's support for SB 246 (Fuller) which was introduced in early February and further amended in April 2013. As of this letter, we understand that SB 246 has unanimously passed through the Senate and will soon be introduced to the Assembly. Congratulations!

As we understand it, this bill does not significantly alter the duties and responsibilities, or the power and authority, of the Bighorn-Desert View Water Agency; rather, this legislation is proposed for the exclusive purpose of eliminating outdated and irrelevant provisions, and reorganizing the Act to assist staff, the agency's officials and the public by making the Act easier to understand, and more transparent.

We support SB 246 for the following reasons:

- The current Water Agency Law is outdated because it does not reflect important additions to the California Constitution, such as Articles 13A, B, C and D, which affect the Board of Director's authority to enact taxes and adopt water rates; and
- The original Law is not well organized, thereby reducing its usefulness as a reference for Agency staff, public officials and the general public; and
- The requirement to keep the two water systems financially separate works against the economic savings that consolidation was expected to bring to the rate payers.

Following review of the April 2013 SB 246 amendment(s) we offer our support for the bill and its sponsor, the Bighorn-Desert View Water Agency.

Sincerely,

Roger Mayes, President of the Board

COPY



RUTH E. RIEMAN

1188 Tahoe Avenue, Yucca Valley, CA 92284 ph: (760)364-3455 email:
rriemans@riemansculpture.com

May 14, 2013

Bighorn-Desert View Water Agency
Attn.: Pres. Michael McBride
622 S. Jemez Trail
Yucca Valley, CA 92284

Re: SB 246 (Fuller) sponsored by Bighorn-Desert View Water Agency

Dear Pres. McBride;

This letter acknowledges Ruth Rieman's support for SB 246 (Fuller) which was introduced in early February and further amended in April 2013. As of this letter, I understand that SB 246 has unanimously passed through the Senate and will soon be introduced to the Assembly.

As I understand it, this bill does not significantly alter the duties and responsibilities, or the power and authority, of the Bighorn-Desert View Water Agency; rather, this legislation is proposed for the exclusive purpose of eliminating outdated and irrelevant provisions, and reorganizing the Act to assist staff, the agency's officials and the public by making the Act easier to understand, and more transparent.

I support SB 246 for the following reasons:

- The current Water Agency Law is outdated because it does not reflect important additions to the California Constitution, such as Articles 13A, B, C and D, which affect the Board of Director's authority to enact taxes and adopt water rates; and
- The original Law is not well organized, thereby reducing its usefulness as a reference for Agency staff, public officials and the general public; and
- The requirement to keep the two water systems financially separate works against the economic savings that consolidation was expected to bring to the rate payers.

Following review of the April 2013 SB 246 amendment(s) I offer my support for the bill and its sponsor, the Bighorn-Desert View Water Agency.

Sincerely,



Ruth E. Rieman
Past Board of Director
Desert View Water District 1985-1989
Big Horn Desert View Water Agency 1989-1993

COPY

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
APRIL 30, 2013

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
8888	04/03/13	* VOID *	
12971	04/03/13	AKLUF1 AND WYSOCKI LEGAL FEES MAR 2013	536.25
12972	04/03/13	AT&T MOBILITY COMMUNICATIONS EXP	105.02
12973	04/03/13	CARL OTTESON'S CERT BACKFLOW BACKFLOW DEVICE FOR LANDERS POST OFFICE GARDEN	975.00
12974	04/03/13	DATASTREAM BUSINESS SOLUTIONS SOFTWARE MAINT 040113-063013	750.00
12975	04/03/13	THE HOME DEPOT #6971 A BOOSTER MAINT, FIELD MATERIAL	23.55
12976	04/03/13	INLAND WATER WORKS FIELD MATERIALS FIELD MATERIAL FIELD MATERIAL	3,394.01
12977	04/03/13	OFFICE DEPOT OFFICE SUPPLIES OFFICE SUPPLIES	104.93
12978	04/03/13	PETTY CASH FUEL FOR ICS 300 & TA AUTO REPAIR -BRAKE LIGHT FACILITY SIGNS BOARD WORKSHOP OFFICE SUPPLIES EARTH DAY PR JT SUPERIOR COURT SM CLAIMS DEMARIE	307.69
12980	04/03/13	STATE WATER RES CONTROL BOARD FILING FEE - NOTICE OF GROUNDWATER EXTRACTION	400.00
12981	04/03/13	UNDERGROUND SERVICE ALERT DIG ALERTS, 14 TICKETS	21.00
12982	04/03/13	VERIZON CALIFORNIA AUTO CONTROLS & PHONES	576.33
12983	04/03/13	XEROX CORPORATION LEASE PAYMENT 031313-041313 9 OF 60	215.88
12984	04/03/13	ZENNER PERFORMANCE METERS INC INVENTORY-CREDIT MEMO 3036-CM	972.21
12985	04/09/13	PETTY CASH SOCAL PLUMBING	1,000.00
13000	04/17/13	ACWA/JPIA ACWA/JPIA HEALTH BENEFITS	883.14
13001	04/17/13	AUTO ZONE SM TOOLS, WELL 10-SOLAR, MIRROR & CLEARANCE LIGHT	66.98
13002	04/17/13	AW ASSOCIATES, INC. VAPOR RECOVERY TEST	500.00
13003	04/17/13	CLINICAL LABORATORY OF	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
APRIL 30, 2013

