

Bighorn-Desert View Water Agency

Board of Directors

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

Marina D West, PG, General Manager



A Public Agency

Agency Office

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

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www.bdvwa.org

BOARD OF DIRECTORS' REGULAR MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, June 24, 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.

WORKSHOP

5. **Update on Dissolution of CSA 70/W-1 and Annexation to BDVWA**
Information and discussion item only.

NEW BUSINESS

6. **Resolution No. 14R-XX Establishing the Agency's Appropriation Limit for Fiscal Year 2014/2015 at \$141,880.32**
Board considers taking the following action(s):

1. Adopt Resolution No. 14R-XX establishing the Appropriation Limit of the Agency at \$141,880.32 for fiscal year July 1, 2014 – June 30, 2015 pursuant to Article XIII B of the California Constitution.
7. **Resolution 14R-XX Fixing and Adopting the Agency's Budget for Fiscal Year 2014/15**
Board considers taking the following action(s):
 1. Adopt Resolution No. 14R-XX, A Resolution Fixing and Adopting the Agency Budget or Fiscal Year 2014/2015 for the Bighorn-Desert View Water Agency.
8. **Board to Select a Candidate for the California Special Districts Association (CSDA) Board of Directors**
Board considers taking the following action(s):
 1. Board to consider voting for one (1) of the five (5) candidates nominated to serve as a representative to the CSDA Board of Directors for Region 6, Seat C.
9. **Hazard Mitigation Plan Status Update and Receive Public Comments**
Board considers taking the following action(s):
 1. Authorize execution of the Designation of Applicant's Agency Resolution and the Subgrantee Assurances documents as required for execution the Hazard Mitigation Planning Grant awarded by the California Office of Emergency Services.
10. **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 May 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. Receive and File Disbursements May 2014
 - c. Service Order Report, May 2014
 - d. Production Report, May 2014
 - e. Regular Board Meeting Minutes, May 27, 2014
 - f. Approval of Agency Bad Debt Expenses "Write-Off" for period of July 2013 to present in the amount of \$874.61.
 - g. Authorize staff to provide water for the fire protection at the "Third of July" Community Celebration at Homestead Valley Park.

Recommended Action:

Approve as presented (Items a - g):

11. MATTERS REMOVED FROM CONSENT ITEMS

12. 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.

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

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

14. FUTURE AGENDA ITEMS

15. 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 # 6

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

Meeting Date: June 24, 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: Agency's Appropriation Limit for Fiscal Year 2014/15

SUMMARY

Attached is the report establishing the Appropriation Limit for Fiscal-Year 2014/15. The appropriation limit shall be adopted by the Board by Resolution but prior to adoption Government Code Section 7910 requires that the calculations made to determine the Agency's appropriation limit be made available to the public for at least 15 days prior to the date the Board considers adoption of the Resolution.

The calculations were posted on Friday May 30, 2014.

The calculated Appropriation Limit for Fiscal Year 2014/15 is \$141,880.32

The FY 2014/15 budget projection for the general property tax levy is \$100,202 which does not exceed the reported appropriation limit.

RECOMMENDATION

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

1. Adopt Resolution No. 14R-XX establishing the Appropriation Limit of the Agency at \$141,880.32 for the fiscal year July 1, 2014 – June 30, 2015 pursuant to Article XIII B of the California Constitution.

BACKGROUND/ANALYSIS

In November of 1979, California voters approved Proposition 4, an initiative that added Article XIII B to the *California Constitution*. This constitutional amendment, known as the Gann Initiative, placed limits on the growth of expenditures for publicly funded programs. Division 9 or Title 1, beginning with Section 7900 of the *Government Code*, was then added to law to specify the process for calculating state and local government appropriations limits and appropriation subject to limitation under Article XIII B of the *California Constitution*. These constitutional and statutory sections explain and define the appropriations limit and the appropriations subject to limitation as they apply to state and local government, and require that each entity of government formally "adopt" its appropriations limit for a given fiscal year.

The factors used to calculate the limit are the percentages for change in population and the per capita personal income as reported by the California Department of Finance each May (see attached DOF Letter).

The formula, as shown on the next page, used to calculate the appropriation limit is population growth times the per capita personal income times the prior year's limit. Based on this formula, Bighorn-Desert View Water Agency's appropriation limit for FY 2014-15 is \$141,880.32. The limit is slightly lower than last year due to zero population increase and negative per capita personal income change over the prior year. The FY 2014/15 budgeted revenue for the 1% general property tax levy is \$100,202 which does not exceed the appropriation limit.

PRIOR RELEVANT BOARD ACTION(S)

6/18/2013 Motion No. 13-043 approving Resolution No. 13R-07 - Establishing appropriation limit of the Agency for fiscal year July 1, 2014 - June 30, 2015 at \$142,384.37 pursuant to Article XIII B of the Calif. Constitution

RESOLUTION NO. 14R-XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHING THE APPROPRIATION LIMIT OF THE AGENCY
AT \$172,909.24 FOR THE FISCAL YEAR JULY 1, 2014 – JUNE 30, 2015
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

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

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

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

1. That the appropriations limit of Bighorn-Desert View Water Agency for fiscal year July 1, 2014 – June 30, 2015 is \$141,880.32; and
2. That the fiscal year 2014/15 budgeted revenue from property taxes is \$100,202.00 which does not exceed the calculated appropriation limit.

PASSED, APPROVED, AND ADOPTED by the Board of Directors to Bighorn-Desert View Water Agency this 24th day of June 2014.

By _____
Judy Corl-Lorono, President of the Board

ATTEST:

Terry Burkhart, Secretary of the Board



POSTED MAY 30, 2014

Fiscal Year 2014-15 Appropriation Limit

Previous year limit (corrected for population):		\$142,207.40
Appropriation factor:		0.9977
New limit:		<hr/> \$141,880.32
Calculation		
Price factor:	-0.23	
Population change:	0 %	
Per capita converted to a ratio:	$(-.23+100) / 100 =$	0.9977
Population converted to a ratio:	$(0+100) / 100 =$	1
Calculation of factor for FY 2014-15:	$0.9977 \times 1.0 =$	0.9977

The Draft Fiscal Year 2014/15 Budget includes projections of the General Tax Levy received from the San Bernardino County Auditor/Controller/Tax Collector as follows:

2014/15 TAX LEVY BUDGET (TAX AREA WY08)

GA01	\$49,102.00
GA02	<hr/> \$51,100.00
	\$100,202.00



EDMUND G. BROWN JR. • GOVERNOR

STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ [WWW.DOF.CA.GOV](http://www.dof.ca.gov)

May 2014

Dear Fiscal Officer:

Subject: Price and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, mandates the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2014, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2014-15. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2014-15 appropriations limit. Attachment B provides city and unincorporated county population percentage change. Attachment C provides population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code section 2228 for further information regarding the appropriations limit. Article XIII B, section 9(C), of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2014.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN

Director

By:

KEELY M. BOSLER

Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2014-15 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2014-15	-0.23

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2014-15 appropriation limit.

2014-15:

Per Capita Cost of Living Change = -0.23 percent
Population Change = 0.95 percent

Per Capita Cost of Living converted to a ratio: $\frac{-0.23 + 100}{100} = 0.9977$

Population converted to a ratio: $\frac{0.95 + 100}{100} = 1.0095$

Calculation of factor for FY 2014-15: $0.9977 \times 1.0095 = 1.0072$

AGENDA ITEM # 7

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

Meeting Date: June 24, 2014

To: Board of Directors

Budgeted: Yes

Budgeted Amount:

Preliminary Budget: \$1,375,689

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Fiscal Year 2014/15 Operating Budget and Proposed Capital or One-Time Improvements

SUMMARY

Following the Board of Directors meeting of May 27, 2014 staff made some minor adjustments to the preliminary Fiscal Year 2014/15 Operating Budget. Staff has also added a listing of proposed capital and one-time purchases of approximately \$121,500.

Staff recommends the Board of Directors execute the resolution fixing and adopting the Agency budget for Fiscal Year 2014/15 and approval of the capital and one-time purchases budget.

RECOMMENDATION

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

1. Adopt Resolution No. 14R-XX, A Resolution Fixing and Adopting the Agency Budget for the Fiscal Year 2014/15 for the Bighorn-Desert View Water Agency.

BACKGROUND/ANALYSIS

Attached is the preliminary Operating Budget for Fiscal Year 2014/15. Projected revenues are expected to exceed expenses by approximately \$119,000 or 8.6%.

Several minor adjustments were made to the budget following the May 27th review by the Board of Directors which increased expenditures by approximately \$3,500.

Water sales revenue is based on prior year actual, once the budget was updated with the May 2014 actual sales revenue projections decreased by approximately \$3,900.

In summary, the projected expenses for the FY2014/15 Budget are actually down from FY13/14 however projected revenues are also down.

One interesting trend is that revenues have decreased approximately 9.5% since FY2011/12 while expenditures since FY2011/12 have increased by approximately 10%. Therefore, there is trend pointing to higher expenditures and lower revenues at the current level of rates and fees. At some point in the future, there will have to be a rate adjustment to accommodate these trends.

In summary, there is no rate increase proposed for FY2014/15 and staff has presented a balanced "operating/non-operating" budget which anticipates a 9% revenue surplus which has been earmarked for carryover (prior Board approval obtained), capital and other one-time purchases planned for the coming fiscal year.

One major change facing BDVWA in the very near future is that our financial and utility billing software is obsolete and the software provider, DataStream Business Solutions, will no longer support this software after approximately 2016. BDVWA has used the DataStream software for approximately 20 years. During that time, computers and software have progressed from DOS based systems to Windows based systems and DataStream has performed well for BDVWA throughout that time. DataStream has decided that rather than upgrade the software package and market a whole new product they would rather partner with an existing utility billing and financial software company. DataStream has chosen to partner with Springbrook software. Staff has attended webinar orientations, on-site training and was recently provided a cost proposal for further consideration. There are only a few potential products on the market for utility billing and DataStream believes that Springbrook most closely aligns with the needs of its existing customers. Springbrook has been utilized by Hi Desert Water District for many years. The 29 Palms Water District is currently transitioning from DataStream to Springbrook. Staff would like the Board to know that while current expenditures to DataStream average \$9,000 per year the proposed annual cost of Springbrook is going to be higher approximating \$26,000 per year for the first four years.

The attached budget includes a line item to obtain some outside, over-the-shoulder, consulting to advise staff on the transition. The enclosed budget for capital and one-time expenditures includes the initial cost of software acquisition and the first year service charge of \$25,984. These are "place holders" as staff is yet to bring this item before the Finance Committee for further discussion. Furthermore, staff is still evaluating the proposal and requesting information from Springbrook/DataStream in order to develop a final recommendation to the Board.

PRIOR RELEVANT BOARD ACTION(S)

5/27/2014 Board review of preliminary Fiscal Year 2014/15 Operating Budget.

