

## Bighorn-Desert View Water Agency

### Board of Directors

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



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

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

Marina D West, PG, General Manager

A Public Agency

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

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## Board of Directors Regular Meeting Agenda

Tuesday, May 22, 2018 - 6:00 p.m.

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285

1. **Call To Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Agenda**

**Discussion and Action Items** - The Board of Directors and Staff will discuss the following items, and the Board will consider taking action, if so inclined.

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

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

5. **Closed Session**  
Conference with Legal Counsel on Anticipated Exposure to Litigation Against the Agency (one case including Michelle Corbin Claim).  
Board Decision on the Corbin Claim. (Pursuant to Government Code Section 54956.9(d)(2))
6. **Closed Session Report**

**7. Adopting the Agency's Budget Resolution No. 18R-XX Fixing and for Fiscal Year 2018-2019**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX – A Resolution Fixing and Adopting the Agency Budget for Fiscal Year 2018/2019 for the Bighorn-Desert View Water Agency; and
2. Per Resolution No. 16R-09 confirm the 5% increase adjustment to the Monthly Basic Service Charge and 3% increase adjustment to the Water Consumption Charge.

**8. Resolution No. 18R-XX Designation of Applicant's Agent Resolution for Non-State Agencies for the California Emergency Management Agency.**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX, Designation of Applicant's Agent Resolution for Non-State Agencies.

**9. Standby and Availability Fees for Water Services in Improvement District "Goat Mountain" (ID "GM")**

Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX Establishing stand-by and availability fees for water services in Improvement District "Goat Mountain" (ID "GM").

**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 April 2018
  1. Balance Sheet
  2. Budget Status
- b. Receive and File Disbursements April 2018
- c. Service Order Report, April 2018
- d. Production Report, April 2018
- e. Goat Mtn. Production Report, April 2018
- f. Special Board Meeting Minutes Annual Board Workshop March 8, 2018
- g. Special Board Meeting Minutes, April 30, 2018
- h. Special Board Meeting Minutes, May 1, 2018
- i. Tax Collector Contract for FY 2018-2019 authorizing staff member Rosa Sandoval sign Auditor-Controller/Treasurer/Tax Collector Agreement for Collection of Special Taxes, Fees and Assessments Fiscal Year 2018-2019

Recommended Action:

Approve as presented (Items a - i):

**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 Report
- b. Director Reports
- c. President Report

**14. Adjournment**

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Bighorn-Desert View Water Agency, 622 S. Jemez Trail, Yucca Valley, CA not less than 72 hours if prior to a Regular meeting, date and time above; or in accordance with California Government Code Section 54956 this agenda has been posted not less than 24 hours if prior to a Special meeting, date and time above.

As a general rule, agenda reports or other written documentation has been prepared or organized with respect to each item of business listed on the agenda.

Copies of these materials and other discloseable public records in connection with an open session agenda item, are also on file with and available for inspection at the Office of the Agency Secretary, 622 S. Jemez Trail, Yucca Valley, California, during regular business hours, 8:00 A.M. to 4:30 P.M., Monday through Friday. If such writings are distributed to members of the Board of Directors on the day of a Board meeting, the writings will be available at the entrance to the Board of Directors meeting room at the Bighorn-Desert View Water Agency.

Internet: Once uploaded, agenda materials can also be viewed at [www.bdvwa.org](http://www.bdvwa.org).

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

Per Government Code Section 54954.2, any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, should contact the Board's Secretary at 760-364-2315 during Agency business hours.

## AGENDA ITEM # 7



**EXHIBIT "A"**

**FINAL FISCAL YEAR**

**2018/19 OPERATING BUDGET**

**BIGHORN-DESERT VIEW WATER AGENCY**

Approved XX, 2018  
Resolution No. 18R-XX

FISCAL YEAR 2018/19  
FINAL

SUMMARY	
	FY 2018/19
<b>TOTAL REVENUE</b>	<b>\$ 1,884,204</b>
<b>OPERATING REVENUE</b>	<b>\$ 1,593,977</b>
ADMINISTRATION EXPENSE	\$ 794,775
OPERATION EXPENSE	\$ 731,200
DIRECTOR EXPENSE	\$ 42,500
NET Operating Revenue Projection (Gain/Loss)	\$ 25,502
<b>NON-OPERATING REVENUE</b>	<b>\$ 290,227</b>
BDVWA LONG-TERM DEBT EXPENSE *	\$ 233,099
ID GOAT MTN LONG-TERM DEBT EXPENSE **	This Debt Service Collected & Paid by CoSB
NET Non-Operating Revenue Projection (Gain/Loss)	\$ 57,128
<b>FY2017/18 PROJECTED REVENUE (Gain/Loss)</b>	<b>\$ 82,630</b>
Total FY Projected Revenues	\$ 1,884,204
Total FY2017/18 Projected Expenses	\$ 1,801,574
Gain / Loss	\$ 82,630
Percentage Net Revenue after Expenses	4.4%
<b>FY2017/18 CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 280,000</b>
FY2018/19 NET GAIN / LOSS PROJECTION	(197,370)
* Bighorn-Mountains Debt Retired June 30, 2019 * Desert View Debt Retired June 30, 2020 ** ID Goat Mtn Debt Retired June 30, 2019	

FISCAL YEAR 2018/19  
FINAL

REVENUE SUMMARY	
Description	FY 2018/19
	Includes Rate Increase approved 7/2016
<b>OPERATING REVENUE</b>	
Metered Water Sales	\$ 649,029
Basic Service Charge	\$ 881,946
Other Operating Income	\$ 55,000
Interest Income Unrestricted	\$ 8,001
Water Sales from Ames	\$ 1
Grants and Funding Partners	Prop. 1 and Colo. DAC
<b>Subtotal</b>	<b>\$ 1,593,977</b>
<b>NON-OPERATING REVENUE</b>	
Stand-By Income W-1	\$ 71,160
Predicted Lien Receipts (DQ, Pen, Int)	\$ 25,000
Debt Service BDVWA ID "1"	\$ 1
Debt Service DV	\$ 48,546
Debt Service W-1	Debt Service Collected & Paid by CoSB
General Tax Income (portion of 1%)	\$ 136,330
<b>Subtotal</b>	<b>\$ 281,037</b>
<b>NON-OPERATING REVENUE - New Connections</b>	
Meter Connect Fees (SL Install Fees)	\$ 3,590
Basic Facilities Charge (Buy In)	\$ 9,190
<b>Subtotal</b>	<b>\$ 12,780</b>
<b>Total Revenue</b>	<b>\$ 1,887,794</b>

FISCAL YEAR 2018/19  
FINAL

ADMINISTRATIVE EXPENSE		
GL Account	Description	FY 2018/19
Operating Administrative Expenses		
01-01-560030	Administrative Compensation	\$304,000
01-01-560060	Contractual Services- Auditor	\$20,050
01-01-560070	Contractual Services- Legal	\$25,000
01-01-560080	PERS Contribution	\$77,000
01-01-560090	Payroll Tax	\$16,325
01-01-560110	Telephone & Fax	\$9,000
01-01-560120	Mailing Expenses	\$1,500
01-01-560140	Contractual Services- Other	\$50,000
01-01-560160	Property/Liability Insurance	\$37,000
01-01-560170	Workers Comp. Insurance	\$16,700
01-01-560180	Dues & Subscriptions & Annual Fees	\$13,500
01-01-560200	Power/Propane - Office & Yards	\$7,000
01-01-560220	Bad Debt Expense	\$200
01-01-560221	Bad Debt Expense - Uncollected Liens	\$5,000
01-01-560300	Office Supplies/Printing	\$8,000
01-01-561000	Employee Benefits Insurance	\$154,000
01-01-561100	Employee Education	\$9,000
Non-Operating Administrative Expenses		
01-00-562000	Office Equipment Expense	\$ 30,500
01-00-563000	Customer Relations	\$ 2,500
01-00-564000	Other Administrative Expenses	\$ 5,000
01-00-581000	Elections Costs	\$ 3,000
01-00-593000	Misc Expenses	\$ 500
Total Administrative Expense		\$794,775



FISCAL YEAR 2018/19  
FINAL

OPERATIONS EXPENSE		
		FY 2018/19
GL Account	Description	
01-05-541020	Operations Staff Compensation	\$260,000
01-05-541030	Uniforms	\$4,000
01-05-541060	Vehicle/Tractor/Equip Expense	\$30,000
01-05-541070	Vehicle Expense- Fuel	\$35,000
01-05-541071	Goat Mtn. Vehicle Expense- Fuel	\$0
01-05-541090	Field Materials and Supplies	\$75,000
01-05-541110	Water Testing	\$10,000
01-05-541120	Engineering	\$60,000
01-05-541140	Water System Repairs	\$70,000
01-05-541141	Excavation Permit Fees (CoSB)	\$500
01-05-541150	Building Maintenance/Repair	\$15,500
01-05-541190	Communications Expense	\$6,700
01-05-541210	Disinfection Expense	\$8,500
01-05-541250	Power- Wells/Booster Pumps	\$100,000
01-05-541300	Other Operations Expense	\$16,000
01-05-542000	Water Purchases	\$40,000
	<b>Total Operations Expense</b>	<b>\$731,200</b>

**FISCAL YEAR 2018/19  
FINAL**

<b>DIRECTOR EXPENSE</b>		
<b>GL Account</b>	<b>Description</b>	<b>FY 2018/19</b>
01-09-560021	Director 1 - McBride	\$ 8,500
01-09-560022	Director 2 - Corl-Lorono	\$ 8,500
01-09-560024	Director 3 - Burkhart	\$ 8,500
01-09-560025	Director 4 - Staley	\$ 8,500
01-09-560026	Director 5 - Coulombe	\$ 8,500
<b>TOTAL DIRECTOR EXPENSE</b>		<b>\$ 42,500</b>

FISCAL YEAR 2018/19  
FINAL

DEBT EXPENSE			
GL Account		FY 2018/19 Future per Debt Service Schedule	FY 2019/20 Future per Debt Service Schedule
	Description		
01-00-223000	BHM ID 1 Debt Principal	\$ 104,000	\$ -
01-00-570000	BHM ID 1 Debt Interest Payment	\$ 5,200	\$ -
01-00-211010	DV Debt Principal	\$ 37,000	\$ 34,977
01-00-591000	DV Debt Interest Payment	\$ 3,599	\$ 1,749
01-00-573500	MWA Pipeline Debt	\$ 75,000	\$ 75,000
01-00-573501	MWA Pipeline Debt ID GM	\$ 8,300	\$ 8,300
BDVWA Total Debt Expense		\$ 233,099	\$ 120,026
N/A	W1 Debt Principal + Interest	Debt Service Collected & Paid by CoSB	
TOTAL		\$ 233,099	\$ 120,026
Notes:			
<i>Bighorn-Mountains Debt Retired June 30, 2019</i>			
<i>Desert View Debt Retired June 30, 2020</i>			
<i>ID Goat Mtn Debt Retired June 30, 2019</i>			
Morongo Pipeline Debt scheduled to retire in FY2021/22. Probable retirement 2020/21			