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		BACT TEST	
		IRON, GEN PHYSICAL	
		PLATE CT, BACT TEST	213.00
13004	04/17/13	CYBERSPIKE	
		WEBSITE UPDATES & POSTINGS	463.75
13005	04/17/13	DISCOUNT TIRE CENTERS	
		06 F/F150 3807 BRAKES	
		2012 DODGE 6959 OIL CHANGE	910.21
13006	04/17/13	GOODSPEED DISTRIBUTING INC	
		OIL FOR WELLS & HYDRANTS	
		UNLEADED FUEL	1,880.83
13007	04/17/13	THE HOME DEPOT #6971	
		SVC CONN PARTS, D TANK SECURE	
		OFFICE SUPPLIES & SM TOOLS	199.27
13008	04/17/13	IMAGE SOURCE, INC	
		XEROX PRINT CHG MAR 2013	86.33
13009	04/17/13	INLAND WATER WORKS	
		FIELD MATERIALS - RETURNED	
		FIELD MATERIAL	
		INVENTORY	
		FIELD MATERIALS	
		FIELD MATERIALS & INVENTORY	636.17
13010	04/17/13	J COLON COATINGS, INC	
		B3/B4 TANK REHAB	33,744.00
13011	04/17/13	KRIEGER & STEWART, INC	
		DISTRICT ENGINEER CONSULTING	
		01/27/13-02/23/13	
		B3/B4 TANK REHAB FEB 2013	6,044.69
13012	04/17/13	NORTHERN SAFETY COMPANY INC	
		DROP BOX & APN SIGNS	357.92
13013	04/17/13	OFFICE DEPOT	
		OFFICE SUPPLIES, BROCHURE PAPER	
		OFFICE SUPPLIES	69.72
13014	04/17/13	SDRMA	
		SDRMA MEDICAL BENEFITS MAY2013	7,317.45
13015	04/17/13	USDA RURAL DEVELOPMENT	
		BH BOND PAYMENT	92,699.99
13016	04/17/13	VAGABOND WELDING SUPPLY	
		WELDING SUPPLIES	16.42
88888888	04/03/13	PAY ONLINE BURRTEC WASTE&RECYC	
		TRASH FEE APR 2012	88888888 04/17/1
		UNIFORM SVC	
		UNIFORM SVC	88888888 04/17/1
		POSTAGE FOR APRIL 2013	631.99
		TOTAL	156,103.73

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

01 13120	CASH UNION BANK OF CA	163,248.48
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00

TOTAL CASH & CASH EQUIVALENTS	164,798.48
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INVESTMENTS

01 13303	LAIF UNENCUMBERED CASH FUND	240,629.97
01 13306	LAIF-BASIC FACILITIES CHGS	21,794.00
01 13307	LAIF-CUSTOMER DEPOSITS	50,000.00
01 13309	LAIF EMERGENCY CONTINGENCIES	100,000.00
01 13310	LAIF REPLACE & REFURBISH FUND	50,000.00
01 13311 01	LAIF B3 & B4 TANK REHAB	309,668.06
01 13311 02	LAIF VALUE MAINT TRAILER	56,160.00
01 13312	LAIF BOND DEBT SERVICE	73,000.00

TOTAL INVESTMENTS	901,252.03
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ACCOUNTS RECEIVABLE, WATER

01 12050	HYDRANT ON ROCKY ACRES	325.75
01 13710	A/R WATER	148,678.20
01 13903	REPAIR 629-342-27	(26.76)
01 13950	2009-2010 LIEN RECEIVABLE	20,145.44
01 13951	2010-2011 LIEN RECEIVABLE	16,014.59
01 13952	2011-2012 LIEN RECEIVABLE	27,354.16

TOTAL ACCTS RECEIVABLE, WATER	212,491.38
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ACCOUNTS RECEIVABLE, OTHER

TOTAL ACCTS RECEIVABLE, OTHER	0.00
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INVENTORIES

01 14301	INVENTORY-WATER SYSTEM PARTS	61,765.48
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TOTAL INVENTORY	61,765.48
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PREPAID EXPENSES

01 14401	PREPAYMENTS WORKERS COMP INSUR	1,064.00
01 14402	PREPAYMENTS PL & PD LIAB INS	4,640.73

TOTAL PREPAID EXPENSES	5,704.73
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FIXED ASSETS

01 11130	FA ORGANIZATION	336,271.36
01 11130 01	ACCUMULATED DEP ORGANIZATION	(97,862.43)
01 11135	FA LAND	76,611.39
01 11140	FA BUILDINGS	237,604.03
01 11140 01	ACCUMULATED DEP BUILDINGS	(210,488.89)

