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

Marina D West, PG, General Manager

A Public Agency

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

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

www.bdvwa.org

Board of Directors
Regular Meeting
Agenda

Tuesday, June 26, 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 litigation pursuant to paragraph two of government code section 54956.9 (1 potential case)

6. **Closed Session Report**

7. **Request by Local Area Formation Commission to Initiate Proceedings to Annex Assessor Parcel No. 630-111-01 (640 Acres) into Bighorn-Desert View Water Agency**
Board considers taking the following action(s):

1. Adopt Resolution No. 18R-XX requesting the local agency formation commission to initiate proceedings for the annexation of assessor parcel number 630-111-01 to the bighorn-desert view water agency as more specifically described below

8. **Request for Bill Adjustment from Owner Located at Assessor Parcel Number (APN: 631-061-55)**
Board considers taking the following action(s):

1. Board to consider written request by property owner requesting a billing adjustment.

9. **Review and approval of all Agency Bad Debt expenses "write-off" for account balances which cannot be collected as a property tax lien in accordance with Agency policy through May 30, 2018**
Board considers taking the following action(s):

1. Approval of Bad Debt expenses "write-off" in the amount of $1,207.57 for account balances which cannot be collected as a property the period August 2015 to present.

10. **Agency's Appropriation Limit for Fiscal Year 2018/19**
That the Board considers taking the following action(s):

2. Adopt Resolution No. 18R-XX establishing the Appropriation Limit of the Agency at $164,543.35 for the fiscal year July 1, 2018 – June 30, 2019 pursuant to Article XIIIB of the California Constitution.

11. **Water Tank Inspection and Cleaning**
Staff to verbally present summary of the tank inspection and cleaning activities completed in March 2018.

12. **Public Relations Update**
Board to receive verbal update on recent public relation activities including the water education festival and the Morongo Basin Conservation Association Desert Wise Landscape Tour.

13. **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 2018
    1. Balance Sheet
    2. Budget Status
b. Receive and File Disbursements May 2018
c. Service Order Report, May 2018
d. Production Report, May 2018
e. Goat Mtn. Production Report, May 2018
f. Regular Board Meeting Minutes, May 22, 2018
g. Receive and File Regular FPREP Committee Meeting Reports, January 17, 2018 and March 21, 2018

h. Receive and File Regular PLEGS Committee Meeting Reports, December 19, 2017 and February 20, 2018 and April 19, 2018
i. Authorize Board Member(s) to attend the California Special Districts Association Conference, September 25-27, 2018 in Indian Wells, Ca at an estimated cost of $1625.00 per Director.
j. Resolution No. 18R-XX Adopting a Policy Regarding Stale Dated Checks

Recommended Action:
Approve as presented (Items a - j):

14. Matters Removed From Consent Items

15. 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.

16. Verbal Reports - Including Reports on Courses/Conferences/Meetings.

a. General Manager Report
b. Director Reports
c. President Report

17. Upcoming Director Meetings

- Mojave water Agency Board of Directors Meeting – June 28th 2018 at 9:30AM – Director Staley
- Mojave Water Agency Board of Directors Meeting – July 12th 2018 at 9:30AM – Director Coulombe
- Association of the San Bernardino County Special Districts Dinner and Meeting – July 16th 2018 at 6:00PM – Director McBride
- Homestead Valley Community Council Meeting – July 16th 2018 at 3:00PM – Director Staley

18. 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 # 7

BIGHORN-DESERT VIEW WATER AGENCY STANDING COMMITTEE
PLANNING/LEGISLATIVE/ENGINEERING/GRANTS/SECURITY
AGENDA ITEM SUBMITTAL

Meeting Date: June 19, 2018

To: PLEGS Committee Members

Budgeted: N/A
Budgeted Amount: N/A

From: Marina D. West

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

Subject: Request by Local Area Formation Commission to Initiate Proceedings to Annex Assessor Parcel No. 630-111-01 (640 Acres) into Bighorn-Desert View Water Agency

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REVIEWED BY PLEGS COMMITTEE

SUMMARY

The new owner of Assessor Parcel No. 630-111-01 has inquired about water service to the parcel. This 640-acre (Section 17) parcel is located in the Agency's Sphere of Influence and therefore must be annexed.

Staff is recommending that the Committee concur with staff's recommendation to initiate proceedings to annex this parcel. Staff intends to bring the Resolution of Intent to Annex to the full board on June 26, 2018. The parcel owner will be in attendance at that meeting to convey the request and answer any questions.

RECOMMENDATION

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

1. Adopt Resolution No. 18R-XX requesting the local agency formation commission to initiate proceedings for the annexation of assessor parcel number 630-111-01 to the bighorn-desert view water agency as more specifically described below.

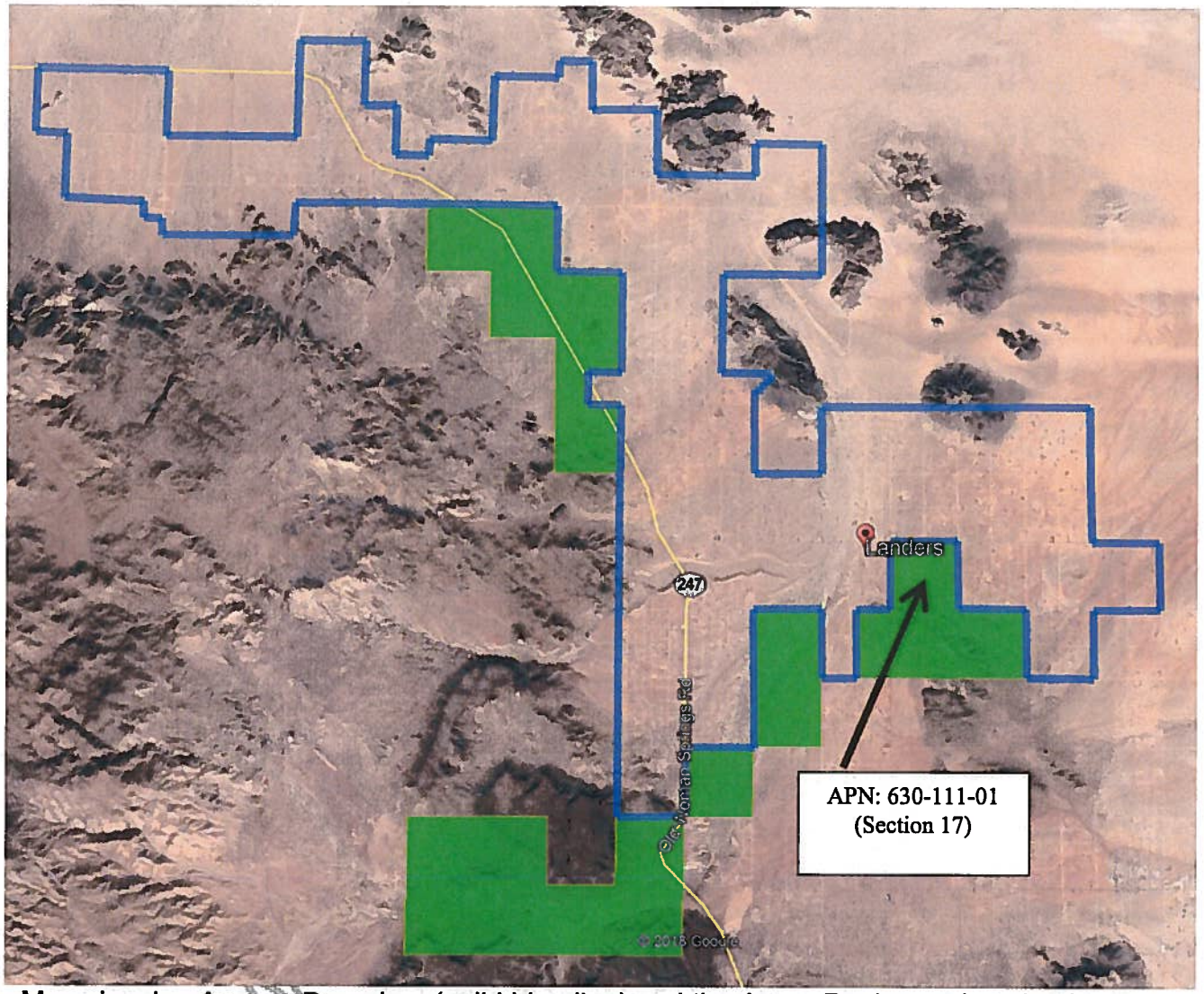
BACKGOUND/ANALYSIS

The new owner of Assessor Parcel No. 630-111-01 has inquired about water service to the parcel. This 640-acre (Section 17) parcel is located in the Agency's Sphere of Influence. The Agency initially directed the owner to the Local Area Formation Commission (LAFCO) to start the process. LAFCO then inquired with the Agency on the subject. LAFCO indicated that it is always a more successful process when the Agency initiates annexation. Their reasoning is that the Agency, not the individual owner, has the knowledge and experience to following the request through to completion.

The owner has stated that his intended purpose for the parcel is a single water meter to serve a small home (<1,000 square feet). The Agency has received a cash deposit from the owner to cover the costs of the proceedings.

PRIOR RELEVANT BOARD ACTION(S)

none



Map showing Agency Boundary (solid blue line) and the Areas Designated as the Agency's Sphere of Influence (solid green blocks)

REVIEW

RESOLUTION NO. R18-XX

A RESOLUTION OF APPLICATION BY THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO INITIATE PROCEEDINGS FOR THE ANNEXATION OF ASSESSOR PARCEL NUMBER 0630-111-01TO THE BIGHORN-DESERT VIEW WATER AGENCY AS MORE SPECIFICALLY DESCRIBED BELOW

RECITALS

WHEREAS, THE Board of Directors of the Bighorn-Desert View Water Agency desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code for the annexation of Assessor Parcel Number (APN) 0630-111-01 to the Bighorn-Desert View Water Agency for a total of approximately 640 acres; and,

WHEREAS, a description of the area proposed to be annexed to Bighorn-Desert View Water Agency is attached hereto as Exhibits "XXX" and "XXX" and by this reference incorporated herein; and

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

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

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

WHEREAS, the reason for the proposed annexation is to enable Bighorn-Desert View Water Agency to provide water service to APN 0630-111-01, which is located adjacent to the Bighorn-Desert View Water Agency Agency's boundary but within its Sphere of Influence; and

WHEREAS, the property owner has requested that Bighorn-Desert View Water Agency initiate these proceedings and make an application for annexation to the Local Area Formation Commission on their behalf.

WHEREAS, the Bighorn Desert View Water Agency desires that the proposed annexation be subject to the following terms and conditions including the following:

1. Assignment of Assessor Parcel Map No. ("AN") 0630-111-01 share of the 1% General Ad Valorem property tax to Bighorn-Desert View Water Agency;

2. That the other standard terms and conditions be imposed by the Local Agency Formation Commission regarding annexation to Bighorn-Desert View Water Agency.

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

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

Section 2. The Bighorn-Desert View Water Agency acknowledges and agrees to the Local Agency Formation Commission for San Bernardino County's requirement for imposing legal indemnification as outlined in Policy 3 of Chapter 2 of the Accounting and Financial Section of its Policy and Procedure Manual.

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

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

PASSED AND ADOPTED by the Board of Directors of the Bighorn Desert View Water Agency at a regular meeting held on this ___ day of ___ 20XX, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
Michael McBride, President

ATTEST:

_____
Terry Burkhart, Secretary

AGENDA ITEM # 8

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

Marina D West, P.G., General Manager

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

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

www.bdvwa.org

A Public Agency

June 18, 2018

Ms. Joanna Johnson
[redacted]

RE: Reestablishing Service at [redacted] (APN: 631-061-55)

Ms. Johnson,

Per our conversation of June 18, 2018, you inquired about opening the water account fo[redacted] In order to open the account, the balance will need to be paid in full ($1,512.47) plus an additional $100 deposit and a $40 unlock fee. We calculate a total of $1,652.47 now due in order to unlock the meter.

We insist the entire balance be paid in full due to the delinquent account history based on the following events:

- The last payment we received was $200 on 11/13/2017 which was a partial payment on a bill for water service provided from July 21, 2017 to September 21, 2017. You failed to complete this payment plan as agreed.
- On November 28, 2017 a bill was mailed for water service provided from September 22, 2017 to November 21, 2017. A second payment plan was executed for this bill. You failed to complete this payment plan as agreed.
- Failure of a second payment plan does constitute a "high risk" account (see attached rules regarding payment plans). Furthermore, our office received no correspondence from you regarding the failed payment plans.
- On January 29, 2018 a Water Distribution Operator met with you to discuss the high meter reading of November 21, 2018. Our operator relay to the office that a field test of the meter indicated it was registering usage correctly. The operator further noted an abundance of trees on the property, multiple hose bibs throughout the yard as well as a large lawn (50 ft x 70 ft) and more plants within the fenced portion of the yard. We noted no reason to suspect the meter reading to be in error, in fact, we found plenty of evidence to support the water usage as

recorded. Following this meeting, we show no correspondence from you regarding the outstanding bills.