EXPENSE DETAILS

GL Account	LINE ITEM DESCRIPTION	Description	FY2015/16 Actual Expenditures	FY2016/17 Actual Expenditures	BDVMA Approved Budget 2017/18	current YTD Amount	FY2017/18 YTD STATUS (83%)	2018/19 Budget	Mid-Year Budget Notes
NON-OPERATING EXPENSES									
01-00-562000	OFFICE EQUIPMENT EXPENSE	phone system repairs \$700, misc computer equipment \$600, Upgrade PC's \$0, office furniture: \$0, software license updates: \$0, misc: Filing cabinets: \$20,000	\$ 6,950	\$ 10,936	\$ 10,500	\$ 25,249	240%	\$ 30,500	current year OB, due to upgrade of meter reading handheld devices, next FY need to purchase new fire proof filing cabinets for appropriate records storage.
01-00-563000	CUSTOMER RELATIONS	Misc customer relations expense: BOD refreshments \$250, Outreach: Events Expenses: Orchid/other: \$500, Desert-wise Tour and Seminars \$500, Water Education Festival (3nd Yr) \$1000, Misc: \$\$	\$ 1,905	\$ 2,593	\$ 1,500	\$ 998	67%	\$ 2,500	Add funds for Water Education Festival presentation/activity
01-00-564000	OTHER ADMIN EXPENSES	BOD Advertising (legal notices, etc.), GFOA COE application for audit, misc. meeting expenses, employment advertising, bid Notices and legal advertising (IDq and BOD), employee screening, CSDA Certificate Renewal fees, Notary Fees on Lien documents.	\$ 9,599	\$ 5,130	\$ 5,000	\$ 8,567	171%	\$ 5,000	\$5,000 in recoverable fees related to Lien Processes (not budgeted).
01-00-581000	ELECTION COSTS	Election scheduled for November 2018	\$ 3,195	\$ -	n/a	n/a		\$ 3,000	New election schedule moved from odd year to even year November Primary. Expect costs to be lower
01-00-593000	MISC EXPENSES	Misc expense (some are reimbursed)	\$ (2,005)	\$ (785)	\$ 500	\$ 492	98%	\$ 500	Acct used for unclaimed funds to Agency and other misc expenses/rev

see Debt Summary Worksheet for non-operating expenses related to debt service

ADMINISTRATIVE EXPENSES

01-01-560030	ADMINISTRATIVE COMP	Three full time office staff & General Manager. Budget includes one P/T employee continuing in FY2018/19	\$ 283,134	\$275,859	\$298,980	\$ 221,569	74%	\$ 304,000	Includes 3% Staff COLA approved by BOD, 2% GM COLA approved by BOD, any projected merit increases and 5% OT
01-01-560060	CONTRACTUAL SERVICES- AUDITOR	Auditor \$18,350 , Audit reports (GASB 68) \$1700	\$ 31,418	\$ 31,218	\$ 31,650	\$ 30,618	97%	\$ 20,050	Last year under current audit contract (3-3yrs w/DavisFarf). Line Inc. CalPERS GASB68 Report
01-01-560070	CONTRACTUAL SERV- LEGAL	Legal Fees	\$ 11,393	\$ 16,335	\$ 16,000	\$ 11,022	69%	\$ 25,000	Possible continuance of Special Counsel
01-01-560080	PERS CONTRIBUTION	All Full Time Equivalent (FTE) Employees Classic \$25,524 and PEPRA plans \$10,746, UAL = \$39,419 (Classic) & \$1,394 (PEPRA)	\$ 57,544	\$ 57,975	\$ 68,000	\$ 53,541	79%	\$ 77,000	based on proj. actual salary in each program. Negligible change from last FY
01-01-560090	PAYROLL TAXES	Unemployment \$4775, Medicare match EE \$8500, Medi BOD \$350, Social Security BOD \$1500, P/T FICA \$1200	\$ 16,651	\$ 14,009	\$ 12,250	\$ 12,036	98%	\$ 16,325	Based on projected salary, error in last years calculation accounts for near OB
01-01-560110	PHONE, FAX LINES, INTERNET	Main office, BODroom and Goat Mtn phones \$5050, Internet /Static IP \$1560; website hosting \$250, website maint. \$1000, email exchange server \$875	\$ 7,347	\$ 7,960	\$ 8,750	\$ 5,712	65%	\$ 9,000	
01-01-560120	MAILING EXPENSE	Routine Mail postage \$1300 (1-yr.), UPS-Fedex \$200,	\$ 1,689	\$ 1,403	\$ 1,500	\$ 795	53%	\$ 1,500	
01-01-560140	CONTRACTUAL SERV- OTHER	Bank Fees "off-set by earnings credits" + \$2,000, Springbrook Maintenance Contract \$15,000, Copler Maintenance Agreement Est. \$2,900, Outsourced Billing \$15,000, IT work \$5,000, CPA Assistance \$7,500, Misc. \$\$	\$ 55,723	\$ 46,774	\$ 65,000	\$ 32,662	50%	\$ 50,000	FY2017/18 expenses have been offset by PWB "credit", keep budget same bec. More earnings credits going to banking services "check free & lockbox"
01-01-560160	PROPERTY/LIABILITY EXPENSE	Property and Liability	\$ 29,858	\$ 29,528	\$ 34,500	\$ 31,154	90%	\$ 37,000	6% increase imposed for FY2018/19
01-01-560170	WORKERS COMP INS	All Employees	\$ 8,537	\$ 15,749	\$ 16,700	\$ 8,038	48%	\$ 16,700	no changes in fees for FY2018/19
01-01-560180	DUES & SUBSCRIPTIONS and ANNUAL FEES	AWWA \$420, ACWA \$0, DigAlert \$600, HI Desert Star \$40, CRWA \$1050, Weinhoff \$280, CSDA \$4500, LAFCO budget allocation \$5000, ERNIE Memb. \$400, GFOA \$175, Misc \$500, Assoc. of San Bernardino Special Districts membership \$250	\$ 6,535	\$ 7,094	\$ 9,350	\$ 9,028	97%	\$ 13,500	LAFCO increase for FY2018/19
01-01-560200	POWER/PROPANE - OFFICE & YARDS	Based on current FY trend, \$1,500 Propane, SCE \$5,500	\$ 6,246	\$ 7,155	\$ 6,000	\$ 5,601	93%	\$ 7,000	Based on current trends plus anticipated increase
01-01-560220	BAD DEBT EXPENSE	Bad debt (misc. unable to lien)	\$ 4,506	\$ 1,265	\$ 200	\$ -	0%	\$ 200	This is the true bad debt, lost receipts. A roll-up of deleted accounts under \$25, etc.

FISCAL YEAR 2018/19  
FINAL

GL Account		LINE ITEM DESCRIPTION	Description	FY2015/16 Actual Expenditures	FY2016/17 Actual Expenditures	BDVMA Approved Budget 2017/18	current YTD Amount	FY2017/18 YTD STATUS (83%)	2018/19 Budget	Mid-Year Budget Notes
01-01-560221	BAD DEBT - UNCOLLECTABLE LIENS		Lien recievable accounts on the Balance Sheet are cleared out after 5-years. An estimated reasonable "loss" is \$5,000 per year based on current trends. This is evaluated each year.		\$ 5,056	\$ 5,000	\$ -	0%	\$ 5,000	This is the amount we sent to bad debt to clear a long-term receivable. However, it is likely we will still earn more of this money. Hereafter, any funds will be considered "Other Operating Income"
01-01-560300	OFFICE SUPPLIES/ PRINTING		Printed items such as envelopes, business cards, nameplates, checks. Toner refills for desktop printers, consumable office supplies (paper) and Boardroom supplies and other business meeting supplies. Copier "per print" costs (\$2500) includes Calendars	\$ 9,115	\$ 8,549	\$ 8,000	\$ 6,386	80%	\$ 8,000	non-consumable purchases, copy cost is higher
01-01-561000	EMPLOYEE BENEFITS INS		Health, Dental, Vision, Life	\$ 121,961	\$ 132,688	\$ 155,000	\$ 103,119	67%	\$ 154,000	Projected 10% Increase
01-01-561100	EMPLOYEE EDUCATION		Miscellaneous employee education and outside training (Inc. safety training, conferences) plus expenses	\$ 2,181	\$ 7,191	\$ 9,000	\$ 1,705	19%	\$ 9,000	Includes EE projected college reimbursement, planned non-routine Emergency Response training for staff, staff training/conferences

OPERATIONS EXPENSES

01-05-541020	OPERATIONS COMPENSATION	Five field employees with on-call overtime and standby hours	\$ 250,915	\$ 256,893	\$ 257,631	\$ 203,128	79%	\$ 260,000	Includes 3% Staff COLA approved by BOD, any projected merit increases, Standby and OT at avg. hourly rate
01-05-541030	UNIFORMS	Shoes \$750, Uniform Lease Service \$2700; jackets/hats \$550	\$ 3,534	\$ 4,045	\$ 4,000	\$ 2,762	69%	\$ 4,000	Tractors have needed expensive O&M, other costs going up
01-05-541060	VEHICLE/TRACTOR/ EQUIP EXPENSE	new tires for fleet, routine maintenance, large equipment repairs (Increase due to backhoe maintenance needs). BDV Fuel tank vapor compliance testing \$1000 (2 sites) and misc fuel system maintenance \$1000. Haz.Mat. Disposal \$500	\$ 5,640	\$ 21,278	\$ 20,000	\$ 21,514	108%	\$ 30,000	Fuel costs rising and anticipates new tax hike.
01-05-541070	VEHICLE EXPENSE- FUEL	Projections based on prior year to date.	\$ 18,888	\$ 23,240	\$ 27,000	\$ 24,165	90%	\$ 35,000	OB due to tool and equipment purchases (non-routine) Includes aggressive meter/service line replacement program in ID GM (draws from inventory)
01-05-541090	FIELD MATERIAL & SUPPLIES	All materials and supplies used in the maintenance of the water distribution system, safety/traffic control and small tools.	\$ 26,410	\$ 33,320	\$ 50,000	\$ 68,482	137%	\$ 75,000	based on long-term sampling schedule which varies year to year
01-05-541110	WATER TESTING	Samples as required by Approved Sampling Plan Includes but not limited to Bact, Gen. Phy. And Plate Counts, Nitrates all wells, Misc. T22 (EDB/DBCP, Inorganics, Secondary GP, TDS, THM/HAA5), GA/Ur, Lead&Copper, 1,2,3-TCP	\$ 4,691	\$ 8,322	\$ 11,000	\$ 13,227	120%	\$ 10,000	Typical budget but services may still be needed for HMP or other...
01-05-541120	ENGINEERING	Engineering consultant services	\$ 29,528	\$ 40,838	\$ 60,000	\$ 2,025	3%	\$ 60,000	Unforseen and New Items In FYF17/18 - lightning damage, build eyewash, skimmers and continue on motorsavers
01-05-541140	WATER SYSTEM REPAIRS	Routine repairs/maintenance for wells, pumps, boosters, pressure reducing stations, reservoirs, pipelines, airvac valves, etc.	\$ 32,592	\$ 46,680	\$ 70,000	\$ 57,346	82%	\$ 70,000	
01-05-541141	EXCAVATION PERMIT FEES (CosB)	CosB Excavation Permit fees for BDVMA maintenance	\$ -	\$ 230	\$ 400	\$ 230	58%	\$ 500	
01-05-541150	BUILDING REPAIR AND MAINT	Trash and dump fee - \$1500, Apple Valley Comm. \$600, Alarm Main/upgrades \$2000, fire extinguisher maintenance - \$800, safety and emergency supplies - \$1500, cleaning service \$5000, landscape main, \$1,000. Non-routine maintenance items (one time expense) - \$3100	\$ 10,348	\$ 9,984	\$ 15,400	\$ 13,152	85%	\$ 15,500	
01-05-541190	COMMUNICATIONS EXP	AT&T Cell phones or EE cell phone stepend and SCADA (Internet link and data)	\$ 1,204	\$ 3,539	\$ 3,700	\$ 3,347	90%	\$ 6,700	phone upgrades and added a phone line. Some EE's are paid thru PR to have a cell phone at work.
01-05-541210	DISINFECTION EXPENSE	Chlorine, disinfection equipment and maintenance and testing supplies	\$ 10,585	\$ 7,847	\$ 7,500	\$ 9,743	130%	\$ 8,500	
01-05-541250	POWER WELLS & BOOSTER	Based onFY2017/18 trends	\$ 75,696	\$ 86,654	\$ 86,000	\$ 78,369	91%	\$ 100,000	est. Increase, working on reducing motor sizes for efficiency
01-05-541300	OTHER OPERATING EXPENSES	SWRCB GW Extraction filing fee \$550, bee service \$800, DPH (DHS) - \$6000 (est. annual base fee), BLM rent for ID 1 system \$4000, AQMD fuel tanks permit (fuel, generator, est) \$1200, Haz mat permit fees Co Fire \$2000, Misc. \$1,000.	\$ 19,338	\$ 11,345	\$ 18,900	\$ 9,777	52%	\$ 16,000	