GENERAL FUND

01 11150	FA YARDS	52,957.71
01 11150 01	ACCUMULATED DEP YARDS	(52,957.71)
01 11160	FA FUELS TANKS	16,604.30
01 11160 01	ACCUMULATED DEP FUEL TANK	(12,065.33)
01 11170	FA WATER SYSTEM	7,865,319.10
01 11170 01	ACCUMULATED DEP WATER SYSTEM	(4,752,106.26)
01 11180	FA SHOP EQUIPMENT	41,327.36
01 11180 01	ACCUMULATED DEP SHOP EQUIP	(39,313.96)
01 11181	FA MOBILE EQUIPMENT	450,975.49
01 11181 01	ACCUMULATED DEP MOBILE EQUIP	(390,212.56)
01 11190	FA OFFICE EQUIPMENT	118,404.74
01 11190 01	ACCUMULATED DEP OFFICE EQUIP	(117,204.53)
01 14501	JV WELL	177,095.85
TOTAL FIXED ASSETS		3,700,959.66

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	543,339.72
01 12049	B3 & B4 TANK REHAB	70,347.41
01 12051	AIR VAC	773.40
TOTAL WORK IN PROGRESS (AGENCY)		614,460.53

DEBT ISSUANCE COST

TOTAL DEBT ISSUANCE COST	0.00
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TOTAL ASSETS	5,661,432.29
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LIABILITIES

ACCOUNTS PAYABLE

TOTAL ACCOUNTS PAYABLE	0.00
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ACCRUED PAYROLL

01 22910	ACCRUED EMPLOYEE COMP BALANCES	32,464.00
TOTAL ACCRUED PAYROLL		32,464.00

CUSTOMER DEPOSITS

01 22540	UNCLAIMED FUNDS	292.82
01 22550	CUSTOMER DEPOSITS PENDING	500.00
01 22600	CUSTOMER DEPOSITS	56,931.39
TOTAL CUSTOMER DEPOSITS		57,724.21

BALANCE SHEET
PERIOD ENDING 04/30/13

GENERAL FUND

WORK IN PROGRESS DEPOSIT

TOTAL WORK IN PROGRESS DEPOSIT	0.00
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LIAB PYBL FRM RESTRICTD ASSETS

TOTAL LIAB PYBL FRM REST ASSET	0.00
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LONG TERM DEBT

01 21101	REVENUE BONDS PAYABLE - DV	232,977.05
01 22300	REVENUE BONDS PAYABLE - BH	551,000.00
TOTAL LONG TERM DEBT		783,977.05

TOTAL LIABILITIES	874,165.26
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EQUITY

01 30109	CONTRIBUTED CAPITAL/HUD	291,035.88
01 30111	FMHA GRANTS	758,297.76
01 31000	FUND BALANCE	3,080,243.52
01 31001	FUND BALANCE FEMA & OES	427,895.00
01 31111	CURR YEAR NET REVENUE/EXPENSE	229,794.87
TOTAL EQUITY		4,787,267.03
TOTAL LIABILITIES & EQUITY		5,661,432.29

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 04/30/13

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	1,320.00	-65.00	105.18%
01 41001	BASIC FACILITIES CHARGE	4,098.00	0.00	4,098.00	0.00	100.00%
01 41100	INCOME METERED WATER	372,808.00	33,485.49	340,806.71	32,001.29	91.42%
01 41300	BASIC SERVICE CHARGE	578,325.00	49,336.84	496,032.21	82,292.79	85.77%
01 41400	INCOME METERED BULK WATER	46,318.00	4,438.74	41,268.09	5,049.91	89.10%
01 41700	INCOME OTHER (OPERATING)	37,200.00	6,557.06	34,908.99	2,291.01	93.84%
		-----	-----	-----	-----	-----
	TOTAL OPERATING REVENUE	1,040,004.00	93,818.13	918,434.00	121,570.00	88.31%
NON-OPERATING REVENUE						
01 49100	GA02 GEN LEVY IMP DIST A BH	52,100.00	16,873.57	45,656.84	6,443.16	87.63%
01 49101	DA01 DEBT SRVC IMP 1 (BH BOND)	175,900.00	39,467.19	138,324.19	37,575.81	78.64%
01 49102	GA01 GENERAL TAX LEVY (BDV)	52,100.00	16,743.92	44,644.80	7,455.20	85.69%
01 49103	INCOME REVENUE BONDS DV FMHA	48,825.00	8,320.31	41,638.51	7,186.49	85.28%
01 49200	INTEREST INCOME	2,800.00	0.00	2,318.41	481.59	82.80%
		-----	-----	-----	-----	-----
	TOTAL NON-OPERATING REVENUE	331,725.00	81,404.99	272,582.75	59,142.25	82.17%
		-----	-----	-----	-----	-----
	TOTAL REVENUE	1,371,729.00	175,223.12	1,191,016.75	180,712.25	86.83%
EXPENSE						