RESOLUTION NO.14R-XX

**A RESOLUTION FIXING AND ADOPTING THE AGENCY
BUDGET FOR THE FISCAL YEAR 2014-2015 FOR THE
BIGHORN-DESERT VIEW WATER AGENCY**

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

BE IT RESOLVED, by the Board of Directors of the Bighorn-Desert View Water Agency, County of San Bernardino, California, that the budget for the fiscal year 2014-2015 for the Bighorn-Desert View Water Agency is hereby fixed and adopted as shown on Exhibit "A", attached hereto and by reference made a part thereof.

PASSED, APPROVED AND ADOPTED by the Board of Directors of Bighorn-Desert View Water Agency this 24th day of June 2014.

By _____
Judy Corl-Lorono, President of the Board

ATTEST:

Terry Burkhart, Secretary of the Board

EXHIBIT "A"



2014/2015

OPERATING BUDGET

Resolution No. 14R-XX

EXHIBIT "A"

Adopted XX

FY 2014/2015 Budget
Exhibit "A"

SUMMARY

	BDVWA Totals
TOTAL REVENUE	\$1,375,689
OPERATING REVENUE	\$1,045,409
<i>ADMINISTRATION EXPENSE</i>	\$623,174
<i>OPERATION EXPENSE</i>	\$410,673
<i>NET Operating Revenue</i>	<i>\$11,561</i>
NON-OPERATING REVENUE	\$330,280
<i>DEBT EXPENSE</i>	\$223,200
<i>NET Non-Operating Revenue</i>	<i>\$107,080</i>
TOTAL FY 13/14 PROJECTED RESERVES	\$118,641
<i>RESTRICTED: portion from BFC & Meter Install</i>	\$5,353
<i>UN-RESTRICTED: Op. and non-Op Revenue Available to allocate</i>	\$113,288
 PROPOSED FY14/15 CAPITAL & ONE-TIME EXPENSES	 \$121,454
FUNDS REQUIRED FROM UNRESTRICTED RESERVES	\$8,166

2014/2015 Budget
Exhibit "A"

REVENUE SUMMARY

Description	BDVWA Amount
OPERATING INCOME	
Metered Water Sales	\$437,359
Basic Service Charge	\$567,600
Other Operating Income	\$37,950
Interest Income Unrestricted	\$2,500
Grants and Funding Partners	
* Subtotal	\$1,045,409
NON-OPERATING INCOME	
Stand-By Income	N/A
Debt Service	\$224,725
General Tax Income (portion of 1%)	\$100,202
Subtotal	\$324,927
NON-OPERATING INCOME - New Services	
Meter Connect Fees (SL Install Fees)	\$1,255
Basic Facilities Charge (Buy In)	\$4,098
Subtotal	\$5,353
Total Revenue	\$1,375,689

FY 2014/2015 Budget Exhibit "A"

ADMINISTRATIVE EXPENSE

Account	Description	BDVWA Amount
56001	Directors Fees	\$ 31,200
56002	Director Meeting Expense	\$ -
56002 01	Director 1	\$ -
56002 02	Director 2	\$ -
56002 03	Director 3	\$ -
56002 04	Director 4	\$ -
56002 05	Director 5	\$ -
56003	Administrative Compensation	\$ 272,104
56006	Contractual Services- Auditor	\$ 30,000
56007	Contractual Services- Legal	\$ 15,000
56008	PERS	\$ 53,860
56009	Payroll Tax	\$ 11,730
56011	Telephone & Fax	\$ 6,000
56012	Mailing Expenses	\$ 1,425
56014	Contractual Services- Other	\$ 30,000
56016	Property/Liability Insurance	\$ 22,850
56017	Workers Comp. Insurance	\$ 7,655
56018	Dues & Subscriptions	\$ 10,600
56020	Power- Office & Yards	\$ 6,000
56022	Bad Debt Expense	\$ 1,000
56025	Propane	\$ 1,800
56030	Office Supplies	\$ 6,700
56100	Employee Benefits Insurance	\$ 101,750
56110	Employee Education	\$ 3,000
56200	Office Equipment Expense	\$ 3,300
56300	Customer Relations	\$ 5,200
56400	Other Administrative Expenses	\$ 2,000
58100	Elections Costs	\$ -
	Total Administrative Expense	\$623,174

* Expense applies to all employees

FY 2014/2015 Budget
Exhibit "A"

OPERATIONS EXPENSE

Account	Description	BDVWA Amount
54102	Operations Compensation	167,833
54103	Uniforms	2,650
54105	Auto Controls	2,640
54106	Vehicle/Tractor/Equip Expense	9,000
54107	Vehicle Expense- Fuel	21,000
54109	Field Materials and Supplies	25,000
54111	Water Testing	6,300
54112	Contractual Services- Engineering	40,000
54114	Water System Repairs	27,500
54115	Building Maintenance/Repair	13,000
54119	Communications Expense	1,500
54121	Disinfection Expense	5,000
54125	Power- Wells/Booster Pumps	68,750
54130	Other Operations Expense	8,000
55001	Bulk Pumping Plant Expense	7,500
55002	Bulk Operations and Maintenance	5,000
	Total Operations Expense	410,673

FY 2014/2015 Budget
Exhibit "A"

DEBT EXPENSE

Account	Description	Payment BDVWA Amount
22300	BH Debt Principal	85,000
57000	BH Debt Interest Payment	23,500
21101	DV Debt Principal	31,000
59100	DV Debt Interest Payment	10,400
57350	MWA Pipeline Debt	73,300
	BDVWA Total Debt Expense	\$223,200

*Assumes no debt service payments from LAIF reserves

MWA Pipeline debt is paid from Operating Revenue.

PROJECTED BUDGET										
		BDVWA Details	FY2011/12 Actual Expenditures	FY2012/13 Actual Expenditures	Fiscal Year 2013/14 Approved Budget	2013/14 YTD 5/31/2014 (92%)	Preliminary Budget 2014/15	FY 14 vs. 15 Increase/ (Decrease)	BDVWA Budget Notes	
54102	OPERATIONS COMPENSATION	Three field employees with on-call overtime and standby hours	\$ 158,404	\$ 171,823	\$ 154,565	101.4%	\$ 167,833	\$ 13,268	COLA for 2014/15 is 1.5% (applied here for preliminary budget), merit increases and correction to overtime efforts for on-call personnel	
54103	UNIFORMS	Shoes \$450, Uniform Lease Service \$1700; jackets \$375	\$ 1,975	\$ 2,941	\$ 2,650	61.6%	\$ 2,650	\$ -		
54105	VERIZON-TELEMETRY	220 X 12 months/36 month fixed lease	\$ 2,579	\$ 2,564	\$ 2,640	80.7%	\$ 2,640	\$ -		
54106	VEHICLE/TRACTOR/ EQUIP EXPENSE	Includes new tires for fleet, routine maintenance, large equipment repairs. Fuel tank vapor compliance testing \$500 and fuel system maintenance \$1000. Haz.Mat. Disposal \$500	\$ 4,567	\$ 21,286	\$ 6,000	203.6%	\$ 9,000	\$ 3,000	Increase based on actual service to aging vehicles/equipment plus fuel tank compliance.	
54107	VEHICLE EXPENSE- FUEL	Projections based on prior 7 month trend.	\$ 18,234	\$ 23,954	\$ 24,600	82.5%	\$ 21,000	\$ (3,600)	Assumes \$4.15/gal average	
54109	FIELD MATERIAL & SUPPLIES	All materials and supplies used in the maintenance of the water distribution system, safety/traffic control and small tools.	\$ 15,258	\$ 25,637	\$ 25,000	68.9%	\$ 25,000	\$ -		
54111	WATER TESTING	Bact, Gen. Phy. And Plate Counts \$2550, Nitrate/ all wells \$120, Pb/Cu testing cycle \$0, Misc. T22 (EDB/BCP, Inorganics, Secondary GP, TDS, THM/HAA5) \$3730, GAKJF \$300, (minus W10 sampling at \$860), contingency \$200. Cr 6 = \$250	\$ 8,026	\$ 4,331	\$ 4,525	58.9%	\$ 6,300	\$ 1,775	Budget based on required/routine testing of wells and sample stations. Anticipates at least one round of Chromium 6 testing.	
54112	ENGINEERING	Engineering consultant services	\$ 68,040	\$ 47,584	\$ 55,000	43.7%	\$ 40,000	\$ (15,000)	Reduce Engineering for FY14/15 as projects are within IRWMP and agency will evaluate grant opportunities to fund projects	
54114	WATER SYSTEM REPAIRS	Routine repairs/maintenance for wells, pumps, boosters, pressure reducing stations, reservoirs, pipelines, airvac valves, etc.	\$ 12,834	\$ 27,538	\$ 25,000	83.5%	\$ 27,500	\$ 2,500	Add one additional PRV overhaul	
54115	BUILDING REPAIR AND MAINT	Trash and dump fee - \$1500; Protection One Security \$1500, fire extinguisher maintenance - \$500; safety and emergency supplies - \$500; BOOroom upgrades (Defibrillator \$1,700, retilde/cabinets/water heater \$1,300) clearing service \$3000; landscape main. \$1,000. Non-routine maintenance items (one line expense) - \$1000. Swamp cooler shop: \$1000	\$ 12,595	\$ 8,951	\$ 19,750	76.8%	\$ 13,000	\$ (6,750)	moved items from office supplies, completed one-time upgrades to office in FY13/14	
54119	COMMUNICATIONS EXP	AT&T Cell phones	\$ 5,422	\$ 1,665	\$ 1,500	76.2%	\$ 1,500	\$ -		
54121	DISINFECTION EXPENSE	Chlorine \$3500, Misc \$1500	\$ 7,375	\$ 3,983	\$ 5,000	92.6%	\$ 5,000	\$ -		
54125	POWER WELLS & BOOSTER	Based on prior 12 months usage with projected rate increase	\$ 58,614	\$ 60,570	\$ 63,000	61.8%	\$ 68,750	\$ 5,750	Projected 9% rate increase July 1, with some power costs captured under bulk pumping plant expense.	
54130	OTHER OPER EXPENSES	SWRCB filing fee \$400, bee service \$350, DPH (DHS) - \$1000, BLM rent for ID 1 system \$3400, AQMD fuel tank permit \$300, Misc. \$1,000, CoSB Excavation Permit fees - \$1500	\$ 18,956	\$ 30,953	\$ 15,000	89.7%	\$ 8,000	\$ (7,000)	Dept. of Health Services efforts have been reduced following end of quarterly monitoring and compliance for Uranium	
55001	BULK PUMPING PLANT EXPENSE	3% of telemetry expense \$85, JV Well 10 power plus 3% of all other power expense \$6500, sampling for bact, Gen. Phy., Plate Count and contingency \$860	\$ 6,721	\$ 6,942	\$ 6,500	67.8%	\$ 7,500	\$ 1,000	SCE rate increase of 9% and 2014/15 Well 10 sampling plus Chromium 6	
55002	BULK OPERATIONS AND MAINTENANCE	Routine repairs/maintenance for bulk delivery systems (four locations)	\$ 279	\$ 7,591	\$ 5,000	153.0%	\$ 5,000	\$ -		
56001	DIRECTORS FEES	Regular and Special Meetings \$8288, Committee/Ad Hoc/Misc Meetings \$6650, Seminars per diem & Seminar Expenses \$16250	\$ 16,300	\$ 11,000	\$ 37,000	54.6%	\$ 31,200	\$ (5,800)	More accurate estimate of planned travel and reassessment of number of meetings during the FY	
56002	DIRECTOR MEETING EXPENSE		\$ 4,885	N/A	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 01	DIRECTOR 1 - McBride	All Director Expenses		\$ 3,750	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 02	DIRECTOR 2 - Coni-Lorono	All Director Expenses		\$ 4,786	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 03	DIRECTOR 3 - Larson	All Director Expenses		\$ 200	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 04	DIRECTOR 4 - Burkhart	All Director Expenses		\$ 365	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 05	DIRECTOR 5 - Slaley	All Director Expenses		\$ 345	\$ -		\$ -	\$ -	Includes payroll (per diem) and all other expenses (mileage, meals, registration fees, travel, etc.)	
56002 06	DIRECTOR 6 - Coulombe			\$ -	\$ -		\$ -	\$ -		
56003	ADMINISTRATION COMP	Three full time office staff & General Manager	\$ 238,370	\$ 228,740	\$ 275,000	86.3%	\$ 272,104.40	\$ (2,896)	1.5% COLA applied. OT was reduced.	
56006	CONTRACTUAL SERVICES- AUDITOR	Auditor	\$ 26,472	\$ 32,364	\$ 30,000	99.7%	\$ 30,000	\$ -		