GL Account		LINE ITEM DESCRIPTION	Description	FY2015/16 Actual Expenditures	FY2016/17 Actual Expenditures	BDVMA Approved Budget 2017/18	current YTD Amount	FY2017/18 YTD STATUS (83%)	2018/19 Budget	Mid-Year Budget Notes
01-05-542000	WATER PURCHASES		State Water Project purchases for recharge at AMES / Reche. Expense becomes Inventory until used or sold.	\$ 34,860	\$ 37,520	\$ 40,000	\$ 40,000	100%	\$ 40,000	Expense goes to Inventory on Balance Sheet. 2017/18 water price continues to rise so this represents a purchase of 70 AF against revenue
DIRECTOR EXPENSES										
01-09-560021	DIRECTOR 1 - McBride		Includes Director Payroll and Other Expenses	\$ 5,308	\$ 4,725	\$ 6,725	\$ 4,264	63%	\$ 8,500	This budget est. \$4,825 for ea. Director's "meetings", which leaves est. \$2,400 for conference costs.... That may only be ONE conference. Might want to evaluate the est. further
01-09-560022	DIRECTOR 2 - Cori-Lorono		Includes Director Payroll and Other Expenses	\$ 6,166	\$ 7,077	\$ 7,925	\$ 6,016	76%	\$ 8,500	
01-09-560024	DIRECTOR 4 - Burkhart		Includes Director Payroll and Other Expenses	\$ 3,014	\$ 7,737	\$ 6,725	\$ 2,334	35%	\$ 8,500	
01-09-560025	DIRECTOR 5 - Staley		Includes Director Payroll and Other Expenses	\$ 7,192	\$ 5,826	\$ 6,725	\$ 4,409	66%	\$ 8,500	
01-09-560026	DIRECTOR 6 - Coulombe		Includes Director Payroll and Other Expenses	\$ 9,732	\$ 5,306	\$ 6,725	\$ 4,723	70%	\$ 8,500	
TOTAL EXPENSES				\$ 1,368,934	\$ 1,377,479	\$ 1,469,736	\$ 1,137,295	77%	\$ 1,568,475	

REVENUE DETAILS									
GL ACCOUNT	DESCRIPTION	ADDITIONAL INFORMATION	FY15/16 Actual Revenue	FY16/17 Actual Revenue	BDYMA Approved Budget 2017/18	current YTD Amount	FY2017/18 YTD STATUS 4/30/2018 (83%)	Proposed Budget 2018/19	Mid-Year Budget Notes
w/5% BSC/3% H2O									
01-00-410000	SERVICE LINE INSTALLATION FEE- Revenues to cover the actual cost of customer ordered service line installation.	Estimate 1 service line installations with 1-in meter @ \$1785 ea	\$ 5,355	\$ 8,925	\$ 3,590	\$ 14,280	397.8%	\$ 3,590	8 services sold this FY
01-00-410010	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 @ \$4495 ea	\$ 13,500	\$ 22,765	\$ 9,190	\$ 36,760	400.0%	\$ 9,190	8 services sold this FY
01-00-411000	METERED WATER CONSUMPTION SALES CHARGES- Total revenues from the sales of water to metered customers routes 01 - 16 (Bighorn, Desert View and ID Goat Mountain Service Areas) and all bulk accounts.	Projected metered sales 97% of prior 12 months sales	\$ 552,342	\$ 615,421	\$ 601,801	\$ 510,549	84.8%	\$ 649,029	
01-00-412000	STANDBY/ WATER AVAILABILITY CHARGE - Per acre charge for water availability assessed through the annual tax bill on all parcels within Improvement District Goat Mountain which do not have a service connection. Coded on the property tax apportionment schedule as UDB25W01.		\$ 23,222	\$ 71,430	\$ 65,700	\$ 50,956	77.6%	\$ 71,160	
01-00-413000	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)	\$ 806,279	\$ 846,325	\$ 840,108	\$ 715,454	85.2%	\$ 881,946	
01-00-414000	INCOME JV BULK WATER SALES: money from cash sales at JV metering station				new G/L account	\$ 203		\$ 1,000	
01-00-417000	INCOME OTHER- Delinquent water billing revenues, unlock charges, non sufficient funds check charges, scrap metal sales, customer PIR fee, account setup charges.		\$ 83,283		\$ 45,000	\$ 50,015	111.1%	\$ 55,000	
01-00-419000	AMES BASIN WATER TRANSFERS - Exchange of water in storage to other interested parties.			\$ 1,921	\$ 40,000	\$ -	0.0%	\$ 1	No water sold to date, possible in FY2018/19
01-00-492050	PACIFIC WESTERN BANK EARNINGS CREDITS			\$ 4,361	\$ -	\$ 11,953		\$ 1	earned \$9548 thru 2/2018 Will be starting Lock box and Check free in 2018 which will minimize extra earnings.
01-00-491000	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)	\$ 54,891	\$ 53,448	\$ 53,496	\$ 50,820	95.0%	\$ 56,230	majority of receipts received post Dec and Post April. Budget based on prior year teeter letter (2/2016)
01-00-491010	INCOME BOND DEBT BH FMHA- This revenue is generated through the issuance of an annual advalorem tax and assessed to all properties within the Bighorn (north side of the Agency). Issued in 1979 for \$1,875,000 for the purpose of constructing and maintaining a water system. Term is 40 years, at 5%. Annual payment is approximately \$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. Coded on the property tax apportionment schedule as DA01.		\$ 197,770	\$ 219,402	\$ 175,900	\$ 157,258	89.4%	\$ 1	THIS SCENARIO ELIMINATES REVENUE FOR 2018 TAX YEAR/ Alternative is Max of \$175,900 on taxes
01-00-491020	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)	\$ 53,344	\$ 52,126	\$ 52,900	\$ 51,085	96.6%	\$ 55,300	majority of receipts received post Dec and Post April. Budget based on prior year teeter letter (2/2016)
01-00-491030	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.	\$ 49,983	\$ 50,170	\$ 48,546	\$ 41,811	86.1%	\$ 48,546	Continue to collect at current rate until end of FY2019/20
01-00-491040	INCOME GENERAL TAX LEVY Improvement District Goat Mountain (Formerly CSA70Zone W-1) 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 UDB2GA01 now GA03	General tax projection, property valuation obtained from County Assessor ("Teeter" Letter)	\$ 22,934	\$ 24,393	\$ 23,000	\$ 23,694	103.0%	\$ 24,800	majority of receipts received post Dec and Post April. Budget based on prior year teeter letter (2/2016)
01-00-492000	INTEREST INCOME- Interest revenue from our Local Agency Investment Fund account and bank earnings credit	Interest Income Anticipate <1% interest	\$ 3,892	\$ 6,021	\$ 18,000	\$ 10,997	61.1%	\$ 8,001	LAIF Interest
01-00-496000	INCOME OTHER - Non-operating, including predicted PAST DUE DQ amounts for budget estimates) Used for budgetary purposes only bec. Past Due DQ/Property Tax are "booked" as receivables.	This account offsets expense account no 01-00-593000	\$ 8,562	\$ 39,011	\$ 12,500	\$ 28,164	225.3%	\$ 25,000	Interest and Penalty Income from Past Due Loans.
TOTAL			\$ 1,875,357	\$ 2,017,739	\$ 1,989,731	\$ 1,753,999	86.2%	\$ 1,888,795	

## FISCAL YEAR 2018/19

GL Account	Description	JULY 18	AUG 18	SEP 18	OCT 18	NOV 18	DEC 18	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUNE 19	TOTAL
01-00-411000	<b>METERED WATER SALES</b> Percentage vs previous 12 months BIGHORN 01-08 and 15, 18 Consumption previous 12 mo. <b>Metered Water @ 97% of prior 12 mo.</b>	0.97 1,966,813	0.97 1,892,368	0.97 1,892,368	0.97 1,892,368	0.97 1,834,999	0.97 1,240,941	0.97 1,240,941	0.97 905,635	0.97 905,635	0.97 805,279	0.97 805,279	0.97 1,169,480	\$253,908
01-00-411000	Percentage vs previous 12 months DESERT VIEW 07-11 & 12, 13, Consumption previous 12 mo. <b>Metered Water @ 97% of prior 12 mo.</b>	0.97 2,010,480	0.97 1,966,813	0.97 1,892,368	0.97 1,892,368	0.97 1,834,999	0.97 1,240,941	0.97 1,240,941	0.97 905,635	0.97 905,635	0.97 805,279	0.97 805,279	0.97 1,169,480	\$253,908
01-00-411000	<b>BASIC SERVICE CHARGE</b> no of meters - BIGHORN 01-08, 15 and 18 <b>Basic Svs Charge @ \$31.83/ meter per cycle</b>	0.97 2,010,480	0.97 1,966,813	0.97 1,892,368	0.97 1,892,368	0.97 1,834,999	0.97 1,240,941	0.97 1,240,941	0.97 905,635	0.97 905,635	0.97 805,279	0.97 805,279	0.97 1,169,480	\$253,908
01-00-413000	Percentage vs previous 12 months DESERT VIEW 07-11, 12-14 Consumption previous 12 mo. <b>Metered Water @ 97% of prior 12 mo.</b>	0.97 2,010,480	0.97 1,966,813	0.97 1,892,368	0.97 1,892,368	0.97 1,834,999	0.97 1,240,941	0.97 1,240,941	0.97 905,635	0.97 905,635	0.97 805,279	0.97 805,279	0.97 1,169,480	\$253,908
01-00-413000	<b>BULK WATER</b> percentage of previous 12 months consumption previous 12 mos. <b>Bulk Water @97% of prior 12 mo.</b>	0.97 65,349	0.97 124,882	0.97 52,007	0.97 100,708	0.97 42,360	0.97 70,276	0.97 34,100	0.97 67,690	0.97 33,815	0.97 58,324	0.97 44,507	0.97 98,461	\$71,414
01-00-411000	<b>DEBT REVENUE</b> # of Desert View Accounts <b>FHMA Desert View Revenue Bond @ 9.30</b>	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	870 8,091	\$48,546
01-00-419000	<b>AMES BASIN WATER TRANSFERS (SALE)</b>													\$1
01-00-491010	<b>Prop. Tax Ad Valorem Bighorn ID 1 Debt (DA01)</b>	-	-	-	-	23,000	61,000	8,000	15,000	3,000	45,000	20,000	900	\$1
01-00-491000	<b>GENERAL PROPERTY TAX REVENUE</b>													
01-00-491000	Bighorn Imp "A" Area 1% Gen Levy Share (GA02)					5,300	20,000	1,400	3,400	2,500	17,500	3,250	2,880	\$56,230
01-00-491020	Bighorn-Desert View WA 1% Gen Levy Share (GA01)					5,200	20,000	1,100	2,700	1,700	17,000	5,200	2,400	\$55,300
01-00-491040	ID Goat Mountain 1% Gen Levy Share (GA03)					-	9,000	2,000	1,500	2,000	6,500	1,800	2,000	\$24,800
01-00-412000	<b>STANDBY (WATER AVAILABILITY) PROPERTY TAX REVENUE</b>													
01-00-412000	ID Goat Mountain Standby Assessment SW03)					30,000	30,000	1,060	4,400		5,700			\$71,160
01-00-417000	<b>OTHER REVENUE</b> Income Other (Operating)	4000	4000	3500	6000	6000	4000	6000	3500	5000	6000	4000	3000	\$55,000
01-00-482000	Interest Income (Unrestricted-Non-Operating LAIF or Bank)	2000	-	-	2,000	-	-	2,000	-	-	2,000	-	-	\$8,000
01-00-496000	Income Other (Non Op) Penalties/Interest on Assessments	500				5,000	5,000	12,500	500	500	500	500		\$25,000
01-00-492050	Earnings Credit from PWB (used for bank fees)													\$1
01-00-410000	<b>METER SALES AND INSTALLATION</b> Estimated # SL Installs Service Line Installation Fees					1,795	1,795			1,795				\$3,590
01-00-410010	Basic Facilities Charge (Buy In)					1	1			1				\$9,190
	<b>TOTAL REVENUE</b>					4,595	4,595			4,595				\$1,887,794



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

Project GL	Project Description	Funding	Amount	Grant Funding
<b><u>OPERATIONS</u></b>				
	Cla-Val Upgrades at Goat Mtn.		\$60,000	
	Trailer for Operations		\$25,000	
	Initiate Energy Efficiency Program - Refurbish 2 Deep Well Turbine Pump to lower HP, new starter and phase protection and well rehabilitation		\$150,000	
	Pneumatic Valve Operator		\$15,000	
<b><u>ADMINISTRATION</u></b>				
	Administration Building/Shop Solar Project		\$30,000	
			\$280,000	
			<b>\$280,000</b>	<b>\$0</b>

**TOTAL EXPENSE**  
**TOTAL EXPENSE (NET)**

## AGENDA ITEM # 8

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

**Meeting Date:** May 22, 2018

**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:** Adoption of Resolution No. 18R-XX, A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency's Designation of Applicant's Agent Resolution for Non-State Agencies

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**SUMMARY**

In times of disaster, the California Office of Emergency Services (CalOES) must have authorized signatories on file in order to communicate with our Agency for Federal and State disaster relief funding.