OPERATIONS EXPENSE						
01 54102	OPERATIONS COMPENSATION	151,538.00	12,032.57	135,058.39	16,479.61	89.13%
01 54103	UNIFORMS	2,150.00	50.00	2,506.78	-356.78	116.59%
01 54105	AUTO CONTROLS	2,640.00	213.35	1,709.95	930.05	64.77%
01 54106	VEHICLE/TRACTOR/EQUIP EXPENSE	5,000.00	1,551.62	12,366.87	-7,366.87	247.34%
01 54107	VEHICLE EXPENSE - FUEL	18,000.00	1,546.11	20,424.76	-2,424.76	113.47%
01 54109	FIELD MATERIALS & SUPPLIES	20,000.00	832.41	22,424.20	-2,424.20	112.12%
01 54111	WATER TESTING	6,850.00	170.00	3,125.98	3,724.02	45.63%
01 54112	CONTRACTUAL SERV- ENGINEERING	65,000.00	3,006.75	11,779.35	53,220.65	18.12%
01 54114	WATER SYSTEM REPAIRS	25,000.00	4,962.08	12,610.00	12,390.00	50.44%
01 54115	BUILDING MAINTENANCE/REPAIR	7,500.00	81.99	7,449.44	50.56	99.33%
01 54119	COMMUNICATIONS EXPENSE	1,500.00	105.02	1,460.75	39.25	97.38%
01 54121	DISINFECTION EXPENSE	4,500.00	0.00	3,652.25	847.75	81.16%
01 54125	POWER WELLS & PUMPS	63,000.00	0.00	39,815.06	23,184.94	63.20%
01 54130	OTHER OPERATIONS EXPENSES	16,500.00	400.00	30,952.60	-14,452.60	187.59%
01 54150	PAYROLL LABOR TO PROJECTS	0.00	0.00	-817.64	0.00	0.00%
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	0.00	-36.36	0.00	0.00%
01 54170	INVENTORY EXP TO WIP PROJECTS	0.00	0.00	-173.63	0.00	0.00%
		-----	-----	-----	-----	-----
	TOTAL OPERATIONS EXPENSE	389,178.00	24,951.90	304,308.75	84,869.25	78.19%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 04/30/13

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
	-----	-----	-----	-----	-----
BULK SYSTEM EXPENSE					
01 55001 PUMPING PLANT EXPENSE	6,500.00	39.60	4,273.98	2,226.02	65.75%
01 55002 BULK OPERATIONS & MAINTENANCE	5,000.00	329.25	2,753.55	2,246.45	55.07%
	-----	-----	-----	-----	-----
TOTAL BULK SYSTEM EXPENSE	11,500.00	368.85	7,027.53	4,472.47	61.11%
ADMINISTRATIVE EXPENSE					
01 56001 DIRECTOR FEES	16,000.00	1,000.00	8,400.00	7,600.00	52.50%
01 56002 01 DIRECTOR MCBRIDE	4,200.00	300.00	2,237.47	1,962.53	53.27%
01 56002 02 DIRECTOR CORL-LORONO	4,200.00	300.00	2,826.21	1,373.79	67.29%
01 56002 03 DIRECTOR LARSON	4,200.00	0.00	0.00	4,200.00	0.00%
01 56002 04 DIRECTOR BURKHART	4,200.00	0.00	85.00	4,115.00	2.02%
01 56002 05 DIRECTOR STALEY	4,200.00	0.00	145.43	4,054.57	3.46%
01 56003 ADMINISTRATIVE COMPENSATION	245,494.00	17,550.85	179,651.11	65,842.89	73.18%
01 56005 ADMINISTRATIVE MEETING EXPENSE	1,000.00	114.12	254.78	745.22	25.48%
01 56006 CONTRACTUAL SERV-AUDITOR	30,000.00	0.00	27,054.00	2,946.00	90.18%
01 56007 CONTRACTUAL SERV-LEGAL	30,000.00	0.00	10,560.00	19,440.00	35.20%
01 56008 PERS CONTRIBUTION	41,000.00	3,078.52	33,604.41	7,395.59	81.96%
01 56009 PAYROLL TAXES	12,400.00	3,767.60	9,535.36	2,864.64	76.90%
01 56011 TELEPHONE/FAX/INTERNET/WEB	7,500.00	820.13	5,231.88	2,268.12	69.76%
01 56012 MAILING EXPENSES	11,500.00	464.40	5,279.76	6,220.24	45.91%
01 56014 CONTRACTUAL SERV-OTHER	19,100.00	1,197.06	12,332.63	6,767.37	64.57%
01 56016 PROPERTY/LIABILITY EXPENSE	27,000.00	2,320.35	23,173.43	3,826.57	85.83%
01 56017 WORKERS COMP INSURANCE	6,500.00	532.00	5,665.75	834.25	87.17%
01 56018 DUES & SUBSCRIPTIONS	9,630.00	21.00	9,405.02	224.98	97.66%
01 56020 POWER OFFICES & YARDS	5,600.00	0.00	3,492.15	2,107.85	62.36%
01 56022 BAD DEBT EXPENSE	2,000.00	389.28	1,352.96	647.04	67.65%
01 56025 PROPANE	1,800.00	0.00	1,242.83	557.17	69.05%
01 56030 OFFICE SUPPLIES	4,500.00	346.28	3,175.74	1,324.26	70.57%
01 56030 01 PAPER & INK	4,000.00	86.33	1,679.94	2,320.06	42.00%
01 56100 EMPLOYEE BENEFITS INSURANCE	94,090.00	7,406.95	75,145.48	18,944.52	79.87%
01 56101 FLEXIBLE SPENDING ACCOUNT	0.00	19.86	-298.14	0.00	0.00%
01 56103 PLAN PARTICIPATION FEE	0.00	0.00	-.11	0.00	0.00%
01 56104 SUPPLEMENTAL LIFE	0.00	7.97	-119.63	0.00	0.00%
01 56105 DISABILITY INS	0.00	12.02	-179.87	0.00	0.00%
01 56110 EMPLOYEE EDUCATION	3,500.00	0.00	1,918.34	1,581.66	54.81%
01 56150 PAYROLL FRINGE EXP TO PROJECTS	0.00	0.00	-639.58	0.00	0.00%
01 56160 OVERHEAD TO PROJECTS	0.00	0.00	-403.77	0.00	0.00%
	-----	-----	-----	-----	-----
TOTAL ADMINISTRATIVE EXPENSE	593,614.00	39,734.72	421,808.58	171,805.42	71.06%
	-----	-----	-----	-----	-----
TOTAL OPERATING EXPENSE	994,292.00	65,055.47	733,144.86	261,147.14	73.74%
NON-OPERATING EXPENSE					
01 56200 OFFICE EQUIPMENT EXPENSE	3,500.00	0.00	1,481.77	2,018.23	42.34%
01 56300 CUSTOMER RELATIONS	6,000.00	34.78	2,812.79	3,187.21	46.88%
01 56300 01 LANDERS POST OFFICE GARDEN	0.00	1,175.00	345.35	0.00	0.00%
01 56400 OTHER ADMINISTRATIVE EXPENSES	3,500.00	-490.72	1,059.33	2,440.67	30.27%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 04/30/13