PROJECTED BUDGET									
	BDVWA Details	FY2011/12 Actual Expenditures	FY2012/13 Actual Expenditures	Fiscal Year 2013/14 Approved Budget	2013/14 YTD 5/31/2014 (92%)	Preliminary Budget 2014/15	FY 14 vs. 15 Increase/ (Decrease)	BDVWA Budget Notes	
56007	CONTRACTUAL SERV- LEGAL	\$ 18,270	\$ 13,819	\$ 15,000	37.1%	\$ 15,000	-		
56008	PERS	\$ 34,880	\$ 39,928	\$ 47,050	90.6%	\$ 53,860	\$ 6,810	Employer contribution increase for FY14/15 plus increases in payroll	
56009	PAYROLL TAXES	\$ 8,316	\$ 10,724	\$ 10,150	107.9%	\$ 11,730	\$ 1,580	FY13/14 budget was insufficient (underestimated)	
56011	PHONE, FAX LINES, INTERNET	\$ 7,022	\$ 6,514	\$ 6,700	78.8%	\$ 6,000	\$ (700)	Reduced website maintenance (increased self sufficiency)	
56012	MAILING EXPENSE	\$ 7,608	\$ 7,242	\$ 4,360	112.1%	\$ 1,425	\$ (2,935)	100% outsourced billing reduces in-house postage	
56014	CONTRACTUAL SERV- OTHER	\$ 15,145	\$ 13,501	\$ 18,800	96.6%	\$ 30,000	\$ 11,200	Increase primarily due to 100% outsourced billing (50% outsourced last FY) and software upgrade evaluation/assistance (existing software supported only thru. 2016)	
56016	PROPERTY/LIABILITY EXPENSE	\$ 26,663	\$ 27,814	\$ 26,000	93.5%	\$ 22,850	\$ (3,150)	15% rate reduction for reduced risk factor	
56017	WORKERS COMP INS	\$ 3,066	\$ 6,730	\$ 6,500	99.3%	\$ 7,655	\$ 1,155	10% increase plus prior year reconciliation estimate	
56018	DUES & SUBSCRIPTIONS and ANNUAL FEES	\$ 9,246	\$ 9,465	\$ 10,050	99.2%	\$ 10,600	\$ 550	Across-the-Board increases in dues/subscriptions. LAFCO allocation reduced.	
56020	POWER OFFICE & YARDS	\$ 4,671	\$ 5,287	\$ 5,600	56.4%	\$ 6,000	\$ 400	9% rate increase expected, savings from new AC/Heater in FY 2013/14	
56022	BAD DEBT EXPENSE	\$ 304	\$ 1,179	\$ 2,000	121.6%	\$ 1,000	\$ (1,000)	Projected FY2014/15 write-offs, does not consider liens or uncollected liens.	
56025	PROPANE	\$ 1,516	\$ 1,712	\$ 1,800	70.1%	\$ 1,800	\$ -		
56030	OFFICE SUPPLIES/ PRINTING	\$ 8,998	\$ 5,869	\$ 6,700	78.8%	\$ 6,700	\$ -		
56100	EMPLOYEE BENEFITS INS	\$ 65,029	\$ 81,816	\$ 95,400	95.7%	\$ 101,750	\$ 6,350		
56110	EMPLOYEE EDUCATION	\$ 4,134	\$ 2,316	\$ 3,000	65.1%	\$ 3,000	\$ -		
56200	OFFICE EQUIPMENT EXPENSE	\$ 6,507	\$ 1,482	\$ 8,500	80.6%	\$ 3,300	\$ (5,200)	Purchased new office furniture in FY13/14 and 4 new PC's	
56300	CUSTOMER RELATIONS	\$ 4,832	\$ 4,638	\$ 9,050	112.7%	\$ 5,200	\$ (3,850)		
56400	OTHER ADMIN EXPENSES	\$ 3,375	\$ 1,883	\$ 1,500	202.5%	\$ 2,000	\$ 500		
58100	ELECTION COSTS	\$ 6,320	\$ -	\$ 5,000	50.9%	\$ -	\$ (5,000)	No election in FY2014/15	
59300	MISC EXPENSES							This account offsets revenue account no. 01 49600	
TOTAL EXPENSES		\$ 921,808	\$ 971,782	\$ 1,040,890		\$ 1,033,848	\$ (7,042)		

FY 2014/2015 Budget
Exhibit "A"
Revenue Accounts

REVENUE	ACCOUNTS	ADDITIONAL INFORMATION	FY11/12 Actual Revenue	FY12/13 Actual Revenue	FY13/14 Approved Budget	2013/14 YTD 5/31/2014 (92%)	FY14/15 Budget	FY 14 vs. 15 Increase/ (Decrease)
41000	SERVICE LINE INSTALLATION FEE- Revenues to cover the actual cost of customer ordered service line installation.	Estimate 1 service line installations with 3/4-in meter @ \$1255 ea		3,960	1,255	0.0%	1,255	\$0
41001	BASIC FACILITIES CHARGE- This fee is charged to brand new service line customers as a "buy-in" to the system already partially funded by previous and current customers.	Estimate 1 service line installations @ \$4098		12,294	4,098	0.0%	4,098	\$0
41100	WATER SALES CHARGES- Total revenues from the sales of water to metered customers routes 01 - 11 (Bighorn and Desert View Service Areas)	Projected metered sales 95% of prior 12 months sales	\$ 415,449	412,756	398,205	84.2%	389,631	(\$8,574)
41300	BASIC SERVICE CHARGE- Bi monthly billing to cover fixed O&M costs plus capital projects (non-specified funds)	Estimate based on actual number of meters paying BSC (e.g. less those that continue to go to property lien)	\$ 595,375	587,490	576,235	90.4%	567,600	(\$8,635)
41400	INCOME METERED BULK WATER:	Projected bulk sales 95% of prior 12 months sales	\$ 51,160	52,108	47,312	97.5%	47,728	\$416
41700	INCOME OTHER- Delinquent water billing revenues, unlock charges, non sufficient funds check charges, scrap metal sales, customer PIR fee, account setup charges.	Budget based on FY2012/13 monthly average.						
49100	INCOME GENERAL TAX LEVY Bighorn Imp "A" Area 1% General Levy Share- This revenue is the portion of the County 1% tax which is passed on to special districts for general operating expenses. Coded on the property tax apportionment schedule as GA02.	General tax projection, property valuation obtained from County Assessor ("Teeter" Letter)	\$ 40,134	38,250	37,200	94.4%	37,950	\$750
			\$ 50,120	50,440	51,600	95.7%	51,100	(\$500)

FY 2014/2015 Budget
Exhibit "A"

Revenue Accounts						
49101	INCOME BOND DEBT BH FMHA- This revenue is generated through the issuance of an annual ad valorem tax and assessed to all properties within the Bighorn (north side of the Agency). Issued in 1979 for \$1,875,000 for the purpose of constructing and maintaining a water system. Term is 40 years, at 5%. Annual payment is approximately \$108,500. Payments are due December (Interest approx. \$11,750) and June (Interest \$11,750 and principal \$85,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available revenue "restricted" for use in BHM.	Projection is based on accumulation of an additional \$70,000 for Replacement & Refurbishment of BH water system.	\$ 196,618	181,440	175,900	\$0
49102	INCOME GENERAL TAX LEVY Bighorn-Desert View WA 1% General Levy Share- This revenue is the portion of the County 1% General tax which is passed on to special districts for general operating expenses. Coded on the property tax apportionment schedule as GA01.	General tax projection, property valuation obtained from County Assessor ("Teeter" Letter)	\$ 48,448	48,767	50,100	(\$998)
49103	FMHA SURCHARGE-Revenues generated via the bi-monthly billing of the Desert View customers to fund the debt service for the FMHA Revenue Bond. Issued in 1979 for \$700,000 for the purpose of constructing a water system. Term is 40 years at 5%. Annual Payment is approximately \$41,400. Payments due September (Interest approx. \$5,200) and April (Interest approx \$5,200 and principal \$31,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available revenue "restricted" for use in DV.	Based on \$9.30 per customer per billing cycle.				
49200	INTEREST INCOME- Interest revenue from our Local Agency Investment Fund account.	Interest income Anticipate <1% interest	\$ 50,006	49,967	48,825	\$0
49600	Income Other - Non-operating	This account offsets expense account no 01 59300	\$ 2,326	2,946	3,000	(\$500)
			\$ -	196	3,280	
		TOTAL	\$ 1,449,636	\$ 1,440,614	\$ 1,397,010	(\$21,321)