These authorized signatories coordinate with the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (CalOES) for the damage amount as a result of a disaster. The authorized signatories primarily deal with the money/funds applied as "disaster relief".

Staff is requesting the Board of Directors adopt Resolution No. 18R-XX updating the authorized signatories for the Agency.

**RECOMMENDATION**

Board to consider adopting Resolution 18R-XX, A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency's Designation of Applicant's Agent Resolution for Non-State Agencies.

**BACKGROUND/ANALYSIS**

The Agency received notification from the California Emergency Management Agency (CalEMA) Grants Processing Section requesting that Bighorn-Desert View Water Agency submit an updated *Designation of Applicant's Agent Resolution* (OEA Form 130) listing the Agency's Authorized Agents.

Authorized Agents are those individuals that CalOES communicates with and who are authorized to act on behalf of the Agency in case of a disaster to obtain relief funding. Authorized Agents must be approved by the Bighorn-Desert View Water Agency's Board of Directors through a Resolution in accordance with CalOES Form 130. The attached Resolution meets the current CalOES Form 130 requirements.

Representatives from both the Federal Emergency Management Agency (FEMA) and the California Emergency Management Agency (CalOES) may come out and survey damage as a result of a disaster, but all Federal (FEMA) and State (CalOES) Disaster funding is funneled through (refunded by) CalOES.

Until CalOES receives this updated Resolution, they may not be able to communicate with Bighorn-Desert View Water Agency for disaster relief funds if needed.

**PRIOR RELEVANT BOARD ACTION(S)**

**6/27/2017 Motion No. 18-032:** Board adopted Resolution No. 17R-17, Designation of Applicant's Agent Resolution for Non-State Agencies.

**10/3/2011 BOD Regular Meeting** - Board adopted Resolution 11R-18, A Resolution Designating Office of Emergency Service Applicant Authority

**2/27/2007 BOD Regular Meeting** - Board adopted Resolution 07R-01, A Resolution Designating Office of Emergency Service Applicant Authority

**RESOLUTION NO. 18R-XX**

**RESOLUTION OF THE BOARD DIRECTORS OF THE  
BIGHORN-DESERT VIEW WATER AGENCY'S  
DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

**BE IT RESOLVED BY THE**, Board of Directors OF THE Bighorn-Desert View Water Agency.

**THAT** the General Manager, OR  
the Accounting Technician I, II or III, OR  
the Water Distribution Operator I, II or III

is hereby authorized to execute for and on behalf of the Bighorn-Desert View Water Agency, a public entity established under the laws of the State of California, this application and to file it with the California Emergency Management Agency 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, 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 future 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) \_\_\_\_\_

**THAT** Resolution No. 17R-17 is hereby rescinded and of no further force and effect.

**PASSED AND APPROVED** this 22nd day of May, 2018

\_\_\_\_\_  
Michael McBride, Board President

\_\_\_\_\_  
Judy Cori-Lorono, Board Vice President

\_\_\_\_\_  
Terry Burkhart, Secretary

**CERTIFICATION**

I, Terry Burkhart, duly appointed and Board Secretary of the Bighorn-Desert View Water Agency, do hereby certify that the above is a true and correct copy of a Resolution passed and approved by the Board of Directors of the Bighorn-Desert View Water Agency on the 22<sup>nd</sup> day of May 2018.

\_\_\_\_\_  
Terry Burkhart, Board Secretary

## AGENDA ITEM # 9

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

**Meeting Date:** May 22, 2018

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** est. \$71,160

**Funding Source:** Property Tax Assessment

**From:** Marina D. West

**General Counsel Approval:** Obtained

**CEQA Compliance:** N/A

**Subject: Resolution No. 18R-XX Water Standby Assessments for Improvement District Goat Mountain for Fiscal Year 2018-19**

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**SUMMARY**

Staff is recommending the Board adopt Resolution No. 18R-XX establishing rates and procedures to fix, levy and collect water standby and availability charges for Fiscal Year 2018-19 (tax year 2018). This assessment applies to vacant unmetered parcels within the annexed Improvement District Goat Mountain only. The anticipated operating revenue collected from the standby assessment is \$71,160.

The assessment methodology and calculations remain unchanged from those adopted by the Board of Supervisors in fiscal year 2014/15 as well as Resolution No. 15R-20 and Resolution No. 16R-07 approved by Bighorn-Desert View Water Agency on July 28, 2015 and June 28, 2016 and is to continue the same.

**RECOMMENDATION**

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

1. Adopt Resolution No. 18R-XX Establishing Stand-by and Availability Fees for Water Services in Improvement District "Goat Mountain" (ID "GM").

**BACKGROUND/ANALYSIS**

The annexation of Improvement District Goat Mountain (ID GM) into Bighorn-Desert View Water Agency requires that the Agency assume responsibility for proper collection of revenues through fees, charges and assessments which are necessary to operate and maintain the water system.

Standby assessments are considered the vacant land owners "fair share" of maintaining the water system until such time as the owner wishes to occupy the property. In other words, it is the fair share of have the water system "stand-by" until the owner is ready to be served. For land owners that have a private water well there is a perceived benefit in having access to fire hydrants along the public right-of-way.

The estimated revenue from the ID GM standby assessment is \$71,160 and was included in the Fiscal Year 2018-19 Operating Budget being considered by the Board of Directors on May 22, 2018.

**PRIOR RELEVANT BOARD ACTION(S)**

**6/27/2017 Motion No. 17-029** Resolution No. 17R-15 Establishing stand-by and availability fees for water services in Improvement District "Goat Mountain" (ID "GM").

**2016 06 28 Regular Board of Directors Meeting:** Resolution No. 16R-07 A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Establishing Standby and Availability Fees for Water Service in Improvement District "Goat Mountain" (ID "GM")

**2015 07 28 Regular Board of Directors Meeting:** Resolution No. 15R-20 A Resolution of the Board of Directors of the Bighorn-Desert View Water Agency Establishing Standby and Availability Fees for Water Service in Improvement District "Goat Mountain" (ID "GM")



**RESOLUTION NO. 18R-XX**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
BIGHORN-DESERT VIEW WATER AGENCY  
ESTABLISHING STAND-BY AND AVAILABILITY FEES FOR WATER  
SERVICES IN IMPROVEMENT DISTRICT "GOAT MOUNTAIN" (ID "GM")**

**WHEREAS**, the Board of Directors of Bighorn-Desert View Water Agency ("Agency"), acting in its capacity as the governing body of the Agency's Improvement District Goat Mountain (ID "GM"), hereby finds and determines:

- (a) That this Board of Directors finds that the water availability and standby charges in Improvement District Goat Mountain (ID "GM") were previously established by the County of San Bernardino pursuant to procedures set forth in former Section 25210.77b; and
- (b) That this Board of Directors may, by this Resolution, continue the water availability and standby charges pursuant to Section 54984.2 of the Government Code now and in successive years at the same rate.

**NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY  
RESOLVES:**

- 1. That, in accordance with Government Code, Section 54984.7, there are hereby fixed and continued without change and the charges shall be thirty dollars (\$30.00) per full acre in a parcel; and
- 2. That for parcels of less than one (1) acre total, the charges continued herein for Improvement District Goat Mountain (ID "GM") shall be thirty dollars (\$30.00) ; and
- 3. That water availability and standby charges shall apply to each parcel of real property within the Improvement District Goat Mountain (ID "GM") which is within six hundred sixty (660) feet of a water main from which water service is furnished by the Agency; and
- 4. That the water availability and standby charges were previously established and fixed by the County of San Bernardino and that the Agency, as the successor-in-interest to the County by virtue of the completed annexation and conversion of the County's service area into the Agency's Improvement District pursuant to the LAFCO Reorganization Resolution No. 3197, adopted March 26, 2015, is hereby

continuing such charges without change as permitted by Government Code, Section 54984.7; and

5. That the charges fixed and established herein shall be effective on and after July 1, 2018, and shall be operative during Fiscal Year 2018/19, tax year 2018.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors to Bighorn-Desert View Water Agency this 22<sup>nd</sup> day of May 2018.

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

ATTEST:

\_\_\_\_\_  
Terry Burkhart, Secretary of the Board

## AGENDA ITEM # 10

# General Ledger

## Balance Sheet

User: mwest  
 Printed: 05/09/2018 - 12:54PM  
 Fund: All  
 Period: 10  
 Fiscal Year: 2018

*April 2018*



Fund ALFRE

Account Type	Amount
01 - General Fund	
Assets	
CASH & CASH EQUIVALENTS	
01-00-131250 - PACIFIC WESTERN BANK	2,229,699.53
01-00-131300 - CASH DRAWERS BASE FUND	1,000.00
01-00-134000 - PETTY CASH FUND	800.00
Total CASH & CASH EQUIVALENTS:	2,231,499.53
INVESTMENTS	
01-00-133030 - LAIF - CASH ACCOUNT	941,538.27
01-00-133111 - OPEN	0.00
01-00-133112 - OPEN	0.00
Total INVESTMENTS:	941,538.27
ACCOUNTS RECEIVABLE - WATER	
01-00-137100 - A/R WATER	190,273.94
01-00-137130 - A/R UNBILLED	0.00
01-00-139510 - 2010-11 LIEN REC \$33945	1,490.56
01-00-139520 - 2011-12 LIEN REC \$36833	2,842.36
01-00-139530 - 2012-13 LIEN REC \$39364	5,454.08
01-00-139540 - 2013-14 LIEN REC \$29,632	3,627.15
01-00-139541 - 2014-15 LIEN REC \$69,492	23,058.64
01-00-139542 - 2015-16 LIEN REC \$43,270	19,588.25
01-00-139543 - 2016-17 LIEN REC \$45,364	25,202.45
01-00-139605 - DUE FROM PROP 1 GRANT	(1,035.00)
01-00-139900 - ALLOWANCE FOR BAD DEBTS-LIENS	(3,100.00)
Total ACCOUNTS RECEIVABLE - WATER:	267,402.43
ACCOUNTS RECEIVABLE - OTHER	
01-00-136000 - A/R OTHER (Non-UB AR)	0.00
01-00-137110 - 2015&16 IDGM STBY A/R(\$27,455)	17,380.98
01-00-138000 - A/R PROPERTY TAXES	0.00
01-00-138030 - ACCRUED RECEIVABLE	0.00
01-00-139000 - A/R CUSTOMER PROJECTS	0.00
01-00-139601 - DUE FROM HAZARD MITIGATION	0.00
01-00-139604 - DUE FROM P.O. DEMO GARD 17/18	0.00
01-00-139901 - ALLOWANCE BAD DEBT - STANDBY	(3,000.00)
Total ACCOUNTS RECEIVABLE - OTHER:	14,380.98
INVENTORY	
01-00-143010 - INVENTORY-WATER SYSTEM PARTS	70,050.42
01-00-143011 - INVENTORY- AMES WATER	160,610.00
01-00-143012 - INVENTORY CLEARING	(3,525.64)
Total INVENTORY:	227,134.78
PREPAID EXPENSES	
01-00-144010 - PREPAYMENTS W/C INS	1,514.91
01-00-144020 - PREPAYMENTS PL & PD LIAB INS	6,146.55

