

Bighorn-Desert View Water Agency

Board of Directors

Judy Corl-Lorono, President
J. Dennis Staley, Vice President
Terry Burkhart, Secretary
Michael McBride, Director
J. Larry Coulombe, Director

Marina D West, PG, General Manager



Agency Office

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

760/364-2315 Phone

760/364-3412 Fax

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, March 25, 2014 - 6:00 p.m.

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

DISCUSSION AND ACTION ITEMS - The Board of Directors and Staff will discuss the following items, and the Board will consider taking action, if so inclined.

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

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

5. **RESOLUTION NO. 14R-XX REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR A REORGANIZATION TO INCLUDE ANNEXATIONS TO BIGHORN-DESERT VIEW WATER AGENCY AND DISSOLUTION OF COUNTY SERVICE AREA 70 ZONE W-1**

Board considers taking the following action(s):

1. Adopt Resolution No. 14R-XX Requesting the Local Area Formation Commission to initiate proceedings for a reorganization to include annexations to the Bighorn-Desert View Water Agency and dissolution of County Service Area Zone W-.1; and

2. Authorize increase in project by \$15,000 to cover LAFCO filing fee for annexation of "3 island areas" and authorize staff to formally request waiver of said fees in the formal application process.
6. **UPDATE ON THE HAZARD MITIGATION PLANNING GRANT AWARD FROM OFFICE OF EMERGENCY SERVICES**
Information and Discussion Item Only
7. **CONFERENCE AND TRAVEL 2014 – PER BOARD OF DIRECTORS' WORKSHOP**
That the Board considers approval of the following conferences related to Board education for Calendar year 2014:
 - a. California Special Districts Association Legislative Days – Sacramento CA, May 20-21, 2014.
 - b. 7th Annual San Bernardino County Water Conference - San Bernardino CA, August 22, 2014.
 - c. California Special Districts Association Annual Conference and Exhibitor Showcase – Palm Springs CA, September 29 – October 2, 2014.
 - d. ACWA/JPIA Board Meeting for member Corl-Lorono, San Diego CA, December 1, 2014.
 - e. Association of California Water Agencies Fall Conference – San Diego, CA December 2-5, 2014.
8. **PREPERATION FOR A COST-OF-LIVING ADJUSTMENT (COLA) TO THE BOARD OF DIRECTORS COMPENSATION VIA FUTURE ORDINANCE**
Board considers taking the following action(s):
 1. Direct staff to initiate the process for increasing the Board of Directors per diem compensation by five percent (5%) for fiscal year 2014/15.
9. **SELECTION ELECTION - BOARD TO CHOOSE A CANDIDATE TO FILL THE REGULAR MEMBER AND ALTERNATE MEMBER OF THE LOCAL AGENCY FORMATION COMMISION (LAFCO)SAN BERNARDINO**
Board considers taking the following action(s):
 1. The Board to consider voting by roll call vote one (1) candidate for the Regular LAFCO Member; and
 2. The Board to consider voting by roll call vote one (1) candidate for the Alternate LAFCO Member.
10. **RESOLUTION 14R-XX PLACING IN NOMINATION JUDY CORL-LORONO AS A MEMBER OF THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) BOARD OF DIRECTORS REGION 6**
Board considers taking the following action(s):
 1. The Board to consider nominating by roll call vote President Judy Corl-Lorono for the CSDA Board of Directors Region 6.
11. **DISBURSEMENTS FEBRUARY 2014**
Recommended Action:
Ratify Check Register (payment of bills) for February 2014.
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 the item be held for discussion or further action.

- a. Financial Statements February 2014
 1. Balance Sheet
 2. Statement of Revenue and Expense
 3. General Account (Union Bank)
 4. Disbursements
 5. Local Agency Investment Fund Balance Timeline
- b. Service Order Report, February 2014
- c. Production Report, February 2014
- d. Regular Board Meeting Minutes, February 25, 2014
- e. Special Board Workshop Meeting Minutes, February 22, 2014
- f. Adopt Resolution 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees.
- g. Board to consider authorizing application for General Services Administration (GSA) State and Federal Surplus Property Program.

Recommended Action:

Approve as presented (Items a - g):

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.

AGENDA ITEM # 5

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

Meeting Date: March 25, 2014

To: Board of Directors

Budgeted: Yes

Cost: N/A

From: Marina West

General Counsel Approval: Obtained

CEQA Compliance: TBD

Subject: Resolution No. 14R-XX Requesting the Local Agency Formation Commission to Initiate Proceedings for a Reorganization to Include Annexations to the Bighorn-Desert View Water Agency and Dissolution of County Service Area 70 Zone W-1

SUMMARY

In order to initiate proceedings for the annexation of County Service Area 70 Zone W-1 (Landers/Goat Mountain) the Board of Directors must pass a resolution formalizing the request to initiate annexation proceedings.

RECOMMENDATION

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

1. Adopt Resolution No. 14R-XX Requesting the Local Area Formation Commission to initiate proceedings for a reorganization to include annexations to the Bighorn-Desert View Water Agency and dissolution of County Service Area Zone W-.1.

BACKGROUND/ANALYSIS

Annexations can be initiated in one of two ways. The first is by petition of the registered voters or affected landowners and the second is by a resolution adopted by the governing body of any related public body (county, city or special district) as outlined in the attached document.

On January 28, 2014, the Board of Directors authorized staff to prepare an application for the annexation of County Service Area 70 Zone W-1 (Landers/Goat Mountain) into the BDVWA service area. In order to complete the application being submitted to the Local Agency Formation Commission (LAFCO) the Board of Directors must pass a resolution formalizing its intent.

The resolution to be considered has been prepared in consultation with LAFCO staff to insure that all required verbiage is included. Also attached are other documents associated with the application for annexation.

PRIOR RELEVANT BOARD ACTION(S)

2/25/2014 Motion No. 14-009 Authorizing General Manager to execute \$3,000 proposal from Section Thirty Seven Consultants for preparation of legal description and plat map required for the Local Agency Formation Commission application to annex of County Service Area 70/Zone W-1 (Goat Mountain/Landers) into Bighorn-Desert View Water Agency.

2/25/2014 Motion No. 14-010 Authorizing General Manager to execute proposal from Rogers, Anderson, Malody and Scott, LLC dated February 20, 2014 in the amount of \$5,000 in anticipation of approval to annex of County Service Area 70/Zone W-1 (Goat Mountain/Landers) into Bighorn-Desert View Water Agency.

1/28/2014 Motion No. 14-001 authorizing staff to initiate an application for the dissolution of County Service Area 70/Zone W-1 (Goat Mountain/Landers); and establish an initial project budget of \$41,000 from unrestricted reserves for expenses outlined in the staff report; and authorize execution of Agreement with Stanley R. Hoffman, Associates in the amount of \$9,500 plus a 10% contingency.

12/19/2013 Motion No. 13-079 directing staff to investigate and accumulate information to bring back to the Board regarding a possible "merger" with CSA 70/Zone W-1 (Goat Mountain/Landers).

2/11/2013 Board Strategic Planning Workshop which identifies consolidation with W-1 as a Board objective.

2/10/2012 Board Strategic Planning Workshop which identifies consolidation with W-1 as a Board objective.

GENERAL PROCEDURES FOR CHANGES IN BOUNDARIES
OR ORGANIZATION TO BE PROCESSED BY THE
LOCAL AGENCY FORMATION COMMISSION

The procedures for proposals considered by the Local Agency Formation Commission (LAFCO) are guided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.), and any proposal submitted must conform to the requirements outlined in the Act. The procedures outlined below represent broad guidelines as to the steps required:

1. INITIATION:

Generally, proposals for changes in boundaries, formations, or changes of organization can be submitted for the consideration of LAFCO by petition of the registered voters or affected landowners; however, prior to the circulation of any petition, a "Notice of Intent to Circulate" must be presented to the LAFCO Executive Officer. A proposal may also be initiated by a resolution adopted by the governing body of any related public body (county, city, or special district).

The proposal must be submitted on forms available from the LAFCO staff office, or on the LAFCO website (www.sbclafco.org), along with the applicable number of maps, legal descriptions, and filing fees to cover the proposal submitted.

2. LAFCO REVIEW PROCESS:

Upon receipt of a complete application, the LAFCO staff does several things concurrently:

- * It prepares a "Notice of Filing" and mails this to all affected and interested public bodies, including school districts, and sends a copy to the County Assessor and County Auditor-Controller.
- * It submits the item for environmental review; and
- * It schedules the item for review by the "Departmental Review Committee."

a. Notice of Filing:

This notice alerts the affected agencies of the item proposed, and requests from the Assessor and Auditor- Controller the ad valorem tax information pertinent to the proposal.

When the LAFCO staff office receives the tax information related to the proposal, it mails this information to the County Administrative Office and each affected city and/or special district.

NOTE: The proposal cannot be considered by the Commission until LAFCO receives from the County Board of Supervisors (for itself and affected districts) and any affected city, a resolution approving any changes in ad valorem tax distribution which is caused by the proposed change.

b. Request for Environmental Review:

LAFCO contracts with the firm of Tom Dodson and Associates for the initial environmental assessment of LAFCO proposals. The LAFCO review process cannot continue without a determination that the proposal: (1) qualifies for an exemption as defined within the California Environmental Quality Act (CEQA) and the Commission's environmental guidelines; (2) receives a Negative Declaration which indicates that, if approved, the project will have no adverse effects; or (3) there is a completed Environmental Impact Report submitted for the project.

Environmental determinations are reviewed and considered prior to Commission evaluation of the proposal.

c. Departmental Review Process:

Basic information related to each proposal is mailed to every agency affected by the item and to the County Assessor, Auditor-Controller, Registrar of Voters, Planning, Surveyor, and Transportation Departments, etc.

Each department or agency is requested to comment on the proposal and submit information relating to it. Then a Departmental Review Committee (DRC) meeting is held (normally the second Thursday of the month), and all information and concerns are reviewed. Applicants are encouraged to attend in order that steps to rectify any problems discovered can be outlined.

3. The LAFCO Executive Officer prepares and distributes a report making a recommendation to the Commission relating to the proposal.
4. The item is considered by the Commission, and it either approves or denies the proposal.

- * If the Commission denies the proposal, than it is legally terminated.
 - * If the Commission approves the proposal, LAFCO staff will provide a published Notice of Protest Proceeding announcing the date for consideration of protest and the procedure and requirements for a valid written protest to the proposal.
5. The LAFCO staff will consider the item at the time and date indicated on the protest hearing notice, and it will make a determination of the level of protest submitted. A recommendation for action to approve, deny, or submit the proposal to an election based on the amount of written protest received shall be submitted to the Commission at its next available hearing date.
 6. Upon the successful completion of this protest process, the Clerk to the Commission files a "Certificate of Completion" with appropriate bodies. The date of this Certificate is the effective date of the action.



RESOLUTION NO. R14-XX

**A RESOLUTION OF APPLICATION BY
THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT
VIEW WATER AGENCY REQUESTING THE LOCAL AGENCY
FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR
A REORGANIZATION TO INCLUDE ANNEXATIONS TO THE
BIGHORN-DESERT VIEW WATER AGENCY AND
DISSOLUTION OF COUNTY SERVICE AREA 70 ZONE W-1 AS
MORE SPECIFICALLY DESCRIBED BELOW**

WHEREAS, THE Board of Directors of the Bighorn-Desert View Water Agency desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code for a reorganization consisting of four (4) areas to be annexed to the Bighorn Desert View Water Agency for a total of approximately 5,858 acres, with the largest area at 5,773.8 acres, generally east of Landers Lane and intersected in an east/west direction by Reche Road. The other three (3) areas are relatively smaller and are 56.6, 25.2, and 2.8 acres, generally located south of Reche Road and along either side of Landers Lane and the dissolution of County Service Area 70 Zone W-1; and,

WHEREAS, a description of the boundaries of the areas proposed to be annexed to the Bighorn Desert View Water Agency is attached hereto as Exhibit "A" (pages 1 to 17 Plat and legal description) and by this reference incorporated herein; and

WHEREAS, The Bighorn-Desert View Water Agency is a special district of the State of California operating under the Bighorn-Desert View Water Agency Law, water appendix 112; and

WHEREAS, the proposed reorganization is consistent with the sphere of influence assigned the Bighorn Desert View Water Agency; and

WHEREAS, the Bighorn-Desert View Water Agency has received correspondence from over one hundred (100) citizens receiving water service from the County Special Districts County Service Area 70/ Zone W-1 (Goat Mountain/Landers) requesting that Bighorn-Desert View Water Agency provide their water service; and

WHEREAS, a Landers Community Task Force was assembled to research the specific requirements of detachment from the County Special Districts County Service Area 70/ Zone W-1 (Goat Mountain/Landers) and annexation into Bighorn-Desert View Water Agency and concluded that the most streamlined process would be for Bighorn-Desert View Water Agency to initiate the application because of its own experience in operating a water system; and

WHEREAS, on January 28, 2014 the Bighorn-Desert View Water Agency Board of Directors unanimously voted to proceed with annexation of the County Special Districts County Service Area 70 Zone W-1 (Goat Mountain/Landers) service territory;

WHEREAS, the Bighorn Desert View Water Agency desires that the proposed reorganization be subject to the standard terms and conditions imposed by the Local Agency Formation Commission regarding annexation, dissolution, and the transfer of assets and liabilities; and,

WHEREAS, the reasons for the proposed annexation are as follows:

- a) To respond to landowner requests for local control;
- b) To provide for increased transparency through local governance;
- c) To provide a more responsive delivery of water services;
- d) To provide more cost-effective delivery of water services;
- e) Since 1997, the Bighorn-Desert View Water Agency has served a portion of the proposed annexation territory under a contract with the County of San Bernardino; and
- f) To plan responsibly for the future of the Bighorn-Desert View Water Agency community.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY AS FOLLOWS:

Section 1. This Resolution of Application is hereby adopted and approved by the Board of Directors of the Bighorn-Desert View Water Agency, and the Local Agency Formation Commission for San Bernardino County is hereby requested to undertake proceedings for the reorganization of territory as described above, according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

Section 2. The Bighorn-Desert View Water Agency acknowledges and agrees to the Local Agency Formation Commission for San Bernardino County's requirement for imposing legal indemnification as outlined in Policies 10 and 11 of its Accounting and Financial Division of its Policy and Procedure Manual adopted June 2012.

Section 3. The General Manager of the Bighorn-Desert View Water Agency is hereby directed and authorized to execute, on behalf of the District, the justification for proposal and supplemental form for the reorganization which includes the certification of the Plan for Service and Fiscal Impact Analysis, complete copies of which are on file in the District office.

Section 4. That the Secretary to the Board of Directors shall certify to the passage and adoption of this resolution and is hereby authorized and directed to file, or cause to be filed, a certified copy of this Resolution with the Executive Officer of the Local Agency Formation Commission for San Bernardino County.

PASSED AND ADOPTED by the Board of Directors of the Bighorn Desert View Water Agency at a regular meeting held on this 25th day of March 2014, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

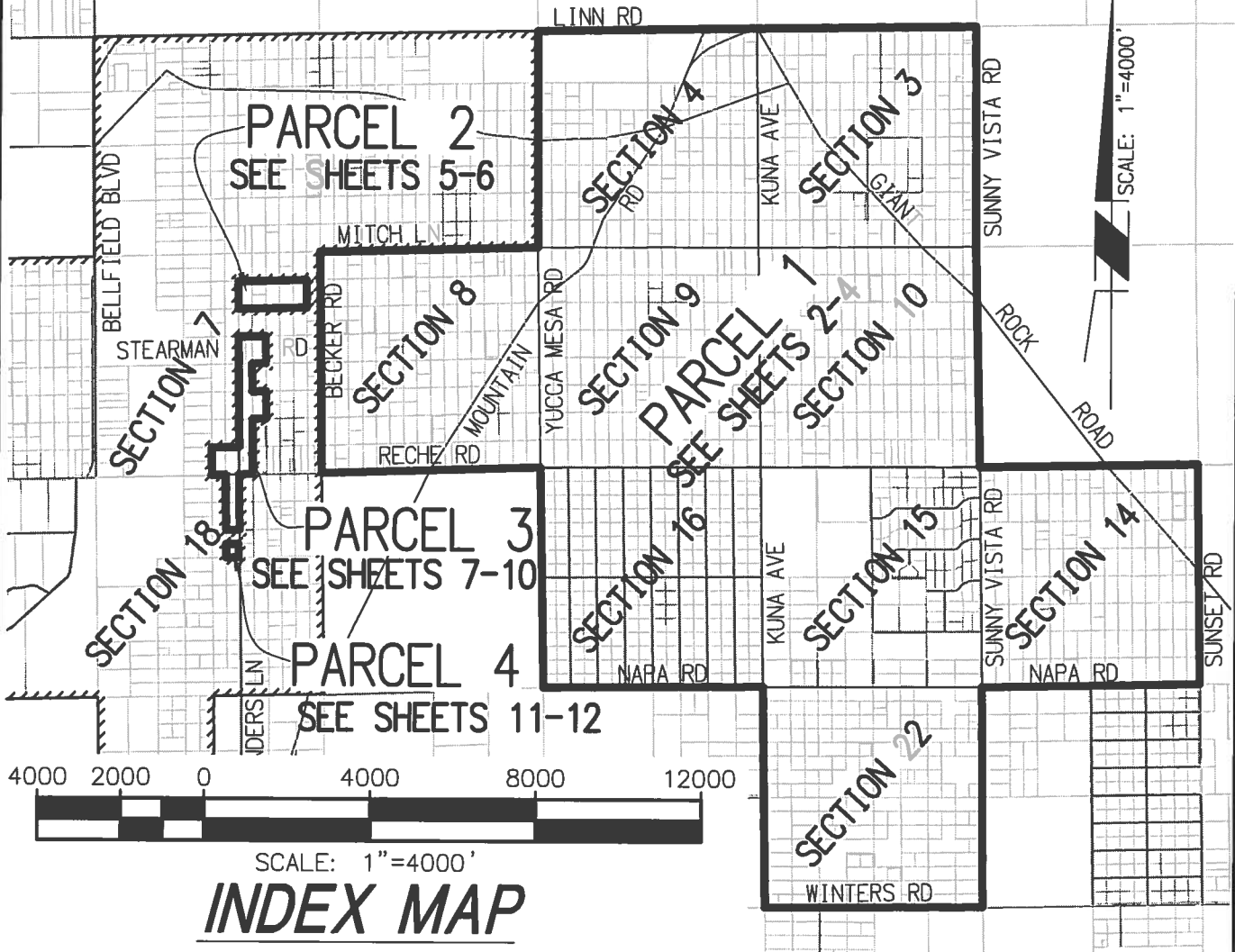
ABSTAIN: _____

By: _____
Judy Corl-Lorono, President

ATTEST:

Terry Burkhardt, Secretary

PORTIONS OF TOWNSHIP 2 NORTH, RANGE 6 EAST, S.B.M.