2014/2015
EXHIBIT "A"
PROJECTED REVENUE

Account	Description	JULY 14	AUG 14	SEP 14	OCT 14	NOV 14	DEC 14	JAN 15	FEB 15	MAR 15	APR 15	MAY 15	JUNE 15	TOTAL
01-41100	METERED WATER SALES Percentage vs previous 12 months BIGHORN 01-06 Consumption previous 12 mo. Metered Water @ 95% of prior 12 mo.		0.97 1,436,687 41,908		0.97 1,220,848 35,527		0.97 978,257 28,467		0.97 802,040 23,339		0.97 687,001 19,992		0.97 1,026,780 29,879	\$179,012
01-41100	Percentage vs previous 12 months DESERT VIEW 07-11 Consumption previous 12 mo. Metered Water @ 95% of prior 12 mo.	0.97 1,596,993 46,472		0.97 1,741,546 50,679		0.97 1,245,035 36,231		0.97 860,026 25,027		0.97 833,763 24,263		0.97 960,397 27,948		\$210,619
01-41300	BASIC SERVICE CHARGE													
01-41300	no of meters - BIGHORN 01-06 Basic Svs Charge @ \$55/ meter per cycle		860 47,300		860 47,300		860 47,300		860 47,300		860 47,300		860 47,300	\$283,800
01-41300	no of meters - DESERT VIEW 07-11 Basic Svs Charge @ \$55/ meter per cycle	860 47,300		860 47,300		860 47,300		860 47,300		860 47,300		860 47,300		\$283,800
01-41400	BULK WATER percentage of previous 12 months consumption previous 12 mos. Bulk Water @ 95% of prior 12 mo.	0.95 70,946 5,729	0.95 51,943 4,194	0.95 62,832 5,074	0.95 44,561 3,598	0.95 35,246 2,846	0.95 42,226 3,410	0.95 34,344 2,773	0.95 40,962 3,308	0.95 37,168 3,001	0.95 59,527 4,807	0.95 50,668 4,091	0.95 60,637 4,896	\$47,728
01-49103	DEBT REVENUE # of Desert View Accounts FHMA Desert View Revenue Bond @ 9.30	875 8,138		875 8,138		875 8,138		875 8,138		875 8,138		875 8,138		\$48,825
01-49101	Prop. Tax Ad Valorem Bighorn ID 1 Debt	-	-	-	-	72,000	36,250	9,200	2,100	20,000	16,350	20,000	-	\$175,900
01-49100	GENERAL PROPERTY TAX REVENUE Bighorn Imp "A" Area 1% Gen Levy Share		-	-	-	-	21,500	4,100	500	3,000	6,500	11,000	4,500	\$51,100
01-49102	Bighorn-Desert View WA 1% Gen Levy Share	-	-	-	-	-	20,000	4,100	500	3,000	6,500	10,502	4,500	\$49,102
01-41700	OTHER REVENUE Income Other (Operating)	3150	3150	3150	3200	3200	3150	3150	3150	3150	3150	3200	3150	\$37,950
01-49200	LAIF Interest Income (Unrestricted-Operating)	625	-	-	625	-	-	625	-	-	625	-	-	\$2,500
01-49600	Income Other (Non Op) DQ Standbys													\$0
01-41000	METER SALES AND INSTALLATION Estimated # SL Installs Service Line Installation Fees						1							\$1,255
01-41001	Basic Facilities Charge (Buy In)	-	-	-	-	-	4,098	-	-	-	-	-	-	\$4,098
	TOTAL REVENUE													\$1,375,689

**BIGHORN-DESERT VIEW WATER AGENCY
CAPITAL AND OTHER IMPROVEMENT PROJECTS BY TYPE**

Project GL	Project Description	Funding	Amount	Grant Funding
OPERATIONS				
TBD	Replace 2010 Ford Ranger (High mileage, high maintenance pending)	FY14/15	\$28,750	
TBD	w/Dodge Ram 1500 4X4 or equal - MSRP plus equipment			
	F250 Vehicle Upgrades to accommodate valve and other routine maintenance	FY14/15	\$5,000	
ADMINISTRATION				
56191	LAFCO 3181 - Annexation of CSA 70/W-1 (Goat Mountain Landers) MISC	FY14/15	\$1,500	
56191 01	Stanley R. Hoffman & Associates (LAFCO Application and Coordination)	FY14/15	\$2,000	
56191 02	Mapping CSA W1 Annex	Completed	\$0	
56191 03	Audit Services CSA W-1 Annex	Carryover	\$5,000	
56191 04	LAFCO Cost CSA W1 Annex	Carryover	\$9,850	
56192	Hazard Mitigation Plan (CalOES Grant)		\$22,470	\$25,000
56193	Ames Reche Final	Carryover	\$5,000	\$5,000
TBD	Replace outdated main server - Admin building FY14/15 (3rd /final phase of office computer hardware/software/copier upgrades)	FY14/15	\$4,500	
TBD	Upgrade financial and billing software (DataStream Software obsolete) - proposal under review	FY14/15	\$41,400	
	First full year (\$2,165/mo.)	FY14/15	\$25,984	
TOTAL EXPENSE			\$151,454	\$30,000
TOTAL EXPENSE (NET)			\$121,454	\$30,000

AGENDA ITEM # 8

RECEIVED

JUN 11 2014

BY: _____



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2014 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

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

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

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 1, 2014.**

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

**California Special Districts Association
Attn: 2014 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814**

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@cda.net with any questions.

CSDA BOARD OF DIRECTORS 2014 ELECTION



**SOUTHERN
NETWORK**

REGION 6

SEAT C
term ends 2018

Please vote for only one.

- ☐ **Elaine Sullivan***
Leucadia Wastewater District
- ☐ **Arlene Schafer**
Costa Mesa Sanitary District
- ☐ **Judy Corl-Lorono**
Bighorn-Desert View Water Agency
- ☐ **Sheryl Landrum**
Resource Conservation District of Greater San Diego
- ☐ **Dan Kirby**
San Gabriel Valley Mosquito & Vector Control District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE	DATE
MEMBER DISTRICT:	

Must be received by **5pm, August 1, 2014**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



CSDA Region 6 Candidate Statement

Elaine Sullivan

**Leucadia Wastewater District (LWD) Board Member
Carlsbad, CA 92009**

I am seeking CSDA member's votes to re-elect me to represent Region 6 because I have a passion for special districts and I believe that I can use that passion to continue serving CSDA members. I have been on the CSDA Board of Directors since 2013 and serve on their Membership and Education Committees.

I believe that I bring a unique and proven set of skills from my 26 years of experience as past President, and a member of various committees with the LWD Board of Directors and the Encina Wastewater Authority's (EWA) Board. I have held these positions, with over 98% attendance.

During my tenure, both agencies have been recognized for numerous recognitions and awards, such as:

- LWD is a Special District Leadership Foundation (SDLF) District of Distinction (since 2008),
- LWD received SDLF District Transparency Certificate of Excellence,
- LWD received California Water Environment Association's (CWEA) 2012 Small Collection System of the Year Award,
- LWD received the California Society of Municipal Finance Officers 2013 Outstanding Financial Reporting Award (since 2010),
- EWA Outstanding Compliance with EPA regulations,
- EWA received CWEA's 2013 Treatment Plant of the Year Award.

LWD is currently debt-free and maintains one of the lowest rates in San Diego County.

Other public service experience includes:

- Serving 12 years as a member of the California Water Reuse Finance Authority Board,
- Serving 16 years with CSDA San Diego Chapter's Scholarship Committee and;
- Serving the Carlsbad Chamber of Commerce Ambassador Committee,

I have enjoyed committing my time and energy to CSDA's various continuing goals and engaging in new projects being launched. I would appreciate the opportunity to continue to contribute and serve the Special District Region 6; therefore, I ask for your ongoing support and vote.

ELECT ARLENE SCHAFER

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

REGION 6, SEAT C

Arlene Schafer—Director Costa Mesa Sanitary District



PREVIOUS CSDA EXPERIENCE

- ◆ Board President (2009)
 - ◆ Board Vice President
 - ◆ Board Secretary
 - ◆ Finance Corporation
 - ◆ Task Force Committee
 - ◆ Legislation Committee
 - ◆ Fiscal Committee
 - ◆ Membership Committee
 - ◆ Recruitment & Planning Committee
-

I would be honored to serve as your representative on the California Special Districts Association (CSDA) Board of Directors Region 6, Seat C. I believe my 24 years of experience as a local government leader that includes 15 years serving on CSDA in a variety of different capacities makes me the best candidate. In recent years, special districts have been scrutinized by the State legislature, grand juries and the press, which is why I believe it's important for CSDA to continue serving as an advocate for special districts by informing the legislature and the public the important and essential services we provide to our communities. Furthermore, I believe it's important for special districts to demonstrate good governance that will help earn the public's trust. If elected, I will work with the Board and staff to ensure cost efficient programs, education and training seminars are still available to you.

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 16 years. CMSD provides solid waste and wastewater collection services to over 116,000 residents residing in the City of Costa Mesa and portions of Newport Beach and the unincorporated Orange County. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence and most recently, CMSD received Gold Recognition in Special District Governance.

If elected, I will continue to promote CSDA benefits to special districts and I will work collaboratively with CSDA Board of Directors on finding partnership opportunities for different services to help avoid membership dues from increasing. I believe my experience, knowledge and commitment to special districts will enable me to represent you well. Please vote for Arlene Schafer by **August 1, 2014**.



Resource Conservation District of Greater San Diego County

11769 Waterhill Rd., Lakeside, CA 92040

Phone: (619) 562-0096 Fax: (619) 562-4799

Website: www.rcdsandiego.org

**ELECT SHERYL LANDRUM
CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
REGION 6, SEAT C**



**Sheryl Landrum
District Manager**

CSDA member since 2009

CARCD member since 2009

RCD Employee since 2009

Small business owner 2004-
2009

Controller/Accountant/Office
Manager 1986-2012

My name is Sheryl Landrum and I am the District Manager of the Resource Conservation District of Greater San Diego and an Executive Director of the Fire Safe Council of San Diego County. It would be a privilege to serve as your representative on the CSDA Board of Directors for Region 6 and I promise to work hard to fulfill the CSDA's vision and goals.

As the District Manager of the RCD, our programs provide San Diego communities with educational and technical assistance in conservation/resource management. The RCD also manages the programs and funds of the Fire Safe Council of SD County which strives to keep San Diego fire safe.

For the past eighteen months, I have been working with the California Association of Resource Conservation Districts to develop a strong vision, standards of excellence, and messaging for RCDs to deliver to our communities and our legislators. I would like to aid the CSDA in its quest for respected acknowledgment as well.

This May I gave testimony before the Assembly and Senate Budget Committees for the release of 10 million dollars in State Responsibility Area fees. I also met with numerous other legislators to promote funding for Special District work as well. I am honored to advocate for Special Districts and to ask for funding for our much needed programs and services.

I am hard working and dedicated to excellence. My RCD's management of USFS grant funds is held as the standard of excellence by the USFS grant clearing house and my work with the SD County Fire Authority led them to ask for a long term MOU between our two agencies. I will bring the same level of excellence to the Board of the CSDA and respectfully ask for your vote.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Sheryl Landrum".

Sheryl Landrum, District Manager and Executive Director

April 17, 2014

Candidate Statement

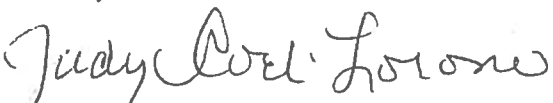
When I was first elected in 2007, I realized I knew nothing about being an elected official.

California Special Districts offered the Governance Academy. I graduated your classes and feel the opportunity allowed me to be a better citizen as well as a better Director for my water agency and my community. I have since taken your numerous online classes to keep up to date.