Account Type	Amount
01-00-144035 - PREPAY CalPERS	5,226.80
Total PREPAID EXPENSES:	12,888.26
<b>FIXED ASSETS</b>	
01-00-111300 - FA ORGANIZATION	336,271.36
01-00-111301 - A/D ORGANIZATION	(146,243.79)
01-00-111350 - FA LAND	80,979.60
01-00-111400 - FA BUILDINGS	288,192.81
01-00-111401 - A/D BUILDINGS	(224,868.88)
01-00-111500 - FA YARDS	56,330.15
01-00-111501 - A/D YARDS	(49,001.27)
01-00-111600 - FA FUEL TANKS	18,942.68
01-00-111601 - A/D FUEL TANK	(16,073.54)
01-00-111700 - FA WATER SYSTEM	9,486,177.24
01-00-111701 - A/D WATER SYSTEM	(5,901,273.79)
01-00-111800 - FA SHOP EQUIPMENT	26,346.34
01-00-111801 - A/D SHOP EQUIPMENT	(26,346.34)
01-00-111810 - FA MOBILE EQUIPMENT	695,754.49
01-00-111811 - A/D MOBILE EQUIPMENT	(460,621.83)
01-00-111900 - FA OFFICE EQUIPMENT	196,233.00
01-00-111901 - A/D OFFICE EQUIPMENT	(73,248.94)
Total FIXED ASSETS:	4,287,549.29
<b>CONST. IN PROGRESS - OTHER</b>	
01-00-145010 - JV MONITORING WELL	177,095.85
Total CONST. IN PROGRESS - OTHER:	177,095.85
<b>CONSTRUCTION IN PROGRESS</b>	
01-00-120546 - BDV/GOAT MTN/HDWD INTEGRATE	524.65
01-00-120547 - GENERATOR PH1 - OFFICE/A BOOST	0.00
Total CONSTRUCTION IN PROGRESS:	524.65
<b>PENSION DEFERRED OUTFLOWS</b>	
01-00-120600 - PENSION DEFERRED OUTFLOWS	0.00
Total PENSION DEFERRED OUTFLOWS:	0.00
Total Assets:	8,160,014.04
<b>Liabilities</b>	
<b>ACCOUNTS PAYABLE</b>	
01-00-225200 - ACCRUED INTEREST PAYABLE	0.00
01-00-225300 - ACCRUED EXPENSES	0.00
01-00-227000 - ACCOUNTS PAYABLE	(5,900.95)
01-00-227001 - AP PROP 1 ACC.EXP.	(1,034.55)
Total ACCOUNTS PAYABLE:	(6,935.50)
<b>ACCRUED PAYROLL</b>	
01-00-229000 - ACCRUED PAYROLL LIABILITIES	0.00
01-00-229010 - GARNISHMENT WITHHOLDING	0.00
01-00-229100 - ACCRUED EMP COMP BALANCES	66,679.77
Total ACCRUED PAYROLL:	66,679.77
<b>ACCRUED PR LIABILITIES</b>	
01-00-229001 - FEDERAL PR TAX PAYABLE	0.00
01-00-229002 - STATE PR TAX PAYABLE	0.00
01-00-229003 - HEALTH INSURANCE PAYABLE	(884.25)
01-00-229004 - 3RD PARTY INS PLAN PAYABLE	(432.05)
01-00-229005 - CALPERS PAYABLE	0.00
Total ACCRUED PR LIABILITIES:	(1,316.30)
<b>CUSTOMER DEPOSITS</b>	

## Fund ALFRE

Account Type	Amount
01-00-226000 - CUSTOMER DEPOSITS	95,441.67
Total CUSTOMER DEPOSITS:	95,441.67
PAYABLE FROM RESTRICTED ASSETS	
01-00-229500 - ACCRUED INT PAYABLE DV ID BNDS	0.00
Total PAYABLE FROM RESTRICTED ASSETS:	0.00
LONG TERM DEBT	
01-00-211010 - REVENUE BONDS PAYABLE - DV	71,977.05
01-00-223000 - REVENUE BONDS PAYABLE - BH	202,000.00
Total LONG TERM DEBT:	273,977.05
PENSION NET PENSION LIABILITY	
01-00-151000 - DEFERRED OUTFLOWS-PENS CONTRIB	(62,323.00)
01-00-153000 - DEFERRED OUTFLOW - ACTUARIAL	(114,729.00)
01-00-223100 - PENSION NET PENSION LIABILITY	567,392.00
01-00-225000 - DEFERRED INFLOW - ACTUARIAL	36,664.00
01-00-225001 - DEFERRED INFLOW-ADD'L DEFERRAL	0.00
Total PENSION NET PENSION LIABILITY:	427,004.00
PENSION DEFERRED INFLOW	
01-00-223110 - PENSION DEFERRED INFLOWS	0.00
Total PENSION DEFERRED INFLOW:	0.00
Total Liabilities:	854,850.69
Fund Balance	
FUND BALANCE	
01-00-301090 - CONTRIBUTED CAPITAL/HUD	291,094.58
01-00-301110 - FMHA GRANTS	758,297.76
01-00-310000 - FUND BALANCE	5,608,172.85
01-00-310010 - FUND BALANCE FEMA & OES	427,895.00
Total FUND BALANCE:	7,085,460.19
Total Fund Balance:	7,085,460.19
Total Liabilities and Fund Balance:	7,940,310.88
Total Retained Earnings:	219,703.16
Total Fund Balance and Retained Earnings:	7,305,163.35
Total Liabilities, Fund Balance, and Retained Earnings:	8,160,014.04
Totals for Fund 01 - General Fund:	0.00

# General Ledger

## Budget Status

User: mwest

Printed: 5/9/2018 - 12:53 PM

Period: 1 to 10, 2018

April 2018



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 01	General Fund							
Dept 01-00	No Department							
R05	OPERATING REVENUE							
01-00-410000	SERVICE LINE INSTALLATION F	3,590.00	14,280.00	14,280.00	-10,690.00	0.00	-10,690.00	0.00
01-00-410010	BASIC FACILITIES CHARGE	9,190.00	36,760.00	36,760.00	-27,570.00	0.00	-27,570.00	0.00
01-00-411000	INCOME METERED WATER	601,801.00	510,549.09	510,549.09	91,251.91	0.00	91,251.91	15.16
01-00-412000	GOAT MTN STANDBY INCOME	65,700.00	50,956.20	50,956.20	14,743.80	0.00	14,743.80	22.44
01-00-413000	BASIC SERVICE CHARGE	840,108.00	715,454.29	715,454.29	124,653.71	0.00	124,653.71	14.84
01-00-414000	INCOME JV BULK WATER SALE	0.00	202.82	202.82	-202.82	0.00	-202.82	0.00
01-00-417000	INCOME OTHER (OPERATING)	45,000.00	50,015.30	50,015.30	-5,015.30	0.00	-5,015.30	0.00
01-00-417003	RESTRICTED FROM CSA70/W1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-417004	INCOME REIMBURSEMENT (ID	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-419000	AMES BASIN WATER TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-492050	PAC WEST BANK EARNINGS CR	0.00	11,953.06	11,953.06	-11,953.06	0.00	-11,953.06	0.00
	R05 Sub Totals:	1,565,389.00	1,390,170.76	1,390,170.76	175,218.24	0.00	175,218.24	11.19
R10	NON-OPERATING REVENUE							
01-00-491000	GA02 GEN LEVY IMP DIST A BH	53,496.00	50,820.32	50,820.32	2,675.68	0.00	2,675.68	5.00
01-00-491010	DA01 DEBT SRVC IMP1 (BH BON	175,900.00	157,258.48	157,258.48	18,641.52	0.00	18,641.52	10.60
01-00-491020	GA01 GENERAL TAX LEVY (BVI	52,900.00	51,084.94	51,084.94	1,815.06	0.00	1,815.06	3.43
01-00-491030	INCOME REV BONDS DV FMHA	48,546.00	41,810.71	41,810.71	6,735.29	0.00	6,735.29	13.87
01-00-491040	GA03 ID GM GEN TAX LEVY	23,000.00	23,693.90	23,693.90	-693.90	0.00	-693.90	0.00
01-00-492000	INTEREST INCOME	18,000.00	10,996.65	10,996.65	7,003.35	0.00	7,003.35	38.91
01-00-496000	INCOME OTHER (NON OPERATI	12,500.00	28,163.86	28,163.86	-15,663.86	0.00	-15,663.86	0.00
01-00-499991	GRANT FOR HAZARD MITIGATI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-499992	CAPITAL CONTRIBUTION REVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-499995	POST OFFICE DEMO GRANT 17/	0.00	800.00	800.00	-800.00	0.00	-800.00	0.00
01-00-499996	PROP 1 REV. ACCT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	384,342.00	364,628.86	364,628.86	19,713.14	0.00	19,713.14	5.13
	Revenue Sub Totals:	1,949,731.00	1,754,799.62	1,754,799.62	194,931.38	0.00	194,931.38	10.00
E25	NON-OPERATING EXPENSE							
01-00-562000	OFFICE EQUIPMENT EXPENSE	10,500.00	25,249.16	25,249.16	-14,749.16	0.00	-14,749.16	0.00
01-00-563000	CUSTOMER RELATIONS	1,500.00	998.46	998.46	501.54	0.00	501.54	33.44

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
01-00-564000	OTHER ADMINISTRATIVE EXPE	5,000.00	8,557.31	8,557.31	-3,557.31	0.00	-3,557.31	0.00
01-00-570000	INTEREST EXPENSE - BH BOND	10,100.00	3,816.66	3,816.66	6,283.34	0.00	6,283.34	62.21
01-00-571000	DEPRECIATION EXPENSE	0.00	264,763.95	264,763.95	-264,763.95	0.00	-264,763.95	0.00
01-00-571100	AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-573500	MWA PIPELINE DEBT	83,300.00	81,331.00	81,331.00	1,969.00	0.00	1,969.00	2.36
01-00-581000	ELECTION COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-591000	INTEREST EXPENSE - DV BOND	5,349.00	3,572.25	3,572.25	1,776.75	0.00	1,776.75	33.22
01-00-593000	EXPENSE / INCOME MISC	500.00	491.56	491.56	8.44	0.00	8.44	1.69
01-00-594000	GAIN (LOSS) ASSET DISPOSAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E25 Sub Totals:		116,249.00	388,780.35	388,780.35	-272,531.35	0.00	-272,531.35	0.00
Expense Sub Totals:		116,249.00	388,780.35	388,780.35	-272,531.35	0.00	-272,531.35	0.00
Dept 00 Sub Totals:		-1,833,482.00	-1,366,019.27	-1,366,019.27	-467,462.73	0.00		
Dept 01-01	Administration							
E15	ADMINISTRATIVE EXPENSE							
01-01-560030	ADMINISTRATIVE COMPENSAT	298,980.00	221,568.53	221,568.53	77,411.47	0.00	77,411.47	25.89
01-01-560060	CONTRACTUAL SERV-AUDITOF	31,650.00	30,618.00	30,618.00	1,032.00	0.00	1,032.00	3.26
01-01-560070	CONTRACTUAL SERV-LEGAL	16,000.00	11,021.25	11,021.25	4,978.75	0.00	4,978.75	31.12
01-01-560080	PERS CONTRIBUTION	68,000.00	53,540.95	53,540.95	14,459.05	0.00	14,459.05	21.26
01-01-560090	PAYROLL TAXES	12,250.00	12,036.43	12,036.43	213.57	0.00	213.57	1.74
01-01-560110	TELEPHONE/FAX/INTERNET/WI	8,750.00	5,711.70	5,711.70	3,038.30	0.00	3,038.30	34.72
01-01-560120	MAILING EXPENSE	1,500.00	794.85	794.85	705.15	0.00	705.15	47.01
01-01-560140	CONTRACTUAL SERV-OTHER	65,000.00	32,662.16	32,662.16	32,337.84	0.00	32,337.84	49.75
01-01-560160	PROPERTY/LIABILITY EXPENSE	34,500.00	31,154.48	31,154.48	3,345.52	0.00	3,345.52	9.70
01-01-560170	WORKERS COMP EXPENSE	16,700.00	8,038.19	8,038.19	8,661.81	0.00	8,661.81	51.87
01-01-560180	DUES & SUBSCRIPTIONS	9,350.00	9,027.74	9,027.74	322.26	0.00	322.26	3.45
01-01-560200	POWER/PROPANE OFFICES & Yr	6,000.00	5,600.68	5,600.68	399.32	0.00	399.32	6.66
01-01-560220	BAD DEBT EXPENSE	200.00	0.00	0.00	200.00	0.00	200.00	100.00
01-01-560221	BAD DEBT-LIENS/UNCOLLECT/	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
01-01-560230	LEAK RELIEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-560300	OFFICE SUPPLIES/PRINTING	8,000.00	6,385.62	6,385.62	1,614.38	0.00	1,614.38	20.18
01-01-561000	EMPLOYEE BENEFITS INSURAN	155,000.00	103,118.74	103,118.74	51,881.26	0.00	51,881.26	33.47
01-01-561100	EMPLOYEE EDUCATION/TRAIN	9,000.00	1,704.60	1,704.60	7,295.40	0.00	7,295.40	81.06
01-01-561500	PAYROLL FRINGE EXP TO PROJ	0.00	-1,777.14	-1,777.14	1,777.14	0.00	1,777.14	0.00
01-01-561600	OVERHEAD TO PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E15 Sub Totals:		745,880.00	531,206.78	531,206.78	214,673.22	0.00	214,673.22	28.78
Expense Sub Totals:		745,880.00	531,206.78	531,206.78	214,673.22	0.00	214,673.22	28.78
Dept 01 Sub Totals:		745,880.00	531,206.78	531,206.78	214,673.22	0.00		
Dept 01-05	Operations							