- On March 12, 2018 you sent an email to the President of the Board of Directors essentially disputing the high read of November 21, 2018. That message was forwarded to me. I replied on March 21, 2018 summarizing that the account was severely delinquent and that we had not had any contact with you since January 19, 2018. I explained that although procedures had not been followed in a timely manner if you insisted in requesting the Board consider a billing adjustment then it would be agendized for May 1, 2018. You never responded. Please see attached Rules regarding billing disputes.
- On March 2, 2018 I sent an email to the Board President stating I had not heard back from you regarding your March 12 email and our March 21st reply. Again, no response from you.
- Regular billing statements were mailed for the period ending January 31, March 30, and May 31, 2018. All of these statements are past due. Again, we have not received a payment on this account since November 13, 2017 for water consumption that began on July 21, 2017 nearly one year ago.

For all the stated reasons, the Agency is requiring the account be paid in full in order for the meter to be unlocked.

Sincerely,

Marina West, PG
General Manager

Enclosure (1)

Regarding payment plans, the Agency Rules and Regulations for Water Service state the following:

3.17.2 Payment Arrangements. Customers may request payment arrangements for unusually high bills only. An unusually high bill shall be defined as at least two times greater than the usual bill for that billing cycle.

Payment arrangements will be made for a maximum of three (3) months at no interest. Customers requesting payment arrangements for a period greater than three (3) months will incur a ten percent (10%) interest charge for the entire duration of the payment plan.

If the customer misses a scheduled payment he will be subject to a 48-hour lock-off notification process (See Article 3.9). If the customer is locked off for non-payment the payment plan will be void and all installments become due and payable prior to restoration of service. In addition, water service turned off for non-payment of bills shall not be turned on again until all accrued fees and charges, including turn-off and turn-on charges, have been paid in full and another guarantee deposit made.

The Agency will grant only one payment arrangement in a twelve (12) month period.

Regarding billing disputes:

3.5 Billing Adjustments - Meter Error. If a meter that is tested at the request of a customer is found to be incorrectly recording by greater than 2%, the percentage error shall be applied to the most recent period of record. Any overcharge represented by this meter test will be credited to the customer on his/her next regular billing, or any undercharge shall be added to the customer's next regular billing. Adjustment shall be based on the most recent billing cycle.

If the meter has stopped recording usage or the meter has been removed by other than an Agency employee, the Agency reserves the right to apply the charge equal to a twelve month average rate, or to estimate the consumption for the most recent billing period, and apply the adjustment indicated to the customer's next billing. Such estimates will be made from previous consumption for the same customer for a comparable time period, or by determination of an Agency-wide average for the equal size meter service, whichever yields the lesser consumption estimate.

3.6 Billing Adjustments – Other than Meter Error.

3.6.1 General. Should the customer dispute the accuracy of a bill for water service, he should contact the Agency office prior to the bill becoming delinquent to endeavor to arrive at an understanding as to the agreed-upon correct billing amount.

3.6.2 Complaints. Should a customer be unable to have his complaint satisfied by the Agency's General Manager or Staff, he may submit his complaint in writing with a full and detailed explanation to the Agency's Board of Directors. The decision of the Board shall be final.

Customer Response to Agency Letter

Marina West

From: J Johnson [redacted]>
Sent: Monday, June 18, 2018 6:08 PM
To: Marina West
Cc: Michael McBride
Subject: Re: Bighorn: [redacted]. - Account status and request for unlock
Attachments: Screenshot_20180618-174055.png

In regard to the statement circled in the enclosed attachment, yes, there are many plants and trees on my property (none of which were planted by me by the way). Apparently, what David failed to mention was that they were ALL dead or dying, including the lawn which was already completely dead.

Did it ever occur to you that somebody could have stolen that water? The holidays were nearing at the time and I was hardly ever home. Just long enough to sleep and get ready to go back to work. And with all the water spickets and hoses everywhere (also put in place by the previous owner), it would be pretty easy for anyone to help themselves. On top of that, your field agent, David, shared with me the fact that one of my neighbors has been caught stealing water in the past so we both know it's entirely possible.

That being said, I don't think it unreasonable of me to ask that the unusually large bill be adjusted to reflect my average usage.

From: Marina West <mwest@bdvwa.org>
Sent: Monday, June 18, 2018 4:14:55 PM
To: [redacted]
Cc: Michael McBride
Subject: Bighor[redacted] Account status and request for unlock

Ms. Johnson,

Please see attached response from the Agency regarding your account. (letter dated June 18, 2018)

Let me know how you intend to proceed.

Marina D. West, PG
General Manager
Bighorn-Desert View Water Agency
760-364-2315 Ext. 8

[Truck Logo]

STATEMENT OF CONFIDENTIALITY | This electronic message and any files or attachments transmitted with it may be confidential, privileged, or proprietary information of the Special District Risk Management Authority. The information is solely for the use of the individual or entity to which it was intended to be addressed. If the reader of this message is not the intended recipient, you are hereby notified that use, distribution, or copying of this e-mail is strictly prohibited. If you received this e-mail in error, please notify the sender immediately, destroy any copies, and delete it from your system.

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

Marina D West, P.G., General Manager

A Public Agency

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

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

www.bdvwa.org

June 18, 2018

Ms. Joanna Johnson
492 Surrey Avenue
Yucca Valley, CA 92284

RE: Reestablishing Service at 492 Surrey Avenue (APN: 631-061-55)

Ms. Johnson,

Per our conversation of June 18, 2018, you inquired about opening the water account for 492 Surrey Avenue. In order to open the account, the balance will need to be paid in full ($1,512.47) plus an additional $100 deposit and a $40 unlock fee. We calculate a total of $1,652.47 now due in order to unlock the meter.

We insist the entire balance be paid in full due to the delinquent account history based on the following events:

- The last payment we received was $200 on 11/13/2017 which was a partial payment on a bill for water service provided from July 21, 2017 to September 21, 2017. You failed to complete this payment plan as agreed.
- On November 28, 2017 a bill was mailed for water service provided from September 22, 2017 to November 21, 2017. A second payment plan was executed for this bill. You failed to complete this payment plan as agreed.
- Failure of a second payment plan does constitute a "high risk" account (see attached rules regarding payment plans). Furthermore, our office received no correspondence from you regarding the failed payment plans.
- On January 29, 2018 a Water Distribution Operator met with you to discuss the high meter reading of November 21, 2018. Our operator relay to the office that a field test of the meter indicated it was registering usage correctly. The operator further noted an abundance of trees on the property, multiple hose bibs throughout the yard as well as a large lawn (50 ft x 70 ft) and more plants within the fenced portion of the yard. We noted no reason to suspect the meter reading to be in error. In fact, we found plenty of evidence to support the water usage as

AGENDA ITEM # 9

BIGHORN DESERT VIEW WATER AGENCY
AGENDA ITEM SUBMITTAL

Meeting Date: June 26, 2018

To: Board of Directors

Budgeted: Yes
Budgeted Amount: $200
Cost: This action: $1,207.57
Funding Source: line item 01-56022

From: Marina D. West
Rosa Sandoval

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

Subject: Review and approval of all Agency Bad Debt expenses "write-off" for account balances which cannot be collected as a property tax lien in accordance with Agency policy through May 30, 2018

SUMMARY

The established policy for the approval of the expense of bad debt encompasses several categories of "write-offs". The internal policy is to ignore all debts under $25. Unpaid debt over $25 but less than $125 may be sent to a collections agency. Debts exceeding $125 are applied as secured liens on the next tax bill cycle. The unpaid debt before the Board to date are mostly unliened properties that have sold to a new owner and the "old" owner did not pay his/her closing water account with the Agency.

To bring all bad debt to current status, staff is requesting the Board acknowledge and "write-off" $1,207.57.

This is the first step to the annual delinquent account processing which clears out all account balances under $125. Staff is currently in the initial stages of preparing the list of delinquent accounts to be placed on the 2018 tax rolls. Those accounts will be presented to the Board for approval in July 2018.

RECOMMENDATION

Board considers taking the following action(s):

1. Approval of Bad Debt expenses "write-off" in the amount of $1,207.57 for account balances which cannot be collected as a property the period August 2015 to present.

BACKGROUND/ANALYSIS

This report concerns accounts that are being "written-off" because:

- They cannot be tied to a property for a secured property lien.
- The amount remaining on the account is less than $25, and written off per Agency policy (Resolution 13R-05).

- The debt is less than $125 and therefore not flagged for a secured lien per Agency policy. These could be sent to a collections agency.
- The person is deceased or had obtained bankruptcy judgment relieving them of past water account debt.

Staff's analysis shows several issues in trying to link these balances to the current owner: 1) property ownership has turned over several times; 2) properties sold and the old owner failed to pay their closing bill or 3) tenant belonged to an old owner and failed to pay their closing bill.

This year's write-off list includes accounts closed more than one year ago. Staff has discovered that the account status known as "deleted account" needs to be reviewed from time to time to catch such outstanding balances. This has been overlooked in the past.

Below is a summary of the accounts requested for write-off for the date range of August 31, 2015 to November 14, 2017:
:

- Total number of accounts: 31
- Number of accounts under $25: 19
- Number of accounts exceeding $50: 5
- Number of accounts exceeding $100: 0

Staff is recommending the Board approve the bad debt expenses "write-off" in the amount of $1,207.57.

PRIOR RELEVANT BOARD ACTION(S)

3/28/2017 Motion No. 17-016 Approval of Agency Bad Debt Expenses "Write-Off" for period of April 15, 2015 to present in the amount of $996.96.
3/26/2013 Motion No. 13-020 Resolution No. 13R-05 Establishing a Policy for the Approval of the Expense of Bad Debt.

AGENDA ITEM # 10

BIGHORN DESERT VIEW WATER AGENCY
AGENDA ITEM SUBMITTAL

Meeting Date: June 26, 2018

To: Board of Directors

Budgeted: Yes
Budgeted Amount: $136,330

From: Marina D. West

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

Subject: Agency's Appropriation Limit for Fiscal Year 2018/19

SUMMARY

Attached is the report establishing the Appropriation Limit for Fiscal-Year 2018/19. The Appropriation Limit shall be adopted 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 in the same locations as a Board agenda on May 18, 2018.

The calculated Appropriation Limit for Fiscal Year 2018/19 is $164,543.35.

The FY 2018/19 budget projection for the general property tax levy is $136,330 which does not exceed the reported Appropriation Limit.

RECOMMENDATION

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

1. Adopt Resolution No. 18R-XX establishing the Appropriation Limit of the Agency at $164,543.35 for the fiscal year July 1, 2018 – June 30, 2019 pursuant to Article XIIIB 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 the 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. The per capita personal income change is reported by the

California Department of Finance each May (see attached DOF letter). The change in population is calculated by Bighorn-Desert View Water Agency and is based on the number of active service connections, converted to population.

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 2018-19 is $164,543.35. The limit is slightly higher than last year due to a small population increase and positive per capita personal income change over the prior year. The FY 2018/19 budgeted (estimated) revenue for the three "1% General Property Tax Levy" increments (Bighorn-Mountains, Desert View, IDGM) is $136,330 which does not exceed the appropriation limit.

PRIOR RELEVANT BOARD ACTION(S)

6/27/2017 M17-028 Resolution 17R-14 Establishing the Appropriation Limit of the Agency at $167,293.17 for fiscal year July 1, 2017-June 30, 2018 pursuant to Article XIIIB of the California Constitution.

Bighorn-Desert View Water Agency
Fiscal Year 2018-19 Appropriation Limit
POSTED MAY 18, 2018

Previous year limit (corrected for population):	$158,260.41
Appropriation factor:	1.0397
New limit:	$164,543.35

Calculation

Price factor:	3.67		
Population change:	0.29 %		
Per capita converted to a ratio:		(3.67+100) / 100 =	1.0367
Population converted to a ratio:		(0.29+100) / 100 =	1.0029
Calculation of factor for FY 2018/19:		1.0367 X 1.0029 =	1.0397

The PROPOSED Fiscal Year 2017/18 Budget includes projections of the

2015/16 Tax Levy Budget (Tax Area WY08)

GA01	$55,300
GA02	$56,230
ID GM	$24,800
	$136,330

Posted May 18, 2018

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

EDMUND G. BROWN JR. • GOVERNOR
STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

May 2018

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit
California Revenue and Taxation Code section 2227 requires the Department of 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, 2018, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2018-19. 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 2018-19 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the 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. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section 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 requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification
The population certification program applies only to cities and counties. California 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, 2018.**

Please Note: The 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:

AMY M. COSTA
Chief Deputy Director

Attachment

May 2018

Attachment A

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 2018-19 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2018-19	3.67

B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2018-19 appropriation limit.

2018-19:

Per Capita Cost of Living Change = 3.67 percent
Population Change = 0.78 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.67 + 100}{100} = 1.0367$

Population converted to a ratio: $\frac{0.78 + 100}{100} = 1.0078$

Calculation of factor for FY 2018-19: $1.0367 \times 1.0078 = 1.0448$

AGENDA ITEM # 12

MBCA
morongo basin conservation association

P.O. Box 24, Joshua Tree, CA 92252

June 20, 2018

To Whom It May Concern – Water Board Director:

Thank you for recognizing that the Desert-Wise Living Series is a valuable tool that inspires the public to become active participants in meeting the State's residential water conservation target.

The 2018 Desert-Wise Landscape Tour continues to expand its program and audience due to the contributory support from the Morongo Basin's water agencies, the Mojave Water Agency, Southern California Edison, Yucca Valley's Unique Nursery and Morongo Valley's Cactus Mart.