It would be my Honor to be the Candidate for our region and be able to contribute to the CSDA and therefore my constituents.

Thank you for this opportunity.

Sincerely,



Judy Corl-Lorono

President of Board of Directors

Bighorn Desert View Water Agency

Dan Kirby

President, San Gabriel Valley Mosquito and Vector Control District

Dan Kirby is a life-long Southern Californian and was appointed to the Monrovia City Council in March of 2003. After serving for two years, he was elected outright by a margin of three to one in 2005. He was appointed to the San Gabriel Valley Mosquito and Vector Control District (SGVMVCD) in 2004 and now serves as its Board President. During his time in public office, Dan has built solid relationships with lawmakers locally and in Sacramento.



In addition to serving as President of the board, Dan serves as the Chair of the Personnel and Legislative Committees at the District. He participates regularly at the MVCAC Legislative days in Sacramento and represents SGVMVCD at state conferences.

Dan often refers to himself a life-long learner and demonstrates that with his passion is youth and education. He has worked with children at Kare Youth League in Southern California for over 35 years and has taught in the classroom at Rio Hondo Preparatory School in Arcadia since 1985.

As a youth counselor, Dan has travelled with students on educational tours, visiting no less than 48 states, six Canadian Provinces, and Baja California, Mexico.

Dan also has business experience. In 1985 Dan opened a graphic design, commercial printing and sign company, which he still manages today.

AGENDA ITEM # 9

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

Meeting Date: June 24, 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: Approval of Hazard Mitigation Planning Grant Required Documents: Designation of Applicant's Agency Resolution and Subgrantee Assurances

SUMMARY

Staff has received the grant package from the California Office of Emergency Services. In order to execute the grant, the Agency must approve the following documents: Designation of Applicant's Agency Resolution and Subgrantee Assurances (attached).

Staff and members of the public are currently engaged in development of the Hazard Mitigation Plan.

RECOMMENDATION

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

1. Authorize execution of the *Designation of Applicant's Agency Resolution* and the *Subgrantee Assurances* documents as required for execution the Hazard Mitigation Planning Grant awarded by the California Office of Emergency Services.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

3/25/2014 Informational update

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.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE Board of Directors OF THE Bighorn Desert View Water Agency
(Governing Body) (Name of Applicant)

THAT General Manager, OR
(Title of Authorized Agent)

Accountant, OR
(Title of Authorized Agent)

Administrative Assistant
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Bighorn Desert View Water Agency, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Bighorn Desert View Water Agency, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

☒ This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

☐ This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) _____

Passed and approved this 24 day of June, 20 14

Ms. Judy Corl-Lorono, Board President

(Name and Title of Governing Body Representative)

Mr. J Dennis Staley, Vice President

(Name and Title of Governing Body Representative)

Mrs. Terry Burkhardt, Board Secretary

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Ms. Judy Corl- Lorono, duly appointed and President of the Board of Directors of
(Name) (Title)

Bighorn Desert View Water Agency, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Bighorn Desert View Water
(Governing Body) (Name of Applicant)

on the 24 day of June, 20 14.

Board Secretary

(Signature)

(Title)

NAMES OF AUTHORIZED AGENTS

General Manager: Marina West

Accountant: Gayla Blanton

Administrative Assistant: Michelle Corbin

Subgrantee Assurances

Hazard Mitigation Grants

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact California Governor's Office of Emergency Services (Cal OES). Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance-awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.
8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

9. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibit discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and (j) the requirements on any other nondiscrimination statute(s) which may apply to the application.
10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
11. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$5,000 or more.
12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.O. 93-205).
13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

Authorization

I, Marina West, do hereby certify as the authorized representative or
Name

officer of Bighorn Desert View Water Agency, that the information contained in this
Name of Organization

application is true and correct.

<u>General Manager</u>	<u></u>	<u>June 24, 2014</u>
Title	Signature	Date

AGENDA ITEM # 10

GENERAL FUND

ASSETS

CASH & CASH EQUIVALENTS

01 13120	CASH UNION BANK OF CA	499,430.86
01 13130	CASH CASH DRAWERS BASE FUND	750.00
01 13400	CASH PETTY CASH FUND	800.00

TOTAL CASH & CASH EQUIVALENTS		500,980.86

INVESTMENTS

01 13303	LAIF UNENCUMBERED CASH FUND	182,913.15
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	150,000.00
01 13311 03	LAFCO	30,000.00
01 13311 04	HAZARD MITIGATION PLAN	35,000.00
01 13312	LAIF BOND DEBT SERVICE	74,000.00

TOTAL INVESTMENTS		698,707.15

ACCOUNTS RECEIVABLE, WATER

01 13710	A/R WATER	131,812.06
01 13904	DOLLAR GENERAL	(1,874.09)
01 13950	2009-10 LIEN REC \$41976	15,927.86
01 13951	2010-11 LIEN REC \$33945	12,334.89
01 13952	2011-12 LIEN REC \$36833	16,804.09
01 13953	2012-13 LIEN REC \$39364	22,717.09

TOTAL ACCTS RECEIVABLE, WATER		197,721.90

ACCOUNTS RECEIVABLE, OTHER

TOTAL ACCTS RECEIVABLE, OTHER		0.00

INVENTORIES

01 14301	INVENTORY-WATER SYSTEM PARTS	68,955.45

TOTAL INVENTORY		68,955.45

PREPAID EXPENSES

01 14401	PREPAYMENTS WORKERS COMP INSUR	467.00
01 14402	PREPAYMENTS PL & PD LIAB INS	2,237.46

TOTAL PREPAID EXPENSES		2,704.46

FIXED ASSETS

01 11130	FA ORGANIZATION	336,271.54
01 11130 01	ACCUMULATED DEP ORGANIZATION	(95,487.44)
01 11135	FA LAND	76,611.39
01 11140	FA BUILDINGS	237,604.13
01 11140 01	ACCUMULATED DEP BUILDINGS	(212,919.34)

GENERAL FUND

01 11150	FA YARDS	61,487.73
01 11150 01	ACCUMULATED DEP YARDS	(53,205.85)
01 11160	FA FUELS TANKS	18,943.10
01 11160 01	ACCUMULATED DEP FUEL TANK	(12,947.02)
01 11170	FA WATER SYSTEM	8,209,841.62
01 11170 01	ACCUMULATED DEP WATER SYSTEM	(4,985,917.83)
01 11180	FA SHOP EQUIPMENT	41,135.72
01 11180 01	ACCUMULATED DEP SHOP EQUIP	(40,092.98)
01 11181	FA MOBILE EQUIPMENT	507,932.72
01 11181 01	ACCUMULATED DEP MOBILE EQUIP	(413,002.90)
01 11190	FA OFFICE EQUIPMENT	96,088.98
01 11190 01	ACCUMULATED DEP OFFICE EQUIP	(95,343.19)
01 14501	JV WELL	177,095.85

TOTAL FIXED ASSETS		3,854,096.23

CONSTRUCTION IN PROGRESS-OTHER

TOTAL CIP (OTHERS)	0.00
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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
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TOTAL ASSETS	5,367,931.74
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LIABILITIES

ACCOUNTS PAYABLE

TOTAL ACCOUNTS PAYABLE	0.00
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ACCRUED PAYROLL

01 22900	ACCRUED PAYROLL LIABILITIES	18,501.40
01 22910	ACCRUED EMPLOYEE COMP BALANCES	40,569.00

TOTAL ACCRUED PAYROLL		59,070.40

CUSTOMER DEPOSITS

01 22540	UNCLAIMED FUNDS	255.48
01 22550	CUSTOMER DEPOSITS PENDING	800.00
01 22600	CUSTOMER DEPOSITS	56,739.99

GENERAL FUND

TOTAL CUSTOMER DEPOSITS	57,795.47
CONSTRUCT IN PROGRESS DEPOSIT	
TOTAL CIP DEPOSIT	0.00
LIAB PYBL FRM RESTRICTD ASSETS	
TOTAL LIAB PYBL FRM REST ASSET	0.00
LONG TERM DEBT	
01 21101 REVENUE BONDS PAYABLE - DV	203,977.05
01 22300 REVENUE BONDS PAYABLE - BH	470,000.00
TOTAL LONG TERM DEBT	673,977.05
TOTAL LIABILITIES	790,842.92
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	142,038.46
TOTAL EQUITY	4,577,088.82
TOTAL LIABILITIES & EQUITY	5,367,931.74

JB

6/16/14

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STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 05/31/14

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	30,733.77	335,112.91	63,092.09	84.16%
01 41300	BASIC SERVICE CHARGE	576,235.00	50,085.73	520,918.42	55,316.58	90.40%
01 41400	INCOME METERED BULK WATER	47,312.00	4,308.58	46,149.13	1,162.87	97.54%
01 41700	INCOME OTHER (OPERATING)	37,200.00	3,186.31	35,115.70	2,084.30	94.40%
		-----	-----	-----	-----	-----
	TOTAL OPERATING REVENUE	1,064,305.00	88,314.39	937,296.16	127,008.84	88.07%
NON-OPERATING REVENUE						
01 49100	GA02 GEN LEVY IMP DIST A BH	51,600.00	4,156.72	49,357.98	2,242.02	95.66%
01 49101	DA01 DEBT SRVC IMP 1 (BH BOND)	175,900.00	17,261.27	154,916.43	20,983.57	88.07%
01 49102	GA01 GENERAL TAX LEVY (BDV)	50,100.00	3,462.83	47,373.97	2,726.03	94.56%
01 49103	INCOME REVENUE BONDS DV FMHA	48,825.00	18.46	41,557.45	7,267.55	85.12%
01 49200	INTEREST INCOME	3,000.00	0.00	1,827.52	1,172.48	60.92%
01 49600	INCOME OTHER (NON OPERATING)	0.00	841.23	3,594.25	0.00	0.00%
01 49999	FEDERAL/STATE GRANTS FEMA/OES	0.00	83,915.18	83,915.18	0.00	0.00%
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	TOTAL NON-OPERATING REVENUE	329,425.00	109,655.69	382,542.78	-53,117.78	116.12%
		-----	-----	-----	-----	-----
	TOTAL REVENUE	1,393,730.00	197,970.08	1,319,838.94	73,891.06	94.70%