LEGEND

- ANNEXATION BOUNDARY
- /// EXISTING BDVWA LIMITS

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Benjamin D. Egan

BENJAMIN D. EGAN
PLS 8756

3/20/2014

DATE:

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__-

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 489-9107
BEGANOS-37.COM

SHEET 1 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

EXHIBIT "A"
LEGAL DESCRIPTION
ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY
CSA 70 W-1
LAFCO 2014-__-__

PARCEL 1

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY

Those portions of Township 2 North, Range 6 East, San Bernardino Meridian, more particularly described as follows:

BEGINNING at the northwest corner of Section 4 of said Township;

(1) thence easterly 5280 feet, along the northerly line of said Section 4 to the northeast corner of said Section 4;

(2) thence easterly 5280 feet, along the northerly line of Section 3 of said Township to northeast corner of said Section 3;

(3) thence southerly 5280 feet, along the easterly line of said Section 3 to the southeast corner of said Section 3;

(4) thence southerly 5280 feet, along the easterly line of Section 10 of said Township to the southeast corner of said Section 10;

(5) thence easterly 5280 feet, along the northerly line of Section 14 of said Township to the northeast corner of said Section 14;

(6) thence southerly 5280 feet, along the easterly line of said Section 14 to the southeast corner of said Section 14;

(7) thence westerly 5280 feet, along the southerly line of said Section 14 to southwest corner of said Section 14;

(8) thence southerly 5280 feet, along the easterly line of Section 22 of said Township to the southeast corner of said Section 22;

(9) thence westerly 5280 feet, along the southerly line of said Section 22 to the southwest corner of said Section 22;

(10) thence northerly 5280 feet, along the westerly line of said Section 22 to the northwest corner of said Section 22;

(11) thence westerly 5280 feet, along the southerly line of Section 16 of said Township to the southwest corner of said Section 16;

(12) thence northerly 5280 feet, along the westerly line of said Section 16 to the northwest corner of said Section 16;

(13) thence westerly 5280 feet, along the southerly line of Section 8 of said Township to the southwest corner of said Section 8;

(14) thence northerly 5280 feet, along the westerly line of said Section 8 to the northwest corner of said Section 8;

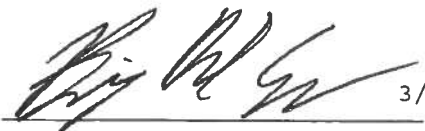
(15) thence easterly 5280 feet, along the northerly line of said Section 8 to the northeast corner of said Section 8;

(16) thence northerly 5280 feet, along the westerly line of Section 4 of said Township to the **POINT OF BEGINNING**.

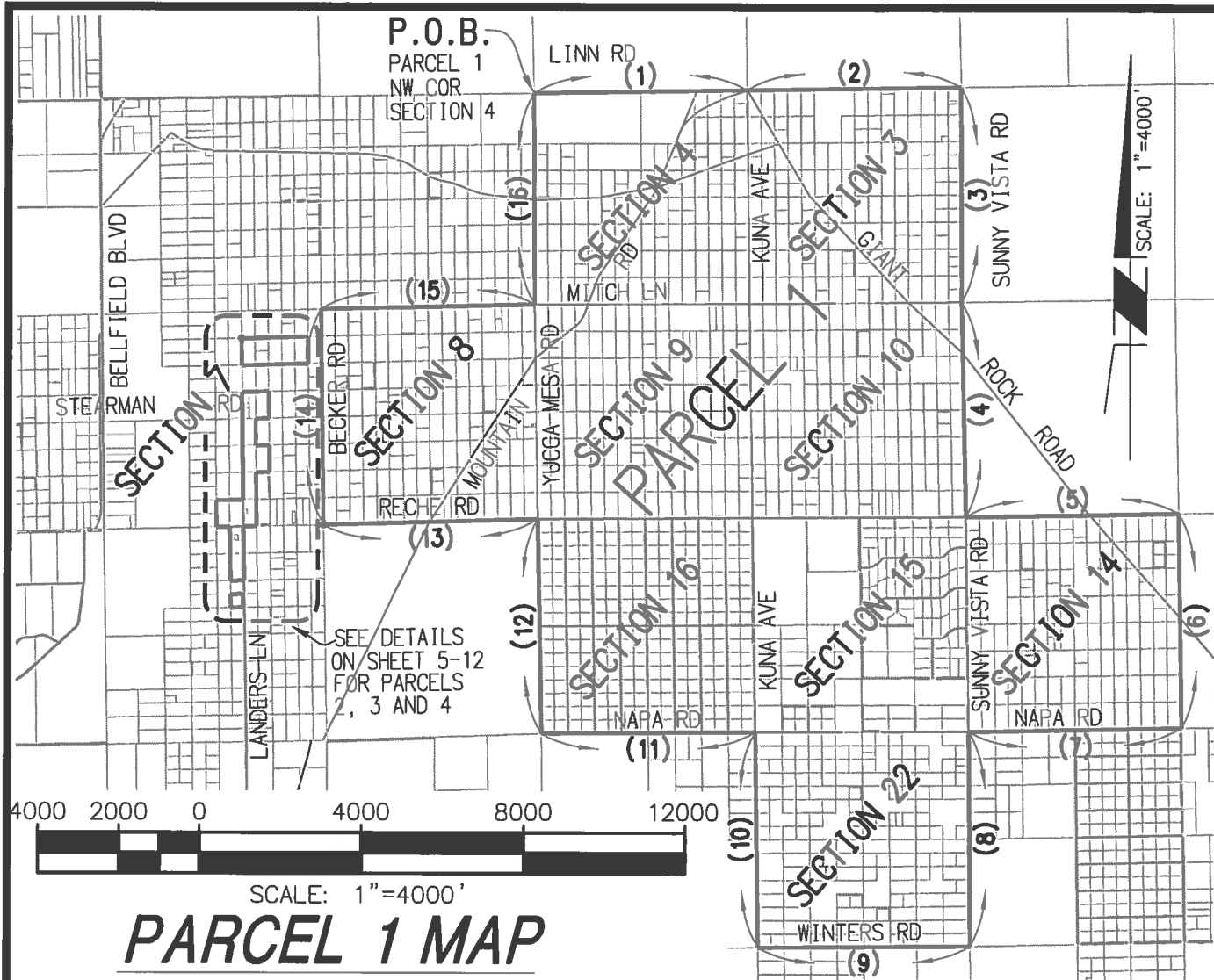
CONTAINING: 5,773.4 acres, more or less.

Graphically depicted on 'EXHIBIT "A" – PLAT – SHEET 4', attached hereto and by this reference made a part hereof.

This Legal Description and accompanying plat
were prepared by me or under my direction.

 3/20/2014
Benjamin Daniel Egan, PLS 8756
Prepared: 3/20/2014





DATA TABLE					
(1)	EASTERLY	5280'	(10)	NORTHERLY	5280'
(2)	EASTERLY	5280'	(11)	WESTERLY	5280'
(3)	SOUTHERLY	5280'	(12)	NORTHERLY	5280'
(4)	SOUTHERLY	5280'	(13)	WESTERLY	5280'
(5)	EASTERLY	5280'	(14)	WESTERLY	5280'
(6)	SOUTHERLY	5280'	(15)	NORTHERLY	5280'
(7)	WESTERLY	5280'	(16)	EASTERLY	5280'
(8)	SOUTHERLY	5280'	(17)	EASTERLY	5280'
(9)	WESTERLY	5280'	(18)	NORTHERLY	5280'

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__-

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 469-9107
BEGANOS-37.COM

SHEET 4 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

EXHIBIT "A"
LEGAL DESCRIPTION
ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY
CSA 70 W-1
LAFCO 2014-__-__

PARCEL 2

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY

Those portions of the south half of the north half of the northeast quarter of Section 7, Township 2 North, Range 6 East, San Bernardino Meridian, more particularly described as follows:

BEGINNING at the northwest corner of the southeast quarter of the northwest quarter of said northeast quarter of Section 7;

(1) thence easterly 1650 feet, along the northerly line of the south half of the north half of the northeast quarter of said Section 7 to the northeast corner of the west half of the southeast quarter of the northeast quarter of the northeast quarter of said Section 7;

(2) thence southerly 660 feet, along the easterly line of said west half to the southeast corner of said west half;

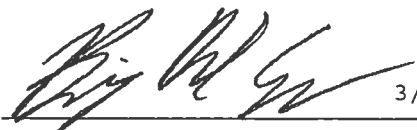
(3) thence westerly 1650 feet, along the southerly line of the aforementioned south half of the north half of the northeast quarter of Section 7 to the southeast corner of the aforementioned southeast quarter of the northwest quarter of said northeast quarter of Section 7;

(4) thence northerly 660 feet, along the easterly line of said east half to the **POINT OF BEGINNING**.

CONTAINING: 25.2 acres, more or less.

Graphically depicted on 'EXHIBIT "A" – PLAT – SHEET 6', attached hereto and by this reference made a part hereof.

This Legal Description and accompanying plat were prepared by me or under my direction.

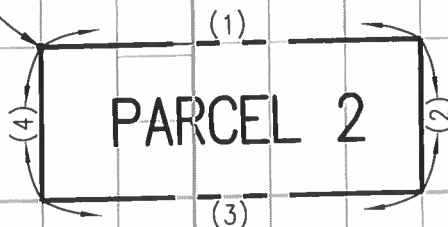

3/20/2014
Benjamin Daniel Egan, PLS 8756
Prepared: 3/20/2014





P.O.B.
PARCEL 2
NW COR OF SE1/4
NW1/4 OF NE1/4
OF SEC 7

MITCH ROAD



NE 1/4
SEC 7

SECTION 7

LANDERS LANE

PARCEL 3

STARSHINE LANE

GEORGES ROAD

STEARMAN ROAD

GIBALTAR ROAD

PARCEL 1
SECTION 8

SECTION 18

RECHE ROAD

DATA TABLE

(1)	EASTERLY	1650'
(2)	SOUTHERLY	660'
(3)	WESTERLY	660'
(4)	NORTHERLY	1650'

PARCEL 2 MAP

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__-

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 489-9107
BEGANOS-37.COM

SHEET 6 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

EXHIBIT "A"
LEGAL DESCRIPTION
ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY
CSA 70 W-1
LAFCO 2014-__-__

PARCEL 3

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY

Those portions of the east half of Section 7 and the northeast quarter of Section 18, Township 2 North, Range 6 East, San Bernardino Meridian, more particularly described as follows:

BEGINNING at the northwest corner of the southeast quarter of the southwest quarter of said northeast quarter of Section 7;

(1) thence easterly 660 feet, along the northerly line of said southeast quarter of the southwest quarter of said northeast quarter of Section 7 to the northeast corner of said southeast quarter of the southwest quarter of said northeast quarter of Section 7;

(2) thence southerly 660 feet, along the easterly line of said southeast quarter of the southwest quarter of the northeast quarter of Section 7 to the southeast corner of said southeast quarter of the southwest quarter of the northeast quarter of said Section 7;

(3) thence westerly 330 feet, along the southerly line of said southeast quarter of the southwest quarter of the northeast quarter of said Section 7 to the northeast corner of the west half of the northeast quarter of the northwest quarter of the southeast quarter of said Section 7;

(4) thence southerly 660 feet, along the easterly line of said west half of the northeast quarter of the northwest quarter of the southeast quarter of Section 7 to northwest corner of the east half of the southeast quarter of the northwest quarter of the southeast quarter of said Section 7;

(5) thence easterly 330 feet, along the northerly line of said east half of the southeast quarter of the northwest quarter of the southeast quarter of Section 7 to the northeast corner of said east half of the southeast quarter of the northwest quarter of the southeast quarter of Section 7;

(6) thence southerly 660 feet, along the easterly line of said east half of the southeast quarter of the northwest quarter of the southeast quarter of Section 7 to the southeast corner of said east half of the southeast quarter of the northwest quarter of the southeast quarter of Section 7;

(7) thence westerly 330 feet, along the southerly line of said east half of the southeast quarter of the northwest quarter of the southeast quarter of Section 7 to the northeast corner of the west half of the east half of the southwest quarter of the southeast quarter of said Section 7;

(8) thence southerly 1320 feet, along the easterly line of said west half of the east half of the southwest quarter of the southeast quarter of Section 7 to the southeast corner of said west half of the east half of the southwest quarter of the southeast quarter of Section 7;

(9) thence westerly 330 feet, along the southerly line of said west half of the east half of the southwest quarter of the southeast quarter of Section 7 to the northeast corner of the east half of the west half of the northwest quarter of the northeast quarter of the aforementioned Section 18;

(10) thence southerly 1320 feet, along the easterly line of said east half of the west half of the northwest quarter of the northeast quarter of Section 18 to the southeast corner of said east half of the west half of the northwest quarter of the northeast quarter of Section 18;

(11) thence westerly 330 feet, along the southerly line of said east half of the west half of the northwest quarter of the northeast quarter of Section 18 to the southwest corner of said east half of the west half of the northwest quarter of the northeast quarter of Section 18;

(12) thence northerly 1320 feet, along the westerly line of said east half of the west half of the northwest quarter of the northeast quarter of Section 18 to the southeast corner of the west half of the southwest quarter of the southwest quarter of the southeast quarter of the aforementioned Section 7;

(13) thence westerly 330 feet, along the southerly line of said west half of the southwest quarter of the southwest quarter of the southeast quarter of Section 7 to the southwest corner of said west half of the southwest quarter of the southwest quarter of the southeast quarter of Section 7;

(14) thence northerly 660 feet, along the westerly line of said southwest quarter of the southwest quarter of the southeast quarter of Section 7 to the northwest corner of said southwest quarter of the southwest quarter of the southeast quarter of Section 7;

(15) thence easterly 660 feet, along the northerly line of said southwest quarter of the southwest quarter of the southeast quarter of Section 7 to the southwest corner of the west half of the northeast quarter of the southwest quarter of the southeast quarter of said Section 7;

(16) thence northerly 660 feet, along the westerly line of said west half of the northeast quarter of the southwest quarter of the southeast quarter of said Section 7 to the southwest corner of the east half of the northwest quarter of the southeast quarter of said Section 7;

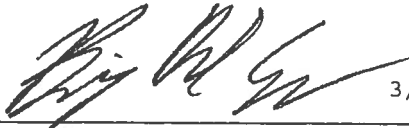
(17) thence northerly 1320 feet, along the westerly line of said east half of the northwest quarter of the southeast quarter of said Section 7 to the southwest corner of the aforementioned southeast quarter of the southwest quarter of the northeast quarter of said Section 7;

(18) thence northerly 660 feet, along the westerly line of said southeast quarter of the southwest quarter of the northeast quarter of Section 7 to the **POINT OF BEGINNING**.

CONTAINING: 55.5 acres, more or less.

Graphically depicted on 'EXHIBIT "A" – PLAT – SHEET 10', attached hereto and by this reference made a part hereof.

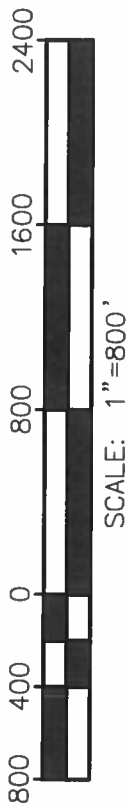
This Legal Description and accompanying plat were prepared by me or under my direction.

 3/20/2014

Benjamin Daniel Egan, PLS 8756

Prepared: 3/20/2014





P.O.B.
PARCEL 3
NW COR OF SE1/4
SW1/4 OF NE1/4
OF SEC 7

SECTION 7

PARCEL 2

PARCEL 3

PARCEL 1
SECTION 8

SECTION 18

STARSHINE LANE

LANDERS LANE

STEARMAN ROAD

GEORGES ROAD

GIBALTAR ROAD

RECHE ROAD

DATA TABLE

(1)	EASTERLY	660'	(10)	SOUTHERLY	1320'
(2)	SOUTHERLY	660'	(11)	WESTERLY	330'
(3)	WESTERLY	330'	(12)	NORTHERLY	1320'
(4)	SOUTHERLY	660'	(13)	WESTERLY	330'
(5)	EASTERLY	330'	(14)	NORTHERLY	660'
(6)	SOUTHERLY	660'	(15)	EASTERLY	660'
(7)	WESTERLY	330'	(16)	NORTHERLY	660'
(8)	SOUTHERLY	1320'	(17)	NORTHERLY	1320'
(9)	WESTERLY	330'	(18)	NORTHERLY	660'

PARCEL 3 MAP EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__-

PARCEL 4

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 469-8107
BEGAN@S-37.COM

SHEET 10 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

EXHIBIT "A"
LEGAL DESCRIPTION
ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY
CSA 70 W-1
LAFCO 2014-__-__

PARCEL 4

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY

That portion of the northeast quarter of Section 18, Township 2 North, Range 6 East, San Bernardino Meridian, more particularly described as follows:

BEGINNING at the northwest corner of the southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of said Section 18;

(1) thence easterly 330 feet, along the northerly line of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18 to the northeast corner of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18;

(2) thence southerly 330 feet, along the easterly line of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18 to the southeast corner of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18;

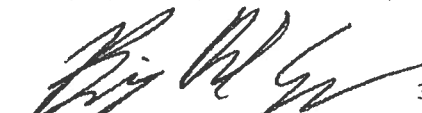
(3) thence westerly 330 feet, along the southerly line of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18 to the southwest corner of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18;

(4) thence northerly 330 feet, along the westerly line of said southeast quarter of the northwest quarter of the southwest quarter of the northeast quarter of Section 18 to the **POINT OF BEGINNING**.

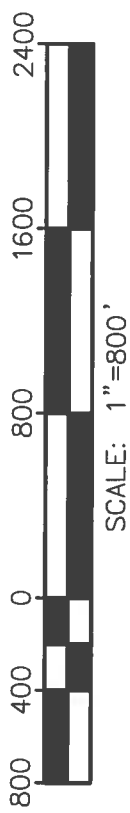
CONTAINING: 2.5 acres, more or less.

Graphically depicted on 'EXHIBIT "A" – PLAT – SHEET 12', attached hereto and by this reference made a part hereof.

This Legal Description and accompanying plat were prepared by me or under my direction.