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E05	OPERATIONS EXPENSE							
01-05-541020	OPERATIONS COMPENSATION	257,631.00	203,127.76	203,127.76	54,503.24	0.00	54,503.24	21.16
01-05-541030	UNIFORMS	4,000.00	2,760.72	2,760.72	1,239.28	0.00	1,239.28	30.98
01-05-541060	VEHICLE/TRACTOR/EQUIP EXP	20,000.00	21,514.27	21,514.27	-1,514.27	0.00	-1,514.27	0.00
01-05-541070	VEHICLE EXPENSE-FUEL	27,000.00	24,165.05	24,165.05	2,834.95	0.00	2,834.95	10.50
01-05-541090	FIELD MATERIALS & SUPPLIES	50,000.00	68,482.28	68,482.28	-18,482.28	0.00	-18,482.28	0.00
01-05-541095	SHRINKAGE	0.00	314.64	314.64	-314.64	0.00	-314.64	0.00
01-05-541110	WATER TESTING	11,000.00	13,227.38	13,227.38	-2,227.38	0.00	-2,227.38	0.00
01-05-541120	CONTRACTUAL SRV-ENGINEER	60,000.00	2,025.00	2,025.00	57,975.00	0.00	57,975.00	96.63
01-05-541140	WATER SYSTEM REPAIRS	70,000.00	57,345.86	57,345.86	12,654.14	0.00	12,654.14	18.08
01-05-541141	EXCAVATION COUNTY OF SB	400.00	230.00	230.00	170.00	0.00	170.00	42.50
01-05-541150	BUILDING MAINTENANCE/REP	15,400.00	13,152.40	13,152.40	2,247.60	0.00	2,247.60	14.59
01-05-541190	COMMUNICATIONS EXPENSE	3,700.00	3,347.38	3,347.38	352.62	0.00	352.62	9.53
01-05-541210	DISINFECTION EXPENSE	7,500.00	9,743.21	9,743.21	-2,243.21	0.00	-2,243.21	0.00
01-05-541250	POWER WELLS & PUMPS	86,000.00	78,368.81	78,368.81	7,631.19	0.00	7,631.19	8.87
01-05-541251	GOAT MTN-POWER WELLS/BOC	27,500.00	-1,621.00	-1,621.00	29,121.00	0.00	29,121.00	105.89
01-05-541300	OTHER OPERATING EXPENSES	18,900.00	9,777.06	9,777.06	9,122.94	0.00	9,122.94	48.27
01-05-541700	EQUIPMENT EXP TO CIP	0.00	-4,302.31	-4,302.31	4,302.31	0.00	4,302.31	0.00
01-05-541701	CAPITALIZED LABOR EXPENSE	0.00	-2,707.91	-2,707.91	2,707.91	0.00	2,707.91	0.00
01-05-542000	AMES WATER	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	100.00
E05 Sub Totals:		699,031.00	498,950.60	498,950.60	200,080.40	0.00	200,080.40	28.62
Expense Sub Totals:		699,031.00	498,950.60	498,950.60	200,080.40	0.00	200,080.40	28.62
Dept 05 Sub Totals:		699,031.00	498,950.60	498,950.60	200,080.40	0.00		
Dept 05	Directors							
E15	ADMINISTRATIVE EXPENSE							
01-09-560021	DIRECTOR MCBRIDE	6,725.00	4,263.87	4,263.87	2,461.13	0.00	2,461.13	36.60
01-09-560022	DIRECTOR CORL-LORONO	7,925.00	6,016.20	6,016.20	1,908.80	0.00	1,908.80	24.09
01-09-560024	DIRECTOR BURKHART	6,725.00	2,334.17	2,334.17	4,390.83	0.00	4,390.83	65.29
01-09-560025	DIRECTOR STALEY	6,725.00	4,409.30	4,409.30	2,315.70	0.00	2,315.70	34.43
01-09-560026	DIRECTOR COULOMBE	6,725.00	4,722.57	4,722.57	2,002.43	0.00	2,002.43	29.78
E15 Sub Totals:		34,825.00	21,746.11	21,746.11	13,078.89	0.00	13,078.89	37.56
Expense Sub Totals:		34,825.00	21,746.11	21,746.11	13,078.89	0.00	13,078.89	37.56
Dept 09 Sub Totals:		34,825.00	21,746.11	21,746.11	13,078.89	0.00		
Dept 09	CIP							
E20	CIP EXPENSE							
01-10-056198	LABOR APPLIED TO CIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056199	LABOR APPLIED TO WIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561900	OVERHEAD FOR CIP ONLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
01-10-561902	LOOKOUT PIPELINE	60,000.00	33,227.61	33,227.61	26,772.39	0.00	26,772.39	44.62
01-10-561904	BDV/IDGM INTEGR & TIE-IN	500,000.00	0.00	0.00	500,000.00	0.00	500,000.00	100.00
01-10-561906	JBWD Emergency Leak Resp 7.28.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561907	WELL 6 PUMP REMOVE/REPLAC	75,000.00	3,600.00	3,600.00	71,400.00	0.00	71,400.00	95.20
01-10-561908	MISC PROJ1 PROJ EXP	0.00	12,216.60	12,216.60	-12,216.60	0.00	-12,216.60	0.00
01-10-561920	HAZARD MITIGATION PLAN	20,000.00	1,500.00	1,500.00	18,500.00	0.00	18,500.00	92.50
01-10-561921	AWAC GRANT2, WATER ED FEST	0.00	161.50	161.50	-161.50	0.00	-161.50	0.00
01-10-561924	POST OFFICE DEMO GARDEN 1'	3,000.00	1,900.00	1,900.00	1,100.00	0.00	1,100.00	36.67
01-10-561925	PROP 1 PLAN GRT-CONSOL/INT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561940	SHOP EQUIP	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	100.00
01-10-561945	ORGANIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561950	LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561955	OFFICE BUILDING	72,265.00	0.00	0.00	72,265.00	0.00	72,265.00	100.00
01-10-561960	YARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561965	FUEL STORAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561970	WATER SYSTEM	10,000.00	17,077.06	17,077.06	-7,077.06	0.00	-7,077.06	0.00
01-10-561975	VEHICLES - MOTOR VEHICLES	30,000.00	24,729.85	24,729.85	5,270.15	0.00	5,270.15	17.57
01-10-561980	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	810,265.00	94,412.62	94,412.62	715,852.38	0.00	715,852.38	88.35
	Expense Sub Totals:	810,265.00	94,412.62	94,412.62	715,852.38	0.00	715,852.38	88.35
	Dept 10 Sub Totals:	810,265.00	94,412.62	94,412.62	715,852.38	0.00		
	Fund Revenue Sub Totals:	1,949,731.00	1,754,799.62	1,754,799.62	194,931.38	0.00	194,931.38	10.00
	Fund Expense Sub Totals:	2,406,250.00	1,535,096.46	1,535,096.46	871,153.54	0.00	871,153.54	36.20
	Fund 01 Sub Totals:	456,519.00	-219,703.16	-219,703.16	676,222.16	0.00		
	Revenue Totals:	1,949,731.00	1,754,799.62	1,754,799.62	194,931.38	0.00	194,931.38	10.00
	Expense Totals:	2,406,250.00	1,535,096.46	1,535,096.46	871,153.54	0.00	871,153.54	36.20
	Report Totals:	456,519.00	-219,703.16	-219,703.16	676,222.16	0.00		

# Bank Reconciliation

## Checks by Date

User: mwest  
 Printed: 05/09/2018 - 1:40PM  
 Cleared and Not Cleared Checks  
 Print Void Checks

*April 2018*



Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
0	4/4/2018	AMERICAN FIDELITY ASSURANCE		AP		4/30/2018	249.97
19461	4/4/2018	BEYOND SOFTWARE SOLUTIONS		AP		4/30/2018	420.00
19462	4/4/2018	CLINICAL LABORATORY OF SB, IN		AP		4/30/2018	265.00
19463	4/4/2018	DAVID L. WYSOCKI		AP		4/30/2018	1,320.00
19464	4/4/2018	EH WACHS		AP		4/30/2018	527.16
19465	4/4/2018	JOHN'S GARAGE,LLC		AP		4/30/2018	826.83
19466	4/4/2018	MICHAEL MCBRIDE		AP		4/30/2018	47.18
19467	4/4/2018	McMASTER-CARR SUPPLY COMPA		AP		4/30/2018	299.77
19468	4/4/2018	MOJAVE WATER AGENCY		AP		4/30/2018	81,331.00
19469	4/4/2018	J DENNIS STALEY		AP			52.32
19470	4/4/2018	UNDERGROUND SERVICE ALERT (		AP		4/30/2018	54.55
0	4/5/2018	IRS PAYROLL		AP		4/30/2018	226.03
0	4/5/2018	EDD PAYROLL		AP		4/30/2018	2.04
0	4/5/2018	IRS PAYROLL		AP		4/30/2018	2,053.06
0	4/5/2018	EDD PAYROLL		AP		4/30/2018	625.21
0	4/5/2018	CALPERS		AP		4/30/2018	3,216.63
0	4/5/2018	CASDU		AP		4/30/2018	205.38
19447	4/5/2018	TERRY BURKHART		PR		4/30/2018	234.70
19448	4/5/2018	JUDY CORL-LORONO		PR		4/30/2018	235.72
19449	4/5/2018	J LARRY COULOMBE		PR		4/30/2018	353.57
19450	4/5/2018	MICHAEL MCBRIDE		PR		4/30/2018	223.41
19451	4/5/2018	JAMES STALEY		PR		4/30/2018	235.72
19452	4/5/2018	DESTINY DIAZ		PR		4/30/2018	1,091.48
19453	4/5/2018	ROSA SANDOVAL		PR		4/30/2018	1,440.15
19454	4/5/2018	MARY HELEN TUTTLE		PR		4/30/2018	771.01
19455	4/5/2018	MARINA WEST		PR		4/30/2018	3,915.31
19456	4/5/2018	JAMES BOYD		PR		4/30/2018	1,356.31
19457	4/5/2018	MICHAEL CARUSO		PR		4/30/2018	1,339.90
19458	4/5/2018	JARED HUNTZINGER		PR		4/30/2018	1,586.85
19459	4/5/2018	LOGAN NOUNNAN		PR		4/30/2018	1,224.47
19460	4/5/2018	DAVID REWAL		PR		4/30/2018	1,637.47
0	4/19/2018	IRS PAYROLL		AP		4/30/2018	2,133.19
0	4/19/2018	EDD PAYROLL		AP		4/30/2018	662.53
0	4/19/2018	CALPERS		AP		4/30/2018	3,216.63
0	4/19/2018	CASDU		AP		4/30/2018	205.38
0	4/19/2018	AT&T MOBILITY		AP		4/30/2018	221.59
0	4/19/2018	BURRTEC WASTE&RECYC		AP		4/30/2018	86.98
0	4/19/2018	CINTAS CORPORATION #150		AP		4/30/2018	226.81
0	4/19/2018	XEROX CORPORATION		AP		4/30/2018	215.49
0	4/19/2018	AMERICAN FIDELITY ASSURANCE		AP		4/30/2018	878.94
0	4/19/2018	PREMIER ACCESS INSURANCE, CC		AP		4/30/2018	929.58
0	4/19/2018	CARDMEMBER SERVICES		AP		4/30/2018	7,464.17
19480	4/19/2018	DESTINY DIAZ		PR		4/30/2018	1,091.47
19481	4/19/2018	ROSA SANDOVAL		PR		4/30/2018	1,310.38
19482	4/19/2018	MARY HELEN TUTTLE		PR		4/30/2018	771.01
19483	4/19/2018	MARINA WEST		PR		4/30/2018	3,879.37