The labor to organize and execute the Tour is all volunteer so the sponsorship funding is primarily utilized on advertising and preparation and publication of the tour guidebook. As always, the Tour is advertised locally through newspaper and radio ads, social media, local outreach events (i.e. Yucca Valley Earth Day) as well as our email contacts which exceed 1,300 individuals.

This year our attendance continued to grow with over 400 individuals participating in the two-day event featuring 24 locations scattered throughout the Morongo Basin. We recorded a total of 2,094 individual site visits with the average number of attendees per site of 87.

In the attached packet you will find a copy of the tour program and our *2018 Tour Report* which includes tour facts as well as the essay's submitted by the attendees wanting to win one of three Unique Nursery or Cactus Mart gift certificates.

Already planned is the 2019 Tour scheduled for April 27-28, 2019. We look forward to continuing our important partnership in this event.

Sincerely,

Marina West
Marina West, Director

DESERT-WISE LIVING SERIES
An MBCA Program

REPORT FOR FUNDERS

DESERT-WISE LANDSCAPE TOUR 2018

MBCA
morongo basin conservation association

June 1, 2018

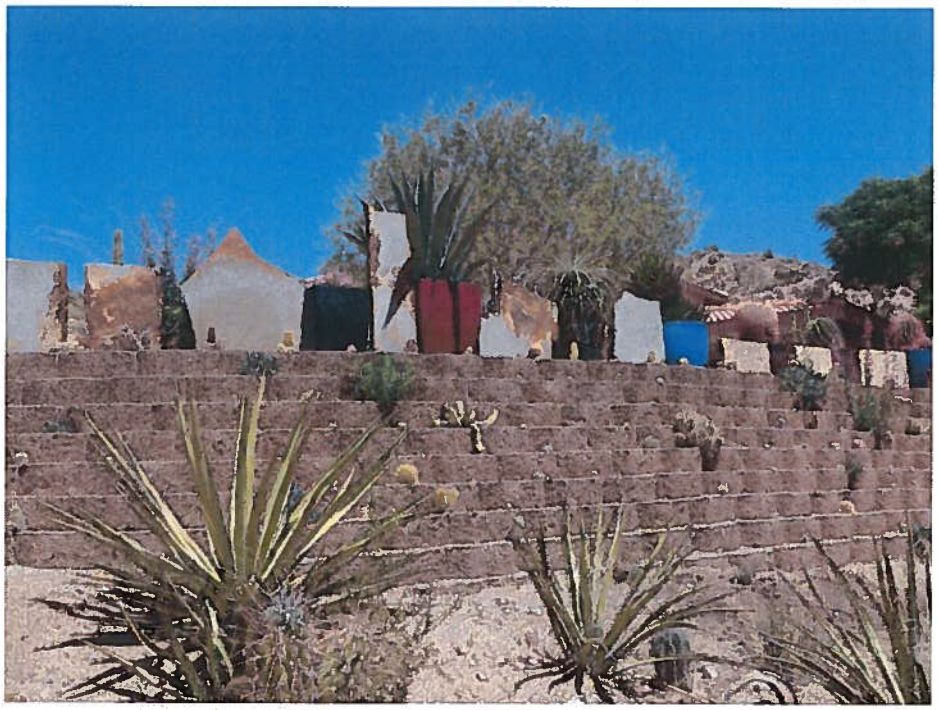
INTRODUCTION

MBCA's Desert-Wise Landscape Tour was first offered as a one-day event on April 17, 2011, with 20 sites mostly on the west side of the Morongo Basin. The Tour idea evolved from an informal group of local residents interested in water-wise gardening. MBCA sought to expand on the idea to demonstrate effective and attractive methods of conserving water in desert landscapes. The Alliance for Water Awareness Coalition (of Mojave Water Agency) was the financial sponsor in 2011, with contributions from several local businesses and a few individuals. Tour participation in 2011 was 122.

In subsequent years, changes have included more meaningful measurement and reporting of Hosts' water usage, additional financial support from local water agencies and Southern California Edison, improved online registration process, and expansion to a 2-day format in 2016.

The photos used in this report represent some of the tour sites across the Basin and across the 8 years of the Desert-Wise Landscape Tour.

<u>Landscape Tour Committee 2018</u>
Ruth Rieman
Claudia Sall
Laraine Turk
Marina West
Cathy Zarakov



PARTICIPATION DATA FOR DESERT-WISE LANDSCAPE TOUR 2018

TOUR SITES	
Saturday - East Side of Basin 12 sites	• 8 sites in Twentynine Palms • 4 sites in Joshua Tree ➢ Including 3 new sites and 5 returned from previous years.
Sunday – West Side of Basin 12 sites	• 2 site in Morongo Valley • 4 sites in Yucca Valley • 3 sites in Landers • 1 site in Flamingo Heights (YV) • 2 sites in Pioneertown ➢ Including 1 new site and 1 returned from previous years.

PARTICIPATION		
Total Participants	408	• 274 Paid Registrants • 79 Hosts and Docents • 55 Complimentary Registrations to donors and media
Hosts and Docents receive complimentary registration to use whenever they are not "on duty." Complimentary Registrations are offered to the funding agencies.		

SITE VISIT DETAILS			
		Day 1-East	Day 2-West
Total Site Visits Recorded at 24 Sites over 2 Days	2094	1124	970
Range of Visitors per Site	39-146	50-146	39-121
Average Visitors per Site	87	94	81

FINANCIAL SUPPORT FOR 2018 DESERT-WISE LANDSCAPE TOUR

Alliance for Water Awareness and Conservation,
Mojave Water Agency Strategic Partners Program

Bighorn-Desert View Water Agency, Landers

Golden State Water Co., Morongo Valley

Hi-Desert Water District, Yucca Valley

Joshua Basin Water District

Southern California Edison

Twentynine Palms Water District

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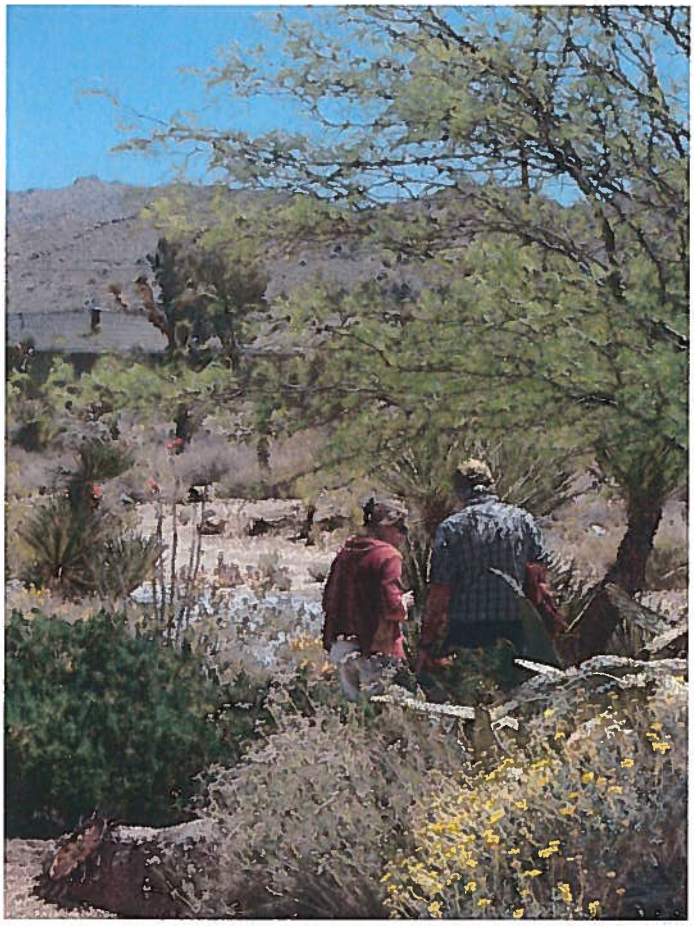
MBCA is grateful for the support of all the water agencies of the Morongo Basin as well as the AWAC/Mojave Water Agency and Southern California Edison.