3/20/2014
Benjamin Daniel Egan, PLS 8756
Prepared: 3/20/2014





SECTION 7

LANDERS LANE

STEARMAN ROAD

PARCEL 3

STARSHINE LANE

GEORGES ROAD

GIBRALTAR ROAD

PARCEL SECTION 8

RECHE ROAD

BARTER ROAD

FORDHAM AVE

LANDERS LANE

MARGARITA ST

NE 1/4 SEC 18

PARCEL 4

BURKE ROAD

P.O.B.
PARCEL 4
NW COR OF SE1/4
OF NW1/4 OF
SW1/4 OF NE1/4
OF SEC 18

SECTION 18

DATA TABLE		
(1)	EASTERLY	660'
(2)	SOUTHERLY	660'
(3)	WESTERLY	660'
(4)	NORTHERLY	660'

PARCEL 3 MAP

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 469-9107
BEGANOS-37.COM

SHEET 12 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

PARCEL 1 APN LIST

0630-301-01	0630-262-22	0630-271-08	0630-241-18	0630-211-67	0630-123-03	0630-221-20
0630-231-22	0630-211-33	0630-221-03	0630-091-05	0630-302-16	0630-142-12	0630-351-20
0630-091-11	0630-241-64	0630-221-30	0630-271-72	0630-141-14	0630-351-05	0630-121-02
0630-101-42	0630-281-37	0630-361-09	0631-181-09	0630-132-17	0630-302-32	0630-251-03
0630-101-25	0630-171-10	0630-292-31	0630-193-06	0630-182-16	0630-221-02	0630-252-28
0631-192-20	0630-252-07	0630-211-20	0630-252-46	0630-181-08	0630-141-13	0630-262-06
0631-181-05	0630-261-30	0630-201-30	0630-252-39	0630-301-31	0631-192-41	0630-102-00
0630-201-08	0630-091-09	0630-101-12	0630-101-40	0630-121-15	0630-302-12	0630-141-01
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0630-181-06	0630-241-73	0630-271-17	0631-191-48	0630-302-04	0630-211-70	0630-221-39
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0631-182-18	0631-191-49	0630-231-18	0631-181-23	0630-152-04	0630-251-32	0630-241-20
0630-231-28	0630-122-05	0630-221-54	0630-252-12	0630-221-16	0630-251-34	0630-151-13
0630-121-10	0630-241-81	0630-172-05	0630-091-35	0630-161-01	0630-261-27	0630-091-38
0630-252-23	0630-361-15	0630-192-03	0631-182-25	0630-231-29	0630-101-01	0630-171-01
0630-252-04	0630-231-42	0630-193-02	0630-092-38	0630-132-06	0630-101-26	0631-192-24
0630-192-07	0630-271-42	0630-211-08	0630-231-54	0630-351-21	0630-252-02	0630-092-13
0630-221-10	0630-351-10	0631-191-23	0630-291-29	0630-292-07	0630-262-05	0630-201-63
0630-251-10	0631-192-31	0630-241-58	0630-291-33	0630-231-11	0630-123-08	0630-091-12
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0630-211-02	0630-201-67	0630-351-12	0630-341-32	0630-201-13	0630-291-19	0630-231-07
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0631-181-13	0630-152-16	0630-221-57	0630-302-36	0630-091-14	0630-301-20	0630-152-09
0630-261-23	0630-251-19	0630-231-48	0630-152-01	0630-292-20	0630-241-50	0630-241-80
0630-262-17	0630-091-18	0630-201-14	0630-121-01	0630-141-04	0630-291-32	0630-351-18
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0630-102-23	0630-201-09	0630-142-15	0631-182-01	0630-281-58	0630-102-31	0630-101-31
0630-292-29	0630-262-03	0630-351-15	0630-241-06	0630-152-12	0630-191-14	0631-191-20

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.

CSA 70 W-1

LAFCO 2014-__-__

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 489-9107
BEGANOS-37.COM

SHEET 13 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

PARCEL 1 APN LIST

0630-261-33	0630-231-14	0630-302-34	0630-261-14	0630-102-14	0630-292-06	0630-271-27
0630-211-57	0630-201-21	0630-101-28	0630-102-07	0630-101-27	0631-192-33	0630-101-07
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0630-302-44	0630-091-42	0630-201-49	0630-192-10	0630-252-36	0630-121-06	0630-182-02
0630-301-16	0630-142-05	0630-102-21	0631-192-18	0630-291-17	0630-241-62	0630-152-11
0631-191-10	0630-122-01	0630-271-65	0631-181-04	0630-161-06	0630-121-12	0630-261-04
0630-211-61	0630-341-26	0630-251-27	0630-221-09	0630-091-03	0630-251-26	0630-092-08
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0630-161-07	0630-161-04	0630-241-65	0630-271-22	0630-211-21	0630-271-14	0630-201-59
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0630-351-08	0630-271-06	0630-191-01	0631-191-35	0630-231-21	0630-261-26	0630-302-10
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0630-351-03	0630-251-36	0630-271-49	0630-162-01	0630-161-09	0631-181-03	0630-211-28
0631-182-24	0630-101-08	0630-211-54	0630-221-52	0630-162-03	0630-122-06	0630-221-25

EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.

CSA 70 W-1

LAFCO 2014-__-__

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 469-8107
BEGANOS-37.COM

SHEET 14 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

PARCEL 1 APN LIST

0630-101-36	0630-201-72	0630-201-42	0630-252-00	0630-092-23	0630-171-04	0630-101-37
0630-241-25	0630-102-35	0630-271-19	0630-211-71	0630-271-11	0630-122-04	0630-271-21
0630-302-21	0630-101-32	0630-152-14	0630-231-36	0630-231-30	0630-192-02	0630-201-02
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0631-192-42	0630-091-24	0630-302-13	0630-301-28	0630-292-02	0630-281-71	0630-123-04
0630-211-34	0630-241-52	0630-221-33	0630-221-26	0630-191-04	0630-221-68	0630-291-01
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EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.

CSA 70 W-1

LAFCO 2014-__-__

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
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BEGANOS-37.COM

SHEET 15 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

PARCEL 1 APN LIST

0630-241-28	0630-221-72	0630-131-08	0630-292-05	0630-281-60	0630-101-23	0630-123-06
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EXHIBIT "A" - PLAT

ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.

CSA 70 W-1

LAFCO 2014-__-

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 469-8107
BEGANOS-37.COM

SHEET 16 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

PARCEL 1 APN LIST

0630-191-02
0630-101-10
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ANNEXATION TO BIGHORN DESERT VIEW WATER AGENCY.
CSA 70 W-1
LAFCO 2014-__-__

SECTION THIRTY SEVEN

77-570 SPRINGFIELD LANE, SUITE M CONSULTANTS
PALM DESERT, CA 92211
(760) 489-9107
BEGANOS-37.COM

SHEET 17 OF 17

DATE: MARCH 20, 2014 JN: 37-100102

March 18, 2014

Third District County Supervisor James C. Ramos
San Bernardino County Government Center
385 N. Arrowhead Ave., Fifth Floor
San Bernardino, CA 92415-0110

**RE: The people of Landers request your support
for our bid to break away from Special Districts Water Service**

Dear Supervisor Ramos:

As your chairman for the Morongo Basin Municipal Advisory Council and I am writing on behalf of the MAC as well as the citizens of Landers to request your support for our initiative to break away from County Special Districts Water Service and become customers of our local provider, the Bighorn-Desert View Water Agency.

Enclosed please find:

- An original signed copy of the MB MAC resolution in support of the citizen initiated plan for the dissolution of County Service Area 70 Zone W-1 and the annexation to Bighorn-Desert View of all associated infrastructure and assets owned by the affected ratepayers.
- An original signed copy of a resolution in support of same from the Landers Association, along with a cover letter urging your support for the annexation.
- A packet from Bighorn-Desert View Water to me as chair of the MAC with details of the planned annexation including an executive summary and background report, a breakdown of projected annexation costs to the Water Agency, tables of the water rate histories from Bighorn-Desert View and CSA70W-1, and a map of the area of concern.
- A copy of a recent news report from the *Hi-Desert Star* as further evidence of the overwhelming community support for the planned annexation.

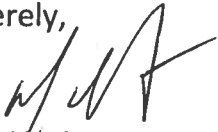
A review of these materials will leave no doubt that under this proposal the people here will finally be represented by a local provider offering transparency, local governance, access to meetings and customer service, as well as significantly lower water rates. It is for these reasons that our citizen's delegation approached Bighorn-Desert View requesting the Agency bring us into their jurisdiction.

We spent months lobbying them. LAFCO expanded their sphere of influence to include us, and last month their board voted to come to our rescue and begin plans for a takeover. A couple dozen of us attended that meeting and with their unanimous vote, we all stood and applauded. *(Rarely does one find that kind of public enthusiasm for a water board decision!)*

A delegation of CSA70 W-1 customers met with LAFCO's Kathleen Rollins-McDonald in December. She answered many of our questions and was encouraging. She suggested that your blessing of this plan would mitigate our most pressing concerns. Specifically, LAFCO's 8 to 12 month review process might be shortened, and more importantly, with word from your office, we could expect cooperation from County Special Districts as opposed to foot dragging and resistance.

James, we ask for your blessing and hope you will encourage Special Districts not to resist our effort to gain control of our water service. The people of Landers are united in solid support of what is a logical, workable plan. We know that its passage will improve the lives of countless people here who could really use a break. And we are grateful for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Lipsitz', with a stylized, cursive script.

Mike Lipsitz
Chair, Morongo Basin MAC
Landers Honorary Mayor
CSA70 W-1 Ratepayer

RESOLUTION No. MB-MAC 003

A RESOLUTION OF THE BOARD OF THE MORONGO BASIN MUNICIPAL ADVISORY COUNCIL IN SUPPORT OF AN APPLICATION BY THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR A REORGANIZATION TO INCLUDE ANNEXATION TO THE BIGHORN-DESERT VIEW WATER AGENCY AND DISSOLUTION OF COUNTY SERVICE AREA 70 ZONE W-1 AS MORE SPECIFICALLY DESCRIBED BELOW

WHEREAS, The Morongo Basin Municipal Advisory Council is an advisory body of local citizens appointed by the San Bernardino County Board of Supervisors with the purpose of representing the community to the Board; and,

WHEREAS, The Bighorn-Desert View Water Agency is a special district of the state of California operating under the Bighorn-Desert View Water Agency Law and formed by the consolidation of agencies authorized pursuant to former Part 9.2 (commencing with Section 33300) of Division 12 of the Water Code; and

WHEREAS, the Bighorn-Desert View Water Agency has received correspondence from over one hundred (100) citizens receiving water service from the County Special Districts County Service Area 70/ Zone W-1 (Goat Mountain/Landers) requesting that Bighorn-Desert View Water Agency provide their water service; and

WHEREAS, a Landers Community Task Force assembled to research the specific requirements of detachment from the County Special Districts County Service Area 70/ Zone W-1 (Goat Mountain/Landers) and annexation into Bighorn-Desert View Water Agency and concluded that the most streamlined process would be for Bighorn-Desert View Water Agency to initiate the application because of its own experience in operating a water system; and

WHEREAS, on January 28, 2014 the Bighorn-Desert View Water Agency Board of Directors unanimously voted to proceed with annexation of the County Special Districts County Service Area 70/ Zone W-1 (Goat Mountain/Landers) service territory; and

WHEREAS, more specifically the Board of Directors of the Bighorn-Desert View Water Agency desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code for a reorganization consisting of four (4) areas to be annexed to the Bighorn Desert View Water Agency for a total of approximately 5,858 acres, with the largest area at 5,773.8 acres, generally east of Landers Lane and intersected in an east/west direction by Reche Road. The other three (3) areas are relatively smaller and are 56.6, 25.2, and 2.8 acres, generally located south of Reche Road and along either side of Landers Lane; and,

WHEREAS, an Exhibit of the boundaries of the areas proposed to be annexed to the Bighorn Desert View Water Agency is attached hereto as Exhibit A and by this reference incorporated herein; and,

WHEREAS, the proposed reorganization is consistent with the negotiated and agreed upon boundaries of the Bighorn Desert View Water Agency sphere of influence; and

WHEREAS, the Bighorn Desert View Water Agency desires that the proposed reorganization be subject to the standard terms and conditions imposed by the Local Agency Formation Commission; and

WHEREAS, the Bighorn-Desert View Water Agency desires the support of the Morongo Basin Municipal Advisory Council in its role as representative body to the Board of Supervisors; and

WHEREAS, the reasons for the proposed annexation are as follows:

- a) To respond to landowner requests for local control; and
- b) To provide for increased transparency through focused governance; and
- c) To provide more cost-effective delivery of water services; and
- d) To plan responsibly for the future of the Bighorn Desert View Water Agency community

NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF THE MORONGO BASIN MUNICIPAL ADVISORY COUNCIL SUPPORTS AN APPLICATION BY THE BIGHORN-DESERT VIEW WATER AGENCY TO INITIATE PROCEEDINGS WITH THE LOCAL AREA FORMATION COMMISSION TOWARDS THE REORGANIZATION OF TERRITORY DESCRIBED AS COUNTY SERVICE AREA 70/ZONE W-1 (GOAT MOUNTAIN/LANDERS) INTO THE SERVICE AREA OF THE BIGHORN-DESERT VIEW WATER AGENCY.


PASSED AND ADOPTED by the Board of the Morongo Basin Municipal Advisory Council at a regular

meeting held on this 10 day of May 2014, by the following vote:

AYES: 8
NOES:
ABSENT: 1
ABSTAIN:

By: 
Mike Lipsitz, Chair

ATTEST:


Dr. Max Rossi, Secretary



March 16, 2014

Honorable James Ramos, 3rd District Supervisor
385 N. Arrowhead Ave., Fifth Floor
San Bernardino, CA 92415-0110

RE: Request your support for annexation of CSA 70/ZoneW-1 (Goat Mountain/
Landers) by Bighorn-Desert View Water Agency on behalf of Landers citizens of
Zone W-1

Hon. James Ramos,

I am writing as President of the Landers Association and representative of the citizens of Landers to request your support for the annexation of County Special Districts W-1 service by the Bighorn-Desert View Water Agency (BDVWA).

On October 12,, 2013 the Landers Association unanimously voted in support for this plan. A copy of that resolution is attached. There is no doubt annexation is in the best interest of the people of Landers. We hope that we can count on your formal support for the annexation.

The citizens of W-1, a disadvantaged rural community, deserve lower rates like those enjoyed by our neighbors already being served by BDVWA, greater transparency and a stronger voice in the governance of their most precious and vital resource, water.

Sincerely,

Beverly Burkitt
President, Landers Association

1 attachment

Statement of Support from the Landers Association for annexation of County Special Districts Service Area 70 Zone W1 by the Bighorn-Desert View Water Agency

WHEREAS 640 water connections in the eastern part of Landers are served by County Service Area 70 Zone W-1 at a significantly higher rate than is enjoyed by the rest of the Landers Community, and

WHEREAS this service area was created to fill void when no other provider was available, and

WHEREAS that void no longer exists because Bighorn-Desert View Water Agency is ready, willing and able to provide water service to the 640 properties affected, and

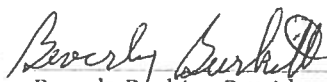
WHEREAS the County Service Area 70 Zone W-1 maintains no local office, no community involvement, no lines of communication, no leak detection assistance, no transparency in their operations, no open board meetings, and no meaningful financial disclosures while Bighorn-Desert View Water Agency does offer all of the above, and

WHEREAS the County Service Area 70 Zone W-1 received a 20% rate hike this year and plans a 20% rate hike next year and a 10% rate hike in 2015, while Bighorn-Desert View Water Agency has no planned rate increases, and


WHEREAS the Local Agency Formation Commission has expanded the Bighorn-Desert View Water Agency's sphere of influence to include the area now served by County Special Districts

TH EREFORE BE IT RESOLVED that in the interest of this community's general welfare, economic stability and self-governance the Landers Association fully supports the annexation of Service Area 70 Zone W-1 by the Bighorn-Desert View Water Agency.

PASSED AND ADOPTED by the Board of the Landers Association at a regular meeting held on this 12th day of October 2013, by unanimous vote:

By: 
Beverly Burkitt, President

ATTEST:


Linda Willgues, Secretary

Water takeover from county gets more support

By Rebecca Unger
The Desert Trail

LANDERS — Customers of the county's water services here are closer to rate relief as Bighorn-Desert View Water Agency moves to take over their service.

If Bighorn is successful in its bid to annex County Service Area Zone W-1, customers' consumption charges will drop from as much as \$6.31 per unit of 100 cubic feet to \$3, while basic monthly service charges slide from as high as \$48.93 to \$27.50.

The county raised its rates last year as part of a three-year plan for an eventual 60 percent overall increase in rates for W-1.

At the Morongo Basin Municipal Advisory Council meeting Monday night, the council voted 8-0, Pioneer town's Jack Dugan absent, on a resolution supporting Bighorn-Desert View's efforts with the county's Local Agency Formation Commission to annex ratepayers in County Service Area Zone W-1.



Landers residents at Monday night's Municipal Advisory Council meeting raise their hands in favor of being annexed by Bighorn-Desert View Water Agency.

REBECCA UNGER/The Desert Trail

standing up for us."

Tom Falz of Joshua Tree asked if Bighorn was "biting off more than it could chew" by taking on extra upkeep of the county system.

"If the system was broke, you'd see some fixing, but we don't see any special district crews out there working on anything other than service line leaks and a few main line leaks," West answered.

"The system is the same age as Bighorn's, 33 years old. The county budget continues to show capital improvements proposed here but rolled over to subsequent years."

Lipsitz told West that county supervisors have indicated that an escrow account of the \$1 million of reserves in the W-1 special district account will go to the agency that will ultimately serve W-1.

The next Bighorn-Desert View Water Agency is 6 p.m. March 25, when directors will vote on a resolution to apply to take on the county's customers.

den in this area," Landers resident John Peterson said during public comments.

He claimed pet dogs are getting sick from having to drink fouled water.

"I'm tired of being dehumanized by the county," Leslie Miller from Landers declared. "When I call the county, they act like I'm bothering them."

"God bless you," W-1 customer Ken Ballou told West. "I'm grateful you're

will be part of Bighorn's application packet to LAFCO.

West said benefits of a Bighorn annexation would extend beyond reduced rates to include quicker response times to service calls, local control, increased transparency, a larger customer base to share costs, up to three full-time equivalent jobs and no pension liabilities from special district employees.

"People are so downtrod-

ing rates.

A citizen task force met with LAFCO and it was agreed that Bighorn had the expertise and could provide the \$41,000 in necessary fees.

The resolution from the Municipal Advisory Council



West

Council Chairman Mike Lipsitz is a ratepayer in W-1, but said it was determined that his participation in the vote was not a conflict of interest.

In her presentation to the council, Bighorn-Desert View General Manager Marina West said the county's water customers appealed to her agency's board of directors last year to take over water service from the county because of escalating

AGENDA ITEM # 6

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

Meeting Date: March 25, 2014

To: Board of Directors

Budgeted: Yes

Cost: N/A

From: Marina West

General Counsel Approval: Obtained

CEQA Compliance: TBD

Subject: Update on the Hazard Mitigation Planning Grant Award from the Office of Emergency Services

SUMMARY

The Agency's application for a grant to prepare a Hazard Mitigation Plan was accepted and funding has been requested. A stakeholder group is being assembled with members of the local association emergency response committees and neighboring water agencies.

The scope of work and schedule prepared by the consultant, Gary Sturdivan, are attached.

RECOMMENDATION

Information and discussion purposes only.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

8/27/2013 Motion No. 13-062 Direct General Manager to develop an application for funding for non-disaster Hazard Mitigation Assistance Programs through the California Office of Emergency Services; and authorize maximum grant match funding in the amount of \$8,333 from the Agency's Emergency Contingency Fund.

