

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

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## Board of Directors Regular Meeting Agenda

Tuesday, July 24, 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. **Public Hearing: 2018/2019 Tax Bill – Delinquent Water Accounts**

Board to consider approving the following action:

1. Review staff report, and note any letters received;
2. Receive questions from the Board of Directors;
3. Open public hearing;
4. Receive public comments;
5. Close public hearing;
6. Board discussion of public comments received;

7. Board to consider approving Resolution No. 18R-XX - Confirming reports of delinquent accounts for Basic Service Charges, water charges, revenue bond surcharges, delinquent fees and processing fees AND authorizing the placement of property liens on the secured tax rolls of San Bernardino County for collection of delinquencies within Bighorn-Desert View Water Agency.

**6. Authorize Bad Debt Write-off in the Amount of \$1,490.56 for Uncollectable Secured Property Tax Liens**

Board to consider authorizing the following action:

1. Approval of Bad Debt expense "write-off" in the amount of \$1,490.56 for the Fiscal Year 2010/11 lien receivable.

**7. Adopt Resolution 18R-XX Ending the Levy and Collection of Ad Valorem Taxes within Improvement District No. 1 and Setting the Ad Valorem Tax for Fiscal Year 2018-2019 at \$0.00**

Board to consider authorizing the following action:

1. Adopt Resolution 18R-XX, Ending the Levy and Collection of Ad Valorem Taxes within Improvement District No.1 and Setting the Ad Valorem Tax for Fiscal Year 2018-2019 at \$0.00

**8. 2018 California Special Districts Association (CSDA) Board of Directors Southern Network – Seat A Election**

Board to consider authorizing the following action:

1. Board to select one (1) candidate for the 2018 CSDA Board of Directors – Southern Network Seat A Election.

**9. 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 June 2018
  1. Balance Sheet
  2. Budget Status
- b. Receive and File Disbursements June 2018
- c. Service Order Report, June 2018
- d. Production Report, June 2018
- e. Goat Mtn. Production Report, June 2018
- f. Regular Board Meeting Minutes, June 2018

Recommended Action:

Approve as presented (Items a - f):

**10. Matters Removed From Consent Items**

**11. 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.

**12. Verbal Reports - Including Reports on Courses/Conferences/Meetings.**

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

**13. Upcoming Director Meetings**

- Mojave water Agency Board of Directors Meeting – July 26th 2018 at 9:30AM – Secretary Burkhart
- Mojave Water Agency Board of Directors Meeting – August 9th 2018 at 9:30AM – President McBride
- Mojave Water Agency Board of Directors Meeting – August 23rd 2018 at 9:30AM – Vice President Corl-Lorono
- Association of the San Bernardino County Special Districts Dinner and Meeting – No August Meeting
- Homestead Valley Community Council Meeting – No August Meeting

**14. Adjournment**

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

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

Copies of these materials and other disclosable 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.bdvwva.org](http://www.bdvwva.org).

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

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

## AGENDA ITEM # 5

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

**Meeting Date:** July 24, 2018

**To:** Board of Directors

**Budgeted:** N/A

**Budgeted Amount:** N/A

**Cost:** \$0

**Funding Source:** Secured Property Liens

**From:** Marina D. West

**General Counsel Approval:** Obtained

**CEQA Compliance:** N/A

**Subject: Public Hearing: 2018/2019 Tax Bill – Delinquent Water Accounts**

Resolution No 18R-XX: A Resolution Confirming Reports of Delinquent Accounts for Basic Service Charges, Water Charges, Revenue Bond Surcharges, Delinquent Fees and Processing Fees AND Authorizing Placement of Property Liens on the Secured Tax Rolls of San Bernardino County for Collection of Delinquencies within Bighorn-Desert View Water Agency

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## **SUMMARY**

Each May/June the Agency summarizes the report of Bad Debt expenses owed for the prior year period and prepares for the submission of a collections report to the County of San Bernardino for inclusion on the secured tax rolls. Currently, the total amount to be forwarded to the County of San Bernardino for collections on the 2018/2019 tax bill is \$35,213.51.

On May 31, 2018 each delinquent property owner was sent a final notice of delinquency. This letter served to inform each owner of the pending property tax lien and the amount owed to the Agency to avoid the lien. As required, the letter was mailed regular first class. A required public notice was also placed on file with the Hi Desert Star newspaper for publishing on July 12, 2018 and July 19, 2018.