ADVERTISING METHODS

- Emails to our Members and Supporters (about 1300)
- KCDZ Radio 107.7 FM
- Hi Desert Star
- Basinwide Spirit Magazine (Hi Desert Publishing)
- Copper Mountain Broadcasting
- MBCA's Facebook page
- Desertmoon Pictorial magazine
- Table at Water Education Day of Joshua Basin Water District
- Rack Cards distributed to local Water District Offices and several local businesses
~~~~~~



SELECTED COMMENTS FROM HOSTS AND DOCENTS AFTER THE 2018 DWL TOUR

- While I loved looking at the flowers, bushes, trees, and of course cacti - and the way each host cultivated them, I was also inspired by the uses of metal and wood, and natural items (such as old palm fonts that most of us would have just thrown away). They were used in gates and covers, and to make cute and inviting scenes among the vegetation.

- WELL, what a great event! I enjoyed being a docent again this year, meeting interesting people. We even had one from Canada as well as L.A.

- Thank you for all of your efforts making this such an enjoyable and educational event. Lots of good work!!!

ESSAY CONTEST 2018

Eleven Landscape Tour participants submitted essays to our Contest this year - 4 more than the previous high of 7 essays. The voting was very close. All the judges were impressed with the quality of the essays and the clear message of combining conservation with desert beauty. We thank the eleven writers for the time they spent portraying their Tour experience and the value of water-wise landscaping.

The Gift Certificate prizes are provided by MBCA, Unique Garden Center in Yucca Valley, and Cactus Mart in Morongo Valley.

2018 Essay Contest Awards

1st place - Cynthia Heaton - $200 Unique Garden Center gift certificate

2nd place - Lisa Lafferty - $150 Cactus Mart gift certificate

3rd place - Cynthia Von Halle - $100 Cactus Mart gift certificate

Additional 2018 Essay Entrants

Daniel Brenner
Ken Brock
Jennifer Finch
TH
Kathleen Lowndes
Scot Mckone
Tracie Schatz
Natasha Shelby

DWL Tour 2018 Essay 1st Prize
Cynthia Heaton

Desert: Wasteland or Oasis

Many people think of the desert as wasteland; large expanses of sand given over to the reptiles and a few scraggly shrubs and cactus. They need only spend one weekend on the Desert Wise Landscape Tour to have their current paradigm of what is possible in the desert shattered.

The properties are each quite unique. Even if you see similar native or drought tolerant plants and cactus at each location, the creativity and vision of each owner is what has magic happen. One property especially demonstrates how taking a really long view (100 years) into a plan, can quite literally, help the desert landscape heal itself and thrive again.

You see I was always a flower lover and thought the desert didn't have many to offer. But, the tour shows that just isn't so. The blooming cacti and penstemon at one home were glorious. Not only beautiful and low maintenance, these natives offer much needed blooms for bees and hummingbirds as well. And other features made from rock, rusty iron and many other items abandoned as trash, add to the artistic nature of many of these landscapes.

I've been inspired to get off the fence and remove several of the plants in my yard which have required too much attention and precious water. I have great ideas for water catchment systems and have seen hard evidence that mulching is a huge water saver. And all those weird rusty things I pickup on my walks in the desert just might get an upgrade to decorative landscape feature instead of trash.

Most of all, this tour helped me to remember, that when we come to a new environment we should leave our old ideas behind, look around, and let ourselves be inspired by the possibility of Going Native.

DWL Tour 2018 Essay 2nd prize
Lisa Lafferty

"Weeds are flowers too, once you get to know them."-A.A. Milne

Who knew such beauty could be found in the local flora and fauna of the Mojave Desert? I have been needlessly fighting against what I thought were weeds in my yard, only to discover that if I let nature prevail, those "weeds" would add unique and interesting dimensions to my garden. By recognizing and utilizing the benefits that native plants offer, I can conserve water, invite pollinators, and prevent soil erosion from those unexpected rain showers and wind storms. I will also alleviate a lot of my frustration, because these specimens have a will to live and repopulate on their own every spring in my yard. No longer will I feel the need to launch a full-scale attack with my hula hoe. The Desert-Wise Landscape Tour helped to educate me on the value and importance of these native gems. By participating in the tour, I was able to finally put names to those things I had been categorizing as weeds, e.g. Brittlebush, Desert Mallow, Sand Verbena, Desert Willow, Mojave Aster, Jimson Weed, Coyote Melon and Bladderpods. By allowing these indigenous plants to survive, I can peacefully partner up with Mother Nature to create my own garden masterpiece.

I am thankful to all of those gardeners who opened up their homes and so generously imparted their knowledge and expertise to us. Seeing the many creative and artistic ways they made use of their spaces was inspiring. I walked away from the tour with a renewed sense of enthusiasm for my own yard. I am determined to figure out a way to capture and use gray-water. I am ready to commit to solar energy. I am going to welcome back those "weeds" with open arms.

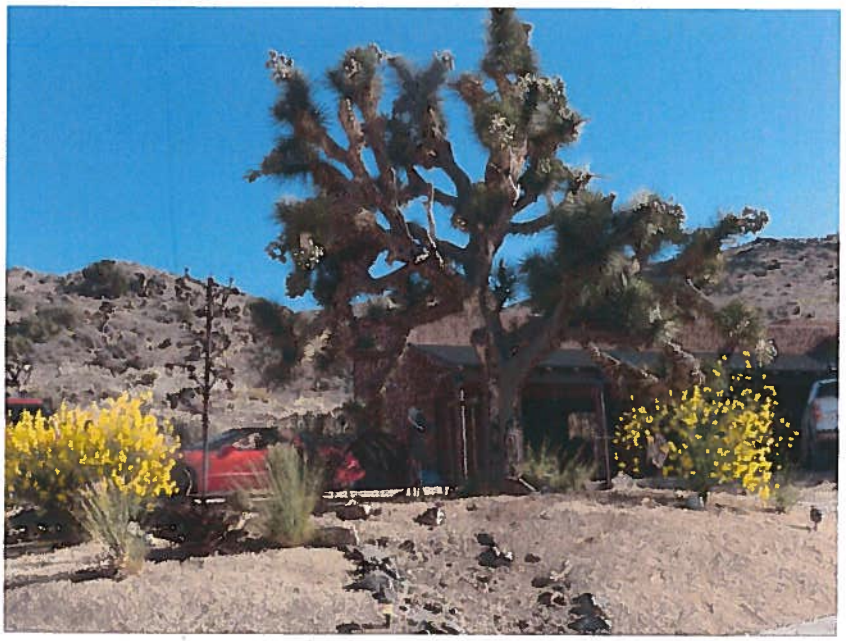
DWL Tour 2018 Essay 3rd prize
Cynthia Von Halle

Anyone who veered off their normal path to join the Desert Wise-Living Landscape tour was warmly greeted, welcomed and awed with beauty. At least that was my experience. I am always elated to join other desert enthusiasts and walk among native trees and flowering shrubs. Communing with desert gardeners renewed my commitment to save water, especially after witnessing their vision and accomplishments.

Moved by stories shared by the property owners, I am inspired to plant more desert natives. I see a magic row of Desert Willows planted for a wind break and Palm trees flourishing with gray-water from the family washing-machine. Walking under the Paleo Verde trees with lacy yellow blossoms was enchanting. I am reminded that red-tip yuccas and a variety of sages have beautiful blooms and are successful desert dwellers. These plants will rarely need water once established. I create a list of new sun-lovers to add to my palette at home. Conversations for constructing covered walkways and tall welded carports spark new ideas.

My own property needs more shade. Focusing on lessons learned, I walk around my yard with new eyes. I will start by adding mulch to retain moisture. In the fall, I can plant more trees.

Soon I will be awed with beauty, this time in my own back yard.



ADDITIONAL ESSAYS SUBMITTED 2018
(Alphabetical order)

DWL Tour 2018 Essay by Daniel Brenner

I have always thought Chia Pets were neat because you could achieve insta-garden success within a few days, with minimal effort. No one has pulled a muscle tilling the fields, waited for the right planting season or installed a drip line to bring their Chia Pet to life.

But back here on earth, oh sweet terra firma, I was reminded on the Desert-Wise Landscape Tour that time is integral to everything.

At one location, I chatted with an owner who told me that it had taken her 25 years to get her desert garden to where it is today.

When I asked another owner about the Joshua Trees he had planted, he replied, Oh these are not for my eyes. These are for the next generation. It was then that I learned that it can take over 50 years for a Joshua Tree to fully mature.

Through my interactions I became aware of the focus required to cultivate a garden in this harsh environment. A Chia Pet insta-garden this was not.

At each location I experienced the gardeners blood (cacti are sharp), sweat (its hot here in the desert), and tears (feeling bliss when your dreams begin to sprout).

As I reflected on my conversations, I came to the conclusion that desert gardening takes time; think years, not months, not weeks. The dedication given by these gardeners wont really pay off until long after they have passed and become one with the soil. This garden legacy may be their last and most precious gift to the next generation because with the right care, these gardens will carry on well beyond their makers lifetimes.

I am reminded of the ancient Greek proverb, Society grows great when old men plant trees whose shade they know they shall never sit in.

DWL Tour 2018 Essay by Ken Brock

The 2018 Desert-Wise Landscape Tour had something for everyone.

For native plant proponents, low maintenance gardens were key. An interesting stop was the JTNP Native Plant Nursery where indigenous plants are nurtured and managed for conservation.

Water savers saw a plethora of xeriscape presentations. Xeriscape is landscape design requiring little or no irrigation through the use of drought-tolerant plants, mulch and efficient—usually drip—irrigation.

Would-be artisans were enthralled by original, resourceful, innovative and inspired creations. Hardscape. Outdoor living areas. And desert art that for some elicited a "what the..." and for others a zen-like experience of relaxation, meditation and contemplation. Who would have thought that used bowling balls could be an attractive landscape choice?

Off-the-grid advocates were delighted by some fine examples of properties not dependent on public utilities, i.e., electricity and what's commonly called "city water." A handy chart included in the tour packet tallied water usage, solar electricity generation, grey water/reuse as well as food cultivation.

Visitors learned that wallet size didn't matter. Money was literally of no consequence as those with the bucks showed-off landscapes designed and installed by professionals, while those with restricted budgets did very well with their seat-of-the pants, pay-as-you-go strategies.

Talking to both visitors and homeowners proved to be an educational experience. We exchanged tips (what to do about voracious rabbits), offered insight and provided encouragement.

Large or small, each property had something to offer. Some residents had lived in their homes for years, while others were relatively new to the area; some were part-time weekenders or Airbnb landlords from LA.

As a bonus, several participants allowed guests to roam their homes, which usually complimented the healthy environment theme found outside.

For me, my "aha!" moment came when I decided that—sometime soon—I will submit my own landscape for consideration.

DWL Tour 2018 Essay by Jennifer Finch

I look forward to the Desert Wise Landscape Tour every year, and every year it just keeps getting better!

I started the tour in 29 Palms at the Tower Homestead. This place really takes you to simpler times. Very water wise, with most of the interest in the property coming from stones and antiques. As I headed to a few homes on Oasis Ave, I loved seeing how folks had trimmed creosotes (my favorite) to look like trees and made beautiful curved sidewalks in earthtones that inspired me to walk all over the property and take in the views. It's amazing how mixing a little yard art with desert plants and rocks makes for plenty of interest.

It's always great to sit under the shade of a mature mesquite or Palo Verde. I could stay all day. Penstemons stole the show this year. It's amazing how they keep reappearing year after year with a little love and attention. Heading to Landers and seeing the permaculture property was very inspiring and I can't wait to see the property in the coming years to see how much the trees will grow with the land graded to direct the water to the trees. The owner observed the weather and sun for a full year before deciding plant placement. I loved the place with the rocks that were painted with glitter.

I am so glad that so many folks are appreciating this magnificent desert and this tour makes them realize that they can make their own place beautiful and welcoming being desert wise. It's great how the hosts and docents share their knowledge. I can't wait till next year.

DWL Tour 2018 Essay by Kathleen Lowndes

DOCENT EXPANDS DESERT-WISE LANDSCAPE KNOWLEDGE

There is a fine line between a master gardener and a student of horticulture. Each holds important pieces of knowledge to complete the landscape puzzle. And even though I am a docent trained to lead garden tours, I am, and have always been, a student.

April 28, 2018 gave proof.

On the one hand, I came to be the 'teacher' to the newbies who had recently moved to the desert and were eager to learn a new and simpler way to garden. On the other hand, many visitors had much to contribute, and I found myself in the role of 'student.' They shared the finer tricks and tips to conserving water in the landscape as well as various ways to peacefully co-exist with the desert wildlife. They shared information about food which can be harvested from native plants, and we even touched upon the preparation of mesquite flour. We learned from each other.

I also learned from the Site Host, Kristin Stevens, who is committed to native plants, permaculture and water conservation. Although a Basin resident for only 2-1/2 years, she's taken workshops, associated with local plant-oriented groups, and sought out information wherever she could. I learned from her some plant names. I learned where horticulture meets art. And I saw a beautiful relationship between native plants and human beings. Kristin did it in this way.