12/8/2011 Motion No. 11-068 Authorize General Manager to coordinate with the Herndon Solutions Group to complete and submit a Federal Emergency Management Agency grant application for completion of a Hazard Mitigation Plan.

Scope of Work (Page 1 of 2)

Title of your proposed activity (should include the type of activity and location):

Big Horn Desert View Water District Mitigation Plan

Proposed types of Mitigation Activity(ies):

Activity Code	Activity Name
91.1	Local Multihazard Mitigation Plan

If Other or Miscellaneous selected above, please specify:

Describe the geographic area(s) to be covered by the planning activity:

According to the United States Census Bureau, the town has a total area of 40.0 square miles (104 km²). 40.0 square miles (104 km²) of it is land and none of it is covered in water. Yucca Valley is located north of the Joshua Tree National Park, while the little San Bernardino Mountains and many hills cover a large percentage of city area. The "high desert" community has an elevation (city hall) at 3,224 feet (983 m) above sea level. Snowfall occurs almost annually whenever the snow level drops to elevations under 4,000 feet (1,200 m). The area's terrain is prone to wildfires (such as the Pioneertown fire in July 2006), resulting from plant growth during the rainy seasons and flash floods. The plants in the city and among the chaparral in the mountains outside of San Bernardino National Forest wilt and perish from the summer heat, providing ample fuel during a fire.

Source(s) of hazards specific to the geographic area to be addressed by the planning activity:

Drought, Earthquake, Fire, Chemical, Civil Unrest, Flood, Freezing, Human Cause, Land Subsidence, Mud/Landslide, Severe Storm(s), Special Events, Terrorist, Toxic Substances, Windstorms

Scope of Work (Page 2 of 2)

Option that describes the intent of this planning application:

Develop

If a plan update, describe the evaluation process of the existing plan for its strengths, weaknesses and utility:

The Agency does not have a Hazard Mitigation Plan at this time. This funding will allow the agency to develop it's first HMP, which will roll-up under the County of San Bernardino, which rolls up under the State of California.

Describe the process for implementing this planning activity, including the following plan development requirements: 1) participation of agencies, stakeholders and the public; 2) hazard identification and risk/vulnerability assessment; 3) mitigation strategy; 4) plan adoption; and 5) plan maintenance:

1) The Agency will form a group of internal and external partners from San Bernardino County Fire OES, Agency Staff, Community leaders, nearby water agency staff and the public that are severed by this agency. The public to help the Agency with the planning and identification of hazards that the agency my suffer and be able to Mitigate in the future. These items and comments will included in the this new HMP document. The Agency will utilize monthly Board Meetings for additional Public comments. The planning documents will also be posted on the Agencies Web-site, for public comment. 2) Being a Public Drinking Water System, the Agency will follow proven Hazard Identification , risk assessment policies under the American Water Works Associations Risk Assessment tool J-100. The Agency will also, utilize past experience from earthquakes that have severely impacted the Agency in the past. The Agency will also review past history in the region for past hazards and there affect on the Agency and the infrastructure today. 3) Once all of the Hazards are identified, the Agency will discuss, the options and the mitigation strategies that the group of partners identify as the best strategies to follow. 4) Once the plan has been approved by CalOES, the Agencies Board of Directors will adopt the new plan, before sending the plan to FEMA for final approval. The consultant will make any

changes to the plan to obtain approval by FEMA, once changes are made and FEMA has approved the final Plan, the Board of Directors will again, Adopt the final Plan. 5) The Mitigation Plan will be reviewed anytime there is a local emergency that affects the Agency, or at a minimum yearly. 6) Outcome: This proposed activity will result in a new Hazard Mitigation Plan that complies with the requirements identified in 44 CFR PART 201 and will create a unified HMP. The Agency will ask water agencies for local surrounding water wastewater agencies to sit on the Bighorn Risk Assessment team, along with Agency Personal. Bighorn will contract with a Consulting firm whose consultant has the experience with HMP planning, the consultant will coordinate all public outreach, meeting agenda's, writing, corrections, and approval processes. Bighorn, also, has a number of rate-payers, that are willing to set on the planning committee and advise Bighorn on the process of the the identification of hazards, development of a comprehensive risk/vulnerability assessment, identification of mitigation goals and strategies, and plan implementation, and describe how these activities relate to the cost estimate All materials generated will be shown to the District's Board of Directors, all written documents will be approve by the Board of Directors. The Draft Documents will be posted on the Agencies Web-site, asking for Public comments, At each Board meeting a "public comment period will be opened, at this time the Board will ask if there are any "Public Comments " on the developing HMP, all public comments will be addressed and corrective action will be taken, deemed necessary by the committee. The final Draft HMP will be taken to the Board of Directors, before being send to CalOES and FEMA.

What are the primary sources of information and data and how it will be incorporated into existing planning mechanisms?

State of California past declarations of emergency, San Bernardino County Fire OES and declarations of emergency. American Water Works J-100. FEMA Hazard Maps and declarations of Emergency, Newspaper reports, Public knowledge, past history.

What staff and resources will be used to implement this planning activity?

The Agency will utilizes it's current staff, General Manager, Board Members, and have hired a consultant. The Agency will Utilize AWWA J-100 as a tool for Identification. The consultant has written 33 Hazard Mitigations Plans for Water Agencies in San Bernardino County and has 24 years of experience in the Water Industry and 7 years of experience in dealing with Hazard Mitigation, Planning, Responding and Recovery.

If you would like to make any comments, please enter them below:

Detailed Scope of Work is in the body of the document.

Attachments:

Start
Date of acceptance
FFMIA am
OFI
Jan 21, 2014
This should be
our start date

Schedule

Description Of Task	Starting Point	Unit Of Time	Duration	Unit Of Time	Work Complete By
Start setting up Committee, Data collection	10	DAYS	30	DAYS	Marina West/ Gary Sturdivan
Collect data	10	DAYS	30	DAYS	Marina West/Gary Sturdivan
Obtain public and private parties to set on the team	30	DAYS	30	DAYS	Marina West/Gary Sturdivan
Conduct a Hazard Assessment	30	DAYS	60	DAYS	Marnia West/Gary Sturdivan
Write Hazard Assessment	60	DAYS	20	DAYS	Gary Sturdivan
Public review period of Assessment	90	DAYS	30	DAYS	Marina West/Gary Sturdivan
Public Review of all Hazards	150	DAYS	30	DAYS	Marina West/Gary Sturdivan
Public Review of Mitigation factors	150	DAYS	30	DAYS	Gary Sturdivan
Write Mitigation approach for agency	180	DAYS	45	DAYS	Gary Sturdivan
Public Review of Draft HMP	230	DAYS	30	DAYS	Gary Sturdivan
Make needed revisions	260	DAYS	30	DAYS	Gary Sturdivan
CalOES/FEMA Review	290	DAYS	90	DAYS	CalOES/ FEMA
Make revisions, per CalOES/FEMA	365	DAYS	30	DAYS	Gary Sturdivan
Bighorn Adoption by Board	365	DAYS	10	DAYS	Marina West/Gary Sturdivan
Grant Closeout	365	DAYS	30	DAYS	Marina West/Gary Sturdivan
Estimate the total duration of the proposed activity:			365	DAYS	

WARNING: The development or update of mitigation plans cannot exceed a Federal Share amount of \$50,000 (State) or \$25,000 (community)

Federal Share: \$ 25,061.25

91.1 - Local Multihazard Mitigation Plan

Item Name	Subgrant Budget Class	Unit Quantity	Unit of Measure	Unit Cost (\$)	Cost Estimate (\$)
Public Review	Travel	8.00	Each	\$ 150.00	\$ 1,200.00
Group and Public Meetings	Contractual	20.00	Each	\$ 375.00	\$ 7,500.00
Staff time	Personnel	42.00	Each	\$ 200.00	\$ 8,400.00
Writing and reviewing	Contractual	30.00	Each	\$ 175.00	\$ 5,250.00
Collection of Data	Contractual	15.00	Hour	\$ 75.00	\$ 1,125.00
Review Document CalOES/FEMA	Indirect Charges	90.00	Day	\$ 1.00	\$ 90.00
Grant Close-out	Contractual	10.00	Hour	\$ 150.00	\$ 1,500.00
Conduct Risk Assessment	Other (Consultant)	20.00	Hour	\$ 124.00	\$ 2,480.00
Writing and Review	Contractual	20.00	Each	\$ 145.00	\$ 2,900.00
Printing Cost	Supplies	496.00	Each	\$ 0.75	\$ 372.00
Collection of data	Personnel	20.00	Day	\$ 100.00	\$ 2,000.00
Project kickoff	Personnel	4.00	Hour	\$ 74.50	\$ 298.00
Project Kickoff	Contractual	4.00	Hour	\$ 75.00	\$ 300.00
				Total Cost	\$ 33,415.00

Total Plan Cost Estimate: \$ 33,415.00

	Cost Share	
Activity Cost Estimate	\$ 33,415.00	
Federal Share Percentage	75%	
Non-Federal Share Percentage	25%	
	Dollars	Percentage
Proposed Federal Share	\$ 25,061.25	75%
Proposed Non-Federal Share	\$ 8,353.75	25%

Non-Federal Funds

Source Agency	Name of Source Agency	Funding Type	Amount (\$)	Action
Local Agency Funding	Emergency Budget line item	Administration	\$ 8,353.75	View Details
		Grand Total	\$ 8,353.75	

If you would like to make any comments, please enter them below.

Attachments

Funding Source	Local Agency Funding
Name of Funding Source	Emergency Budget line item
Funding Type	Administration
Amount	\$ 8,353.75
Date of availability	06-01-2013
Funds commitment letter date	
Attachment (funds commitment letter)	

AGENDA ITEM # 7

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

Meeting Date: March 25, 2014

To: Board of Directors

From: Michelle Corbin

Budgeted: Yes

Funding Source: N/A

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Director Travel and Conference Attendance for Calendar Year 2014

SUMMARY

During the 2014 Board Workshop Directors discussed upcoming educational conferences and provided staff their preferences on which conferences they wish to attend during calendar year 2014. Staff believes that these costs will fall within the approved budget but will notify individual directors of any variance outside such parameters.

Staff is seeking the required Board approval now so that arrangements can be secured at the lowest possible cost (registration, hotels, and airfare). The pre-approval will also insure the Agency stay within budget as outlined in the cost categories per Director.

RECOMMENDATION

That the Board considers approval of the following conferences related to Board education for calendar year 2014:

- a. California Special Districts Association Legislative Days, Sacramento, May 20-21, 2014; and
- b. 7th Annual San Bernardino County Water Conference, Ontario, August 22, 2014; and
- c. California Special Districts Association Annual Conference and Exhibitor Showcase, Palm Springs, September 29 – October 2, 2014; and
- d. Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) Board Meeting for appointed Board Member Cori-Lorono, San Diego, December 1, 2014; and
- e. Association of California Water Agencies Fall Conference December 2-5, 2014. Event will involve travel to San Diego, hotel for four evenings and five per diem days.

BACKGROUND/ANALYSIS

The list of conferences and associated cost categories for conferences that one or more directors would like to attend is as follows:

1. California Special Districts Association Legislative Days, Sacramento, May 20-21, 2014.
Associated costs: Travel to Sacramento, event registration, hotel for two evenings and three per diem days.

2. 7th Annual San Bernardino County Water Conference, Ontario, August 22, 2014.

Associated costs: mileage, event registration and one per diem day.

3. California Special Districts Association Annual Conference and Exhibitor Showcase, September 29 – October 2, 2014.

Associated costs: Travel to Palm Springs, hotel for three evenings and four per diem days.

4. Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) Board Meeting (Appointed Board Member Corl-Lorono), December 1, 2014.

Associated costs: Travel to San Diego, hotel one evening and two per diem days.

5. Association of California Water Agencies (ACWA) Fall Conference December 2-5, 2014.

Associated costs: Travel to San Diego, hotel for four evenings and five per diem days.

PRIOR RELEVANT BOARD ACTION(S)

2/22/2014 Board Workshop 2014 Travel and Budget Review

AGENDA ITEM # 8

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

Meeting Date: March 25, 2014

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: Preparation for a Cost-of-Living Adjustment (COLA) to Board of Directors Compensation by Ordinance

SUMMARY

Should the Board of Directors wish to pursue the allowable five percent (5%) Cost-of-Living Adjustment (COLA) to their per diem then the procedure for such should be initiated so that the increase can coincide with the new fiscal year beginning July 1, 2014.

RECOMMENDATION

The Board considers taking the following action(s):

1. Direct staff to initiate the process for increasing the Board of Directors per diem compensation by five percent (5%) for fiscal year 2014/15.

BACKGROUND/ANALYSIS

By law, the Board can authorize an increase in their per diem one time per year. The maximum allowable annual increase is five percent (5 %).

The process of increasing the Board of Directors per diem is done by Ordinance 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, the Board of Directors can increase their per diem only by Ordinance and if increasing the per diem above one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent (5%). If the Board requests the full 5% adjustment then per diems would effectively increase to one hundred and ten dollars and twenty-five cents (\$110.25) per day of authorized service.

Staff recommends that if the Board desires to increase their per diem then the process should be initiated now so that the effective date would be coincide with the adoption of the fiscal year 2014/15 budget.

PRIOR RELEVANT BOARD ACTION(S)

5/28/2013 Ordinance No. 13O-01 Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto.

2/28/2012 Motion No. 12-019 MOTION FAILED to proceed with Cost of Living Adjustment of 5% to Director Per Diem.

10/28/2010 Ordinance No. 10O-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)

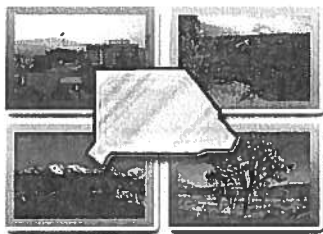
6/15/2010 Resolution No. 10R-02 A resolution establishing a policy for compensation for performance of official duties and reimbursement of actual and necessary expenses ("Official Duties Policy").

6/15/2010 Ordinance No. 10O-01 Providing for (only) compensation of the Board of Directors and establishing procedures related thereto (excluding reimbursement of expenses guidelines for Directors).

7/5/2005 Policy No. 05P-01 Policy statement defining the criteria for reimbursement of expenses.

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

AGENDA ITEM # 9



LAFCO

**Local Agency
Formation Commission**
for San Bernardino County

215 North "D" Street, Suite 204
San Bernardino, CA 92415-0490
909 383 9900 | Fax 909 383 9901
E-mail: lafoo@lafoo.sbcounty.gov
www.sbclafoo.org

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

COMMISSIONERS

JIM BAGLEY
Public Member

KIMBERLY COX, Vice Chair
Special District

JAMES V. CURATALO, Chair
Special District

ROBERT A. LOVINGOOD
Board of Supervisors

LARRY McCALLON
City Member

JAMES RAMOS
Board of Supervisors

DIANE WILLIAMS
City Member

ALTERNATES

DAWN ROWE
City Member

JANICE RUTHERFORD
Board of Supervisors

SUNIL SETHI
Public Member

ROBERT W. SMITH
Special District

STAFF

KATHLEEN ROLLINGS-McDONALD
Executive Officer

SAMUEL MARTINEZ
Assistant Executive Officer

MICHAEL TIERPE
Project Manager

REBECCA LOWERY
Clerk to the Commission

LEGAL COUNSEL

CLARK H. ALSOP

March 12, 2014

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

**SUBJECT: Special Districts Selection Election for Regular LAFCO
Member and Alternate LAFCO Member**

By distribution of this letter, the official voting process for the Regular Special District Member and the Alternate Special District Member of the Local Agency Formation Commission shall commence. Attached are the ballots for the selection of these positions. Pursuant to the provisions of Government Code Section 56332, the voting period will be for 32 days, commencing as of today's date and ending on **Monday, April 14, 2014**. The voting instructions for these selections are as follows:

1. Each District may vote for one candidate only per position. The vote shall be cast as directed by the Board of Directors of the District through consideration at a Board Hearing and a roll call vote. A copy of the information provided by the candidates is included for your information.
2. The signed original ballot, with the name of each voting Board Member outlined, must be received in the LAFCO Office by 5:00 p.m. on **April 18, 2014**. If a faxed copy of the ballot is provided by the April 18 deadline, the original signed copy must be received by 5:00 p.m. on April 25, or the ballot will be declared invalid.
3. Twenty-six (26) ballots are required to be received for selection of each Special District position.

The completed ballot is to be mailed to:

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

If you are faxing a copy of the ballot, the LAFCO fax number is (909) 383-9901. As outlined in Item #2 above, if the ballot is faxed to the LAFCO office, the original signed copy of the ballot will need to be mailed to the above address and received by 5:00 p.m. on April 25, 2014 to be considered in the election.

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

Sincerely,

KATHLEEN ROLLINGS-McDONALD
Executive Officer

KRM/RL

Enclosures

BALLOT

REGULAR SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

REGULAR MEMBER OF LAFCO:

_____ **JAMES CURATALO (Member of the Board of Directors of
Cucamonga Valley Water District)**

_____ **AL MORRISSETTE (Member of the Board of Directors of
Phelan Piñon Hills Community Services District)**

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

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____

**Elect
James V. Curatalo, Jr.
For the Local Agency Formation Commission of San
Bernardino County Special District Voting Member**



Dear Special District Member:

I am seeking re-election to the Local Agency Formation Commission of San Bernardino County as a Special District Voting Member. It has been my honor to represent Special Districts on the Commission, where I presently serve as Chairman. I ask for your continued support and vote so that I may continue my service as your representative on the Commission.

I firmly believe in the Special District form of government. I believe Special Districts provide the most accessible, responsive and accountable system of local government. If re-elected, I will continue my work, as your representative, to assure Special Districts maintain a strong ability to provide needed services and quality representation to the communities we serve.

For the past 12 years I have served on the Local Agency Formation Commission of San Bernardino County (San Bernardino LAFCO), which has provided me with a depth of knowledge and experience in addressing governance issues as it pertains to special districts. As your representative I work to ensure the integrity and scope of special district governance is preserved and effective not only for special district organizations, but for the constituents that we serve. I would like to continue my representation on San Bernardino LAFCO by serving as your Special District Voting Member.

I have learned a great deal about the governance of San Bernardino County through the evaluation of numerous service reviews of public agencies that have come before the commission. With this gained knowledge I hope to continue to provide quality representation as a member of the special district community. California's political landscape, and in particular the role LAFCO plays statewide, is changing. These changes require that the San Bernardino LAFCO have representation that will provide leadership, direction and a common sense approval to managing local government.

My political involvement includes serving on the Board of Directors of the Cucamonga Valley Water District for the past 15 years, where I currently serve as Vice President of the Board and have previously served as President. I also serve as the Chairman of both the Finance Committee and the Human Resources/Risk Management Committee. I also currently serve as the Vice-Chair for the Coalition of California LAFCO's and as a Board Member of the California Association of LAFCO's (CALAFCO).