EXPENSE

OPERATIONS EXPENSE

01 54102	OPERATIONS COMPENSATION	154,565.00	20,592.30	156,653.32	-2,088.32	101.35%
01 54103	UNIFORMS	2,650.00	125.00	1,633.44	1,016.56	61.64%
01 54105	AUTO CONTROLS	2,640.00	212.96	2,129.67	510.33	80.67%
01 54106	VEHICLE/TRACTOR/EQUIP EXPENSE	6,000.00	2,167.61	12,213.23	-6,213.23	203.55%
01 54107	VEHICLE EXPENSE - FUEL	24,600.00	2,308.22	20,286.60	4,313.40	82.47%
01 54109	FIELD MATERIALS & SUPPLIES	25,000.00	1,089.38	17,236.14	7,763.86	68.94%
01 54111	WATER TESTING	4,525.00	535.00	2,665.00	1,860.00	58.90%
01 54112	CONTRACTUAL SERV- ENGINEERING	29,967.00	0.00	0.00	29,967.00	0.00%
01 54112 07	EVAL OF WELLS 2, 3, 4 W07A	3,608.00	0.00	3,608.39	- .39	100.01% 43.7%
01 54114	WATER SYSTEM REPAIRS	25,000.00	5,254.06	20,879.79	4,120.21	83.52%
01 54115	BUILDING MAINTENANCE/REPAIR	19,750.00	412.51	15,167.67	4,582.33	76.80%
01 54119	COMMUNICATIONS EXPENSE	1,500.00	100.09	1,143.39	356.61	76.23%
01 54121	DISINFECTION EXPENSE	5,000.00	1,644.68	4,628.08	371.92	92.56%
01 54125	POWER WELLS & PUMPS	63,000.00	1,878.04	38,912.79	24,087.21	61.77%
01 54130	OTHER OPERATIONS EXPENSES	15,000.00	34.54	13,460.42	1,539.58	89.74%
01 54150	PAYROLL LABOR TO PROJECTS	0.00	-712.66	-817.25	0.00	0.00%
01 54160	VEH & EQUIP EXPENSE TO PROJECT	0.00	0.00	-12.12	0.00	0.00%
01 54170	EXP TO WIP PROJECTS	0.00	0.00	-21,626.22	0.00	0.00%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 05/31/14

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
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TOTAL OPERATIONS EXPENSE	382,805.00	35,641.73	288,162.34	94,642.66	75.28%
BULK SYSTEM EXPENSE					
01 55001 PUMPING PLANT EXPENSE	6,500.00	360.85	4,406.56	2,093.44	67.79%
01 55002 BULK OPERATIONS & MAINTENANCE	5,000.00	130.00	7,660.24	-2,660.24	153.20%
TOTAL BULK SYSTEM EXPENSE	11,500.00	490.85	12,066.80	-566.80	104.93%
ADMINISTRATIVE EXPENSE					
01 56001 DIRECTOR FEES	37,000.00	3,060.00	20,216.41	16,783.59	54.64%
01 56001 01 DISTRIBUTE TO DIRECTOR ACCTS	0.00	-3,060.00	-20,216.41	0.00	0.00%
01 56002 DIRECTOR MEETING EXPENSES	0.00	-103.00	0.00	0.00	0.00%
01 56002 01 DIRECTOR MCBRIDE	0.00	735.00	4,234.54	0.00	0.00%
01 56002 02 DIRECTOR CORL-LORONO	0.00	783.00	8,513.77	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	210.00	1,650.59	0.00	0.00%
01 56002 05 DIRECTOR STALEY	0.00	525.00	3,767.51	0.00	0.00%
01 56002 06 DIRECTOR COULOMBE start9/24/13	0.00	910.00	1,750.00	0.00	0.00%
01 56003 ADMINISTRATIVE COMPENSATION	275,000.00	30,201.29	237,233.25	37,766.75	86.27%
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	288.75	5,568.75	9,431.25	37.13%
01 56008 PERS CONTRIBUTION	47,050.00	3,591.49	42,653.16	4,396.84	90.65%
01 56009 PAYROLL TAXES	10,150.00	550.13	10,951.33	-801.33	107.89%
01 56011 TELEPHONE/FAX/INTERNET/WEB	6,700.00	436.18	5,279.14	1,420.86	78.79%
01 56012 MAILING EXPENSES	4,360.00	516.61	4,888.15	-528.15	112.11%
01 56014 CONTRACTUAL SERV-OTHER	18,800.00	159.97	18,156.95	643.05	96.58%
01 56016 PROPERTY/LIABILITY EXPENSE	26,000.00	2,237.46	24,320.78	1,679.22	93.54%
01 56017 WORKERS COMP INSURANCE	6,500.00	467.00	6,455.60	44.40	99.32%
01 56018 DUES & SUBSCRIPTIONS	10,050.00	179.50	9,970.00	80.00	99.20%
01 56020 POWER OFFICES & YARDS	5,600.00	284.90	3,157.12	2,442.88	56.38%
01 56022 BAD DEBT EXPENSE	2,000.00	-2,451.05	2,432.25	-432.25	121.61%
01 56022 01 BAD DEBT - LIENS UNCOLLECTABLE	0.00	2,451.05	2,451.05	0.00	0.00%
01 56025 PROPANE	1,800.00	0.00	1,261.93	538.07	70.11%
01 56030 OFFICE SUPPLIES	6,700.00	965.49	5,281.50	1,418.50	78.83%
01 56100 EMPLOYEE BENEFITS INSURANCE	95,400.00	7,975.96	91,311.01	4,088.99	95.71%
01 56101 FLEXIBLE SPENDING ACCOUNT	0.00	18.26	2.43	0.00	0.00%
01 56103 PLAN FEE & OTHER INS	0.00	164.32	-336.53	0.00	0.00%
01 56104 SUPPLEMENTAL LIFE	0.00	11.79	-11.72	0.00	0.00%
01 56105 DISABILITY INS	0.00	14.08	-13.87	0.00	0.00%
01 56106 CANCER INS	0.00	-51.48	494.96	0.00	0.00%
01 56110 EMPLOYEE EDUCATION	3,000.00	711.88	1,953.98	1,046.02	65.13%
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	51,783.58	523,510.69	77,599.31	87.09%
CONSTRUCTION IN PROGRESS EXPNS					
01 56190 02 ARC FLASH HAZARD STUDY	15,100.00	15,100.00	15,100.00	0.00	100.00%

STATEMENT OF REVENUE AND EXPENSE
PERIOD ENDING 05/31/14

GENERAL FUND

	BUDGET	REV OR EXP THIS MONTH	REV OR EXP YEAR TO DATE	AVAILABLE	YTD % OF BUDGET
01 56190 03 EQUIP PUMPING PLANTS-SWITCHES	6,325.00	0.00	5,340.45	984.55	84.43%
01 56191 CSA 70\W-1 ANNEXATION	0.00	454.30	1,578.41	0.00	0.00%
01 56191 01 LAFCO APPLICATION (HOFFMAN)	10,500.00	2,244.48	10,344.48	155.52	98.52%
01 56191 02 MAPPING CSA W1 ANNEX	3,000.00	0.00	3,000.00	0.00	100.00%
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	38,450.00	139.70	29,060.70	9,389.30	75.58%
01 56192 HAZARD MITIGATION PLAN	33,333.00	3,500.00	7,363.17	25,969.83	22.09%
01 56193 AMES RECHE FINAL	0.00	2,251.16	2,251.16	0.00	0.00%
TOTAL CONSTRCTN IN PROG EXPNS	111,708.00	23,689.64	74,038.37	37,669.63	66.28%
TOTAL OPERATING EXPENSE	1,107,123.00	111,605.80	897,778.20	209,344.80	81.09%
NON-OPERATING EXPENSE					
01 56200 OFFICE EQUIPMENT EXPENSE	8,500.00	1,511.00	6,846.82	1,653.18	80.55%
01 56300 CUSTOMER RELATIONS	6,159.31	269.73	5,811.59	347.72	94.25% 112.7
01 56300 01 LANDERS POST OFFICE GARDEN	2,890.69	0.00	4,384.32	-1,493.63	151.67%
01 56400 OTHER ADMINISTRATIVE EXPENSES	1,500.00	-902.03	3,037.83	-1,537.83	202.52%
01 57000 INTEREST EXPENSE - BH BONDS	28,000.00	0.00	25,253.98	2,746.02	90.19%
01 57100 DEPRECIATION EXPENSE	0.00	20,063.97	212,071.96	0.00	0.00%
01 57350 MWA PIPELINE DEBT	73,300.00	0.00	0.00	73,300.00	0.00%
01 58100 ELECTION COSTS	5,000.00	0.00	0.00	5,000.00	0.00% 50.9
01 59100 INTEREST EXPENSE - DV BONDS	13,000.00	0.00	8,729.68	4,270.32	67.15%
01 59300 EXPENSE MISC	0.00	32.00	1,778.72	0.00	0.00%
01 59400 GAIN (LOSS) ASSET DISPOSAL	0.00	0.00	12,107.38	0.00	0.00%
TOTAL NON-OPERATING EXPENSE	138,350.00	20,974.67	280,022.28	-141,672.28	202.40%
TOTAL EXPENSE	1,245,473.00	132,580.47	1,177,800.48	67,672.52	94.57%
NET REV/EXP GENERAL FUND	148,257.00	65,389.61	142,038.46	6,218.54	95.81%

Prepared By JB
 Date 6/16/14
 Reviewed By mm

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

SOURCES OF FUNDS:

A/R - WATER	88,283.58	
MISCELLANEOUS REVENUE	853.37	
LIEN RECEIVABLE	4627.9	
INCOME FOR TAXES & BOND	24,880.82	
CUSTOMER DEPOSITS	2,100.00	
REIMBURSEMENT	318,224.81	
 TOTAL		<u><u>438,970.48</u></u>

USE OF FUNDS:

A/R WATER & OTHER	1,492.57	
DOLLAR GENERAL	2,398.50	
INVENTORY PURCHASES	2,367.31	
BOND & BOND INT PAYMENT		
PAYROLL & BENEFITS	37,642.77	
OPERATIONS EXPENSES	15,377.37	
ADMINISTRATIVE EXPENSE	36,668.96	
 TOTAL		<u><u>95,947.48</u></u>