She had put Site #8 on the landscape tour as a tribute to her mother, artist Martha Jacobsen, who had planted the now-mature natives about 25 years ago. The tour was a birthday gift from daughter to mother. It honored the serene beauty of a landscape design created from heart and reverence, which define an artist. I feel honored to have been a small part of such a gift.

DWL Tour 2018 Essay by Scot E. Mckone

Joshua Tree National Park Nursery

An Inspirational Journey

From the simplistic beauty of rock-strewn paths to elaborate spring gardens in blooms of color, the 2018 Desert-Wise Landscape Tour offered an abundance of creations for visitors to enjoy within a desert landscape.

To gain a full measure of appreciation of native flora that our desert has to offer, my wife and I visited the native plant nursery operated by Joshua Tree National Park in Twentynine Palms.

As a nearly 50-year resident in our hi-desert community, it's almost tragic to think I was never aware of the wonderous display of botanical treasures that lay protected under an impressive array of shade-cloth-covers and greenhouses.

Inside the small compound where row upon row of nearly every native plant within our desert ecosystem is cared for by Park personnel, it was an inspirational journey to see so many plants we take for granted propagated from seed to seedling to mature plant.

From creosote to mallow, and brittlebush to bladderpod, the personnel managing the nursery are more than ordinary gardeners tending to gardens.

Through processes unique to each species of plant, they are a dedicated group of scientists who devise ingenious methods to fool mother-nature and sprout native plant seeds that stubbornly do not want to sprout; it is not an easy cycle where even in their natural environment, extremes of heat and cold need to pair with a perfect mix of moisture for native seeds to sprout.

While some view the desert as an inhospitable wasteland devoid of any living thing, spare the occasional rattlesnake or coyote, a visit to the National Park's nursery cures that mirage of misconception; for those of us who have grown to know it and love it, we see the desert in its truest form, where in its natural splendor, it is indeed alive and vibrant.

DWL Tour 2018 Essay by Natasha Shelby

Sure, water is life; but timing is everything

EMERGENCE.

Lesson: Never is a plant's existence more tenuous than at germination. Once a seedling has emerged from its protective husk, a few minutes without water sounds its proverbial death knell. To combat the vagaries of desiccation, Greenhouse#1 at the Center for Arid Lands Native Plant Nursery is its own biosphere: humidity is maintained by whirring swampcoolers; shade tarps block UV and wind; and intermittent bursts of mist fog the air. Here, seeds are coaxed to sprout. When cotyledons give way to true leaves, seedlings are potted into newsprint and moved to another glasshouse, and then another. At each move, the frequency of water exposure is reduced, while the amount of water is increased—encouraging the plants to develop deep complex root systems to prepare them for transplant.

TRANSPLANT.

Lesson: Less (often) is more when it comes to watering. At Agave Acres north of Pioneertown, water pulses from a well powered by a solar pump. Water rations are monitored to the decimal up here. The couple waters their transplants by hand, each one getting what it needs and no more. Like all these water-wise desert gardeners, they know to water deeply and infrequently—to leach out the natural desert salts and to encourage the plant roots to grow downward, ever downward—for plants have two heavens (one up and one down) on the plane of persistence.

PERSISTENCE.

Lesson: When water-wise design is practiced over time, a robust ecology can develop. At "7th Heaven" in Joshua Tree, a 25-year-plus vision has matured into a wonderland cactus garden. Raised rock beds stacked with compost hold moisture, meandering paths provide both sun and shade, rosemary hedges provide windbreaks, and the mesquite trees hum with bees. With planning and patience comes a garden working in synergy, wise beyond just water usage—an ecological treasure.

DWL Tour 2018 Essay by T.H.

Heed the message—thoughts on the 2018 Desert-Wise Landscape Tour

The first desert landscape tour I went on was in the early 1960's when I was 11. It was an extensive and detailed exploration of the five naturalized acres, complete with rustic, not quite completed homestead cabin and outhouse my father had acquired in Morongo Valley. There were large climbable boulders, wonderful desert plants exemplified by the trio of mesquite, creosote and cacti, and a sandy wash that ran through over half of the property, filled with treasures like the old rusted metal teapot, that I excitedly showed off to my family. I loved it all!

Though the five acres were sold to a neighbor and I now live in Ventura County, the thrill of coming to the desert and experiencing the land, the plants, the homeowners and their stories continues, unabated. Having now come to several Desert-Wise Landscape Tours, I have seen and been inspired by the growing awareness, appreciation, and necessity to protect the desert environment and its resources that is exemplified by homeowners who graciously open up their properties. I especially enjoy the broad diversity of the sites—from multigenerational families who are completely in harmony with and protective of the natural elements on their piece of the desert, to new property owners, who may not yet know the details of what's what in their yard but have a deep respect for the place and the plantings, to the stewards of the native plant propagation nursery, where the next generation of desert plant life are nurtured and shepherded.

On reflection, the Tour successfully relays the increasingly urgent message to act in a mindful, responsible and sustainable way as we engage with the land—the natural resources in the desert are precious and in precarious balance. Let us all heed the message! Our desert depends on it.

AGENDA ITEM # 13(A1)

General Ledger

Balance Sheet

User: mwest
Printed: 06/20/2018 - 7:56PM
Fund: All
Period: 11
Fiscal Year: 2018

MAY 2018

Fund ALFRE

Account Type		Amount
01 - General Fund		
Assets		
CASH & CASH EQUIVALENTS		
01-00-131250 - PACIFIC WESTERN BANK		2,152,513.34
01-00-131300 - CASH DRAWERS BASE FUND		1,000.00
01-00-134000 - PETTY CASH FUND		800.00
	Total CASH & CASH EQUIVALENTS:	2,154,313.34
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		177,495.58
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		25,038.00
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:	254,459.62
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)		17,019.78
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:	14,019.78
INVENTORY		
01-00-143010 - INVENTORY-WATER SYSTEM PARTS		68,622.47
01-00-143011 - INVENTORY- AMES WATER		160,610.00
01-00-143012 - INVENTORY CLEARING		(218.24)
	Total INVENTORY:	229,014.23
PREPAID EXPENSES		
01-00-144010 - PREPAYMENTS W/C INS		759.82
01-00-144020 - PREPAYMENTS PL & PD LIAB INS		0.01

Fund ALFRE

Account Type		Amount
01-00-144035 - PREPAY CalPERS		2,613.38
	Total PREPAID EXPENSES:	3,373.21
FIXED ASSETS		
01-00-111300 - FA ORGANIZATION		336,271.36
01-00-111301 - A/D ORGANIZATION		(148,443.50)
01-00-111350 - FA LAND		80,979.60
01-00-111400 - FA BUILDINGS		288,192.81
01-00-111401 - A/D BUILDINGS		(226,046.00)
01-00-111500 - FA YARDS		56,330.15
01-00-111501 - A/D YARDS		(49,042.67)
01-00-111600 - FA FUEL TANKS		18,942.68
01-00-111601 - A/D FUEL TANK		(16,209.95)
01-00-111700 - FA WATER SYSTEM		9,512,937.31
01-00-111701 - A/D WATER SYSTEM		(5,944,682.93)
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		722,500.23
01-00-111811 - A/D MOBILE EQUIPMENT		(469,863.01)
01-00-111900 - FA OFFICE EQUIPMENT		196,233.00
01-00-111901 - A/D OFFICE EQUIPMENT		(76,177.14)
	Total FIXED ASSETS:	4,281,921.94
CONST. IN PROGRESS - OTHER		
01-00-145010 - JV MONITORING WELL		177,095.85
	Total CONST. IN PROGRESS - OTHER:	177,095.85
CONSTRUCTION IN PROGRESS		
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
PENSION DEFERRED OUTFLOWS		
01-00-120600 - PENSION DEFERRED OUTFLOWS		0.00
	Total PENSION DEFERRED OUTFLOWS:	0.00
	Total Assets:	8,056,260.89
Liabilities		
ACCOUNTS PAYABLE		
01-00-225200 - ACCRUED INTEREST PAYABLE		0.00
01-00-225300 - ACCRUED EXPENSES		0.00
01-00-227000 - ACCOUNTS PAYABLE		0.00
01-00-227001 - AP PROP 1 ACC.EXP.		(1,034.55)
	Total ACCOUNTS PAYABLE:	(1,034.55)
ACCRUED PAYROLL		
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
ACCRUED PR LIABILITIES		
01-00-229001 - FEDERAL PR TAX PAYABLE		0.00
01-00-229002 - STATE PR TAX PAYABLE		0.00
01-00-229003 - HEALTH INSURANCE PAYABLE		1,935.99
01-00-229004 - 3RD PARTY INS PLAN PAYABLE		535.02
01-00-229005 - CALPERS PAYABLE		0.00
	Total ACCRUED PR LIABILITIES:	2,471.01
CUSTOMER DEPOSITS		

Fund ALFRE

Account Type		Amount
01-00-226000 - CUSTOMER DEPOSITS		95,671.67
	Total CUSTOMER DEPOSITS:	95,671.67
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		104,000.00
	Total LONG TERM DEBT:	175,977.05
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:	766,768.95
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		5,605,099.58
01-00-310010 - FUND BALANCE FEMA & OES		427,895.00
	Total FUND BALANCE:	7,082,386.92
	Total Fund Balance:	7,082,386.92
	Total Liabilities and Fund Balance:	7,849,155.87
	Total Retained Earnings:	207,105.02
	Total Fund Balance and Retained Earnings:	7,289,491.94
	Total Liabilities, Fund Balance, and Retained Earnings:	8,056,260.89
	Totals for Fund 01 - General Fund:	0.00

AGENDA ITEM # 13(A2)

General Ledger

Budget Status

User: mwest
Printed: 6/20/2018 - 7:56 PM MAY 2018
Period: 1 to 11, 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	16,065.00	16,065.00	-12,475.00	0.00	-12,475.00	0.00
01-00-410010	BASIC FACILITIES CHARGE	9,190.00	41,355.00	41,355.00	-32,165.00	0.00	-32,165.00	0.00
01-00-411000	INCOME METERED WATER	601,801.00	559,755.92	559,755.92	42,045.08	0.00	42,045.08	6.99
01-00-412000	GOAT MTN STANDBY INCOME	65,700.00	52,444.95	52,444.95	13,255.05	0.00	13,255.05	20.18
01-00-413000	BASIC SERVICE CHARGE	840,108.00	785,164.17	785,164.17	54,943.83	0.00	54,943.83	6.54
01-00-414000	INCOME JV BULK WATER SALE	0.00	263.11	263.11	-263.11	0.00	-263.11	0.00
01-00-417000	INCOME OTHER (OPERATING)	45,000.00	53,968.08	53,968.08	-8,968.08	0.00	-8,968.08	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 TRANSFEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-492050	PAC WEST BANK EARNINGS CR	0.00	13,284.78	13,284.78	-13,284.78	0.00	-13,284.78	0.00
	R05 Sub Totals:	1,565,389.00	1,522,301.01	1,522,301.01	43,087.99	0.00	43,087.99	2.75
R10	NON-OPERATING REVENUE							
01-00-491000	GA02 GEN LEVY IMP DIST A BH	53,496.00	51,309.38	51,309.38	2,186.62	0.00	2,186.62	4.09
01-00-491010	DA01 DEBT SRVC IMP1 (BH BON	175,900.00	161,253.97	161,253.97	14,646.03	0.00	14,646.03	8.33
01-00-491020	GA01 GENERAL TAX LEVY (BVI	52,900.00	51,577.62	51,577.62	1,322.38	0.00	1,322.38	2.50
01-00-491030	INCOME REV BONDS DV FMHA	48,546.00	41,815.99	41,815.99	6,730.01	0.00	6,730.01	13.86
01-00-491040	GA03 ID GM GEN TAX LEVY	23,000.00	23,919.71	23,919.71	-919.71	0.00	-919.71	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	28,304.22	28,304.22	-15,804.22	0.00	-15,804.22	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	369,977.54	369,977.54	14,364.46	0.00	14,364.46	3.74
	Revenue Sub Totals:	1,949,731.00	1,892,278.55	1,892,278.55	57,452.45	0.00	57,452.45	2.95
E25	NON-OPERATING EXPENSE							
01-00-562000	OFFICE EQUIPMENT EXPENSE	10,500.00	27,558.25	27,558.25	-17,058.25	0.00	-17,058.25	0.00
01-00-563000	CUSTOMER RELATIONS	1,500.00	2,103.31	2,103.31	-603.31	0.00	-603.31	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
01-00-564000	OTHER ADMINISTRATIVE EXPE	5,000.00	8,085.45	8,085.45	-3,085.45	0.00	-3,085.45	0.00
01-00-570000	INTEREST EXPENSE - BH BOND	10,100.00	8,866.65	8,866.65	1,233.35	0.00	1,233.35	12.21
01-00-571000	DEPRECIATION EXPENSE	0.00	323,897.11	323,897.11	-323,897.11	0.00	-323,897.11	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	106.92	106.92	393.08	0.00	393.08	78.62
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	455,520.94	455,520.94	-339,271.94	0.00	-339,271.94	0.00
	Expense Sub Totals:	116,249.00	455,520.94	455,520.94	-339,271.94	0.00	-339,271.94	0.00
	Dept 00 Sub Totals:	-1,833,482.00	-1,436,757.61	-1,436,757.61	-396,724.39	0.00		
Dept 01-01	Administration							
E15	ADMINISTRATIVE EXPENSE							
01-01-560030	ADMINISTRATIVE COMPENSAT	298,980.00	252,414.31	252,414.31	46,565.69	0.00	46,565.69	15.57
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	13,322.50	13,322.50	2,677.50	0.00	2,677.50	16.73
01-01-560080	PERS CONTRIBUTION	68,000.00	59,818.04	59,818.04	8,181.96	0.00	8,181.96	12.03
01-01-560090	PAYROLL TAXES	12,250.00	13,438.86	13,438.86	-1,188.86	0.00	-1,188.86	0.00
01-01-560110	TELEPHONE/FAX/INTERNET/WI	8,750.00	6,325.20	6,325.20	2,424.80	0.00	2,424.80	27.71
01-01-560120	MAILING EXPENSE	1,500.00	930.97	930.97	569.03	0.00	569.03	37.94
01-01-560140	CONTRACTUAL SERV-OTHER	65,000.00	34,606.79	34,606.79	30,393.21	0.00	30,393.21	46.76
01-01-560160	PROPERTY/LIABILITY EXPENSE	34,500.00	34,227.75	34,227.75	272.25	0.00	272.25	0.79
01-01-560170	WORKERS COMP EXPENSE	16,700.00	8,793.28	8,793.28	7,906.72	0.00	7,906.72	47.35
01-01-560180	DUES & SUBSCRIPTIONS	9,350.00	9,080.64	9,080.64	269.36	0.00	269.36	2.88
01-01-560200	POWER/PROPANE OFFICES & Y/	6,000.00	6,358.99	6,358.99	-358.99	0.00	-358.99	0.00