My commitment to community service and local government is also demonstrated by my extensive experience with the Rancho Cucamonga Fire Protection District. While employed I have served as a Firefighter, Engineer, Fire Captain and Battalion Chief. My professional career, as well as my tenure as an elected representative has solidified my belief that local self-governance is the most responsive form of government for the people.

I firmly believe in the special district approach to local government and the need to have effective representation on the San Bernardino LAFCO Board. If re-elected as the Special District Voting Member I will serve the organization to the best of my ability and for the betterment of all special districts. I look forward to your support.

James V. Curatalo Jr.

Albert Morrisette
PO Box 720434
Pinon Hills, CA 92372
(760) 810-5007

I will bring to the LAFCO Board an extensive background in business development, logistics, journalism, recycling and consulting. I am known as a community activist with a level interest in development, conservation and environmental issues. I am familiar with many LAFCO procedures and understand the need of discernment plus objective reasoning. As a journalist for the past 20 years, I have developed a third person perspective when evaluating issues.

My knowledge of LAFCO is based upon hands on procedures through the Phelan Pinon Hills CSD including the development of its Feasibility Study. Through the California Special Districts Association, I serve on their Legislative Committee and LAFCO Sub-Committee. Through this and other associations, I have gained LAFCO knowledge by participating in webinars and workshops.

Feel free to contact as references: Kimberly Cox, Special Districts Jeff Rigney, First District Supervisor Robert Lovingood, Former First District Supervisor Brad Mitzelfelt, Victor Valley College Trustees Joe Brady and John Pinkerton, Assemblymen Steve Fox and Tim Donnelly, State Senator Steve Knight CSDA General Manager Neil McCormick and anyone you feel could help you in confirming my appointment.

I would appreciate your consideration in serving as a board member and fulfilling the term desired. Thank You for your consideration.

Sincerely,

Al Morrisette

RESUME

Government

Pinon Hills Municipal Advisory Council

Appointment 1996-2004: Chairman 1997-2004

Liaison between First District Supervisor and Pinon Hills Community: Established a working relationship with county agencies and Special Districts

Zone-L70 Water Board

Appointment 2004-2008: Vice-Chairman 2005-2008

Represent the communities of Phelan and Pinon Hills working with Special Districts on infrastructure and other water related issues

Phelan Pinon Hills CSD Feasibility Committee

Community Activist: Public Information Officer 2004-2008

The committee was formed by 5 community leaders, Charlie Johnson, Sandy Hemmingway, Joe Fahrlander, Dave Roberts and me, to develop the feasibility in forming the district. We worked with LAFCO, the First District Supervisor, Special Districts and the County in joint effort to keep the formation within guidelines and fiscal financial status. The District was voted by the community with an 82% approval.

Phelan Pinon Hills Community Services District

Elected to the Board of Directors: 2008-2013, re-elected 2013-2017

The CSD consist of former Zone-L70 Water District, CSA-9 Street Light/Park and Recreation Phelan District and CSA56F-1 Pinon Hills Park and Recreation District, we also applied in 2011 through the LAFCO process to attain limited Solid Waste Powers. I currently serve on the Alternative Energy, Engineering, and Adjudication Committees: Have served on the Finance, Park and Recreation and various ADHOC committees. I serve as the district grant writer and lobbyist as a volunteer.

Employment

Have been an entrepreneur since 1970 owning several businesses and currently am a freelance journalist, business plan writer and certified grant writer. My schedule is flexible and I work from home.

Associations

Association of California Water Agencies (ACWA)

California Park and Recreation Society (CPRA)

California Rural Water Association (CRWA)

California Special Districts Association (CSDA): Serving on Legislative, Education and Membership Committees, also the CSDA LAFCO Sub-Committee

BALLOT

ALTERNATE SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

ALTERNATE MEMBER OF LAFCO:

_____ **STEVEN FARRELL (Member of the Board of Directors of
Crestline Village Water District)**

_____ **BOB SMITH (Member of the Board of Directors of
Yermo Community Services District)**

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

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____



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

RECEIVED
MAR 10 2014

March 10, 2014

Special District Members,

LAFCO
San Bernardino County

I ask for your vote - for your support and endorsement of my personal interest and commitment to effective governance in our County, and the importance of having regional diversity in LAFCO's Special District membership.

In spite of its policy encouraging balanced geographic representation on the Commission, it has been some time since Special Districts has elected a Mountain representative. And that is a real loss, because the Mountain Region *should* be actively engaged in the LAFCO process.

You may recall I've been a LAFCO candidate in the last few Special District elections. I'm very proud to have repeatedly received near unanimous votes from the Mountain Region Districts and hope to again. Unfortunately, that support has not been enough. The fact is, I consider myself a citizen of this County and not just "the Mountains", and I deeply care about county-wide success. In this election I hope to convince Valley and Desert districts that in addition to my bringing the missing Mountain perspective to the Commission, I am also well able to respect and serve their interests.

I'm an active participant in ACWA, the Association of California Water Districts. I attend ACWA's Local Governance committee meetings and similar seminars paying close attention to state and local topics that pertain to all Special Districts.

Crestline Village has recently joined the Mojave IRWMP, and as our board representative to the IRWMP, I look forward to meeting and learning more about the many desert districts who also participate.

I've been following County and local Agency issues now for over a decade, well beyond my obvious service on Crestline's water board as a director and past president. In that time I have used the analytical skills I learned from a 25-year career in IT management and consulting to engage and contribute to many of our area's local government processes.

I believe every district is different. And every situation is different. I'm from the mountains yes, yet I appreciate that mountain experiences may not translate directly to another District situation. And vice-versa, which illustrates why it's so important to have a "Mountain Region" LAFCO presence.

If elected, I will serve the best interests of the entire County and its residents. I will consider and protect the special concerns and perspectives of all.

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

Sincerely,

Steven Farrell
Director, Crestline Village Water District

AGENDA ITEM # 10

RECEIVED

FEB 24 2014

BY: _____



**California Special
Districts Association**
Districts Stronger Together

DATE: February 21, 2014

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2015 - 2017 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy.
- Attend CSDA's two annual events: Special District Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 23, 2014.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 6th. The ballots must be received by CSDA no later than 5:00 p.m. August 1, 2014 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 5th. All selected Board Members will be introduced at the Annual Conference in Palm Springs, CA in September.

Expiring Terms

(See enclosed map for regional breakdown)

Region 1	Seat C	Phil Schoefer, Western Shasta Resource Conservation District
Region 2	Seat C	David Pierson, Sacramento Metropolitan Fire District*
Region 3	Seat C	Stanley Caldwell, Mt. View Sanitary District*
Region 4	Seat C	Steve Perez, Rosamond Community Services District*
Region 5	Seat C	Jim Acosta, Saticoy Sanitary District
Region 6	Seat C	Elaine Sullivan, Leucadia Wastewater District*

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csda.net.



2015 Regions/Networks





**California Special
Districts Association**
Districts Stronger Together

BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Region: _____ (see map on back)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this **form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet** by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 23, 2014



California Special
Districts Association
Districts Stronger Together

2015 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 5, 2014 will not be included with the ballot mailing.**

RESOLUTION NO.14R-XX

**RESOLUTION OF THE BOARD OF DIRECTORS
OF BIGHORN-DESERT VIEW WATER AGENCY
PLACING IN NOMINATION JUDY CORL-LORONO
AS A MEMBER OF THE CALIFORNIA SPECIAL DISTRICTS
ASSOCIATION BOARD OF DIRECTORS REPRESENTING REGION 6**

WHEREAS, being a member district of the California Special Districts Association (CSDA), the Board of Directors of Bighorn-Desert View Water Agency does encourage and support the participation of its members in CSDA affairs; and

WHEREAS, Judy Corl-Lorono has been elected to the Board of Directors several times since 2007 and has served in the office of President and Vice President; and

WHEREAS, Judy Corl-Lorono has indicated a desire to serve as a member of CSDA Board for Region 6 and commit to the responsibilities and expectations that such an appointment requires.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of Bighorn-Desert View Water Agency does place its full and unreserved support in the nomination of Judy Corl-Lorono for the CSDA Board position representing Region 6.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Bighorn-Desert View Water Agency held on the 25th day of March, 2014, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

By _____
J. Dennis Staley, Vice President

ATTEST:

Terry Burkhardt, Secretary

AGENDA ITEM # 11

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 28, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
13532	02/10/14	RONALD WATKINS VOID CK	-11.78
13561	02/04/14	J&G ELECTRIC VOID	-24.00
13581	02/04/14	BDVWA BALANCE RFND POST TO CUSTOMER	4.58
13582	02/04/14	MICHAEL CANELLIS BALANCE RFND ACCT# 0304602	50.72
13583	02/04/14	MICHELE WOHLER BALANCE RFND ACCT# 1000858	77.49
13584	02/04/14	A-Z SPECIALITY IMPRINTS UNIFORMS	175.50
13585	02/04/14	ACE ALTERNATORS-GENERATORS- GENERATOR WELL 2 BATTERY	431.89
13586	02/04/14	ACWA/JPIA ACWA/JPIA HEALTH BENEFITS FEB 2013	684.33
13587	02/04/14	AKLUF1 AND WY SOCKI LEGAL FEES JAN 2014	330.00
13588	02/04/14	SL PARKER CA, LLC, BUILDERS SHOP MAINTAINANCE	50.26
13589	02/04/14	CLINICAL LABORATORY OF BACT TEST, GEN PHYSICAL BACT TEST	170.00
13590	02/04/14	DATASTREAM BUSINESS SOLUTIONS HP9000 PROGRAMMING - MODIFY PAYROLL SOFTWARE 2013 LASER TAX FORMS	215.07
13591	02/04/14	DAVID RODRIGUEZ TRANSFER SWITCH PROJECT REVIEW CONSTRUCTION DRAWINGS	185.00
13592	02/04/14	INLAND WATER WORKS SM TOOL	77.76
13593	02/04/14	J & G GARAGE 2012 DODGE CHANGE OIL & FILTER '10' RANGER 9090 CHG OIL&FILTR '10' RANGER 9090 2 TIRES-MOUNT & BALANCE	315.10
13594	02/04/14	* VOID *	
13595	02/04/14	OFFICE DEPOT OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	171.11
13596	02/04/14	POWERS ELECTRIC PRODUCTS CO. CABLE & BRASS ELECTRODES	381.93
13597	02/04/14	UNDERGROUND SERVICE ALERT DIG ALERTS, 19 TICKETS	28.50
13598	02/04/14	US POST OFFICE POSTAGE DUE #95011-000	100.00

13599

02/04/14

VALLEY INDEPENDENT PRINTING

PAGE 1

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 28, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		CORRECTED NAME PLATE & TAG	38.55
13600	02/04/14	XEROX CORPORATION	
		LEASE PAYMNT 01/31/14-02/12/14	216.97
13601	02/04/14	ZENNER PERFORMANCE METERS INC	
		10-ZPM07CF; 1-ZPM07CF REPLACE	1,074.77
13602	02/04/14	NELSON HEATING AND AIR	
		A/C HEATING FOR JEMEZ OFFICE	5,000.00
13603	02/10/14	THOMAS E VINCENT	
		FULLER MEET & GREET FINAL PAY	310.19
13617	02/14/14	ACE ALTERNATORS-GENERATORS-	
		'07' FORD 0349 BATTERY	140.35
13618	02/14/14	ACWA/JPIA	
		ACWA/JPIA HEALTH BENEFITS	
		MARCH 2013	950.99
13619	02/14/14	CA RURAL WATER ASSN	
		2014 MEMBERSHIP DUES	
		MARCH 2014-MARCH 2015	639.00
13620	02/14/14	CLINICAL LABORATORY OF	
		PLATE CT, BACT TEST	
		BACT TEST	103.00
13621	02/14/14	FERRELLGAS	
		PROPANE OFFICE	
		PROPANE SHOP	1,261.93
13622	02/14/14	THOMAS E VINCENT	
		FULLER MEET & GREET ADD ON	55.89
13623	02/14/14	THE HOME DEPOT #6971	
		SHOP MAINTAINANCE	
		MAINLINE REPAIR, SM TOOLS	
		SM TOOLS	415.10
13624	02/14/14	IMAGE SOURCE, INC	
		COPIES, CALENDAR	188.27
13625	02/14/14	INLAND WATER WORKS	
		FIELD SUPPLIES	
		2-COFX-2, 1-X58C-3	355.89
13626	02/14/14	J & G GARAGE	
		'07' FORD 0349 2 TIRES	348.91
13627	02/14/14	MOJAVEWIFI.COM LLC	
		INTERNET FEB 2014	95.00
13628	02/14/14	NELSON RE VENTURES INC	
		BALANCE REFUND ACCT 09-0033-0	11.78
13629	02/14/14	OFFICE DEPOT	
		OFFICE SUPPLIES	50.98
13630	02/14/14	SDRMA	
		SDRMA MEDICAL BENEFITS MAR2014	8,134.50
13631	02/14/14	USDA RURAL DEVELOPMENT	
		DV BOND INT & PAYMENT	34,814.84
13642	02/27/14	AMERICAN WATER WORKS ASSN.	
		ANNUAL DUES 05/01/14-04/30/15	413.00
13643	02/27/14	BONNIE L BILGER	
		BALANCE RFND ACCT# 1002623	54.49
13644	02/27/14	SL PARKER CA, LLC, BUILDERS	
		FIELD MATERIALS	
		AIRVAC MAINTAINANCE	92.97

13645

02/27/14

CARL OTTESON'S CERT BACKFLOW

PAGE 2

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 28, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		BACKFLOW TEST LANDER P.O.	35.00
13646	02/27/14	CLINICAL LABORATORY OF	
		BACT TEST	70.00
13647	02/27/14	DATASTREAM BUSINESS SOLUTIONS	
		HP PROGRAMMING 010114-013114	190.00
13648	02/27/14	GOODSPEED DISTRIBUTING INC	
		UNLEADED FUEL	1,856.12
13649	02/27/14	THE HOME DEPOT #6971	
		BUILDING MAINTAINANCE	48.54
13650	02/27/14	INFOSEND, INC.	
		POSTAGE DEPOSIT	
		WINTER NEWSLETTERS INCLUDES W1	3,199.55
13651	02/27/14	INLAND WATER WORKS	
		CPFX-2 2	63.29
13652	02/27/14	J & G GARAGE	
		L8000 CHECK-UP	
		L8000 A/C BELT,	
		ADJ FUEL CUT-OFF VALUE	444.19
13653	02/27/14	SUNNIE KENOWSKY	
		BALANCE RFND ACCT# 0303800	1,599.16
13654	02/27/14	LEGACY OFFICE PRODUCTS	
		FAX MACHINE	172.75
13655	02/27/14	MAID TO ORDER	
		SVC JEMES & MTG ROOM 01/11/14,	
		SVC JEMEZ 01/25/14,	
		CLEAN CABINETS	
		BOARD ROOM WINDOWS,	
		SVC JEMEZ & MTG RM 02/08/14,	
		SVC JEMEZ 02/22/14	590.20
13656	02/27/14	MOJAVE DESERT AIR QUALITY	
		PERMIT FEE - FUEL DISPENSING	271.10
13657	02/27/14	MB CONSERVATION ASSOC., INC	
		2014 DESERT WISE LIVING	900.00
13658	02/27/14	NELSON HEATING AND AIR	
		A/C HEATING INSTALL FOR JEMEZ	
		OFFICE - FINAL PAYMENT	2,900.00
13659	02/27/14	PHONE SOLUTIONS	
		INTALL LOBBY PHONE	212.72
13660	02/27/14	SANDRA KNIGHT	
		BALANCE RFND ACCT# 0507405	14.18
13661	02/27/14	SHELLY OMALLEY	
		BALANCE RFND ACCT# 0906269	49.63
13662	02/27/14	THOMAS KELLEY	
		BALANCE RFND ACCT# 0302408	10.94
13663	02/27/14	MICHAEL WAYNE BRANNING	
		POST OFFICE GARDEN	
		FACILITIES MAINTAINANCE	4,011.62
13664	02/27/14	VISIONARY LOGICS	
		4 NEW COMPUTERS	2,934.76
13665	02/27/14	WILLIAMS MICHAEL	
		BALANCE RFND ACCT# 0210505	77.53
13666	02/27/14	XEROX CORPORATION	
		LEASE PAYMNT 02/13/14-03/12/14	216.97

80000056

02/04/14

CINTAS CORPORATION #150

PAGE 3

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
FEBRUARY 28, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		UNIFORMS SVC JAN 2014	297.06
80000057	02/04/14	PAY ONLINE-PITNEY BOWES GLOBAL	
		QTRLY LEASE NOV 10-FEB 10,2014	174.99
80000058	02/04/14	PAY ONLINE BURRTEC WASTE&RECYC	
		TRASH FEE FEB 2014	81.99
80000059	02/04/14	SO CAL EDISON	
		POWER EXP DEC 2013	6,210.14
80000060	02/04/14	PAY ONLINE-FIRST NATIONAL BANK	
		OFFICE SUPPLIES, BATTERIES	
		EVENT SUPPLIES	
		PIPE	
		GOVERNMENT FINANCE FEE	
		NOTARY FOR MECHANICS LIENS	
		WELL CAP	
		CREDIT FROM EXPEDIA	835.87
80000061	02/04/14	PAY-ONLINE---PROTECTION ONE	
		SHOP 02/26/14-03/25/14	45.86
80000062	02/04/14	VERIZON CALIFORNIA	
		AUTO CONTROLS & PHONES	549.13
80000063	02/14/14	AT&T MOBILITY	
		COMMUNICATION EXP	107.89
80000064	02/14/14	PITNEY PURCHASE POWER	
		POSTAGE FOR FEB 2014	500.00
80000065	02/27/14	SO CAL EDISON	
		POWER EXP JAN 2014	5,306.22
80000066	02/27/14	CINTAS CORPORATION #150	
		UNIFORMS SVC FEB 2014	100.00
80000067	02/27/14	PAY ONLINE-FIRST NATIONAL BANK	
		MINERVA HOYT NAVTIVE PLANT &	
		WATER AWARENESS DAY PLANNING	
		FULLER TOUR	
		OFFICE SUPPLIES	
		ACWA SMALL HYDRO WORKSHOP	
		MWEST	299.15
		TOTAL	92,557.38

Prepared By JB
Date 3/17/14
Reviewed By md

AGENDA ITEM # 12

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

01 13120	CASH UNION BANK OF CA	147,863.97
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00

TOTAL CASH & CASH EQUIVALENTS	149,413.97
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INVESTMENTS

01 13303	LAIF UNENCUMBERED CASH FUND	246,516.22
01 13306	LAIF-BASIC FACILITIES CHGS	21,794.00
01 13307	LAIF-CUSTOMER DEPOSITS	55,000.00
01 13309	LAIF EMERGENCY CONTINGENCIES	150,000.00
01 13310	LAIF REPLACE & REFURBISH FUND	100,000.00
01 13312	LAIF BOND DEBT SERVICE	125,000.00