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
01 57000 INTEREST EXPENSE - BH BONDS	0.00	15,699.99	28,782.98	0.00	0.00%
01 57100 DEPRECIATION EXPENSE	0.00	18,023.17	182,424.96	0.00	0.00%
01 59100 INTEREST EXPENSE - DV BONDS	0.00	0.00	11,044.84	0.00	0.00%
01 59400 GAIN (LOSS) ASSET DISPOSAL	0.00	0.00	125.00	0.00	0.00%
TOTAL NON-OPERATING EXPENSE	13,000.00	34,442.22	228,077.02	-215,077.02	1754.44%
TOTAL EXPENSE	1,007,292.00	99,497.69	961,221.88	46,070.12	95.43%
NET REV/EXP GENERAL FUND	364,437.00	75,725.43	229,794.87	134,642.13	63.05%

Prepared By EB
Date 5/16/13
Reviewed By mmwest

**UNION BANK OF CALIFORNIA
DISBURSEMENT APR 2013**

Datastream Check Register	<u>156,103.73</u>	<u>156,103.73</u>
EFT for Vendor Services		
Bank Fees	<u>319.18</u>	
Total EFT for Vendor Services		<u>319.18</u>
Wages for Paydate 04/11/13		
State & Fed Taxes plus PERS Paid	5,927.40	
Payroll checks 12986-12992 & 12998-12999	10,583.74	
Director Per Diem ck 12993-12997	<u>738.80</u>	
		<u>17,249.94</u>
Wages for Paydate 04/25/1		
State & Fed Taxes plus PERS Paid	5,609.02	
Payroll checks	9,961.74	
Director Per Diem	<u>732.26</u>	
		<u>16,303.02</u>
Total Disbursements		<u><u>189975.87</u></u>

Prepared By

Date

Reviewed By

JB

5/16/13

mm

SOURCES & USES OF FUNDS STATEMENT
GENERAL ACCOUNT (UNION BANK)
APRIL 2013

SOURCES OF FUNDS:

A/R - WATER	75,307.03
MISCELLANEOUS REVENUE	0.92
INCOME FOR TAXES	73,084.68
CUSTOMER DEPOSITS	2,000.00
DEMO GARDEN	
REIMBURSEMENT FROM LIEN	10008.70

TOTAL	<u><u>160,401.33</u></u>
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USE OF FUNDS:

A/R WATER & OTHER	10.00
CAPITAL PURCHASES:	
EPA GRANT	330.00
B3 & B4 TANKS	36,781.94
INVENTORY PURCHASES	1,462.58
BOND PRINCIPLE & INT PAYMENT	92,699.99
PAYROLL & BENEFITS	33,552.96
OPERATIONS EXPENSES	12,308.91
ADMINISTRATIVE EXPENSE	12,829.49