01-01-560220	BAD DEBT EXPENSE	200.00	1,207.57	1,207.57	-1,007.57	0.00	-1,007.57	0.00
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	7,027.34	7,027.34	972.66	0.00	972.66	12.16
01-01-561000	EMPLOYEE BENEFITS INSURAN	155,000.00	116,149.44	116,149.44	38,850.56	0.00	38,850.56	25.06
01-01-561100	EMPLOYEE EDUCATION/TRAIN	9,000.00	3,421.66	3,421.66	5,578.34	0.00	5,578.34	61.98
01-01-561500	PAYROLL FRINGE EXP TO PROJ	0.00	-3,536.95	-3,536.95	3,536.95	0.00	3,536.95	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	594,204.39	594,204.39	151,675.61	0.00	151,675.61	20.34
	Expense Sub Totals:	745,880.00	594,204.39	594,204.39	151,675.61	0.00	151,675.61	20.34
	Dept 01 Sub Totals:	745,880.00	594,204.39	594,204.39	151,675.61	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	233,116.63	233,116.63	24,514.37	0.00	24,514.37	9.52
01-05-541030	UNIFORMS	4,000.00	3,243.92	3,243.92	756.08	0.00	756.08	18.90
01-05-541060	VEHICLE/TRACTOR/EQUIP EXP	20,000.00	23,135.81	23,135.81	-3,135.81	0.00	-3,135.81	0.00
01-05-541070	VEHICLE EXPENSE-FUEL	27,000.00	26,431.99	26,431.99	568.01	0.00	568.01	2.10
01-05-541090	FIELD MATERIALS & SUPPLIES	50,000.00	74,375.41	74,375.41	-24,375.41	0.00	-24,375.41	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	16,227.38	16,227.38	-5,227.38	0.00	-5,227.38	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	58,722.68	58,722.68	11,277.32	0.00	11,277.32	16.11
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	14,667.99	14,667.99	732.01	0.00	732.01	4.75
01-05-541190	COMMUNICATIONS EXPENSE	3,700.00	3,836.26	3,836.26	-136.26	0.00	-136.26	0.00
01-05-541210	DISINFECTION EXPENSE	7,500.00	10,312.93	10,312.93	-2,812.93	0.00	-2,812.93	0.00
01-05-541250	POWER WELLS & PUMPS	86,000.00	94,570.77	94,570.77	-8,570.77	0.00	-8,570.77	0.00
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	-7,569.53	-7,569.53	7,569.53	0.00	7,569.53	0.00
01-05-541701	CAPITALIZED LABOR EXPENSE	0.00	-6,374.17	-6,374.17	6,374.17	0.00	6,374.17	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	555,423.77	555,423.77	143,607.23	0.00	143,607.23	20.54
	Expense Sub Totals:	699,031.00	555,423.77	555,423.77	143,607.23	0.00	143,607.23	20.54
	Dept 05 Sub Totals:	699,031.00	555,423.77	555,423.77	143,607.23	0.00		
Dept 01-09	Directors							
E15	ADMINISTRATIVE EXPENSE							
01-09-560021	DIRECTOR MCBRIDE	6,725.00	5,976.68	5,976.68	748.32	0.00	748.32	11.13
01-09-560022	DIRECTOR CORL-LORONO	7,925.00	7,495.58	7,495.58	429.42	0.00	429.42	5.42
01-09-560024	DIRECTOR BURKHART	6,725.00	3,124.89	3,124.89	3,600.11	0.00	3,600.11	53.53
01-09-560025	DIRECTOR STALEY	6,725.00	5,063.87	5,063.87	1,661.13	0.00	1,661.13	24.70
01-09-560026	DIRECTOR COULOMBE	6,725.00	5,541.70	5,541.70	1,183.30	0.00	1,183.30	17.60
	E15 Sub Totals:	34,825.00	27,202.72	27,202.72	7,622.28	0.00	7,622.28	21.89
	Expense Sub Totals:	34,825.00	27,202.72	27,202.72	7,622.28	0.00	7,622.28	21.89
	Dept 09 Sub Totals:	34,825.00	27,202.72	27,202.72	7,622.28	0.00		
Dept 01-10	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 PROJE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561900	OVERHEAD FOR CIP ONLY	0.00	-26,745.74	-26,745.74	26,745.74	0.00	26,745.74	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/REPLA(	75,000.00	3,600.00	3,600.00	71,400.00	0.00	71,400.00	95.20
01-10-561908	MISC PROP1 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	216.00	216.00	72,049.00	0.00	72,049.00	99.70
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	0.00	0.00	10,000.00	0.00	10,000.00	100.00
01-10-561975	VEHICLES - MOTOR VEHICLES	30,000.00	26,745.74	26,745.74	3,254.26	0.00	3,254.26	10.85
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	52,821.71	52,821.71	757,443.29	0.00	757,443.29	93.48
	Expense Sub Totals:	810,265.00	52,821.71	52,821.71	757,443.29	0.00	757,443.29	93.48
	Dept 10 Sub Totals:	810,265.00	52,821.71	52,821.71	757,443.29	0.00		
	Fund Revenue Sub Totals:	1,949,731.00	1,892,278.55	1,892,278.55	57,452.45	0.00	57,452.45	2.95
	Fund Expense Sub Totals:	2,406,250.00	1,685,173.53	1,685,173.53	721,076.47	0.00	721,076.47	29.97
	Fund 01 Sub Totals:	456,519.00	-207,105.02	-207,105.02	663,624.02	0.00		
	Revenue Totals:	1,949,731.00	1,892,278.55	1,892,278.55	57,452.45	0.00	57,452.45	2.95
	Expense Totals:	2,406,250.00	1,685,173.53	1,685,173.53	721,076.47	0.00	721,076.47	29.97
	Report Totals:	456,519.00	-207,105.02	-207,105.02	663,624.02	0.00		

AGENDA ITEM # 13(B)

Bank Reconciliation

Disbursement Detail

User: mwest
Printed: 06/21/2018 - 9:36AM
Date Range: 05/01/2018 - 05/31/2018
Systems: '(All)'

Check#	Check Date	Payable To	Purpose	Amount
Fund: 01 General Fund				
0	05/16/2018	AMERICAN FIDELITY ASSURAN(	may flex	249.97
0	05/31/2018	BURRTEC WASTE&RECYC	JUNE TRASH	86.98
0	05/31/2018	CARDMEMBER SERVICES	CRWA 4/23 FUEL (4X4FORD)	5,388.43
0	05/01/2018	FLYERS ENERGY LLC	Fuel BDV	2,266.94
0	05/31/2018	PREMIER ACCESS INSURANCE, (	JUNE 2018 DENTAL	790.41
0	05/04/2018	SOUTHERN CALIFORNIA EDISOI	Mar-Apr Power Wells	8,373.14
0	05/31/2018	SOUTHERN CALIFORNIA EDISOI	power wells and boosters APRIL TO MAY	8,587.13
0	05/17/2018	DAVID REWAL	PR Benefit	562.88
0	05/17/2018	DESTINY zzDIAZ	PR Benefit	496.73
0	05/31/2018	DESTINY zzDIAZ	PR Benefit	422.36
0	05/17/2018	J LARRY COULOMBE	PR Benefit	29.29
0	05/31/2018	J LARRY COULOMBE	PR Benefit	29.29
0	05/17/2018	JAMES BOYD	PR Benefit	802.14
0	05/17/2018	JAMES STALEY	PR Benefit	29.29
0	05/31/2018	JAMES STALEY	PR Benefit	9.76
0	05/17/2018	JARED HUNTZINGER	PR Benefit	764.63
0	05/31/2018	JARED HUNTZINGER	PR Benefit	755.84
0	05/17/2018	JUDY CORL-LORONO	PR Benefit	48.81
0	05/31/2018	JUDY CORL-LORONO	PR Benefit	19.52
0	05/17/2018	LOGAN NOUNNAN	PR Benefit	530.31
0	05/31/2018	LOGAN NOUNNAN	PR Benefit	530.31
0	05/17/2018	MARINA WEST	PR Benefit	1,183.91
0	05/31/2018	MARINA WEST	PR Benefit	1,183.91
0	05/17/2018	MARY HELEN TUTTLE	PR Benefit	97.98
0	05/31/2018	MARY HELEN TUTTLE	PR Benefit	91.18
0	05/17/2018	MICHAEL CARUSO	PR Benefit	773.93
0	05/31/2018	MICHAEL CARUSO	PR Benefit	771.22
0	05/17/2018	MICHAEL MCBRIDE	PR Benefit	78.10
0	05/31/2018	MICHAEL MCBRIDE	PR Benefit	19.52
0	05/17/2018	ROSA SANDOVAL	PR Benefit	548.27
0	05/31/2018	ROSA SANDOVAL	PR Benefit	545.11
0	05/31/2018	SETH KISH	PR Benefit	63.10
0	05/17/2018	TERRY BURKHART	PR Benefit	19.52
0	05/31/2018	TERRY BURKHART	PR Benefit	29.29
19531	05/01/2018	AUTOZONEPARTS	vehicle maintence	312.55
19532	05/01/2018	CLINICAL LABORATORY OF SB, I	Water Testing-nitrate, bacti, gp	180.00
19533	05/01/2018	LARRY COULOMBE	Mileage LAFCO Fraud Prev sem	53.41
19534	05/01/2018	DAVID L. WYSOCKI	April 2018 Legal	2,021.25
19535	05/01/2018	FRONTIER CALIFORNIA, INC	phones april	411.50
19536	05/01/2018	INLAND WATER WORKS SUPPLY	field materials	3,873.51
19537	05/01/2018	JOHN'S GARAGE,LLC	vehicle maintence - 4x4 ford	49.35
19538	05/01/2018	OFFICE DEPOT	office supplies	115.40
19539	05/01/2018	SDRMA	vision	480.40
19540	05/01/2018	SL PARKER CA, LLC, BUILDERS	field materials	67.07
19541	05/01/2018	ST WATER RES CONTROL BRD	Nounnan D2 cert fee	80.00
19542	05/01/2018	J DENNIS STALEY	Mileage ASBCSD April Dinner	110.09
19543	05/01/2018	UNDERGROUND SERVICE ALERT	April Digalert	52.90
19544	05/01/2018	USDA RURAL DEVELOPMENT	BHM ID 1 Principal	103,049.99
19545	05/02/2018	HD SUPPLY FAC MAINT LTD	Eyewash repair	162.03
19546	05/17/2018	TERRY BURKHART	SALARIES	255.24
19547	05/17/2018	JUDY CORL-LORONO	SALARIES	638.10
19548	05/17/2018	J LARRY COULOMBE	SALARIES	382.86

Check#	Check Date	Payable To	Purpose	Amount
19549	05/17/2018	MICHAEL MCBRIDE	SALARIES	1,020.96
19550	05/17/2018	JAMES STALEY	SALARIES	382.86
19551	05/16/2018	asbcsd	asbcsd dinner april/Dir. Staley	34.00
19552	05/16/2018	STACEY ELLINGSBERG	re-issue refund check (stale)	35.69
19553	05/16/2018	HASA, INC.	sodium hypochlorite	569.72
19554	05/16/2018	HI-DESERT STAR	Publication of Ord. 18O-01 BOD Compensation	1,243.20
19555	05/16/2018	HOME DEPOT CREDIT SERVICES	window screen repair	682.75
19556	05/16/2018	INLAND WATER WORKS SUPPLY	inventory	4,538.21
19557	05/16/2018	itron, inc	FCSGG-FCS SFTW,2,501-5,000 ENDPOINTS	1,080.00
19558	05/16/2018	JOHN'S GARAGE,LLC	2015 ram Nounnan oil & tire repair	94.35
19559	05/16/2018	MB CONSERVATION ASSOC	Desert-Wise Living Series Sponsorship FY2017/18	500.00
19560	05/16/2018	MOM'S DESERT VALLEY CLEANI	may cleaning BDV/BOD	180.00
19561	05/16/2018	PLATINUM CONSULTING GROUP	cpa april	42.50
19562	05/16/2018	QUILL	1,000 window envelopes	108.74
19563	05/16/2018	SDRMA	june medical	8,723.04
19564	05/16/2018	SL PARKER CA, LLC, BUILDERS	field materials: swamp cooler repair	145.83
19565	05/16/2018	WARD & WARD	April Legal (Perry Matter)	280.00
19566	05/17/2018	DESTINY zzDIAZ	SALARIES	1,518.41
19567	05/17/2018	ROSA SANDOVAL	SALARIES	1,956.08
19568	05/17/2018	MARY HELEN TUTTLE	SALARIES	1,280.88
19569	05/17/2018	MARINA WEST	SALARIES	5,769.60
19570	05/17/2018	JAMES BOYD	SALARIES	1,849.60
19571	05/17/2018	MICHAEL CARUSO	SALARIES	1,700.80
19572	05/17/2018	JARED HUNTZINGER	SALARIES	2,064.55
19573	05/17/2018	LOGAN NOUNNAN	SALARIES	1,321.60
19574	05/17/2018	DAVID REWAL	SALARIES	2,324.85
19575	05/16/2018	AUTOZONEPARTS	vehicle main	312.55
19576	05/31/2018	TERRY BURKHART	SALARIES	382.86
19577	05/31/2018	JUDY CORL-LORONO	SALARIES	255.24
19578	05/31/2018	J LARRY COULOMBE	SALARIES	382.86
19579	05/31/2018	MICHAEL MCBRIDE	SALARIES	255.24
19580	05/31/2018	JAMES STALEY	SALARIES	127.62
19581	05/31/2018	DESTINY zzDIAZ	SALARIES	1,021.50
19582	05/31/2018	SETH KISH	SALARIES	902.39
19583	05/31/2018	ROSA SANDOVAL	SALARIES	1,738.69
19584	05/31/2018	MARY HELEN TUTTLE	SALARIES	1,191.93
19585	05/31/2018	MARINA WEST	SALARIES	5,769.60
19586	05/31/2018	JAMES BOYD	SALARIES	2,572.10
19587	05/31/2018	MICHAEL CARUSO	SALARIES	1,513.89
19588	05/31/2018	JARED HUNTZINGER	SALARIES	1,458.41
19589	05/31/2018	LOGAN NOUNNAN	SALARIES	1,321.60
19590	05/31/2018	DAVID REWAL	SALARIES	3,001.17
19591	05/31/2018	ALL ABOUT FENCING	REALIGN FENCE AT 820 LANDERS LANE HAULING ST	900.00
19592	05/31/2018	AW ASSOCIATES, INC.	622 JEMEZ FUEL TANK REPAIR	471.17
19593	05/31/2018	CDW GOVERNMENT, LLC	ADMIN ASST KISH LAPTOP W/OFFICE SOFTWARE	1,229.09
19594	05/31/2018	CLINICAL LABORATORY OF SB, I	1,2,3-TCP (Q2) , BACTI	520.00
19595	05/31/2018	zzFIDELITY NATIONAL TITLE CO	REFUND 629-092-01 LIEN RELEASE OVERPAY	25.00
19596	05/31/2018	INLAND WATER WORKS SUPPLY	NON-INVENTORY	9.70
19597	05/31/2018	JOHN'S GARAGE,LLC	RAM OIL CHANGE (LIC. 1480483)	94.35
19598	05/31/2018	SDRMA	JUNE 2018 VISION	570.97
19599	05/31/2018	WATER SYSTEM ENGINEERING,	WATER TESTS WELL 8 AND WELL 10	2,300.00
19600	05/31/2018	Jana Barnett	Refund Check	31.48
19601	05/31/2018	Santi Chanthirat	Refund Check	67.92
19602	05/31/2018	Shelley Cush	Refund Check	100.00
19603	05/31/2018	William Henderson	Refund Check	26.86
19604	05/31/2018	OUR FLIPPING FAMILY LLC	Refund Check	49.02
19605	05/31/2018	Joyce Survivor Trust Wohler	Refund Check	91.96
19606	05/31/2018	Jakapan Thunpithayakul	Refund Check	54.46
19607	05/31/2018	BEYOND SOFTWARE SOLUTION!	IT SERVICES APRIL & MAY	540.00
			Total for Fund:01 General Fund	217,212.70

Check#	Check Date	Payable To	Purpose	Amoun
			Grand Total	217,212.7

AGENDA ITEM # 13(C)

6/8/18
To: Marina West
From: Rosie Sandoval
Subject: Service Order Report MAY 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	2		12
AirVac Maintenance	0	0	0	0	0	0	0	0	0	0	0		0
AirVac Replacement	0	0	0	0	0	2	0	0	0	0	0		2
Booster Repair/Maintenance	0	0	0	0	0	0	0	0	0	0	0		1
Bulk Stations: Maintenance	0	0	0	0	0	2	0	2	0	2	1		7
Customer Requested Asst	6	7	4	11	5	3	8	8	6	10	3		71
Reported Leaks	5	2	0	3	0	3	4	3	1	3	2		26
Destroy Service Line	0	0	0	0	0	0	0	0	0	0	0		0
Exchange Meter	22	19	76	80	20	5	46	21	34	19	19		361
Facility Inspections*	2	0	0	2	0	0	5	3	3	6	2		23
Fire Flow Test	0	0	0	0	0	0	0	1	0	0	0		1
Flush Deadend/Blowoffs	0	0	0	1	0	0	0	0	0	0	0		1
General Maintenance	0	0	3	3	0	0	1	0	1	2	0		10
Goat Mountain Main Line Repair	1	0	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	2		8
Goat Mountain Service Line Repair	4	0	0	1	0	0	0	0	0	0	0		5
Hangtag	7	16	8	7	8	4	12	11	10	16	9		108
Hydrant Maint.	0	0	0	0	0	0	0	0	0	0	0		0
Install New Service	3	1	0	2	1	0	1	1	1	0	1		11
Lock-Off's	32	19	26	29	43	21	17	24	34	34	26		305
Miscellaneous	5	7	2	5	9	2	6	2	14	8	3		63
Open New Service	0	0	0	0	0	0	0	0	21	22	18		61
Pressure Complaint	2	2	0	0	0	1	0	0	0	2	1		8
Pull Meter	0	1	1	1	0	1	0	0	0	0	0		4
Repair Mainline	2	2	2	0	0	0	0	0	0	0	0		6
Repair Service Line	8	4	7	2	1	2	4	3	2	5	3		41
Replace Service Line	6	7	11	2	3	10	5	8	18	18	11		99
Reread Meter	54	79	27	12	5	5	7	19	5	9	11		233
Tamper	0	0	0	0	0	0	2	0	0	0	0		2
Tank/Reservoir Maintenance/Repairs	0	0	0	0	0	0	0	0	0	0	0		0
Unlock Service	33	24	28	29	29	20	25	24	35	39	27		313
Valve Maintenance	43	69	27	57	41	29	52	42	85	68	50		563
Verify Meter Locked	7	0	9	6	15	0	9	6	5	0	2		59
Water Quality Issues **	2	0	1	0	2	1	0	0	0	1	0		7
Well Repairs/Maint. And Water Level	1	0	0	1	0	0	2	0	0	0	0		4
TOTAL	**251**	**259**	**234**	**257**	**183**	**112**	**207**	**180**	**275**	**264**	**193**	**0**	**2415**

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

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

AGENDA ITEM # 13(D)

DATE: 6/20/2018

TO: Board of Directors

FROM: Kit Boyd

RE: MAY 2018 Production

	Cubic Feet Pumped	Total Gallons Pumped	GPM from Hour Meter	GPM Flowmeter	Total Running Time	acre feet
Well 2	Well is "inactive"					
Well 3	261,860	1,958,713	394	420	82.8	6.01
Well 4	Well is "inactive"					
Well 6*	0	0	#DIV/0!	400	0	0.00
Well 7	310,830	2,325,008	344	360	123.1	7.14
Well 8	418,900	3,133,372	812	845	64.3	9.62
Well 9	607,500	4,544,100	611	600	124	13.95
Well 10	30,740	229,935	85	92	44.9	0.71
Total	1,629,830	12,191,128	463		439.1	37.42

* Well 6 pump pulled in December 2017