TOTAL INVESTMENTS	698,310.22
-------------------	------------

ACCOUNTS RECEIVABLE, WATER

01 13710	A/R WATER	48,252.70
01 13904	DOLLAR GENERAL	(4,670.96)
01 13950	2009-2010 LIEN RECEIVABLE	16,836.17
01 13951	2010-2011 LIEN RECEIVABLE	13,485.69
01 13952	2011-2012 LIEN RECEIVABLE	19,195.54
01 13953	2012-2013 LIEN RECEIVABLE	31,815.83
01 13960	DUE FROM OTHER GOVERNMENTS	234,309.63

TOTAL ACCTS RECEIVABLE, WATER	359,224.60
-------------------------------	------------

ACCOUNTS RECEIVABLE, OTHER

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

INVENTORIES

01 14301	INVENTORY-WATER SYSTEM PARTS	64,226.76
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TOTAL INVENTORY	64,226.76
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PREPAID EXPENSES

01 14401	PREPAYMENTS WORKERS COMP INSUR	466.66
01 14402	PREPAYMENTS PL & PD LIAB INS	8,949.84

TOTAL PREPAID EXPENSES	9,416.50
------------------------	----------

FIXED ASSETS

01 11130	FA ORGANIZATION	336,271.54
01 11130 01	ACCUMULATED DEP ORGANIZATION	(92,124.71)
01 11135	FA LAND	76,611.39
01 11140	FA BUILDINGS	237,604.13
01 11140 01	ACCUMULATED DEP BUILDINGS	(212,358.49)
01 11150	FA YARDS	61,487.73

GENERAL FUND

01 11150 01	ACCUMULATED DEP YARDS	(53,143.63)
01 11160	FA FUELS TANKS	18,943.10
01 11160 01	ACCUMULATED DEP FUEL TANK	(12,743.65)
01 11170	FA WATER SYSTEM	8,209,841.62
01 11170 01	ACCUMULATED DEP WATER SYSTEM	(4,934,925.93)
01 11180	FA SHOP EQUIPMENT	40,186.44
01 11180 01	ACCUMULATED DEP SHOP EQUIP	(39,880.52)
01 11181	FA MOBILE EQUIPMENT	507,932.72
01 11181 01	ACCUMULATED DEP MOBILE EQUIP	(407,322.26)
01 11190	FA OFFICE EQUIPMENT	118,241.06
01 11190 01	ACCUMULATED DEP OFFICE EQUIP	(117,428.25)
01 14501	JV WELL	177,095.85

TOTAL FIXED ASSETS		3,914,288.14

CONSTRUCTION IN PROGRESS-OTHER

TOTAL CIP (OTHERS)		0.00

CONSTRUCTION IN PROGRESS ASSET

01 12052	EVAL OF WELLS 2, 3, & 4 (7A)	18,348.75
01 12053	ARC FLASH HAZARD STDY RFP (5A)	10,753.99
01 12054	PUMP PLANTS-MANUAL SWITCHES 6A	15,662.95

TOTAL CIP ASSET		44,765.69

DEBT ISSUANCE COST

TOTAL DEBT ISSUANCE COST		0.00

TOTAL ASSETS	5,239,645.88
--------------	--------------

=====

LIABILITIES

ACCOUNTS PAYABLE

TOTAL ACCOUNTS PAYABLE		0.00

ACCRUED PAYROLL

01 22910	ACCRUED EMPLOYEE COMP BALANCES	40,569.00

TOTAL ACCRUED PAYROLL		40,569.00

CUSTOMER DEPOSITS

01 22540	UNCLAIMED FUNDS	255.48
01 22550	CUSTOMER DEPOSITS PENDING	2,450.00
01 22600	CUSTOMER DEPOSITS	55,279.99

TOTAL CUSTOMER DEPOSITS		57,985.47

GENERAL FUND

CONSTRUCT IN PROGRESS DEPOSIT

TOTAL CIP DEPOSIT	0.00
-------------------	------

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	203,977.05
01 22300	REVENUE BONDS PAYABLE - BH	551,000.00
TOTAL LONG TERM DEBT		754,977.05

TOTAL LIABILITIES	853,531.52
-------------------	------------

EQUITY

01 30109	CONTRIBUTED CAPITAL/HUD	291,035.88
01 30111	FMHA GRANTS	758,297.76
01 31000	FUND BALANCE	2,957,821.72
01 31001	FUND BALANCE FEMA & OES	427,895.00
01 31111	CURR YEAR NET REVENUE/EXPENSE (48,936.00)

TOTAL EQUITY	4,386,114.36
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TOTAL LIABILITIES & EQUITY	5,239,645.88
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STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 02/28/14

GENERAL FUND

		BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
		-----	-----	-----	-----	-----
REVENUE						

OPERATING REVENUE						
01 41000	SERVICE LINE INSTALLATION FEES	1,255.00	0.00	0.00	1,255.00	0.00%
01 41001	BASIC FACILITIES CHARGE	4,098.00	0.00	0.00	4,098.00	0.00%
01 41100	INCOME METERED WATER	398,205.00	0.00	230,523.94	167,681.06	57.89%
01 41300	BASIC SERVICE CHARGE	576,235.00	0.00	322,476.55	253,758.45	55.96%
01 41400	INCOME METERED BULK WATER	47,312.00	0.00	30,051.36	17,260.64	63.52%
01 41700	INCOME OTHER (OPERATING)	37,200.00	-1,190.38	21,600.83	15,599.17	58.07%
		-----	-----	-----	-----	-----
	TOTAL OPERATING REVENUE	1,064,305.00	-1,190.38	604,652.68	459,652.32	56.81%
NON-OPERATING REVENUE						
01 49100	GA02 GEN LEVY IMP DIST A BH	51,600.00	0.00	24,706.74	26,893.26	47.88%
01 49101	DA01 DEBT SRVC IMP 1 (BH BOND)	175,900.00	0.00	81,179.59	94,720.41	46.15%
01 49102	GA01 GENERAL TAX LEVY (BDV)	50,100.00	0.00	24,372.53	25,727.47	48.65%
01 49103	INCOME REVENUE BONDS DV FMHA	48,825.00	0.00	24,951.39	23,873.61	51.10%
01 49200	INTEREST INCOME	3,000.00	449.65	1,430.59	1,569.41	47.69%
01 49600	INCOME OTHER (NON OPERATING)	0.00	14.19	2,127.36	0.00	0.00%
		-----	-----	-----	-----	-----
	TOTAL NON-OPERATING REVENUE	329,425.00	463.84	158,768.20	170,656.80	48.20%
		-----	-----	-----	-----	-----
	TOTAL REVENUE	1,393,730.00	-726.54	763,420.88	630,309.12	54.78%

EXPENSE

OPERATIONS EXPENSE

01 54102	OPERATIONS COMPENSATION	154,565.00	13,917.44	111,618.16	42,946.84	72.21%
01 54103	UNIFORMS	2,650.00	572.56	1,408.44	1,241.56	53.15%
01 54105	AUTO CONTROLS	2,640.00	212.96	1,492.05	1,147.95	56.52%
01 54106	VEHICLE/TRACTOR/EQUIP EXPENSE	6,000.00	2,468.59	5,128.13	871.87	85.47%
01 54107	VEHICLE EXPENSE - FUEL	24,600.00	1,856.12	15,560.54	9,039.46	63.25%
01 54109	FIELD MATERIALS & SUPPLIES	25,000.00	1,797.35	13,626.27	11,373.73	54.51%
01 54111	WATER TESTING	4,525.00	300.00	1,830.00	2,695.00	40.44%
01 54112	CONTRACTUAL SERV- ENGINEERING	50,167.00	12.50	0.00	50,167.00	0.00%
01 54112 05	ARC FLASH HAZARD STUDY W05A	0.00	19.25	0.00	0.00	0.00%
01 54112 06	PUMPING PLANTS-SWITCHES W06A	0.00	-5,143.20	0.00	0.00	0.00%
01 54112 07	EVAL OF WELLS 2, 3, 4 W07A	3,608.00	0.00	3,608.39	-.39	100.01%
01 54114	WATER SYSTEM REPAIRS	25,000.00	947.56	11,862.32	13,137.68	47.45%
01 54115	BUILDING MAINTENANCE/REPAIR	19,750.00	9,760.02	14,094.25	5,655.75	71.36%
01 54119	COMMUNICATIONS EXPENSE	1,500.00	107.89	853.93	646.07	56.93%
01 54121	DISINFECTION EXPENSE	5,000.00	0.00	2,983.40	2,016.60	59.67%
01 54125	POWER WELLS & PUMPS	63,000.00	10,021.30	33,445.83	29,554.17	53.09%
01 54130	OTHER OPERATIONS EXPENSES	15,000.00	271.10	12,833.88	2,166.12	85.56%
01 54150	PAYROLL LABOR TO PROJECTS	0.00	0.00	-104.59	0.00	0.00%
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	0.00	-12.12	0.00	0.00%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 02/28/14

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
01 54170 EXP TO WIP PROJECTS	0.00	0.00	-21,509.22	0.00	0.00%
TOTAL OPERATIONS EXPENSE	403,005.00	37,121.44	208,719.66	194,285.34	51.79%
BULK SYSTEM EXPENSE					
01 55001 PUMPING PLANT EXPENSE	6,500.00	933.42	3,551.13	2,948.87	54.63%
01 55002 BULK OPERATIONS & MAINTENANCE	5,000.00	33.00	7,454.24	-2,454.24	149.08%
TOTAL BULK SYSTEM EXPENSE	11,500.00	966.42	11,005.37	494.63	95.70%
ADMINISTRATIVE EXPENSE					
01 56001 DIRECTOR FEES	37,000.00	627.56	13,869.99	23,130.01	37.49%
01 56001 01 DISTRIBUTE TO DIRECTOR ACCTS	0.00	-627.56	-13,869.99	0.00	0.00%
01 56002 DIRECTOR MEETING EXPENSES	0.00	0.00	103.00	0.00	0.00%
01 56002 01 DIRECTOR MCBRIDE	0.00	105.00	2,958.83	0.00	0.00%
01 56002 02 DIRECTOR CORL-LORONO	0.00	-210.44	6,770.06	0.00	0.00%
01 56002 03 DIRECTOR LARSON end 08/27/13	0.00	0.00	300.00	0.00	0.00%
01 56002 04 DIRECTOR BURKHART	0.00	105.00	1,125.59	0.00	0.00%
01 56002 05 DIRECTOR STALEY	0.00	420.00	2,297.51	0.00	0.00%
01 56002 06 DIRECTOR COULOMBE start9/24/13	0.00	105.00	315.00	0.00	0.00%
01 56003 ADMINISTRATIVE COMPENSATION	275,000.00	19,868.62	166,928.80	108,071.20	60.70%
01 56006 CONTRACTUAL SERV-AUDITOR	30,000.00	0.00	29,918.00	82.00	99.73%
01 56007 CONTRACTUAL SERV-LEGAL	15,000.00	330.00	4,908.75	10,091.25	32.73%
01 56008 PERS CONTRIBUTION	47,050.00	3,591.42	31,884.57	15,165.43	67.77%
01 56009 PAYROLL TAXES	10,150.00	545.27	5,960.36	4,189.64	58.72%
01 56011 TELEPHONE/FAX/INTERNET/WEB	6,700.00	637.30	3,950.70	2,749.30	58.97%
01 56012 MAILING EXPENSES	4,360.00	774.51	4,373.54	-13.54	100.31%
01 56014 CONTRACTUAL SERV-OTHER	18,800.00	2,108.69	12,291.46	6,508.54	65.38%
01 56016 PROPERTY/LIABILITY EXPENSE	26,000.00	2,237.47	17,608.40	8,391.60	67.72%
01 56017 WORKERS COMP INSURANCE	6,500.00	466.67	5,054.94	1,445.06	77.77%
01 56018 DUES & SUBSCRIPTIONS	10,050.00	1,080.50	9,706.50	343.50	96.58%
01 56020 POWER OFFICES & YARDS	5,600.00	568.23	2,574.64	3,025.36	45.98%
01 56022 BAD DEBT EXPENSE	2,000.00	859.42	2,494.84	-494.84	124.74%
01 56025 PROPANE	1,800.00	1,261.93	1,261.93	538.07	70.11%
01 56030 OFFICE SUPPLIES	6,700.00	432.42	3,310.51	3,389.49	49.41%
01 56100 EMPLOYEE BENEFITS INSURANCE	95,400.00	8,891.12	67,140.79	28,259.21	70.38%
01 56101 FLEXIBLE SPENDING ACCOUNT	0.00	18.26	-52.35	0.00	0.00%
01 56103 PLAN FEE & OTHER INS	0.00	-108.40	-284.05	0.00	0.00%
01 56104 SUPPLEMENTAL LIFE	0.00	11.79	-47.09	0.00	0.00%
01 56105 DISABILITY INS	0.00	14.08	-56.11	0.00	0.00%
01 56106 CANCER INS	0.00	71.72	403.00	0.00	0.00%
01 56110 EMPLOYEE EDUCATION	3,000.00	89.00	1,123.44	1,876.56	37.45%
01 56150 PAYROLL FRINGE EXP TO PROJECTS	0.00	0.00	-37.66	0.00	0.00%
01 56160 OVERHEAD TO PROJECTS	0.00	0.00	-47.28	0.00	0.00%
TOTAL ADMINISTRATIVE EXPENSE	601,110.00	44,274.58	384,240.62	216,869.38	63.92%
CONSTRUCTION IN PROGRESS EXPNS					
01 56190 03 EQUIP PUMPING PLANTS-SWITCHES	6,325.00	5,340.45	5,340.45	984.55	84.43%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 02/28/14

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
01 56191 CSA 70\W-1 ANNEXATION	0.00	835.36	835.36	0.00	0.00%
01 56191 01 LAFCO APPLICATION (HOFFMAN)	10,500.00	0.00	0.00	10,500.00	0.00%
01 56191 02 MAPPING CSA W1 ANNEX	3,000.00	0.00	0.00	3,000.00	0.00%
01 56191 03 AUDIT SERVICE CSA W1 ANNEX	5,000.00	0.00	0.00	5,000.00	0.00%
01 56191 04 LAFCO COST CSA W1 ANNEX	23,450.00	0.00	0.00	23,450.00	0.00%
TOTAL CONSTRCTN IN PROG EXPNS	48,275.00	6,175.81	6,175.81	42,099.19	12.79%
TOTAL OPERATING EXPENSE	1,063,890.00	88,538.25	610,141.46	453,748.54	57.35%
NON-OPERATING EXPENSE					
01 56200 OFFICE EQUIPMENT EXPENSE	8,500.00	3,107.51	4,480.82	4,019.18	52.72%
01 56300 CUSTOMER RELATIONS	6,159.31	2,779.57	4,606.53	1,552.78	74.79%
01 56300 01 LANDERS POST OFFICE GARDEN	2,890.69	3,177.96	4,447.43	-1,556.74	153.85%
01 56400 OTHER ADMINISTRATIVE EXPENSES	1,500.00	840.31	2,755.82	-1,255.82	183.72%
01 57000 INTEREST EXPENSE - BH BONDS	0.00	0.00	11,478.99	0.00	0.00%
01 57100 DEPRECIATION EXPENSE	0.00	18,841.74	151,880.05	0.00	0.00%
01 58100 ELECTION COSTS	5,000.00	0.00	0.00	5,000.00	0.00%
01 59100 INTEREST EXPENSE - DV BONDS	0.00	5,814.84	8,729.68	0.00	0.00%
01 59300 EXPENSE MISC	0.00	450.00	1,728.72	0.00	0.00%
01 59400 GAIN (LOSS) ASSET DISPOSAL	0.00	12,107.38	12,107.38	0.00	0.00%
TOTAL NON-OPERATING EXPENSE	24,050.00	47,119.31	202,215.42	-178,165.42	840.81%
TOTAL EXPENSE	1,087,940.00	135,657.56	812,356.88	275,583.12	74.67%
NET REV/EXP GENERAL FUND	305,790.00	-136,384.10	-48,936.00	354,726.00	-16.00%

UNION BANK OF CALIFORNIA
DISBURSEMENT FEBRUARY 2014

Datastream Check Register	<u>92,557.38</u>	
		<u>92,557.38</u>

EFT for Vendor Services

Bank Fees	<u>281.68</u>	
Total		<u>281.68</u>

Wages for Paydate 02/13/14

State & Fed Taxes plus PERS Paid	6,923.23	
Payroll checks 13604-13610 & 13616	11,492.53	
Director Per Diem ck 13611-13615	<u>775.74</u>	
		<u>19,191.50</u>

Wages for Paydate 02/27/14

State & Fed Taxes plus PERS Paid	6,421.64	
Payroll checks 13549-13555	11,597.18	
Director Per Diem 13640	<u>96.97</u>	
		<u>18,115.79</u>

Transfers to LAIF	<u> </u>	<u> </u>
		<u>-</u>

Total Disbursements		130,146.35
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Prepared By AB
Date 3/17/14
Reviewed By AK

**SOURCES & USES OF FUNDS STATEMENT
GENERAL ACCOUNT (UNION BANK)
FEBRUARY 2014**

SOURCES OF FUNDS:

A/R - WATER	66,932.88	
NEW SERVICE		
MISCELLANEOUS REVENUE	4492.08	
INCOME FOR TAXES & BONDS	21,133.40	
CUSTOMER DEPOSITS	3,250.00	
 TOTAL		<u><u>95,808.36</u></u>

USE OF FUNDS:

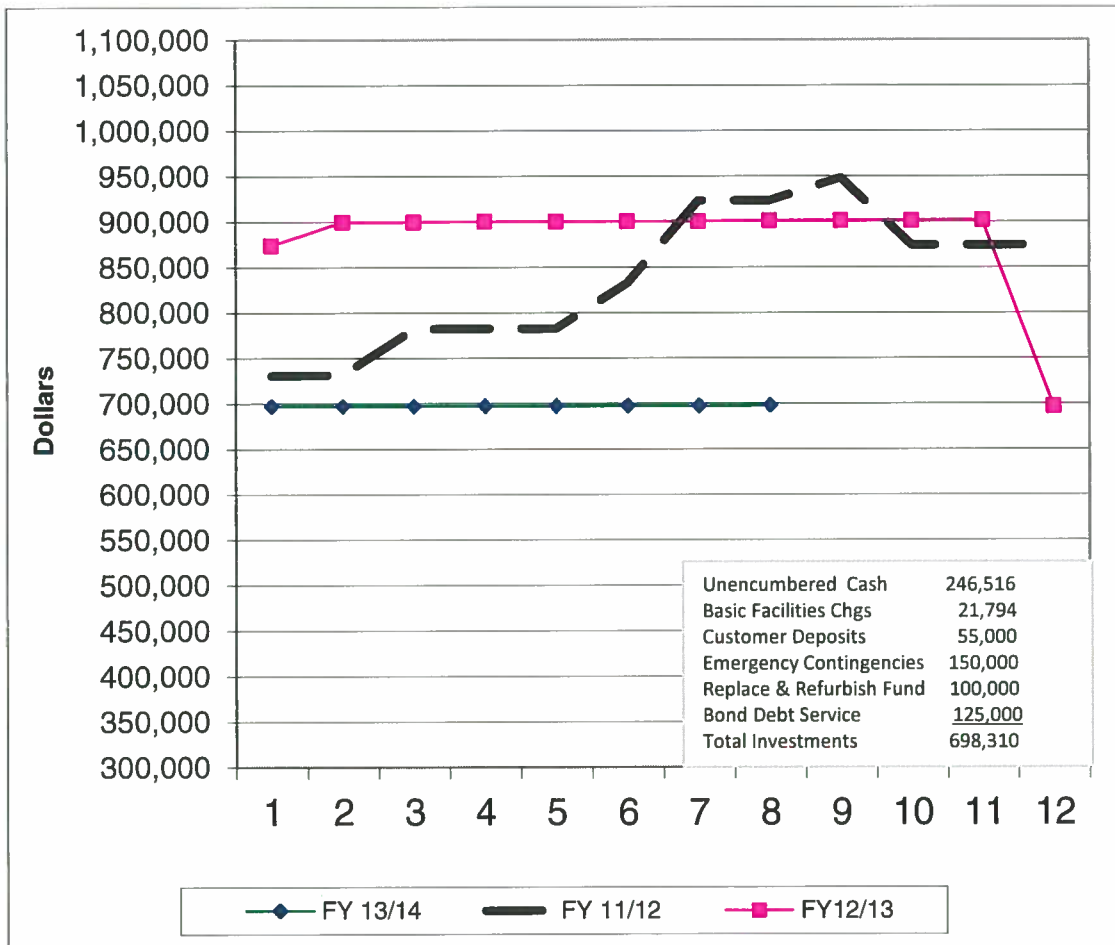
A/R WATER & OTHER	2,388.72	
CAPITAL PURCHASES:		
EVAL OF WELLS 2, 3, & 4		
ARC FLASH		
SWITCHES		
INVENTORY PURCHASES	1,239.61	
PAYROLL & BENEFITS	37,307.29	
OPERATIONS EXPENSES	26,827.74	
ADMINISTRATIVE EXPENSE	27,568.15	
BOND PAYMENT	34,814.84	
 TRANSFER FROM LAIF		
 TOTAL		<u><u>130,146.35</u></u>

Prepared By JB
Date 3/17/14
Reviewed By mt

Local Agency Investment Fund Balance Timeline

Balance as of

	FY 11/12	FY 12/13	FY 13/14
July	730,685	873,934	697,409
August	731,593	899,726	697,409
September	781,593	899,726	697,409
October	782,302	900,521	697,861
November	782,302	900,521	697,861
December	832,302	900,521	697,861
January	923,069	900,521	697,861
February	923,069	901,252	698,310
March	948,069	901,252	
April	873,934	901,252	
May	873,934	901,880	
June	873,934	696,880	





Date: March 1, 2014
 To: Marina West
 From: Destiny Diaz
 Subject: Service Order Report for March 2014

SERVICE ORDER REPORT FOR FISCAL YEAR 2013-2014

	J	A	S	O	N	D	J	F	M	A	M	J	YTD
After Hours Call Out	0	1	4	3	3	2	1	0					14
AirVac Maintenance	0	0	1	2	1	1	0	2					7
Booster Repair/Maintenance (New Category)	0	1	0	0	0	2	0	0					1
Bulk Stations: Maintenance	0	3	0	0	0	0	0	0					3
Close Account	24	20	16	26	28	16	16	17					163
Customer Requested Asst	8	5	3	6	3	10	7	3					45
Reported Leaks	2	4	8	6	3	4	4	1					32
Destroy Service Line	1	0	1	1	0	0	0	0					3
Exchange Meter	0	3	4	0	4	3	5	1					20
Facility Inspections*	4	4	5	2	4	4	2	4					29
Fire Flow Test	1	0	0	0	0	0	0	0					1
Flush Deadend/Blowoffs	1	0	0	4	0	0	0	0					5
Hangtag	8	15	10	9	5	3	4	5					59
Hydrant Maint.	0	0	0	0	1	0	0	1					2
Install New Service	0	0	0	0	0	0	0	0					0
Lock-Off's	12	7	15	18	24	10	11	12					109
Miscellaneous	8	5	14	14	6	7	12	9					75
Office Repairs	0	0	0	0	1	3	0	1					5
Open New Service	21	20	16	26	28	16	16	17					160
Pressure Complaint	0	2	0	2	1	0	1	0					6
Pull Meter	1	1	1	0	0	1	0	1					5
Read Meter	0	0	0	2	0	2	1	1					6
Repair Mainline	0	0	0	0	0	0	0	2					2
Repair Service Line	6	7	9	6	2	2	3	3					38
Replace Service Line	0	4	2	4	2	3	1	2					18
Reread Meter	21	18	11	5	9	5	6	2					77
Safety Meeting	1	2	1	2	2	2	4	1					15
Tamper	1	1	0	1	1	0	0	0					4
Tank/Reservoir Maintenance/Repairs	0	0	0	0	0	0	0	0					0
Unlock Service	13	9	14	12	18	9	15	21					111
Valve Maintenance	43	35	26	20	32	20	29	10					215
Verify Meter Locked	5	2	4	9	7	6	3	6					42
Water Quality Issues **	1	0	2	0	0	0	1	0					4
Well Repairs/Maint. And Water Level	2	5	3	4	4	2	5	1					26
TOTAL	184	174	170	184	189	131	147	123	0	0	0		1302

*Includes Inspections for Fire Extinguishers, Vehicles and Facilities

** Includes Water Quality (taste, odor, color)



DATE: 3/4/2014
TO: Board of Directors
FROM: Kit Boyd
RE: February Production

	Cubic Feet Pumped	Total Gallons Pumped	Average GPM	Total Running Time	acre feet
Well 2	Well in "inactive"				
Well 3	342,960	2,565,341	374	114.3	7.87
Well 4	Well in "inactive"				
Well 6	413,660	3,094,177	418	123.4	9.50
Well 7	980	7,330	407	0.3	0.02
Well 8	19,900	148,852	919	2.7	0.46
Well 9	156,200	1,168,376	676	28.8	3.59
Well 10	23,430	175,256	61	48.2	0.54
Total	957,130	7,159,332	376	317.7	21.97

new hour meter well 6

new hour meter "A" booster north& south

A Boosters	50,290	376,169	143	43.9
C Boosters	133,900	1,001,572	278	60.1
Total	184,190	1,377,741		

Bighorn-Desert View Water Agency



Board of Directors

Judy Corl-Lorono, President
J. Dennis Staley, Vice President
Terry Burkhart, Secretary
Michael McBride, Director
J. Larry Coulombe, Director

Marina D West, PG, General Manager

Agency Office

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

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

A Public Agency

www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING MINUTES

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, February 25, 2014 - 6:00 p.m.

CALL TO ORDER

Meeting convened by Board President Judy Corl-Lorono at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Led by John Burkhart

ROLL CALL

Directors Present:

Judy Corl-Lorono
J. Dennis Staley
Terry Burkhart
Michael McBride
J. Larry Coulombe

Staff Present:

Marina West
Michelle Corbin

Guests:

11

APPROVAL OF AGENDA

Motion to approve the agenda.

MSC¹ (McBride/Staley)

Corl-Lorono: Y
Staley: Y
Burkhart: Y
McBride: Y
Coulombe: Y

LETTER IN SUPPORT OF DESERT-WISE LIVING SERIES GRANT APPLICATION FOR MORONGO BASIN CONSERVATION ASSOCIATION

General Manager West introduced Claudia Sall of the Morongo Basin Conservation Association. Ms. Sall gave a brief overview of the association she represents, the Morongo Basin Conservation Association (MBCA) and also introduced her co-chairperson, Ruth Rieman. Ms. Sall is requesting a letter of support to accompany their grant application to the "The Rose Institute" in support of their Desert-Wise Living Series. Ms. Sall described the three events MBCA oversees throughout each year which includes a Desert-Wise lecture series and the landscape home tour. If awarded, the grant monies would be used towards these events.

No public comments.

MOTION NO. 14-008

(After brief Board discussion), Director Burkhart made a motion to Authorize President Corl-Lorono to sign a letter in support of the Morongo Basin Conservation Association grant application to The Rose Institute in support of the Desert-Wise Living Series. Vice President Staley seconded the motion.

MSC¹ (Burkhart/Staley)

Corl-Lorono: Y
Staley: Y
Burkhart: Y
McBride: Y
Coulombe: Y

CSA 70/W-1 REORGANIZATION – PREPARATION OF LEGAL DESCRIPTION AND PLAT MAP FOR AREA ANNEXATION

General Manager West reported as part of the reorganization process, a legal description and plat map of the area to be annexed into the Agency would need to be conducted. West is recommending the Board authorize the execution of the proposal from Section Thirty Seven Consultants for preparation of legal description and plat map. West is also requesting the Board adjust the projected budget by \$1000.00.

No public comment.

MOTION NO. 14-009

(After brief Board discussion), Director McBride made a motion to authorize General Manager to execute \$3,000 proposal from Section Thirty Seven Consultants for preparation of legal description and plat map required for the Local Agency Formation Commission application to annex of County Service Area 70/Zone W-1 (Goat Mountain/Landers) into Bighorn-Desert View Water Agency. The motion was seconded by Director Burkhart.

MSC¹ (McBride/Burkhart)

Corl-Lorono: Y
Staley: Y
Burkhart: Y
McBride: Y
Coulombe: Y

CSA 70/W-1 REORGANIZATION – PROFESSIONAL AUDIT SERVICES

General Manager West reported that during recent meetings with other entities that have experience with detachment from County Service Area jurisdictions, it was recommended our Agency work with an auditor to help determine the CSA 70/W-1 assets and financial revenue streams.

No public comment.

MOTION NO. 14-010

(After brief Board discussion), Director Burkhart made a motion to authorize General Manager to execute proposal from Rogers, Anderson, Malody and Scott, LLC dated February 20, 2014 in the amount of \$5,000 in anticipation of approval to annex of County Service Area 70/Zone W-1 (Goat Mountain/Landers) into Bighorn-Desert View Water Agency. Director Coulombe seconded the motion.

MSC¹ (Burkhart/Coulombe)

Cori-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

CSA 70/W-1 REORGANIZATION – EPA LIFE CYCLE DETERIORATION

Information and discussion item only.

General Manager West reported that in response to public concern over the age and condition of the CSA 70/W-1 facilities, she presented the Board with documentation from the Environmental Protection Agency concerning analysis of water infrastructure life cycles. West reiterated that CSA 70/W-1 facilities are the same age as Bighorn-Desert View Water Agency facilities and made of the same materials and therefore expect maintenance patterns to be similar. Her budget for operating W-1 reflects this operational knowledge.

PRESENTATION ON THE ENGINEERING EVALUATION AND RECOMMENDATION FOR WELL NOS. 2, 3 AND 4

Information and discussion item only.

General Manager West gave a short power point presentation highlighting portions of the evaluation report. GM West explained that each well has its own unique issues with flow meters, sanitary standards and electrical issues. After evaluating each wells age, life span and efficiencies, it is recommended that Wells No. 2 and 3 become test wells and Well No. 4 be rehabilitated and put back on-line. Not one of these wells currently pump to waste. Well No. 4 is the youngest of the three wells and has a longer projected lifespan.

Anonymous asked about the 50 year water trends.

Adjourned for a Break at 7:02 p.m. - Reconvened from Break at 7:14 p.m.

FORMATION OF AD HOC COMMITTEE

General Manager West reported she had recently met with representatives from several solar equipment companies. West feels an Ad Hoc Committee is necessary to help evaluate options and bring a recommendation back to the full Board.

Anonymous commented the County of San Bernardino also has a program for solar projects.

MOTION NO. 14-011

(After brief Board discussion), Director Burkhart made a motion to approve the formation of an Ad Hoc Committee consisting of Director McBride and Director Coulombe to assist with the evaluation of solar power options for Agency facilities. Vice President Staley seconded the motion.

MSC¹ (Burkhart/Staley)

Corl-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

STANDING COMMITTEES, AD HOC COMMITTEE & OTHER MEETING ASSIGNMENTS 2014

President Corl-Lorono read aloud the proposed assignments.

No public comment.

MOTION NO. 14-012

(After brief Board discussion), Vice President Staley made a motion to approve the Standing Committees, Ad Hoc Committee & Other Meeting Assignments for 2014. Director Burkhart seconded the motion.

Planning/Legislative/Engineering/Grant & Security Committee

(Meeting Schedule: 1st Wednesday of every other even month at 9:15 a.m.)

Chairperson: President Corl-Lorono

Member: Director Burkhart

Alternate: Vice President Staley

Financial/Public Relations/Education & Personnel Committee

(Meeting Schedule: 3rd Wednesday of every other odd month at 9:00 a.m.)

Chairperson: Director McBride

Member: Director Coulombe

Alternate: Vice President Staley

Morongo Basin Pipeline Commission Representatives

(Meets quarterly on the 2nd Wednesday of March, June, September, & December)

Member: Director Coulombe

Alternate: Director McBride

Mojave Water Agency Technical Advisory Committee Representatives

Member: Director Burkhart

Alternate: Vice President Staley

Alliance for Water Awareness and Conservation (AWAC) Representatives

(Meets quarterly on the fourth Tuesday of January, April, July & October)

Member: Director Coulombe

Alternate: Director Burkhart

Homestead Valley Community Council

(Normally meets 3rd Monday of each month at 3:00 p.m.)

Member: Vice President Staley

Alternate: Director McBride

W-1 Reorganization Ad Hoc Committee

Chairperson: President Corl-Lorono

Member: Vice President Staley

MSC¹ (Staley/Burkhart)

Corl-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

DISBURSEMENTS JANUARY 2014

MOTION NO. 14-013

Director Burkhart made a motion to approve the Disbursements (Check Register - Payment of Bills) for January 2014. Vice President Staley seconded the motion.

MSC¹ (Burkhart/Staley)

Corl-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

CONSENT ITEMS

a. Financial Statements January 2014

1. Balance Sheet

2. Statement of Revenue and Expense

3. General Account (Union Bank)

4. Disbursements

5. Local Agency Investment Fund Balance Timeline

b. Service Order Report, January 2014

c. Production Report, January 2014

d. Regular Board Meeting Minutes, January 28, 2014

e. Dissolve the "Ames/Means Ad Hoc Committee" formed to assist the Agency in developing the Ames/Means Groundwater Recharge and Recovery Program.

No Public comment.

MOTION NO. 14-014

Director Burkhart made a motion to approve consent items a - e. The motion was seconded by Director McBride.

MSC¹ (Burkhart/McBride)

Corl-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

PUBLIC COMMENT PERIOD

No public comment.

VERBAL REPORTS

General Manager West reported the Ames/Reche Recovery and Recharge project is officially complete and she will file the judgment immediately.

Vice President Staley reported on the Homestead Valley Community Council meeting he had recently attended. Items discussed included the "King of the Hammers" event and concern over the solar projects.

President Corl-Lorono reported on the Municipal Advisory Council (MAC) meeting she had attended where the solar projects were discussed.

FUTURE AGENDA ITEMS

Future items will include a Resolution to the Local Agency Formation Commission regarding County Service Area 70/W-1 (Goat Mountain/Landers), the Agency Budget and Bad Debt.

ADJOURNMENT – President Judy Corl-Lorono adjourned the meeting at 7:40 p.m.

Approved by:

Terry Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.

Bighorn-Desert View Water Agency



Board of Directors

Judy Corl-Lorono, President
J. Dennis Staley, Vice President
Terry Burkhart, Secretary
Michael McBride, Director
J. Larry Coulombe, Director

Marina D West, PG, General Manager

Agency Office

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

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

A Public Agency

www.bdvwa.org

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

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Saturday, February 22, 2014 - 10:00 a.m.

CALL TO ORDER

Meeting convened by Board President Judy Corl-Lorono at 10:10 a.m.

PLEDGE OF ALLEGIANCE

Led by Mary Coulombe

ROLL CALL

Directors Present: Judy Corl-Lorono
J. Dennis Staley
Terry Burkhart
Michael McBride
J. Larry Coulombe

Staff Present: Marina West
Michelle Corbin

APPROVAL OF AGENDA

Motion to approve the agenda.

MSC¹ (Staley/Burkhart) unanimously approved.

WORKSHOP DISCUSSION – AN OPEN FORUM DISCUSSION OF FUTURE GOALS AND OBJECTIVES OF EACH DIRECTOR FOR 2014 – BOARD ACTION WILL BE LIMITED TO SUMMARIZING AND PRIORITIZING GOALS

The Board followed the published agenda and GM West began the meeting with a review of Board Policies.

2014 Review Board Policies:

1. Draft Director Handbook: From the goal list of 2013, GM West went over the table of contents of the pending document. The Director Handbook will outline items such as "Rolls of the Individual Directors", A draft version of the handbook will be available at a Board meeting the near future.

2. Official Duties Exhibit A Meeting List: GM West reviewed the Directors' Compensation List, Categories' "A" and "B" type meetings. West reminded the Board that formal meetings will have minutes and do not require a report prior to receiving per diem. Generally Category "B" Meetings will require an oral report from the Director that attended the event.
3. 2014/15 Travel and Budget Review: GM West thought it would benefit the Board to discuss in advanced events and conferences for 2014. President Cori-Lorono led the discussion on the list of events. Each Director gave their input on the events or conferences they would like to attend in 2014. A final request for approval will come before the Board at a Board of Directors' Meeting in the near future.
4. Committee Assignments and FPREP Time Conflict: GM West is recommending the Board look to change the meeting day and time of the FPREP meeting. This is due to the conflict this meeting has with the Morongo Basin Pipeline Committee meeting from time to time. Each Board member expressed his/her desires of which meetings and committees they wish to participate in.

GM West also reviewed the Workshop Objectives beginning with a status report on the 2013 established short term (1 – 2 year) goals and objectives (ref. minutes Board Workshop 2/11/2013).

2013 Workshop Update:

Board Policies GM West recounted items the Board discussed last year. Senate Bill 246 modernizing the Agency Act is complete. The Agency is continuing to identify and review important Board Resolutions, Policies, etc. The Director Handbook is now almost complete and will go before committee soon. The Agency is in the process of Reorganization with CSA 70/W-1 (Landers, Goat Mountain). A Resolution to begin the process will go to the Board in March 2014.

Capital Improvement Projects (CIP)

- Last year the goal to complete one or two reservoir refurbishments was complete.
- An evaluation of well sites was completed and a presentation will be before the Board soon. It was recommended Well No. 4 be rehabilitated and maintained and Wells No. 2 and No.3 become monitoring wells.
- Regarding automated control enhancements for wells, boosters, reservoirs – West reported that several sites run manually. The Agency is currently evaluating the implementation of a System Communication and Data Acquisition (SCADA) program.
- Staff has implemented a method for freeing up bulk meters that are no longer used which in turn is opening up meters for new accounts.
- The Agency is still working on engineered controls for reservoir draining.
- With regards to the Water System Master Plan, staff is evaluating connection fees for new services.
- West will be recommending the Board create an Ad Hoc Committee to look further into solar power for the Agency facilities.