Prepared By DB
Date 6/16/14
Reviewed By WST

UNION BANK OF CALIFORNIA
DISBURSEMENT MAY 2014

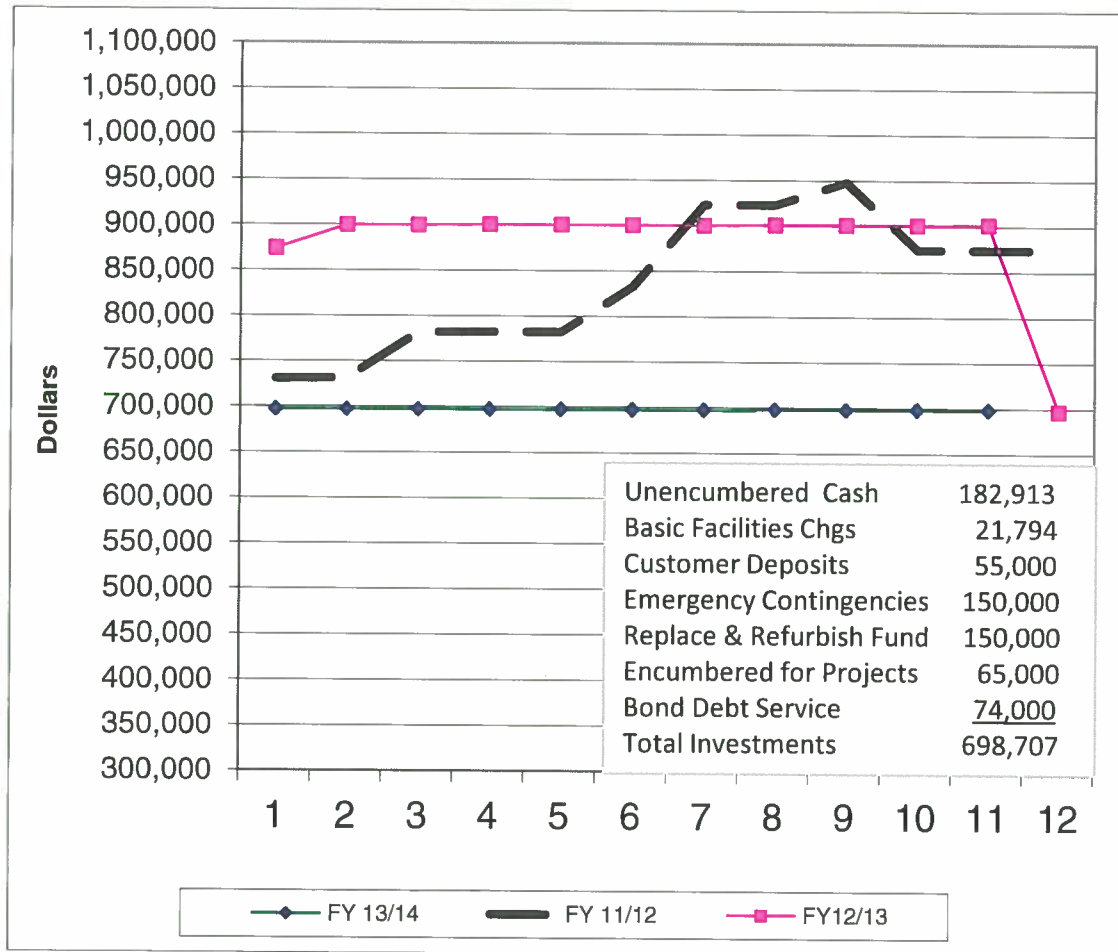
Datastream Check Register	<u>58,057.81</u>	<u>58,057.81</u>
EFT for Vendor Services		
Bank Fees posted in April	<u>246.90</u>	
Total		<u>246.90</u>
Wages for Paydate 05/08/14		
State & Fed Taxes plus PERS Paid	7,011.86	
Payroll checks 13801-13808 & 13814	12,071.99	
Director Per Diem ck 13809-13813	<u>859.69</u>	
		<u>19,943.54</u>
Wages for Paydate 05/19/14		
State & Fed Taxes plus PERS Paid	6,314.16	
Payroll checks 13843-13850	11,385.07	
Director Per Diem	<u></u>	
		<u>17,699.23</u>
Transfers to LAIF	<u></u>	<u>-</u>
Total Disbursements		95,947.48

Prepared By JB
Date 6/16/14
Reviewed By met

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	698,310
April	873,934	901,252	698,707
May	873,934	901,880	698,707
June	873,934	696,880	



BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
MAY 31, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
13776	05/02/14	LINDA HAINS BALANCE RFND ACCT# 0703690	32.62
13777	05/02/14	C WAMEGO INC BALANCE RFND ACCT# 1103213	71.00
13778	05/02/14	DEBORAH DIMAGGIO BALANCE RFND ACCT# 0901962	59.84
13779	05/02/14	GARDIE SR TURNER BALANCE RFND ACCT# 0611100	85.57
13780	05/02/14	JOHN C. PODSADECKI BALANCE RFND ACCT# 0703642	145.76
13781	05/02/14	PHILLIP DRURY BALANCE RFND ACCT# 0210601	36.75
13782	05/02/14	SHELLY O'MALLEY BALANCE RFND ACCT# 0804442	67.85
13783	05/02/14	VARGAS IRREVOCABLE TRUST BALANCE RFND ACCT# 1105422	58.20
13784	05/02/14	AKLUFU AND WY SOCKI LEGAL FEES APRIL 2014	288.75
13785	05/02/14	AW ASSOCIATES, INC. VAPOR RECOVERY TEST, TANK REPAIRS/REFURBISHMENT (HOSES, CAPS)	1,014.29
13786	05/02/14	CLINICAL LABORATORY OF BACT TEST, GEN PHY BACT TEST, PLATE CT PLATE CT, BACT TEST	315.00
13787	05/02/14	COUNTY OF SAN BERNADINO DUMP FEES	34.54
13788	05/02/14	COUNTY RECORDER - CLERK MECHANICS LEIN RELEASE 629-261-29	18.00
13789	05/02/14	FRED PRYOR SEMINARS/CAREER TRK TRAINING REWARDS MEMBERSHIP DREWAL	199.00
13790	05/02/14	INFOSEND, INC. OUTSOURCE BILLING DQ APR2014	168.23
13791	05/02/14	INLAND WATER WORKS PE-CTS-A 200, PE-IPS-1 200 H142591 10 BV-1 12	1,757.70
13792	05/02/14	INTER VALLEY POOL SUPPLY, INC CHLORINE	614.36
13793	05/02/14	J & G GARAGE FORD 150 - OIL CHANGE NEW HOLLAND, OIL & FILTER CHG	800.54
13794	05/02/14	KRIEGER & STEWART, INC DOLLAR GENERAL	2,398.50
13795	05/02/14	MOJAVEWIFI.COM LLC INTERNET MAY 2014	95.00
13796	05/02/14	OASIS OFFICE SUPPLY	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
MAY 31, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		COPIES	139.70
13797	05/02/14	OFFICE DEPOT	
		OFFICE SUPPLIES	
		TOOK CREDIT 2 TIMES	
		96568691 AND 01588027	100.34
13798	05/02/14	RICHARDS, WATSON & GERSHON	
		AMES/RECHE LEGAL	2,187.50
13799	05/02/14	XEROX CORPORATION	
		LEASE PAYMENT 4/13-5/12	
		20 OF 60	216.97
13800	05/02/14	SAN BERNARDINO COUNTY SP DEPT	
		TRAFFIC CONTROL TRAINING	
		DREWAL & MCARUSO	120.00
13815	05/09/14	D & S FLOOR COVERINGS	
		CARPET FOR MAIN AREA-DV OFFICE	836.00
13816	05/20/14	ACWA/JPIA	
		ACWA/JPIA HEALTH BENEFITS	829.33
13817	05/20/14	AUTOZONEPARTS	
		VEHICLE MAINTAINANCE	125.04
13818	05/20/14	CLINICAL LABORATORY OF	
		NITRATES WELLS 3,6,7,8,9 & 10	
		BACT TEST	290.00
13819	05/20/14	GOODSPEED DISTRIBUTING INC	
		LUBE OIL	
		UNLEADED FUEL & OIL	2,426.80
13820	05/20/14	GRISWOLD INDUSTRIES	
		PRV#8 BYPASS,RELIEF,MAIN VALVE	
		PRV#12 BYPASS	4,948.21
13821	05/20/14	THE HOME DEPOT #6971	
		OFFICE & BUILDING SUPPLIES,	
		FIELD MATERIALS	135.38
13822	05/20/14	IMAGE SOURCE, INC	
		XEROX PRINT CHG	124.75
13823	05/20/14	INFOSEND, INC.	
		OUTSOURCE BILLING 04/30/14	552.86
13824	05/20/14	INLAND WATER WORKS	
		H142591 10, WACH TOOL	
		FIELD MATERIALS	
		FIELD MATERIALS	
		SM TOOLS	1,181.69
13825	05/20/14	MAID TO ORDER	
		SVC JEMEZ & MTG RM 04/12/14	
		SVC JEMEZ 04/26/14	247.60
13826	05/20/14	OASIS OFFICE SUPPLY	
		COPIES & SHIPPING OF APP (W1)	44.48
13827	05/20/14	OFFICE DEPOT	
		OFFICE SUPPLIES	
		OFFICE SUPPLIES	58.67
13828	05/20/14	POWERSTUDIES.COM	
		ARC FLASH STUDY	15,100.00
13829	05/20/14	SDRMA	
		SDRMA MEDICAL BENEFITS JUN2014	8,134.50
13830	05/20/14	SIERRA WEST CONSULTANTS, INC.	
		HAZARD MITIGATION PLAN	

BIGHORN-DESERT VIEW WTR AGENCY
CHECK REGISTER
MAY 31, 2014

CHECK#	DATE	PAYEE & DESCRIPTION	AMOUNT
		2ND PAYMENT	3,500.00
13831	05/20/14	STANLEY R. HOFFMAN ASSOCIATES	
		LAFCO & CSD MTG 04/07/14	
		REPORT REGARDING W1	2,200.00
13832	05/20/14	UNDERGROUND SERVICE ALERT	
		DIG ALERTS, 13 TICKETS	19.50
13833	05/20/14	USA BLUEBOOK	
		CHLORINATION SUPPLIES	1,030.32
13834	05/20/14	MARINA WEST	
		DATASTREAM/SPINGBROOK CONF	
		05/14/14-05/15/14 LODGING	290.26
13835	05/20/14	BDVWA	
		POST TO ACCT 02-1090-09	
		BALANCE REFUND FROM 03-0941-1	
		POST TO 03-0941-2	200.00
13836	05/20/14	HELEN F DAVIS	
		BALANCE RFND ACCT# 0705840	51.97
13837	05/20/14	JAMES E III VAN VALKENBURG	
		BALANCE RFND ACCT# 0302304	59.45
13838	05/20/14	JENNIFER BRANNON	
		BALANCE RFND ACCT# 0907568	58.66
13839	05/20/14	JERRY LINER	
		BALANCE RFND ACCT# 0410306	100.97
13840	05/20/14	JOSH WALL	
		BALANCE RFND ACCT# 0400113	153.48
13841	05/20/14	LAURA HARRIS	
		BALANCE RFND ACCT# 0206818	33.94
13842	05/20/14	STEVEN GOODE	
		BALANCE RFND ACCT# 0804864	1.61
80000079	05/02/14	PAY ONLINE-PITNEY BOWES GLOBAL	
		QRTLY LEASE FEB 10-MAY 10,2014	174.99
80000080	05/02/14	PAY ONLINE-FIRST NATIONAL BANK	
		EVENT SUPPLIES	
		CSDA CONVENTION FEES	
		JCORL-LORONO & LCOULOMBE	
		AD HOC & LAFCO - FOOD	620.07
80000081	05/02/14	PAY-ONLINE---PROTECTION ONE	
		SHOP 05/26/14-06/25/14	45.86
80000082	05/02/14	SO CAL EDISON	
		POWER EXP MAR 2014	2,587.20
80000083	05/02/14	PAY ONLINE BURRTEC WASTE&RECYC	
		TRASH FEE MAY 2014	81.99
80000084	05/19/14	VERIZON CALIFORNIA	
		AUTO CONTROLS & PHONES	560.73
80000085	05/19/14	AT&T MOBILITY	
		COMMUNICATION EXP	100.49
80000086	05/19/14	CINTAS CORPORATION #150	
		UNIFORM SVC APRIL 2014	125.00
		TOTAL	58,057.81