New hour meter well 3

A Boosters	102,230	764,680	143	150	89.3	
C Boosters	-11,166,500	-83,525,420	295	310	86.7	
Total	-11,064,270	-82,760,740				

AGENDA ITEM # 13(E)

DATE: 6/20/2018

TO: Board of Directors

FROM: Kit Boyd

RE: MAY 2018 Goat Mountain Well Production

	Cubic Feet Pumped	Total Gallons Pumped	GPM from Hour Meter	GPM from Flowmeter	Total Running Time	acre feet
Well GMW1	206,590	1,545,293	213	220	120.7	4.74
Well GMW2 *	0	0	#DIV/0!	182	0	0.00
Well GMW3	313,900	2,347,972	324	315	120.9	7.21
Total	520,490	3,893,265	269		241.6	11.95

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

GM booster	213,800	1,599,224	248	222	107.3

WELL 2 pump was pulled. Well has holes in casing, evaluating options.

AGENDA ITEM # 13(F)

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

Marina D West, PG, General Manager

A Public Agency

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

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

www.bdvwa.org

Pending Board Approval

Board of Directors' Regular Meeting Minutes

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, May 22, 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 Burkhart.

Roll Call

Directors Present:	Michael McBride Judy Corl-Lorono Terry Burkhart J. Dennis Staley J. Larry Coulombe
Staff Present:	Marina West Seth Kish

Approval of Agenda
Motion to approve the agenda.
MSC[1] (Corl-Lorono/Coulombe) unanimously approved.

Closed Session: Conference with Legal Counsel on Anticipated Exposure to Litigation Against the Agency: Board Decision on the Corbin Claim.
Pursuant to Government Code Section 54956.9(d)(2)
Conference with Legal Counsel regarding existing litigation.

Adjourned to Closed Session at 6:05 pm – Reconvened from Closed Session at 6:14 pm

Closed Session Report
President McBride reported that the Board of Directors by roll call vote unanimously agreed to deny the claim by former employee Michelle Corbin.

Motion No. 18-025

Secretary Burkhart made a motion to deny the claim by former employee Michelle Corbin. The motion was seconded by Vice President Corl-Lorono

MSC[1] (Burkhart/Corl-Lorono) unanimously approved by roll call vote.

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

Adopting the Agency's Budget Resolution No. 18R-04 Fixing and for Fiscal Year 2018-2019

General Manager West gave the staff report. The revenue side of the budget does include the rate increase of fiscal year 2018-2019 which was passed by the board in 2016. The monthly fee goes up 5% ($1.51 a month) and the water consumption rate will go up $0.10 (per 100 Cubic Feet). The committee has met twice on the draft budget, during both meetings it was affirmed that the assessment of the Improvement District 1(Bighorn Mountains ID1 bond debt service area) debt will not proceed. The Desert View water bond surcharge of $9.30 will remain for one more year. General Manager West moved on to expenses and explained the significant increase to office equipment expenses needed in order to purchase more fireproof file cabinets that will replace the outdated and older cabinets in use. General Manager West also noted the upcoming elections and the fees that are generally attached to them. General Manager West talked about the cost-of-living increase for employees which totals $7,000.00, a 10% increase for employee medical premiums, and a continued investment for employee education. General Manager West concluded after reviewing operations, vehicle maintenance and preventative maintenance.

Anonymous public comment commending the agency for paying off the ID1 debt early.

Motion No. 18-026

Vice President Corl-Lorono made a motion to adopt the Agency's Budget Resolution No. 18R-04 Fixing and for Fiscal Year 2018-2019. The motion was seconded by Secretary Burkhart.

MSC[1] (Corl-Lorono/Burkhart) unanimously approved.

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

Resolution No. 18R-05 Designation of Applicant's Agent Resolution for Non-State Agencies for the California Emergency Management Agency.

Board considered adopting Resolution 18R-05 Designation of Applicant's Agent Resolution for Non-State Agencies for the California Emergency Management Agency.

General Manager West reported that annually this resolution needs to be done so that the agency can apply for hazard mitigation grants.

No Public Comments.

Pending Board Approval

Motion No. 18-027

Vice President Corl-Lorono made a motion to adopt Resolution 18R-05. Director Coulombe seconded the motion.

MSC[1] (Corl-Lorono/Coulombe) motion carried.

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

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

Board considers taking actions to adopt Resolution No. 18R-06 Establishing stand-by and availability fees for water services in Improvement District "Goat Mountain" (ID "GM").

General Manager West is recommending the Board adopt Resolution No. 18R-06 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. General Manager West mentioned that this would only matter for un-metered parcels.

Anonymous Public questioned why it is based on acreage and not on the water itself, General Manager West responded to the question by explaining how it is defined by the lot size, and a one acre lot would be $30.00. When asked if the price of a 2.5 acre lot would be $60.00, General Manager west explained that each acre is $30.00, and a half acre is rounded up to an acre, so the price would in fact be $90.00 for 2.5 acres.

Motion No. 18-028

Director Coulombe made a motion to adopt Resolution No.18R-06 Secretary Burkhart seconded the motion.

MSC[1] (Coulombe/Burkhart) unanimously approved.

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

Pending Board Approval

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 ***Do I need to do anything with this?***

No Public Comment

Motion No. 18-029

Secretary Burkhart made a motion to approve consent items a-i. Director Coulombe seconded the motion.

MSC[1] (Burkhart/Coulombe) unanimously approved.

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

Matters Removed From Consent Items - None

Public Comment Period - None

Verbal Reports

General Manager West reminded everyone about the upcoming water festival at La Contenta Middle School on May 24, 2018. General Manager West also formally introduced new employee, Mr. Seth Kish.

Secretary Burkhart reported on the LAFCO workshop she attended in January. Secretary Burkhart also reported on the February Mojave Water Agency Board Meeting she attended. .

Director Coulombe reported on the Association of the San Bernardino County Special Districts Dinner and Meeting he attended.

President McBride spoke about the new wastewater plant being constructed in Yucca Valley and how the process of turning wastewater into drinking water works.

Vice President Corl-Lorono reported on the Homestead Valley Community Council Meeting she attended on May 21, 2018.

Adjournment – President Michael McBride adjourned the meeting at 7:19 p.m.

Pending Board Approval

Approved by:

Terry Burkhart, Secretary of the Board

MSC[1] – Motion made, seconded, and carried.

AGENDA ITEM # 13(G)

Bighorn-Desert View Water Agency

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

Marina D West, P.G., General Manager

A Public Agency

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

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

www.bdvwa.org

Finance/Public Relations/Education and Personnel Committee Regular Meeting Report

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Wednesday, January 17, 2018 - 2:00 p.m.

Committee Members: Michael McBride & J. Larry Coulombe

Call to Order
Director McBride called the meeting to order at 2:00 p.m.

Pledge of Allegiance
Led by Michelle Corbin

Roll Call

Directors:	Michael McBride
	J. Larry Coulombe
Staff:	Marina West
	Michelle Corbin

Approval of the Agenda
Director McBride and Director Coulombe approved the agenda as presented.

Fiscal Year 2017/18 Mid-Year Budget Review
General Manager West walked the committee through the balance sheet, which is current to date, line items on the budget, directors' budget status and capital projects status. Questions from the Committee were answered as they were asked.

Public Comments None

Adjourned for a Break at 3:18 p.m. - Reconvened from Break at 3:25 p.m.

Discuss Joining the Association of the San Bernardino County Special Districts, A Local Chapter of the California Special Districts Association (CSDA)
General Manager West explained that Agency was once a member and not sure why we are no longer. The yearly dues are about $200 to $250 per year. The meetings are monthly, includes dinner and a speaker, and are held in San Bernardino County; different locations each month.

President McBride is in favor of joining as they are more focused on smaller districts, like the Agency and we would get more out of it than out of membership in Association of California Water Agencies (ACWA). Director Coulombe agreed.

The Committee directed staff to bring membership in the Association of San Bernardino County Special Districts, A local chapter of the California Special Districts Association to the full Board of Directors for further discussion and possible approval.

Public Comments None

Ongoing Review of the Policy for Reimbursement of Actual and Necessary Expenses for Board Members – Director Compensation List Exhibit "A"
General Manager West explained that Exhibit "A" is a list of meetings that the Board of Directors have agreed in the past that they want to attend as representation of the Agency is beneficial at these meetings. The Board of Directors will have a rotating schedule of who attends which meeting, a primary and a secondary in case the primary cannot go. Each board member is responsible for their own schedule and reservations, if needed, for these meetings.

The Committee directed staff to bring the Director Compensation List Exhibit "A" to the full Board of Directors for further discussion and potential approval.

Public Comments None

Consent Items

a. Special FPREP Meeting Report, November 15, 2017

No public comment.

Director McBride and Director Coulombe approved the report.

Public Comment Period
No public comment.

Verbal Reports
No Committee Member Reports.

General Manager Report
General Manager West reported that next Desert-Wise Living Series Lecture on Permaculture is February 10, 2018 at the Center for Healthy Generations.

Adjournment - Director McBride adjourned the meeting at 3:50 p.m.

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

Marina D West, P.G., General Manager

A Public Agency

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

760/364-2315 Phone
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www.bdvwa.org

Finance/Public Relations/Education and Personnel Committee Meeting Report

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
March 21, 2018 - 9:00 a.m.

Committee Members: Michael McBride & Larry Coulombe

Call to Order
Director McBride called the meeting to order at 9:04am.

Pledge of Allegiance
Led by Mary Coulombe

Roll Call

Directors:	Dir. McBride
	Dir. Coulombe
Staff:	Marina West

Approval of the Agenda
Director McBride and Director Coulombe approved the agenda as presented.

Budget Workshop – Fiscal Year 2018/19 Budget Cycle

General Manager West gave the staff report by reviewing various line items in the revenue budget for Committee feedback. Directors agreed to sunset the ID 1 Bighorn Debt Service collection one year early using monies already collected in prior years to pay the debt owed in FY2018/19. Directors also agreed to increase Director's budgets by $500. General Manager West also reviewed the status of grants expected, up to $10,000,000 and how they will be utilized for capital improvements. However, this draft budget does contemplate continued progress on planned capital improvements such as well pump change outs and motor downsizing.

Public comment: none

Committee adjourned for break at 10:05am and reconvened the meeting at 10:15am

The Committee directed staff to bring the draft budget back to the Committee after refinement of certain revenue and expense line items discussed at this meeting. Committee restated its goal to review a final draft budget at the May committee meeting and then bring the budget to the full Board for approval in May.

Review 2018 Social Security Cost-of-Living Adjustment and Recommend Adjustment for All Regular Employees and General Manager

General Manager West gave the staff report. Dir. McBride suggests a 3% COLA for staff with a 2% COLA for the General Manager. Dir. Coulombe was in agreement.

Public comment: none

The Committee directed staff to bring recommendation to the full Board on March 27, 2018.

Consent Items

a. none

Public comment: none

Public Comment Period

No public comment.

Verbal Reports

Committee Member Comments/Reports

Director McBride asked about two customer complaints regarding bills. One is an email complaint that the office staff has not received as of report. General Manager West will review the email and report back to Board. The other complaint is going before the Board on March 27, 2018.

Director Coulombe commented on the "*Hide and Seek River*" presentation at the High Desert Nature Museum on March 15, 2018.

GENERAL MANAGER'S REPORT

General Manager West reported the Desert-Wise Living Series Landscape Tour is scheduled for April 28 and April 29, 2018.

Items for Next Agenda

- Final draft budget

Adjournment - Director McBride adjourned the meeting at 10:47 a.m.