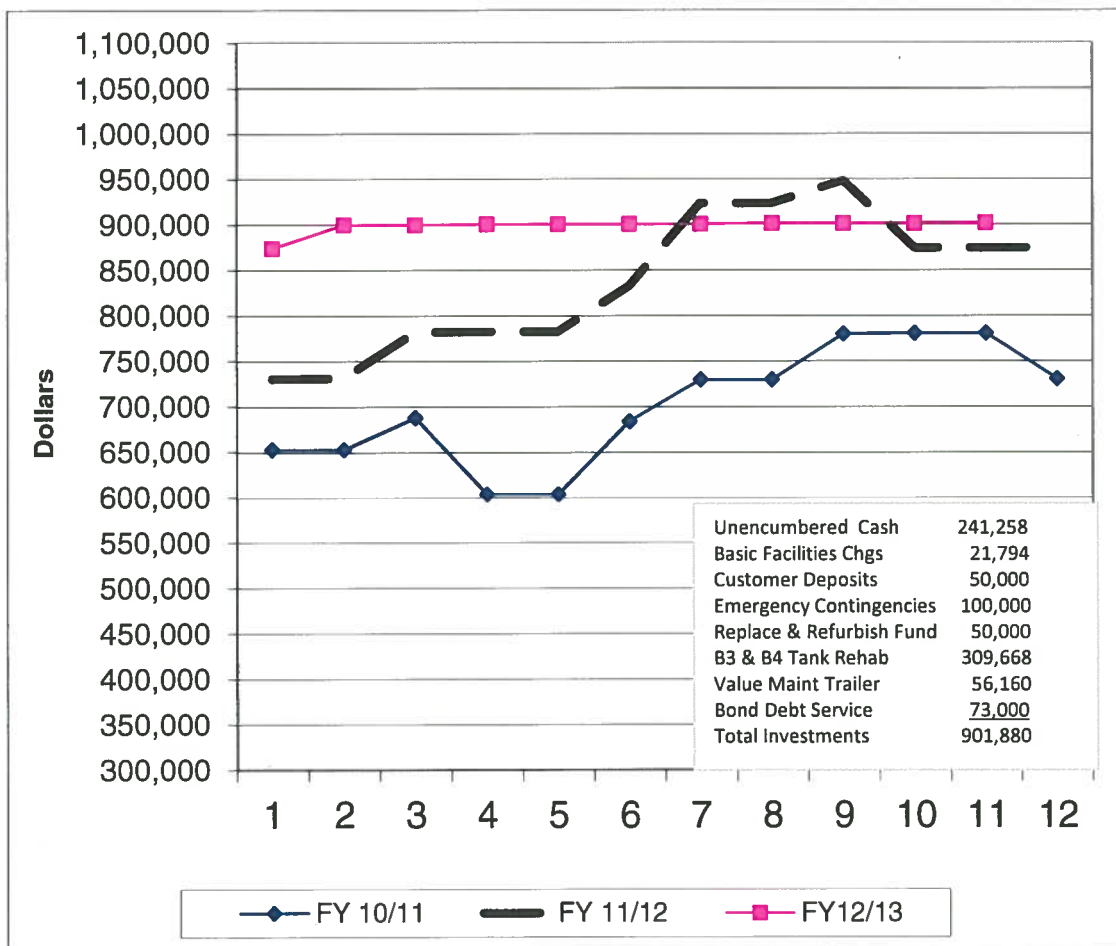
TOTAL	<u><u>189,975.87</u></u>
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Prepared By AB
Date 5/16/13
Reviewed By must

Local Agency Investment Fund Balance Timeline

Balance as of

	FY 10/11	FY 11/12	FY 12/13
July	653,168	730,685	873,934
August	653,168	731,593	899,726
September	688,168	781,593	899,726
October	604,025	782,302	900,521
November	604,025	782,302	900,521
December	684,025	832,302	900,521
January	729,762	923,069	900,521
February	729,762	923,069	901,252
March	779,762	948,069	901,252
April	780,685	873,934	901,252
May	780,685	873,934	901,880
June	730,685	873,934	



Consumption & Billing Comparison APRIL 2013

CONSUMPTION						
Residential- North- Bighorn				Residential- South- Desert View		
	Meters	Usage (c.f.)			Meters	Usage (c.f.)
Book 1	148	265		Book 7	163	174,327
Book 2	182	9		Book 8	176	261,034
Book 3	162	264		Book 9	188	271,634
Book 4	150	0		Book 10	177	210,081
Book 5	128	923		Book 11	191	208,152
Book 6	136	0		Total	895	1,125,228
Total	906	1,461				
Bulk -Kickapoo, Well 4, Cherokee				Construction		
	Meters	Usage (c.f.)			Meters	Usage (c.f.)
Book 30	42	16,017		Book 40	0	0
Book 31	5	4,430		Total	0	0
Book 32	4	11,650				
Total	51	32,097		Billed Consumption		1,178,908
Bulk - Well 10				Non Billed Usage		27,513
	Meters	Usage (c.f.)		Total Consumption		1,206,421
Book 33	51	20,122				
Total	51	20,122		Active Residential Meters		1,801
				Active Bulk Meters		102
				Total Active Meters		1,903
BILLING COMPARISON						
				Current Year APRIL 2013	Last Year APRIL 2012	Difference APRIL
Total Customer Accounts				997	1,006	(9)
Usage in Cubic Feet				1,178,908	1,058,017	120,891
Percentage Increase/(Decrease)						11%
REVENUES						
Water Revenues				38,239.41	30,535.81	7,703.60
Basic Service Charge				49,336.84	49,322.15	14.69
Miscellaneous				441.55	475.55	(34.00)
Delinquent Charges				1,369.75	1,406.13	(36.38)
Total Operating Revenues				\$ 89,387.55	\$ 81,739.64	\$ 7,647.91