Prepared By

Date

Reviewed By

83

6/16/14

mwest



Date: May 12, 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	1	4	1		20
AirVac Maintenance	0	0	1	2	1	1	0	2	2	0	0		9
AirVac Replacement	0	0	0	0	0	0	0	2	9	2	0		13
Booster Repair/Maintenance (New Category)	0	1	0	0	0	2	0	0	0	0	0		1
Bulk Stations: Maintenance	0	3	0	0	0	0	0	0	0	0	0		3
Close Account	24	20	16	26	28	16	16	17	24	27	19		233
Customer Requested Asst	8	5	3	6	3	10	7	3	5	5	3		58
Reported Leaks	2	4	8	6	3	4	4	1	0	3	2		37
Destroy Service Line	1	0	1	1	0	0	0	0	0	0	0		3
Exchange Meter	0	3	4	0	4	3	5	1	6	1	0		27
Facility Inspections*	4	4	5	2	4	4	2	4	4	4	4		41
Fire Flow Test	1	0	0	0	0	0	0	0	0	0	0		1
Flush Deadend/Blowoffs	1	0	0	4	0	0	0	0	0	0	0		5
General Maintenance	0	0	0	0	0	0	0	0	0	0	0		0
Hangtag	8	15	10	9	5	3	4	5	7	6	5		77
Hydrant Maint.	0	0	0	0	1	0	0	1	0	0	0		2
Install New Service	0	0	0	0	0	0	0	0	0	0	0		0
Lock-Off's	12	7	15	18	24	10	11	12	12	11	18		150
Miscellaneous	8	5	14	14	6	7	12	9	12	4	15		106
Office Repairs	0	0	0	0	1	3	0	1	0	1	2		8
Open New Service	21	20	16	26	28	16	16	17	24	27	19		230
Pressure Complaint	0	2	0	2	1	0	1	0	0	0	0		6
Pull Meter	1	1	1	0	0	1	0	1	0	0	0		5
Read Meter	0	0	0	2	0	2	1	1	4	3	5		18
Repair Mainline	0	0	0	0	0	0	0	2	0	0	0		2
Repair Service Line	6	7	9	6	2	2	3	3	0	1	2		41
Replace Service Line	0	4	2	4	2	3	1	2	2	5	6		31
Reread Meter	21	18	11	5	9	5	6	2	2	1	8		88
Safety Meeting	1	2	1	2	2	2	4	1	1	3	1		20
Tamper	1	1	0	1	1	0	0	0	0	0	0		4
Tank/Reservoir Maintenance/Repairs	0	0	0	0	0	0	0	0	0	0	0		0
Unlock Service	13	9	14	12	18	9	15	21	9	13	23		156
Valve Maintenance	43	35	26	20	32	20	29	10	0	1	2		218
Verify Meter Locked	5	2	4	9	7	6	3	6	6	0	9		57
Water Quality Issues **	1	0	2	0	0	0	1	0	1	0	1		6
Well Repairs/Maint. And Water Level	2	5	3	4	4	2	5	1	0	0	2		28
TOTAL	184	174	170	184	189	131	147	125	131	122	147		1704

*Includes Inspections for Fire Extinguishers, Vehicles and Facilities

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



DATE: 6/6/2014
TO: Board of Directors
FROM: Kit Boyd
RE: May Production

	<u>Cubic Feet Pumped</u>	<u>Total Gallons Pumped</u>	<u>Average GPM</u>	<u>Total Running Time</u>	<u>acre feet</u>
Well 2	Well is "inactive"				
Well 3	643,780	4,815,474	409	196.4	14.78
Well 4	Well is "inactive"				
Well 6	418,830	3,132,848	410	127.4	9.62
Well 7	81,080	606,478	361	28	1.86
Well 8	75,800	566,984	909	10.4	1.74
Well 9	382,200	2,858,856	664	71.8	8.77
Well 10	25,220	188,646	77	41	0.58
Total	1,626,910	12,169,287	427	475	37.35
A Boosters	87,700	655,996	140	78	
C Boosters	189,600	1,418,208	287	82.5	
Total	277,300	2,074,204			

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 May 27, 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

Public Present:

12

Approval of Agenda

Motion to approve the agenda.

MSC¹ (Burkhart/McBride) unanimously approved.

Update on Dissolution of CSA 70/W-1 and Annexation to BDVWA

General Manager West reported on the hearing she attended at the Local Agency Formation Commission (LAFCO) on May 21, 2014. During the hearing the Commission granted Bighorn-Desert View Water Agency's request to reduce the application fees by \$10K.

West also reported the CSA 70 W-1 Ad Hoc members will soon meet with the office staff of Supervisor James Ramos. In the near future the San Bernardino Board of Supervisors will vote on the transfer of the Ad Valorem tax. West expects a department review will take place in June 2014.

Public comments:

Anonymous, a CSA 70 W-1 Landers customer commented on the new meters that are being installed in his neighborhood.

Hazard Mitigation Plan Status Update and Receive Public Comments

Gary Strudivan of Sierra West Consulting gave a brief update on the Hazard Mitigation Plan. Mr. Strudivan reported the plan that will be ready to go to the State of California by the end of August. All the minutes and agendas regarding the plan are located on the Agency website.

No public comment.

Resolutions Modifying Basic Facilities Charge and Service Line Installation Charge and Construction Meter Charge

General Manager West reviewed the proposed cost increases for both new meter installation and construction meters. Beginning with new meter installation, the Basic Facilities Charge is a fee levied on each new service and is a rightful share of the water system. West is proposing the Board raise this fee by the rate of inflation. The proposed meter installation charge is based on the cost of parts and labor. West also stated a third charge for new meter installation will be billed to properties located on a "County" maintained road. The County of San Bernardino requires permits and inspection fees for excavation along these roads.

West also gave a brief overview of the construction meters. West noted the construction meter is a temporary meter and due to the overall water waste and isolated location of these meters, she is proposing the Agency match the water rate to mimic the bulk account water rates. West also stated construction meters will continue to pay a monthly basic service charge.

No public comment.

Motion No. 14-028

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-07 modifying the basic facilities charge and service line installation charge. Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart) motion carried.

Cori-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

MSC¹ (McBride/Burkhart) unanimously approved.

Motion No. 14-029

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-08 establishing certain fees and charges (Construction Meters). Director Burkhart seconded the motion.

MSC¹ (McBride/Burkhart) motion carried.

Cori-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

MSC¹ (McBride/Burkhart) unanimously approved.

Resolution No. 14R-09 – A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Providing for the Levy and Collection of Taxes (Setting the Ad Valorem Tax) Within Improvement District No. 1 for Fiscal Year 2014-2015 at \$175,900.

General Manager West reviewed the forty year (40) debt payment and collection process for Improvement District No.1. West reminded the Board this is an annual event and will be reported

to the County of San Bernardino in August 2014. West is not recommending any change from the collection amount adopted last fiscal year.

No public comment.

Motion No. 14-030

(After brief Board discussion), Director McBride made a motion to adopt Resolution No. 14R-09– Providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2014/2015 for a total collection of a value to be determined at the board meeting no greater than \$175,900. Director Coulombe seconded the motion.

Roll Call Vote:

Ayes:	McBride, Coulombe, Staley, Burkhart, Cori-Lorono
Nayes:	None
Abstain:	None
Absent:	None

MSC¹ (McBride/Coulombe) unanimously approved.

Review Draft Fiscal Year 2014/15 Operating Budget

General Manager West gave a brief presentation of the proposed budget. West went over the operations budget highlighting the cost of living increase, emergency standby and overtime estimates. West reduced the engineering budget and will look for possible funding through the Integrated Regional Management Plan. Southern California Edison (power) is expected to rise and the Agency will see a rise in well testing costs this year.

Regarding the administrative budget, West noted the Agency is below in compensation to the Board of Directors with regards to travel. West also stated administrative overtime will be reduced and employee medical insurance has leveled off this year. Office expenses were reduced because most proposed improvements are complete. Budgeted revenue is based on 90% of the prior year actual. West acknowledged water sold is often weather driven and noted the cooler spring this year. West feels the Agency overestimated last fiscal year, the amount of customers that would pay their basic service fee so she reduced this line item.

The proposed budget will create a surplus of \$126,000. Based on this budget there will be no change to the regular basic service fee and the residential and bulk water rates. West asked the Board if her proposed budget should include the cost of living index numbers for an increase in employee pay.

Public comments:

Anonymous commented on the cost of living increase.

The Board directed staff to include the Cost of Living Allowance in the Fiscal Year 2014/2015 final budget.

Adjourned for a Break at 6:57 p.m. - Reconvened from Break at 7:11 p.m.

Update – Integrated Regional Water Management Plan

General Manager West reported that at the last Technical Advisory Committee meeting it was noted the Integrated Regional Plan document is near finalization. The plan will be adopted soon and comments should be submitted by June 2, 2014 to be considered. The Bighorn-Desert View Water Agency will be asked to adopt a resolution in support of the plan in June or July this year. West went over the various members of the Small Water Systems Sub-Committee. This committee is developing a draft Work Plan for the coming fiscal year of which Bighorn-Desert View Water Agency is a part of. This group will be charged with matching small water systems with funding opportunities.

No public comment.

Consent Items

- a. Financial Statements March and April 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. Receive and File Disbursements March and April 2014
- c. Service Order Report, April 2014
- d. Production Report, April 2014
- e. Regular Board Meeting Minutes, April 22, 2014
- f. Special Board Meeting Minutes, April 22, 2014

No Public comment.

Motion No. 14-031

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

MSC¹ (Burkhart/McBride) unanimously approved.

Corl-Lorono: Y

Staley: Y

Burkhart: Y

McBride: Y

Coulombe: Y

Matters Removed From Consent Calendar - None

Public Comment Period - None

Verbal Reports

Vice President Staley reported on the Technical Advisory Council meeting as well as the meeting he attended at the San Bernardino Local Agency Formation Commission (LAFCO).

Director Burkhart reported on the California Special Districts Association (CSDA), Legislative Days Conference she had recently attended.

Director Coulombe reported on the various presentations he attended at the California Special Districts Association (CSDA), Legislative Days in Sacramento, California. Presentation topics included an anticipated expiration of specific property tax deductions and various assembly bills.

Director McBride reported on the California Special Districts Association (CSDA) Legislative Days Conference where he met with the staff of Assemblyman Tim Donnelly.

President Corl-Lorono reported on her meeting with representatives from the Association of California Water Agencies while attending the California Special Districts Association Legislative Days Conference.

Future Agenda Items

Future agenda items will include updates on the dissolution of CSA 70/W-1 and its annexation into Bighorn-Desert View Water Agency as well as updates on the Hazard Mitigation Plan.

Adjournment – President Judy Corl-Lorono adjourned the meeting at 8:15 p.m.

Approved by:

Terry Burkhart, Secretary of the Board

MSC¹ – Motion made, seconded, and carried.