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
19484	4/19/2018	JAMES BOYD		PR		4/30/2018	1,346.67
19485	4/19/2018	MICHAEL CARUSO		PR		4/30/2018	871.45
19486	4/19/2018	JARED HUNTZINGER		PR		4/30/2018	1,164.34
19487	4/19/2018	LOGAN NOUNNAN		PR		4/30/2018	1,478.39
19488	4/19/2018	DAVID REWAL		PR		4/30/2018	2,077.17
19489	4/19/2018	AUTOZONEPARTS		AP		4/30/2018	40.52
19490	4/19/2018	AVALON URGENT CARE INC.		AP		4/30/2018	100.00
19491	4/19/2018	AW ASSOCIATES, INC.		AP		4/30/2018	1,209.26
19492	4/19/2018	BEYOND SOFTWARE SOLUTIONS		AP		4/30/2018	180.00
19493	4/19/2018	CLINICAL LABORATORY OF SB, IN		AP		4/30/2018	230.00
19494	4/19/2018	EH WACHS		AP			678.32
19495	4/19/2018	HD SUPPLY FAC MAINT LTD		AP		4/30/2018	293.41
19496	4/19/2018	HOME DEPOT CREDIT SERVICES		AP		4/30/2018	527.21
19497	4/19/2018	INLAND WATER WORKS SUPPLY C		AP		4/30/2018	11,522.96
19498	4/19/2018	JOHN'S GARAGE,LLC		AP			658.81
19499	4/19/2018	MOJAVE WATER AGENCY		AP		4/30/2018	12,518.00
19500	4/19/2018	MOM'S DESERT VALLEY CLEANIN		AP		4/30/2018	180.00
19501	4/19/2018	OFFICE DEPOT		AP		4/30/2018	182.61
19502	4/19/2018	PLATINUM CONSULTING GROUP L		AP		4/30/2018	297.50
19503	4/19/2018	SDRMA		AP		4/30/2018	7,348.60
19504	4/19/2018	THE SUMMERTREE INSTITUTE		AP		4/30/2018	1,100.00
19505	4/19/2018	WARD & WARD		AP		4/30/2018	479.00
19506	4/19/2018	WATER SYSTEM ENGINEERING, IN		AP		4/30/2018	3,450.00
19507	4/19/2018	WILSON & WILSON, INC		AP			2,460.00
19511	4/30/2018	PETTY CASH		AP		4/30/2018	354.43
19521	4/30/2018	Joe Aldecoa		AP			100.00
19522	4/30/2018	FORREST CARTER		AP			211.17
19523	4/30/2018	John Doller		AP			19.85
19524	4/30/2018	Allen Gray		AP			57.58
19525	4/30/2018	Max Herndon		AP			4.04
19526	4/30/2018	Fred Hunter		AP			200.62
19527	4/30/2018	Ronalda Lindfield		AP			43.86
19528	4/30/2018	Victor Ortiz		AP			27.81
19529	4/30/2018	Tim Rieman		AP			38.82
19530	4/30/2018	Philip Triantafyllou		AP			100.00

Total Void Check Count: 0

Total Void Check Amount:

Total Valid Check Count: 81

Total Valid Check Amount: 182,214.12

Total Check Count: 81

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
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Total Check Amount:							182,214.12
							<hr/>
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5/17/18

To: Marina West

From: Rosie Sandoval

Subject: Service Order Report April for 2018

## SERVICE ORDER REPORT FOR FISCAL YEAR 2017-2018

	J	A	S	O	N	D	J	F	M	A	M	J	YTD
After Hours Call Out	4	0	1	1	0	1	1	2	0	0			10
AirVac Maintenance	0	0	0	0	0	0	0	0	0	0			0
AirVac Replacement	0	0	0	0	0	2	0	0	0	0			2
Booster Repair/Maintenance	0	0	0	0	0	0	0	0	0	0			1
Bulk Stations: Maintenance	0	0	0	0	0	2	0	2	0	2			6
Customer Requested Asst	6	7	4	11	5	3	8	8	6	10			68
Reported Leaks	5	2	0	3	0	3	4	3	1	3			24
Destroy Service Line	0	0	0	0	0	0	0	0	0	0			0
Exchange Meter	22	19	76	80	20	5	46	21	34	19			342
Facility Inspections*	2	0	0	2	0	0	5	3	3	6			21
Fire Flow Test	0	0	0	0	0	0	0	1	0	0			1
Flush Deadend/Blowoffs	0	0	0	1	0	0	0	0	0	0			1
General Maintenance	0	0	3	3	0	0	1	0	1	2			10
Goat Mountain Main Line Repair	1	0	0	0	0	0	0	0	0	0			1
Goat Mountain Service Line Replacement	2	0	1	2	1	0	0	0	0	0			6
Goat Mountain Service Line Repair	4	0	0	1	0	0	0	0	0	0			5
Hangtag	7	16	8	7	8	4	12	11	10	16			99
Hydrant Maint.	0	0	0	0	0	0	0	0	0	0			0
Install New Service	3	1	0	2	1	0	1	1	1	0			10
Lock-Off's	32	19	26	29	43	21	17	24	34	34			279
Miscellaneous	5	7	2	5	9	2	6	2	14	8			60
Open New Service	0	0	0	0	0	0	0	0	21	22			43
Pressure Complaint	2	2	0	0	0	1	0	0	0	2			7
Pull Meter	0	1	1	1	0	1	0	0	0	0			4
Repair Mainline	2	2	2	0	0	0	0	0	0	0			6
Repair Service Line	8	4	7	2	1	2	4	3	2	5			38
Replace Service Line	6	7	11	2	3	10	5	8	18	18			88
Reread Meter	54	79	27	12	5	5	7	19	5	9			222
Tamper	0	0	0	0	0	0	2	0	0	0			2
Tank/Reservoir Maintenance/Repairs	0	0	0	0	0	0	0	0	0	0			0
Unlock Service	33	24	28	29	29	20	25	24	35	39			286
Valve Maintenance	43	69	27	57	41	29	52	42	85	68			513
Verify Meter Locked	7	0	9	6	15	0	9	6	5	0			57
Water Quality Issues **	2	0	1	0	2	1	0	0	0	1			7
Well Repairs/Maint. And Water Level	1	0	0	1	0	0	2	0	0	0			4
<b>TOTAL</b>	<b>251</b>	<b>259</b>	<b>234</b>	<b>257</b>	<b>183</b>	<b>112</b>	<b>207</b>	<b>180</b>	<b>275</b>	<b>264</b>	<b>0</b>	<b>0</b>	<b>2222</b>

\*Includes Inspections for Fire Extinguishers, Vehicles and Facilities

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



**DATE:** 4/30/2018  
**TO:** Board of Directors  
**FROM:** Kit Boyd  
**RE:** APR. 2018 Production

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>GPM from</u> <u>Hour Meter</u>	<u>GPM</u> <u>Flowmeter</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well 2	Well is "inactive"					
Well 3	201,000	1,503,480	390	420	64.2	4.61
Well 4	Well is "inactive"					
Well 6*	0	0	#DIV/0!	400	0	0.00
Well 7	287,980	2,154,090	344	360	108.7	6.61
Well 8	403,800	3,020,424	811	845	62.1	9.27
Well 9	477,900	3,574,692	591	600	100.8	10.97
Well 10	27,480	205,550	85	92	40.1	0.63
<b>Total</b>	<b>1,398,160</b>	<b>10,458,237</b>	<b>464</b>		<b>375.9</b>	<b>32.10</b>

\* Well 6 pump pulled in December 2017

New hour meter well 3

<b>A Boosters</b>	76,330	570,948	135	150	70.4
<b>C Boosters</b>	176,700	1,321,716	295	310	77.9
<b>Total</b>	<b>253,030</b>	<b>1,892,664</b>			



**DATE:** 4/30/2018  
**TO:** Board of Directors  
**FROM:** Kit Boyd  
**RE:** APR.2018 Goat Mountain Well Production

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>GPM from</u> <u>Hour Meter</u>	<u>GPM from</u> <u>Flowmeter</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well GMW1	194,580	1,455,458	213	220	114.1	4.47
Well GMW2 *	0	0	#DIV/0!	182	0	0.00
Well GMW3	241,600	1,807,168	321	315	93.8	5.55
<b>Total</b>	<b>436,180</b>	<b>3,262,626</b>	<b>262</b>		<b>207.9</b>	<b>10.01</b>

\* GMW2 pump failed, pulled 1/22/2018 and well casing found to be compromised. Considering alternatives.

<b>GM booster</b>	161,300	1,206,524	243	222	82.7
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WELL 2 pump was pulled. Well has holes in casing, evaluating options.



## Bighorn-Desert View Water Agency

### Board of Directors

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



### Agency Office

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

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

Marina D West, PG, General Manager

A Public Agency

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

## BOARD OF DIRECTORS' SPECIAL MEETING MINUTES (Annual Board Workshop)

BOARD MEETING OFFICE  
1720 N. Cherokee Trail, Landers, CA 92285  
Thursday, March 8, 2018 – 10:00 a.m.

### Call to Order

Meeting convened by Board President Michael McBride at 10:15 am.

### Pledge of Allegiance

Led by John Burkhart

### Roll Call

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

Staff Present: Marina West  
Michelle Corbin

### Approval of Agenda

*Motion to approve the Agenda.*

*MSC<sup>1</sup> (Corl-Lorono/Coulombe) unanimously approved*

### Discussion of November 2018 Election and Public Engagement

Registrar for the Agency, Michelle Corbin, advised the Board of the upcoming election on November 6th and asked for direction to encourage public engagement by the community. Discussion ensued about what positions currently held will be available in November. The time period for declaration of intent is July 11 through August 10. Michelle to advise whether or not a trip to San Bernardino is necessary to file the intent to run. General Manager Marina West reminded all that the Staff of the Agency are neutral and do not recruit Board members.

Suggestions included advising the public via a newsletter inserted with the water bill, making our bulletin boards "more flashy", putting a sign-up sheet for email addresses in the lobby of the agency for those who would like to be on the mailing list for announcements. We need to advise potential Board members what training and resources are available. Schedule a "Meet and Greet" for Board Members & the general public to generate interest.

#### **Public Comment**

Mary Coulombe suggested several board members (that are not running for re-election) go to the various local Associations' meetings and introduce themselves and advise that there will be several seats available. Director McBride suggested that he and Director Coulombe go.

#### **2018/19 Board Goals and Objectives**

General Manager West explained that this is where the Board advises staff what they would like to see on the budget for next year.

Director Coulombe mentioned water storage and recharge. Vice President Corl-Lorono inquired about status of the Linn Road site. Secretary Burkhart talked about Johnson Valley getting a pressurized water system sometime in the future. President McBride is interested in infrastructure; such as a mobile back-up generator in case of emergency, meter/line replacement, employee insurance costs are high but employees are complaining of the level of care they get. A lengthy discussion ensued regarding whether or not the complaints are a result of a poor insurance policy or employees not understanding what their policy covers. Lastly, President McBride questioned status of possible State tax fee per meter.

General Manager West explained several of the newest projects in the agency; the new cash and carry water station at Johnson Valley, the updating of payments from customers via online banking, tank diving, and replacement of tank in Landers. She also shared that our entire system was recently Leak Detected and they found two (2) small leaks, reported loss of 2-4%.

Public Comment - none

Adjourned for a Break at 11:27 am – Reconvened from Break at 11:37 am

#### **Travel Policy**

General Manager West gave an overview to Board of Resolution No. 13R-16 Establishing a Policy for Reimbursement of Actual and Necessary Expenses for Board Members which is driven by Government Code section 53232.1 and .2 The Directors' Compensation List of Category A and Category B Meetings on Page 8 of the resolution can be changed on a yearly basis. Other details of the resolution were discussed and clarified.