Date: April 1, 2013

To: Marina West

From: Lily Shelton

Subject: Service Order Report for April 2013

SERVICE ORDER REPORT FOR FISCAL YEAR 2012-2013

	J	A	S	O	N	D	J	F	M	A	M	J	YTD
After Hours Call	5	4	9	2	5	2	8	2	2	2			41
AirVac Maintenance							2	0	0	2			4
Booster Repair/Maintenance (New Category)									2	1			
Bulk Stations: Maintenance	0	0	0	2	1	4	0	2	1	0			10
Close Account	12	24	29	14	15	21	11	13	13	25			177
Customer Asst: Leak/Other	4	7	6	9	2	3	12	7	8	5			63
Destroy Service Line	1	0	0	0	0	0	0	0	1	1			3
Exchange Meter	0	3	4	12	6	4	8	12	3	3			55
Fire Flow Test	0	0	0	0	0	0	0	0	0	0			0
Flush Deadend/Blowoffs	0	0	2	0	0	1	0		0	0			3
Hangtag	3	16	6	8	9	11	19	40	13	9			134
Hydrant Maint. ****	27	30	0	33	26	14	1	1	8	23			163
Inspections					2	1	3	2	3	4			15
Install New Service	0	1	0	0	0	0	0	0	1	0			2
Leak Response	6	9	5	2	4	8	6	1	4	2			47
Lock-Off Service	12	11	31	15	24	25	6	12	18	13			167
Lock-Off Service per Customer Request							1	1	2	4			8
Miscellaneous	19	12	21	14	6	4	11	10	10	25			132
Office Repairs	3	1	0	0	2	0	0	1	0	0			7
Open New Service	12	24	29	14	15	21	11	13	13	25			177
Pressure Complaint	0	0	1	0	0	0	2	0	1	0			4
Pull Meter	0	0	0	0	0	1	2	0	0	0			3
Read Meter	0	2	3	8	2	0	2	0	1	0			18
Repair Mainline	1	0	1	0	0	0	0	0	0	0			2
Repair Service Line	14	9	11	9	2	1	1	0	2	4			53
Replace Service Line	0	0	1	1	2	3	0	0	1	3			11
Reread Meter	22	19	12	8	6	7	12	8	2	16			112
Safety Meeting	1	1	0	4	3	2	2	2	2	2			19
Tamper	1	1	0	1	0	0	2	0	0	2			7
Tank/Reservoir Maintenance/Repairs							3	2	3	1			9
Turn Off Service per Customer Request							8	1	2	0			11
Unlock Service	11	17	14	14	19	17	14	9	16	14			145
Valve Maintenance	1	0		1	1	0	1	3	2	1			10
Verify Meter Locked	4	2	10	2	0	6	0	3	14	4			45
Water Quality Issues **	0	0	0	2	0	0	0	1	0	0			3
Water Level						0	1	1	1	1			4
Water Test		0	4	0	0	0	0	0	0	0			4
Well Repairs/Maint.	0	3	0	1	3	4	8	9	4	11			43
TOTAL	159	193	199	175	152	156	157	156	153	203			1703

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

***Includes Inspections for Fire Extinguishers, Vehicles and Facilities



DATE: 5/8/2013
TO: Board of Directors
FROM: Kit Boyd
RE: APR.2013

	Cubic Feet Pumped	Total Gallons Pumped	Average GPM	Total Running Time	acre feet
Well 2	0	0		0	0.00
Well 3	9,920	74,202	399	3.1	0.23
Well 6	97,820	731,694	418	29.2	2.25
Well 7	337,570	2,525,024	353	119.3	7.75
Well 8	355,694	2,660,591	529	83.9	8.17
Well 9	428,700	3,206,676	666	80.2	9.84
Well 10	7,530	56,324	27 *	34.6	0.17
Total	1,237,234	9,254,510			28.40

Well 2 Bac T sample only, all water discharged to waste after passing through flow meter.

* Well 10 suspect flow meter is not accurate. Staff evaluating options for replacement of obsolete meter.

A Boosters	77,890	582,617	101	95.7
C Boosters	165,480	1,237,788	232	88.9
Total	243,370	1,820,405		

Bighorn-Desert View Water Agency

Board of Directors

Michael McBride, President
Judy Corl-Lorono, Vice President
David Larson, Secretary
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' REGULAR MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, April 23, 2013 - 6:00 p.m.

CALL TO ORDER

Meeting convened by Board President Michael McBride at 6:04 p.m.

Moment of Silence for past Directors Nell Casey Garcia and Maryann Barkley.

PLEDGE OF ALLEGIANCE

Led by Mark Johansson

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

MSC¹ (Larson/Burkhart) unanimously approved.

AMES/RECHE GROUNDWATER STORAGE AND RECOVERY PROGRAM MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN BIGHORN-DESERT VIEW WATER AGENCY (BIGHORN-DESERT VIEW) AND MOJAVE WATER AGENCY (MOJAVE)

Agency General Counsel Joe Aklufi joined the meeting via phone conference. Mr. Aklufi went over various aspects of the MOU and its language.