Operations and Maintenance – GM West reported the staff has implemented a meter testing program and the Agency is continuing to investigate ways to save money through purchasing programs.

Personnel – No suggestions in 2013.

Communications (Public Relations & Outreach) – GM West reported the Agency has worked to improve outreach and communications. The staff and Board members participated in the Landers 3rd of July Celebration last year. The Landers Post Office demonstration garden is now complete and the Agency has received the California Special Districts Association (CSDA) Transparency Award. The Federal Tax Id Number correctly lists the Agency as Bighorn-Desert View Water Agency and the Agency has gone to a larger bill format utilizing a third party for bill mail out.

The Agency is now publishing its own calendar. Staff is planning to implement a photo contest for next year's calendar. Staff has completed one water program for a Kindergarten class at Landers Elementary School.

Revenue Enhancing Measures – GM West reported that the ability to implement a “standby charge” is still on the table, however there would need to be an engineering study and vote of the people.

President Corl-Lorono solicited input from each director, staff and members of the public and each was recorded on poster paper. Each goal or objective was categorized within one of the six listed subject areas but no ranking took place.

1. Board Policies:
 - a. Continue routine review of important Board Policies, Rules and Regulations, Duties Policy, Resolutions, etc.
 - b. Complete Director Handbook.
 - c. Keep a keen eye on health insurance policies that may affect staff.
 - d. Grant opportunities.
 - e. Reorganization with CSA 70/W-1 Landers (County Special Districts)
2. Capital Improvement Projects (CIP):
 - a. Replace Backhoe.
 - b. Well site enhancements; ie Transfer Switches
 - c. Mainline Replacement.
 - d. Engineered controls for reservoir draining.
 - e. Grant Opportunities to pursue water resources in Johnson Valley.
 - f. Solar power – Creation of Ad Hoc Committee
3. Operations and Maintenance:
 - a. SCADA System.
 - b. Valve Repair and Maintenance.
 - c. Meter Replacement based on mileage.
 - d. Rehabilitation of Tanks, Minor Repairs.
4. Personnel: No Suggestions
5. Communications (Public Relations & Outreach):
 - a. Continue with the four major outreach events.
 - b. Overhaul of the Consumer Confidence Report.
 - c. Improve Website.
 - d. Landers Bus Stop.
 - e. Community Garden Using Blow-Off Water
 - f. Public involvement
 - i. annual calendar photo submittal
 - ii. elementary school water programs
6. Other: No Suggestions.

The Board took the following breaks:

Adjourned for a Break at 11:16 a.m. – Reconvened from Break at 11:39 a.m..

Adjourned for a Lunch Break at 12:28 p.m. – Reconvened from Break at 1:02 p.m.

Five members of the public participated throughout the workshop.

PUBLIC COMMENT PERIOD – No Public Comment

ADJOURNMENT – President Corl-Lorono adjourned the meeting at 2:18 p.m.

Approved by:

Terry Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.

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

Meeting Date: March 25, 2014

To: Board of Directors

Budgeted: No

Funding Source: N/A

Cost: \$0 (prepared by staff)

From: Michelle Corbin

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Resolution No. 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees

SUMMARY

The Finance/Public Relations/Education and Personnel Committee (FPREP) convenes on the second Wednesday of the odd months of the year. Periodically, the Mojave Water Agency Pipeline Commission conflicts with the FPREP Committee Meeting place and time. To avoid this conflict in the future the FPREP Committee members and staff decided to change the regular FPREP meeting to the third Wednesday at 9:00 am (odd months: January, March, May, July, September, November).

The Board should memorialize this change by resolution.

RECOMMENDATION

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

1. Adopt Resolution No. 14R-XX Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees.

BACKGROUND/ANALYSIS

No further information provided.

PRIOR RELEVANT BOARD ACTION(S)

8/28/2012 BOD Resolution 12R-27 Establishing Standing Committees and Authorizing the Creation of Ad Hoc Committees.

RESOLUTION NO. 14R-XX

POLICY STATEMENT OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHING STANDING COMMITTEES AND AUTHORIZING THE CREATION OF
AD HOC COMMITTEES

WHEREAS, The Board of Directors of the Bighorn-Desert View Water Agency desires to ensure efficient administration of the Bighorn-Desert View Water Agency ("Agency") by the establishment of standing committees of the Board of Directors ("Board") and the authorization for the creation of ad hoc committees of the Board. Standing committees allow for the productive use of Directors' individual expertise on matters and to work with staff in developing better background information for the full Board's consideration.

WHEREAS, All standing committees shall be subject to meeting requirements specified under the Ralph M. Brown Act, California Government code sections 54950 through 54963.

WHEREAS, this Resolution rescinds and repeals Resolution No. 12R-27

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

The Board President shall, with board consensus, appoint and publicly announce the members of the standing committees at the first regularly-scheduled meeting of the Board in February of each year and at other meetings of the Board as circumstances may require.

Each committee shall have a maximum of two (2) members and one (1) alternate. The alternate may only participate in the absence of the regularly assigned member. Each standing committee may hold a regularly scheduled meeting six (6) times per year. Special meetings may be called as deemed necessary by either the General Manager or the Committee Chairperson.

All standing committee meetings of the Bighorn-Desert View Water Agency shall hereafter be held at the Bighorn Office located at 1720 N. Cherokee Tr., Landers, CA 92285. All Standing Committee meetings, Adjourned Standing Committee meetings and Special Standing Committee meetings may be fixed from time to time and by legal public notice, to other locations within and without the agency, at times as determined by the standing committee or Board of Directors.

The Board's standing committees shall be assigned to review Agency functions, activities, and/or operations pertaining to their designated concerns as specified. Any recommendations resulting from said review shall be submitted to the Board via a written or oral report.

The following shall be the Board's standing committees, duties, and meeting schedule:

Planning & Engineering/Legislative/Grant Committee-Meetings of the Bighorn-Desert View Water Agency Planning & Engineering/Legislative/Grant Committee shall hereafter be held on the 1st Wednesday of every other month beginning 09:15 a.m. This Committee meets on the even months: February, April, June, August, October, and December.

Planning & Engineering-shall be concerned with, but not limited to, the study and development of Agency operational goals, including planning /engineering reviews and proposals of capital improvement projects as well as the development and periodic review of an Agency general plan, safety and security issues (i.e. Homeland Security, Vulnerability Assessment and facilities general security).

Legislative-shall be concerned with matters related to, or involving other governmental and/or regulatory agencies which may have an effect on the Agency. It shall monitor and review legislation or potential legislation which may affect the Agency. The committee shall also annually review existing ordinances, resolution and/or Agency policies, except those pertaining specifically to personnel matters.

Grant-shall be concerned with matters related to, or involving other governmental and/or regulatory agencies which may have an effect on the Agency's grants or grant policies. It shall monitor and review grant legislation or potential grant legislation which may affect the Agency and monitor and review progress of grant funded projects. This committee shall work directly with the General Manager and Grant Consultant(s) in an effort to obtain/secure grants.

Finance/Personnel/Pubic Relations & Education Committee-Meetings of the Bighorn-Desert View Water Agency Finance/Personnel/Public Relations & Education Committee shall hereafter be held on the 3rd Wednesday of every other month, beginning at 9:00 a.m. This Committee meets on the odd months: January, March, May, July, September, and November.

Finance-shall be concerned about, but not limited to the financial management of the Agency, including the preparation of an annual budget, periodic reviews of Agency revenues, Agency investments, expenditures, and audit.

Personnel-shall be concerned with the functions, activities, compensation, and welfare of agency staff. This committee shall work directly with the General Manager on personnel related matters.

Public Relations & Education-shall be concerned with assuring that information relative to the affairs of the Agency is accurately and appropriately communicated to the public. This committee shall work with staff on the Agency Newsletter and website; developing and communicating water education programs for the public; the

development of community, customer, and employee relations programs to enhance Agency/Customer relationships and understanding.

Morongo Basin Pipeline Commission/Mojave Water Agency Technical Advisory Committee Representative(s)- A member of the Planning & Engineering subcommittee shall be appointed as the representative (the "Representative") of the Agency to the Mojave Water Agency TAC meetings and shall be concerned with assuring the costs of the Morongo pipeline are proportionately charged to the benefiting districts/agencies, and that the Agency has representation on the Mojave Water Agency TAC on matters affecting the Agency. The Representative shall attend all Morongo Basin Pipeline Commission and Mojave Water Agency TAC meetings. An alternate Representative may also be appointed if the primary Representative is unable to attend any Commission or TAC meetings.

Ad Hoc Committee Appointments-The Board President shall, with board consensus, appoint such ad hoc committees as may be deemed necessary by the President or the Board of Directors. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Bighorn-Desert View Water Agency this 25th day of March 2014.

BY:

Judy Corl-Lorono, Board President

ATTEST:

By _____
Terry Burkhart, Board Secretary

**BIGHORN DESERT VIEW WATER AGENCY STANDING COMMITTEE
FINANCE/PUBLIC RELATIONS/EDUCATION/PERSONNEL
AGENDA ITEM SUBMITTAL**

Meeting Date: March 19, 2014

To: Financial/PR/Education/Personnel Comm.
Board of Directors

Budgeted: N/A
Budgeted Amount: N/A
Cost: N/A

From: Marina D. West

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

Subject: Consider Application for General Services Administration (GSA) State and Federal Surplus Property Program

SUMMARY

General Services Administration (GSA) offers an opportunity for entities like Bighorn-Desert View Water Agency to participate in auctions of government surplus goods and property. This could provide an opportunity for BDVWA to acquire goods and property at a low price.

In order to be eligible for participation the Board must pass a resolution to appoint representatives that are allowed to participate in the auction. The representatives agree to pay for the goods purchased on the auction.

Items on the auction range from new surplus to outdated and unwanted items – these items could be as small as stationary to a large piece of heavy equipment. These items are usually deeply discounted. The challenges with the auction are many times items will be purchased sight unseen; items will need to be transported from place of purchase and items may not be in good repair.

RECOMMENDATION

Staff is requesting Committee's input and direction prior to bringing this item to the full board for further consideration.

BACKGROUND/ANALYSIS

Not further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

2/10/2012: Board Workshop Minutes – Operations and Maintenance: Evaluate purchasing power and other benefits of membership in CSDA, ACWA, etc.



Governor Edmund G. Brown Jr.

RESOLUTION 14R - _____

"BE IT RESOLVED by the Governing Board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the Terms and Conditions accompanying this form or listed on the reverse side of this form."

NAME (Print or Type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
A. <u>MARINA WEST</u>	<u>General Manager</u>	<u>[Signature]</u>	<u>bdvwa2@mindspring.com</u>
<u>Gayla Blanton</u>	<u>Acct. Tech. II</u>	<u>[Signature]</u>	<u>bdvwa4@mindspring.com</u>

***Note: All signatures must be in original form. No copied or stamped signatures**

B. The above resolution was PASSED AND ADOPTED this _____ day of _____, 20____, by the Governing Board of the:
Bighorn-Desert View Water Agency by the following vote: AYES: _____; NOES: _____; ABSENT: _____
Agency Name

I, Terry Burkhardt Clerk of the Governing Board known as Bighorn-Desert View Water Agency

Do hereby certify that the foregoing is a full, true and correct resolution adopted by the governing board of the below named organization at the meeting thereof held at its regular place of meeting on this date and by the vote above stated, a copy of said resolution is on file in the principal office of the Governing Board.

Signed by: _____
Bighorn-Desert View WATER Agency
Name of Organization
622 S. Jemez Trail
Mailing Address
Yucca Valley 92284 San Bernardino
City Zip Code County

NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY

C. AUTHORIZED this _____ day of _____, 20____, by: _____
Signature of Administrative Officer

Printed Name of Chief Administrative Officer Title

Organization Name Street Address

City ZIP Code County

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE: _____

**STATE OF CALIFORNIA
NEW APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

In completing this form please print or type information.

A. Name of Organization Bighorn Desert View Water Agency Telephone 760-364-2315
Address 622 S Jemez Tr city Yucca Valley County San Bernardino Zip 92284
E-Mail Address bdvwa 4@mindspring.com Fax Number 760 364-3412

1. Application is being made as a (please check one) (a) Public agency ☒ or (b) qualified nonprofit and tax-exempt organization ☐. Check all spaces that apply and provide all requested data.

B. PUBLIC AGENCY: Check either state ☐ or local ☒

☐ Conservation
☐ Economic Development
☐ Education
☐ Grade Level _____
(Preschool, K-12, college)
☐ Enrollment _____
☐ No. of faculty _____
☐ No. of days in school year _____
☐ Parks & Recreation
☐ Public Health
☐ Public Safety
☐ Two or more of above
☒ Other (specify) Water Agency

NONPROFIT AGENCY OR ORGANIZATION:

☐ Education
☐ Grade Level _____
(Preschool, K-12, college)
☐ School for the mentally or physically handicapped
☐ Enrollment _____
☐ No. of faculty _____
☐ No. of days in school year _____
☐ No. of school sites _____
☐ Educational radio or television station
☐ Museum
☐ Library
☐ Medical institution
☐ Hospital
☐ Health center
☐ Clinic
☐ Other (specify) _____

1. Are the applicant's services available to the public at large? No. If only a specified group of people is served, please indicate who comprises this group. _____

2. Checklist of signed and completed documents submitted with this application:

- SASP Form No. 202 "Resolution," properly signed and approved by the Governing Board designating representatives, including their signatures, authorized to bind the applicant organization to service fees submitted by the State of California.
☒ SASP Form No. 203, nondiscrimination compliance assurance.
Certification Regarding Debarment, Suspension, Ineligibility, & Voluntary Exclusion as required by the General Services Administration of the U.S. Government.
☒ Other statements or documentation required, as may be specified.

Printed Name and Title of Administrator or Director: Marina West - General Manager
Date: 4/29/2013 Signature of Administrator or Director: _____

FOR STATE SURPLUS AGENCY USE ONLY

Application approved _____ Application disapproved _____

Comments or additional information: _____

Date: _____ Signed: _____

Donee Number: _____ Billing Code: _____

**ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF
THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL
PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED,
SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED,
TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED
AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975**

Bighorn Desert View Water Agency, (hereinafter called the "donee"),
(Name of donee organization)

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date _____

Donee Organization

BY _____

(President/Chairman of the Board
or comparable authorized official)

Donee Mailing Address

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND
VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT

Bighorn Desert View Water Agency

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Marina West - General Manager

SIGNATURE

DATE



STATE OF CALIFORNIA
NEW APPLICATION FOR ELIGIBILITY
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (It may be helpful to refer to the US Census to determine the racial makeup of your service area at www.factfinder.census.gov/). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native % <u>1.18</u>	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander % <u>2.01</u>	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black % <u>2.85</u>	Persons having origins in any of the black racial groups of Africa.
Hispanic % <u>9.77</u>	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White % <u>84.19</u>	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other % _____	(Specify) _____

Print Name _____

Title _____

Signature _____

Date _____

TERMS AND CONDITIONS

A. THE DONEE CERTIFIES THAT:

- (1) It is a public agency; or an approved nonprofit organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1954; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended.
- (2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if an approved nonprofit tax-exempt organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the state, except with prior approval of the State Agency for Surplus Property, hereafter referred to "the SASP".
- (3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, that the property is not being acquired for any other use(s) or purpose(s), is not for sale. Fee schedule is available upon request from the California SASP.
- (4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964, (41 USC 2000d-2000d-4a), as amended; Section 504 of the Rehabilitation Act of 1973 (29 USC 794), as amended; Title IX of the Education Amendments of 1972 (20 U.S.C. 1681-1688), as amended; and Section 303 of the Age Discrimination Act of 1975 (42 USC 6101-6107).
- (5) If the Donee is designated by the Federal Small Business Administration 8a Program as a socially and economically disadvantaged small business and the SASP has determined the Donee is eligible to receive federal surplus personal property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise; and the Donee certifies to A. (3), A. (4), and A. (5) above.

B. The Donee agrees to the following federal conditions:

- (1) All items of property, other than items with a unit acquisition cost of \$5,000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which acquired within one year of receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not so place the property in use, or in continuous use, the Donee shall immediately notify the SASP and, at the Donee's expense, make the property available for transfer or other disposal as directed by the SASP.
- (2) Special handling or use limitations as are imposed by the Federal General Services Administration (GSA) on any item(s) of property under which the item(s) are being allocated to the Donee.
- (3) In the event the Donee does not so use the property as required by C. (1) and C. (2), above, at the option of the GSA title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as the GSA or its designee shall direct.

C. The Donee agrees to the following conditions applicable to items with a unit acquisition cost of \$5,000 or more and passenger motor vehicles, except vessels of 50 feet or more in length and aircraft, regardless of acquisition cost:

- (1) The property shall be placed in use within one year of receipt and shall be used only for the purpose(s) for which acquired and for no other purpose(s).
- (2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the SASP designates a further period of restriction.
- (3) In the event the property is not so used as required by C. (1) and C. (2), above, at the option of the SASP title and right to the possession of such property shall revert to the State of California, and the Donee shall release such property to such person, as the SASP shall direct.

D. The Donee agrees to the following terms, reservations and restrictions:

- (1) From the date the Donee receives the property and throughout the time period(s) imposed by B. or C. above (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property or remove it permanently for use outside the State of California without the prior approval of the GSA or the SASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when the GSA or the SASP authorizes such action, shall be remitted promptly by the Donee to the GSA or the SASP, as applicable. If a Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee receives the property and before expiration of the time periods imposed by C. or D. as applicable at the option of the GSA or the SASP, the Donee shall pay to the GSA or the SASP any proceeds derived from the disposal, and/or the fair market or fair rental value of the property at the time of such unauthorized disposal as determined by the GSA or the SASP as applicable.
- (2) If at any time from the date the Donee receives the property and throughout the time periods imposed by B. or C. above (as applicable) the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the SASP and shall, as directed by the SASP, return the property to the SASP, or release the property to another Donee or another state agency or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from any sale promptly to the SASP.
- (3) The Donee shall make reports to the SASP which shall state the use, condition and location of the property, and shall report on other pertinent matters as may be required from time to time by the SASP.
- (4) At the option of the SASP, the Donee may abrogate the conditions set forth in B, above, and the terms, reservations and restrictions pertaining thereto in D by payment of an amount determined by the SASP.

E. The Donee agrees to the following conditions applicable to all items of property:

- (1) The property acquired by the Donee is on an "as is," "where is" basis without warranty of any kind.
- (2) If the Donee carries insurance against damages to or loss of property because of fire or other hazards, and damage to, loss or destruction of donated property with unexpired terms, conditions, reservations or restrictions occurs, the SASP will be entitled to reimbursement from the Donee out of the insurance proceeds in an amount equal to the unamortized portion of the fair value of the lost, damaged or destroyed property.

Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of aircraft and vessels of 50 feet or more in length having an acquisition cost of \$5,000 or more, regardless of the purpose for which acquired.

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