AGENDA ITEM # 13(H)

Bighorn-Desert View Water Agency

Board of Directors
Michael McBride, President
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Terry Burkhart, Director
J. Larry Coulombe, Director

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Planning/Legislative/Engineering Grant & Security Committee Special Meeting Report

Note Location: Administrative Office
622 S. Jemez Trail, Yucca Valley CA 92284
Tuesday, December 19, 2017 - 9:15 a.m.

Committee Members: Director Corl-Lorono & Director Burkhart

Call to Order
Director Corl-Lorono called the meeting to order at 9:20 a.m.

Pledge of Allegiance
Led by General Manager Marina West

Roll Call

Directors:	Judy Corl-Lorono
	Terry Burkhart
Staff:	Marina West
	Michelle Corbin

Approval of the Agenda
Director Corl-Lorono and Director Burkhart approved the agenda as presented.

Conference Call with Mojave Water Agency's Board of Directors Meeting – Recording Dated December 14, 2017
During the recorded conference call Letitia White of Innovative Federal Strategies gave the federal legislative update. Ms. White reported on the Tax Reform Package, the rollback of Executive Orders regarding the *Waters of the United States* Rule (WOTUS) and the Bureau of Reclamation feasibility studies.
Ms. White spoke about low interest loans available for waste water facilities and the pending infrastructure bill.

The conference call ended and General Manager West and Committee Members discussed the portion of the conference call regarding grant and loan possibilities for infrastructure. West mentioned the Integrated Regional Plan, planning grants pertaining to uranium in our groundwater and the integration of BDVWA and Goat Mountain water systems. West also reviewed the geology of the agency territory as it relates to water sources.

Public comment: None

Consent Items

a. Special PLEGS Meeting Report, September 12, 2017

Public comment: None

Director Corl-Lorono and Director Burkhart approved the report.

Public Participation

No public comment.

Verbal Reports

Committee Member Comments/Reports - None

General Manager Report

General Manager West gave a brief update on various projects beginning with the "Lookout" pipeline replacement. West reported the project is complete and staff is awaiting the results of water the sampling.

West also reported Well No. 6 is under assessment for possible rehabilitation.

West reported on the "pay as you go" meter, soon to be available at the Johnson Valley Bulk Water site.

West also reported a tank inspection contract has been awarded and will begin in January. Other projects mentioned included solar panels for the administrative office, leak detection, on-line bill view, meter read devices and staffing plans.

West spoke about pending California legislation which may implement a water tax onto each customer account.

Adjournment - Director Corl-Lorono adjourned the meeting at 10:47 a.m.

Bighorn-Desert View Water Agency

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Planning/Legislative/Engineering Grant & Security Committee Regular Meeting Report

Board Meeting Office
1720 N. Cherokee Trail, Landers, CA 92285
Tuesday, February 20, 2018 - 9:15 a.m.

Committee Members: Director Corl-Lorono & Director Burkhart

Call to Order
Director Corl-Lorono called the meeting to order at 9:20 a.m.

Pledge of Allegiance
Led by John Burkhart

Roll Call

Directors:	Judy Corl-Lorono
	Terry Burkhart
Staff:	Marina West
	Michelle Corbin

Approval of the Agenda
Director Corl-Lorono and Director Burkhart approved the agenda as presented.

Update on Prop. 1 Planning Grant for Water System Integration and Interties
General Manager Marina West gave update on $500,000 planning grant received & finalized in November 2017 to integrate Improvement District Goat Mountain with BDVWA and interties with Hi-Desert Water District.

The engineering firm NV5 is working on the Preliminary Engineering Report to determine what improvements are needed and where they might be located.

Environmental processes known as CEQA and NEPA will come into play as it will be crossing some BLM land. Plant and animal surveys will need to take place as well.

The project cost estimates will be included in the report, draft due late March. Application for construction funding will follow. Timeline will be dependent on the speed of the state Water Resources Control Board who oversees the program. Some of the projects that were to be included in this grant we have started on ourselves, ie: diving several tanks and pulling a failed pump at Goat Mountain, Well #2. A video survey of the well casing revealed large holes so the well has been deemed beyond its useful life so that well is out of service; we are hoping to rebuild in the same location with this grant, as well.

Public comment: None

Conference Call with Mojave Water Agency's Legal/Legislative and Public Information Committee
Committee participated via teleconference for an update by the State Advocate of Issues at the State Level, as well as an update by the Federal Advocate of Issues at the Federal Level.

Public Comment: None

Colorado River Funding Area – Pending DAC Involvement Grant Award
General Manager Marina West submitted a report on the $50,000 in funding this Agency is to receive from the Colorado River Funding Area through the Disadvantaged Community Involvement Grant Proposal Process.

Public Comment: None

Update on Fiscal Year 2018/19 Capital Improvement Projects
General Manager Marina West gave a verbal status update on the progress of Fiscal Year 2018-19 Capital Improvement Projects.

Public Comment: None

Consent Items

a. Regular PLEGS Meeting Report for December 19, 2017

Director Corl-Lorono & Director Burkhart approved the report.

Public comment: None

Public Participation
John Burkhart questioned the status of supplying water to Pioneertown and the proposed freeway expansion & termination into Lucerne Valley and if it would increase the population in our area.

Verbal Reports
COMMITTEE MEMBERS' COMMENTS/REPORTS- None

GENERAL MANAGER'S REPORT
General Manager West reported that The Agency participated in the Desert-Wise Living Lecture Series on Permaculture. The garden will once again be featured in the MBCA landscape tours in April.

Adjourment – Director Corl-Lorono adjourned the meeting at 11:00a.m.

Bighorn-Desert View Water Agency

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Planning/Legislative/Engineering Grant & Security Committee Regular Meeting Report

Agency Administrative Office
622 S. Jemez Trail, Yucca Valley, CA 92284
Thursday, April 19, 2018 - 9:15 a.m.

Committee Members: Director Corl-Lorono & Director Burkhart

Call to Order
Director Corl-Lorono called the meeting to order at 9:23 a.m.

Pledge of Allegiance
Led by John Burkhart

Roll Call

Directors:	Judy Corl-Lorono
	Terry Burkhart
Staff:	Marina West
	Mary Helen Tuttle

Approval of the Agenda
Director Burkhart and Director Corl-Lorono approved the agenda as presented.

Conference Call with Mojave Water Agency's Legal/Legislative and Public Information Committee
Committee listened to a recording of a teleconference held April 17, 2018 for an update by the State Advocate of Issues at the State Level, as well as an update by the Federal Advocate of Issues at the Federal Level.

General Manager West read a "heads up" from legal counsel on a new proposed initiative requiring a supermajority approval to enact new revenue measures.

Public Comment: None

Adjourned for a break at 10:22 am – Reconvened from Break at 10:35 am

Colorado River Funding Area – Pending DAC Involvement Grant Award Update
General Manager West advised that the $50,000 in funding this agency is to receive from the Colorado River Funding Area through the Disadvantaged Community Involvement Grant Proposal Process has not moved ahead in two (2) months.

Public Comment: None

Prop. 1 Planning Grant for Water System Integration and Interties Update
General Manager West gave an update on $500,000 planning grant received and finalized in November 2017 to integrate Improvement District Goat Mountain with BDVWA and interties with Hi-Desert Water District. We have identified locations for the interties and locations for new wells. She answered various questions from the Board and from the public regarding moving and storage of water.

Consent Items

a. Regular PLEGS Meeting Report, February 20, 2018

Public comment: None

Director Burkhart and Director Corl-Lorono approved the report.

Public Participation
No public comment.

Verbal Reports
COMMITTEE MEMBERS' COMMENTS/REPORTS- None

GENERAL MANAGER'S REPORT
General Manager West reported that the Mojave Strategic Partners Grant received for the garden will be used for developing a brochure describing plants, which unfortunately, will not be ready for the Desert-Wise Living Landscape Tour this month.

Adjourment – Director Corl-Lorono adjourned the meeting at 11:06 a.m.

AGENDA ITEM # 13(I)

The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.

$600 Early Registration / $650 Regular Registration CSDA member
$900 Early Registration / $975 Regular Registration Non-member
Early bird registration is available through Friday, August 24, 2018

HOTEL ROOM RESERVATIONS

The CSDA room rate at the Renaissance Indian Wells Resort & Spa is $169 plus tax, single or double occupancy. There is an additional $5 resort fee (normally $30) added to the CSDA rate. This fee includes self-parking and guestroom high speed internet access. You will receive a code that will enable you to make your room reservation at the CSDA rate AFTER you have registered for the conference. All room reservations must be accompanied by a non-refundable first night room deposit guaranteed with a major credit card. The deposit

AGENDA ITEM # 13(J)

BIGHORN DESERT VIEW WATER AGENCY
AGENDA ITEM SUBMITTAL

Meeting Date: June 26, 2018

To: Board of Directors

Budgeted: n/a
Budgeted Amount: n/a
Funding Source: n/a

From: Marina D. West

General Counsel Approval: n/a
CEQA Compliance: n/a

Subject: Resolution No. 18R-XX Adopting a Policy Regarding Stale Dated Checks

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SUMMARY

The Agency does not have a written policy on handling "stale dated checks". Staff has prepared a policy in consultation with our accounting consultant and is presenting it for consideration and adoption.

While staff has been administratively dealing with stale dated checks in accordance with the attached policy, the Agency should have a written policy adopted by the Board of Directors.

RECOMMENDATION

That the Board take the following action:

1. Adopt Resolution No. 18R-XX Adopting a Policy Regarding Stale Dated Checks.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

None

RESOLUTION NO. 18R-XX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIGHORN-DESERT VIEW WATER AGENCY ADOPTING A POLICY REGARDING STALE DATED CHECKS

The Board of Directors of the Bighorn-Desert View Water Agency desires to implement a policy for processing of stale dated checks.

WHEREAS, Bighorn-Desert View Water Agency (BDVWA) issues checks for vendor invoices and checks for refunds on utility billing accounts with a deposit and/or credit balance upon account closure. Once a check is issued, the recipient has 90 days to deposit the check. If the check has not cleared the BDVWA bank after 90 days, the check is considered stale dated.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Bighorn-Desert View Water Agency adopts the following policy regarding stale dated checks.

BIGHORN-DESERT VIEW WATER AGENCY

STALE DATED CHECK POLICY

It is BDVWA's policy to review and process stale dated checks on a quarterly basis.

PROCEDURE:

Determining Stale Dated Checks to be Voided:

1. Fiscal quarters shall be defined on a calendar basis as Q1 (Jan-Mar), Q2 (Apr-June), Q3 (July –Sept), Q4 (Oct-Dec).

2. At least 90-days following the end of a calendar quarter period, an Accounting Technician will run a "Void Check" batch in the financial software to determine outstanding checks.

    a. Most stale dated checks are from closed Utility Billing accounts that failed to provide a good forwarding address, or, for whatever reason, the client doesn't cash the check.

3. In the "Void Check" batch, select all checks older than the last date of the prior quarter (i.e. at least 90-day aged) and run the batch to completion for the identified checks. If none exist, note it in writing and file as directed.

a. NOTE: In order to completely process voided stale refund checks, a Journal Entry shall also be run to complete the void check process to the General Ledger (connecting the Utility Billing module to the General Ledger). The "Void Check" batch will move the refund amounts from the individual billing account to "Accounts Payable" General Ledger account (01-00-227000). The subsequent Journal Entry will move the Utility Billing refund amounts from the "Accounts Payable" General Ledger account to the "Expense/Income Misc." (01-00-593000) General Ledger account.

4. File the Proof List in the "Check Register" binder under the "void checks" tab.

Re-issuing Stale Dated Checks:

1. Upon request of Client regarding stale refund check. Confirm information and legitimacy of request. Submit documentation to Accounts Payable.
2. Accounts Payable to review request and process check from GL 01-00-593000.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Bighorn-Desert View Water Agency this 26th day of June 2018.

By _____

Michael McBride, Board President

Attest:

_____

Terry Burkhart, Board Secretary