No Public Comments

MOTION NO. 13-027

(After brief Board discussion), Vice President Corl-Lorono made a motion to Authorize the General Manager to execute the Ames/Reche Groundwater Storage and Recovery Program Memorandum of Understanding between Bighorn-Desert View Water Agency and Mojave Water Agency. Director Larson seconded the motion.

MSC¹ (Corl-Lorono/Larson) unanimously approved.

DRAFT MODERNIZED BIGHORN-DESERT VIEW WATER AGENCY LAW (SENATE BILL SB246 FULLER)

General Manager West gave the staff report. Attorney Joe Aklufi remained on the phone for this item.

No public comment.

MOTION NO. 13-028

(After brief Board discussion), Vice President Corl-Lorono made a motion to approve amendments to Senate Bill No. 246 of the Bighorn-Desert View Water Agency Law (California Water Code Appendix 112 and Related Water Codes) through the California State Legislature. The motion was seconded by Director Burkhart.

MSC¹ (Corl-Lorono/Burkhart) unanimously approved.

MOTION NO. 13-029

(After brief Board discussion), Director Larson made a motion to retroactively authorize Director Burkhart's attendance at the April 17, 2013 Local Agency Formation Commission (LAFCO) for a San Bernardino County LAFCO Meeting in San Bernardino where SB 246 was agendized after the March 2013 Board of Directors Meeting, at an estimated cost of \$200 (per diem and mileage). The motion was seconded by Vice President Corl-Lorono.

MSC¹ (Larson/Corl-Lorono) unanimously approved. Director Burkhart abstained from voting due to her being the topic of discussion.

MOTION NO. 13-030

(After brief Board discussion), Director Larson made a motion to authorize attendance at various public and non-public meetings where SB 246 would be discussed, with attendance at the discretion of and assigned by the President of the Board. The motion was seconded by Director Burkhart.

MSC¹ (Larson/Burkhart) unanimously approved.

AWARD CONTRACT FOR FENCE REPAIRS, PERIMETER FENCE ENLARGEMENTS AND ADDITIONAL ACCESS GATES AT VARIOUS AGENCY FACILITIES

General Manager West gave the staff report.

No public comment.

MOTION NO. 13-031

(After brief Board discussion), Director Burkhart made a motion to authorize General Manager to execute contract documents with Fatty's Fencing for repairs and enlargements to perimeter fences at various Agency sites in the amount of \$13,690. Director Larson seconded the motion.

MSC¹ (Burkhart/Larson) motion carried.

REVIEW AND APPROVAL OF AGENCY BAD DEBT EXPENSES "WRITE-OFF" FOR PERIOD OF MARCH 2011 TO PRESENT IN THE AMOUNT OF \$4491.95

Staff member Michelle Corbin gave the staff report.

No public comment.

MOTION NO. 13-032

(After brief Board discussion), Director Larson made a motion for the Approval of Bad Debt expenses "write-off" in the amount of \$4491.95 for the period of March 2011 to present. Vice President Corl-Lorono seconded the motion.

MSC¹ (Larson/Corl-Lorono) unanimously approved.

Adjourned for Break at 6:49 p.m. - Reconvened from Break at 6:59 p.m.

DISBURSEMENTS MARCH 2013

No Public Comments

Anonymous, commented on several disbursement checks.

MOTION NO. 13-033

Director Burkhart made a motion to approve the Disbursements (Check Register - Payment of Bills) for March 2013. Vice President Corl-Lorono seconded the motion.

MSC¹ (Burkhart/Corl-Lorono) unanimously approved.

CONSENT ITEMS

- a. Financial Statements March 2013
 - 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, March 2013
- c. Service Order Report, March 2013
- d. Production Report, March 2013
- e. Regular Board Meeting Minutes, March 26, 2013

No Public comment.

MOTION NO. 13-034

Director Burkhart made a motion to approve consent items a - e. The motion was seconded by Vice President Corl-Lorono.

MSC¹ (Burkhart/Corl-Lorono) unanimously approved.

PUBLIC COMMENT PERIOD

No Public Comments

VERBAL REPORTS

General Manager Marina West reported on a recent trip to the State Capital in Sacramento on behalf of Senate Bill SB246. West also reported the Agency is receiving a check in the amount of \$1000 from the SDRMA (Special District Risk Management Authority) loss prevention fund.

Director Burkhart reported on the recent LAFCO (Local Agency Formation Commission) meeting she attended. Because General Manager, Marina West could not attend, the topic of SB246 was tabled until next month.

Director Corl-Lorono reported on her trip to Sacramento to speak on behalf of State Senate Bill SB246.

Director Staley reported on the Planning, Legislative, Engineering, Grants and Security Committee (PLEGS) meeting, the Technical Advisory Committee (TAC) meeting and the Homestead Valley Community Council (HVCC) meetings he attended on behalf of the Agency. Director Staley reported defensive fire space and the possibility of the creation of a Municipal Advisory Council for the Johnson Valley area were discussed at the HVCC meeting.

President McBride reported on his trip to Sacramento to speak on behalf of State Senate Bill 246.

FUTURE AGENDA ITEMS

Appropriations Limit and Budget for Fiscal Year 2013/14

ADJOURNMENT - President McBride adjourned the meeting at 7:27 p.m.

Approved by:

David Larson, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.