#### **Director Comments**

Director Staley was happy with what was presented for the Travel Policy. Each Director has a budget just like the Agency, and needs to stay within it.

President McBride would rather a budget be given to a Director and have the Director justify the spending of same. He also recommended giving a new Director an extra \$500 to assist in getting up to speed.

Vice President Corl-Lorono considers herself fiscally conservative and is considering requesting a budget increase and/or decreasing her per diems for the rest of the year as she wants to attend the Cal Rural Water Conference.

Director Coulombe would like for a Directors budget to go a calendar year rather than a fiscal year.

## Public Comments

Anonymous Public Comment: A new director should actually have mandatory classes and not have a budget versus the existing directors have a choice.

## DIRECTOR COMMENTS

Secretary Burkhart remarked that this was a very interesting meeting today; lots to think about. Director Staley is of the opinion that this was one of the best workshops we have had. He is surrendering his "water key" for the Demonstration Garden and hanging up his Gardeners Hat after 5 years. The care-taking of the garden will be turned over to the Agency or the Landers Garden Club.

Vice President Cori-Lorono had no comment.

Director Coulombe is proud of the directors and the staff for following the mission statement and the work that the Agency has done in the past, everyone works very well together.

President McBride had no further comment.

## PUBLIC COMMENT

None

## ADJOURNMENT

President McBride adjourned the meeting at 12:59 pm.

Approved by:

---

Terry Burkhart, Secretary of the Board

MSC<sup>1</sup> – Motion made, seconded, and carried.

# Bighorn-Desert View Water Agency

## Board of Directors

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

Marina D West, PG, General Manager



Agency Office  
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Yucca Valley, CA 92284-1440

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## Board of Directors' Special Meeting Minutes

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285  
**Monday, April 30, 2018 – 6:00 p.m.**

### Call to Order

Meeting convened by Board President Michael McBride at 6:00 p.m.

### Pledge of Allegiance

Led by John Burkhardt.

### Roll Call

Directors Present:

Michael McBride  
Judy Cori-Lorono  
Terry Burkhardt  
J. Dennis Staley  
J. Larry Coulombe

Staff Present:

Marina West  
Mary Helen Tuttle

### Approval of Agenda

*Motion to approve the agenda.*

MSC<sup>1</sup> (Coulombe/Staley) unanimously approved.

### Closed Session

1. **Conference With Legal Counsel on Anticipated Exposure To Litigation Against the Agency (two cases).**

Pursuant to Government Code Section 54956.9(d)(2)

Adjourned to closed session at 6:03 p.m. - Reconvened from closed session at 6:48 p.m.

### Closed Session Report

President McBride reported that the Board received information and took no action

### Public Comment Period

None

**Adjournment** – President Michael McBride adjourned the meeting at 6:49 p.m.

Approved by:

---

*Terry Burkhart, Secretary of the Board*

MSC<sup>1</sup> – Motion made, seconded, and carried.

Pending Board Approval

# Bighorn-Desert View Water Agency

## Board of Directors

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

Marina D West, PG, General Manager



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## Board of Directors' Special Meeting Minutes

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285  
Tuesday, May 1, 2018 – 6:00 p.m.

### Call to Order

Meeting convened by Board President Michael McBride at 6:00 p.m.

### Pledge of Allegiance

Led by Mary Coulombe.

### Roll Call

Directors Present:

Michael McBride  
Judy Cori-Lorono  
Terry Burkhardt  
J. Dennis Staley  
J. Larry Coulombe

Staff Present:

Marina West  
Mary Helen Tuttle

### Approval of Agenda

*Motion to approve the agenda.*

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

### Award Contract to PacWest Engineering Co., Inc. for the "Jemez Paving Project", Repaving Portions of the Administration Building Parking Lot, in the Amount of \$34,400

Board considered awarding contract for "Jemez Paving Project", repaving portions of the administration building parking lot, to PacWest Engineering Co., Inc. in the amount of \$34,400; and authorize construction contingency amount of 10% or \$3,440.

General Manager West reported that the Fiscal Year 2017-18 budget previously approved include this Capital Improvement Project \$65,000. This contract required a formal, advertised bidding process according the provisions of the Public Contract Code for the Bighorn-Mountains Water Agency which was adhered to.

**Public Comment**

Alec Destry of Landers asked how long the parking lot would be out of commission. General Manager West answered; for 2 days or so, customers will be able to use the back door for Agency business.

**Motion No. 18-021**

*Secretary Burkhart made a motion to award the contract for "Jemez Paving Project", repaving portions of the administration building parking lot, to PacWest Engineering Co., Inc. in the amount of \$34,400; and to authorize construction contingency amount of 10% or \$3,440. The motion was seconded by Vice President Corl-Lorono.*

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

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

**Public Hearing: Ordinance 180-01 – An Ordinance of the Board of Directors of Bighorn-Desert View Water Agency Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto -**

General Manager West advised the Board that this ordinance has been properly published via the newspaper and reviewed their options regarding this increase.

No Public Comment.

**Motion No. 18-022**

*Director Staley made a motion to adopt Ordinance 180-01- Providing for Compensation of the Board of Directors and Establishing Procedures Related Thereto. The motion was seconded by Director Coulombe*

**Roll Call Vote:**

Ayes: Staley, Corl-Lorono, Coulombe, Burkhart  
Nays: McBride  
Abstain: None  
Absent: None

MSC<sup>1</sup> (Staley/Coulombe) 4/1

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

**12<sup>th</sup> Annual San Bernardino County Water Conference**

Board considered authorizing attendance at the 12<sup>th</sup> Annual San Bernardino County Water Conference, August 10, 2018 in Ontario, CA at an estimated cost of \$360 total per director.

General Manager West clarified that the \$360 cost per director included registration, travel and per diem.

No Public Comment

**Motion No. 18-023**

*Director Staley made a motion to authorize attendance at the 12<sup>th</sup> Annual San Bernardino County Water Conference, August 10, 2018 in Ontario, CA at an estimated cost of \$360 total per director. Director Coulombe seconded the motion.*

MSC<sup>1</sup> (Staley/Coulombe) unanimously approved.

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

**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 March, 2018
  - 1. Balance Sheet
  - 2. Budget Status
- b. Receive and File Disbursements March, 2018
- c. Unrestricted and Restricted Goat Mtn. Cash Account Summary
- d. Service Order Report, March, 2018
- e. Production Report, March, 2018
- f. Goat Mtn. Production Report, March, 2018
- g. Regular Board Meeting Minutes, February 27, 2018
- h. Regular Board Meeting Minutes, March 27, 2018

No Public comment.

**Motion No. 18-024**

*Vice President Corl-Lorono made a motion to approve consent items a -h. The motion was seconded by Director Staley.*

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

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

**Matters Removed From Consent Calendar**

None

**Public Comment Period**

None

**Verbal Reports**

General Manager West reported that the Desert Wise Living Series Landscape Tour was well attended this past weekend; the garden at the Landers Post Office was one of the stops on Sunday.

The Agency will not be voting on the Regular and Alternate Special District Member seats on the Local Agency Formation Commission (LAFCO) ballot as our ballot came after our March Meeting and was due before our rescheduled April Meeting.



**Adjourned for a break at 6:25 pm – Reconvened from Break at 6:35 pm**

Director Staley gave a report on the Association of the San Bernardino County Special Districts Membership Meeting hosted at the Chino Basin Water Conservation District on Monday, April 16, 2018.

Director Coulombe reported on the LAFCO Governance Training Fraud Prevention Seminar on March 28, 2018.

Vice President Cori-Lorono attended the LAFCO Governance Training Fraud Prevention Seminar and the Homestead Valley Community Council meeting in March and gave a report on same. She also reported on the California Rural Water Association Education and Exhibitor Expo attended on April 23 through 26, 2018.

President McBride spoke about the LAFCO Governance Training Fraud Prevention Seminar he attended in March and gave a detailed report on his attendance at the California Rural Water Association Education and Exhibitor Expo in April.

**Adjournment** – President Michael McBride adjourned the meeting at 7:07 p.m.

Approved by:

\_\_\_\_\_  
Perry Burkhart, Secretary of the Board

MSC<sup>1</sup> – Motion made, seconded, and carried.



AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR  
AGREEMENT FOR COLLECTION OF SPECIAL  
TAXES, FEES, AND ASSESSMENTS  
FISCAL YEAR 2018-19

THIS AGREEMENT is made and entered into this 23rd day of May, 2018, by and between the COUNTY OF SAN BERNARDINO, hereinafter referred to as "County" and the **BIGHORN-DESERT VIEW WATER AGENCY**, hereinafter referred to as "District".

WITNESSETH:

WHEREAS, Government Code Sections 29304 and 51800 authorize the County to recoup its collection costs when the County collects taxes, fees, or assessments for any school district, special district, zone or improvement district thereof; and

WHEREAS, the District and County have determined that it is in the public interest that the County, when requested by District, collect on the County tax rolls the special taxes, fees, and assessments for District.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. County agrees, when requested by District as hereinafter provided to collect on the County tax rolls the special taxes, fees, and assessments of District, and of each zone or improvement District thereof.
2. When County is to collect District's special taxes, fees, and assessments, District agrees to notify in writing the Auditor-Controller (268 W. Hospitality Lane, 4<sup>TH</sup> floor, San Bernardino, CA 92415) of the County on or before the 10<sup>th</sup> day of August of each fiscal year of the Assessor's parcel numbers and the amount of each special tax, fee, or assessment to be so collected. Any such notice, in order to be effective, must be received by the Auditor-Controller by said date.
3. County may charge District an amount per parcel for each special tax, fee, or assessment that is to be collected on the County tax rolls by the County for the District, not to exceed County's actual cost of collection.
4. District warrants that the taxes, fees, or assessments imposed by District and collected pursuant to this Agreement comply with all requirements of state law, including but not limited to, Articles XIII C and XIII D of the California Constitution (Proposition 218).
5. District hereby releases and forever discharges County and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages,

causes of action, and judgments, in any manner arising out of District's responsibility under this agreement, or other action taken by District in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees or assessments as contemplated in this agreement.

6. The County Auditor/Controller has not determined the validity of the taxes or assessments to be collected pursuant to this contract, and the undersigned District hereby assumes any and all responsibility for making such a determination. The undersigned District agrees to indemnify, defend and hold harmless the County and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this contract or the imposition of the taxes or assessments collected pursuant to this contract, and for any costs or expenses incurred by the County on account of any claim therefore, except where such indemnification is prohibited by law. If any judgment is entered against County or any other indemnified party as a result of action taken to implement this Agreement, District agrees that County may offset the amount of any judgment paid by County or by any indemnified party from any monies collected by County on District's behalf, including property taxes, special taxes, fees, or assessments. County may, but is not required to, notify District of its intent to implement any offset authorized by this paragraph.

7. District agrees that its officers, agents and employees will cooperate with County by answering inquiries made to District by any person concerning District's special tax, fee, or assessment, and District agrees that its officers, agents and employees will not refer such individuals making inquiries to County officers or employees for response.

8. District shall not assign or transfer this agreement or any interest herein and any such assignment or transfer or attempted assignment or transfer of this agreement or any interest herein by District shall be void and shall immediately and automatically terminate this agreement

9. This agreement shall be effective for the **2018/19** fiscal year.

10. Either party may terminate this agreement for any reason upon thirty days written notice to the other party. The County Auditor/Controller shall have the right to exercise County's right and authority under this contract including the right to terminate the contract.

11. County's waiver of breach of any one term, covenant, or other provision of this agreement, is not a waiver of breach of any other term, nor subsequent breach of the term or provision waived.

12. Each person signing this agreement represents and warrants that he or she has been fully authorized to do so.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

District: BIGHORN-DESERT VIEW WATER AGENCY

By: \_\_\_\_\_

Printed Name: Rosa Sandoval

Title: Accounting Tech. I/Customer Service Rep.

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

OSCAR VALDEZ,  
AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR  
SAN BERNARDINO COUNTY

By Authorized Deputy: \_\_\_\_\_

Printed Name: \_\_Linda Santillano\_\_

Title: \_\_Chief Deputy, Property Tax\_\_

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