## **RECOMMENDATION**

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

1. Review staff report, and note any letters received;
2. Receive questions from the Board of Directors;
3. Open public hearing;
4. Receive public comments;
5. Close public hearing;
6. Board discussion of public comments received;
7. Board to consider approving Resolution No. 18R-XX - Confirming reports of delinquent accounts for Basic Service Charges, water charges, revenue bond surcharges, delinquent fees and processing fees AND authorizing the placement of property liens on the secured tax rolls of San Bernardino County for collection of delinquencies within Bighorn-Desert View Water Agency.

## **BACKGROUND/ANALYSIS**

On May 20, 2018 one-hundred and thirty-eight (138) properties were identified as being excessively delinquent with a combined outstanding debt of \$42,031.98. On May 31, 2018 these property owners were mailed a letter warning of the pending hearing for placement of the debt as a property tax lien. One-hundred and thirteen (112) delinquent properties remain unpaid with a total outstanding debt of \$35,213.51.

The final step in the notification process, prior to the Public Hearing, is to publish a legal notice in a final effort to notify the responsible parties. The legal notice was published on July 12 and July 19, 2018. The County of San Bernardino has set August 10, 2018 as the deadline for submitting the Special Assessment to the 2018/19 Tax Rolls with September 1, 2018 being the deadline for all corrections.

## **PRIOR RELEVANT BOARD ACTION(S)**

Annual Action

## RESOLUTION NO. 18R-XX

### A RESOLUTION OF THE BOARD OF DIRECTORS OF BIGHORN-DESERT VIEW WATER AGENCY CONFIRMING REPORTS OF DELINQUENT ACCOUNTS FOR BASIC SERVICE CHARGES, WATER CHARGES, REVENUE BOND SURCHARGES, DELINQUENT FEES AND PROCESSING FEES AND AUTHORIZING THE PLACEMENT OF PROPERTY LIENS ON THE SECURED TAX ROLLS OF SAN BERNARDINO COUNTY FOR COLLECTION OF DELINQUENCIES WITHIN BIGHORN-DESERT VIEW WATER AGENCY

**WHEREAS**, the Board of Directors of the Bighorn-Desert View Water Agency resolves as follows:

#### **SECTION 1:**

The Board of Directors of the Bighorn-Desert View Water Agency finds and declares as follows:

- A. On May 31, 2018 the General Manager did cause written notification to be mailed, by first class U.S. Mail, to such delinquent customers that public notices would be placed in the local newspaper on July 5, 2018 and July 12, 2018 and that a public hearing would be held on July 24, 2018; and
- B. On July 3, 2018, public notices were placed in the local newspaper and published on July 12, 2018 and published on July 19, 2018.

#### **SECTION 2:**

The Board of Directors of the Bighorn-Desert View Water Agency resolves that the following delinquent accounts will be placed on the (2018/2019) Secured Property Tax Roll of the County of San Bernardino Tax Collector:

ACOSTA JOSE	0630-091-16	\$196.92
Adams Susan and Bill	0629-281-36	\$349.86
Andre Marie	0629-352-01	\$365.42
Atayde Lydia	0629-292-40	\$365.42
AYALA JOAQUIN	0630-302-40	\$312.66
Ayon Mircle	0630-161-02	\$467.92
Baatz, Elouise M Trust 2/17/1999	0629-021-59	\$349.86
Balcom Grace Tr	0629-352-07	\$365.42
Bales Olen	0629-051-14	\$349.86
Bates Lucille Tr	0635-031-16	\$427.98
BCSI INC	0635-041-12	\$365.42
Belcher Michael	0629-342-56	\$254.68
Boswell James	0635-031-23	\$435.77
Brar Jaswant	0629-282-09	\$66.19
Brumble Leilani	0635-061-60	\$365.42
BULLOUGH JIM	0630-291-13	\$312.66

CASILLAS HECTOR	0630-101-06	\$312.66
Conway Martha	0629-352-12	\$365.42
Crossen Jacklen	0635-061-18	\$365.42
Currie Marydith	0635-081-36	\$126.28
Digalizia Liza	0629-292-04	\$365.42
Dill William	0635-041-28	\$365.42
Dunn Kevin	0630-051-37	\$365.42
Edwards Dewayne	0629-171-70	\$151.23
Ella Liv Liv Tr Mc Kissic	0630-021-32	\$365.42
Ellison Ron	0629-394-02	\$126.28
ESTATE OF JERRY TRANUM	0630-221-37	\$312.66
ESTATE VERNNA THEEMLING	0630-092-06	\$322.44
Estefania Del Campo	0630-031-13	\$365.42
Ezell Family Trust 10/6/1998	0629-431-13	\$349.86
Flores Monica	0630-262-06	\$312.66
Franco Martin	0635-032-15	\$131.28
GONZALEZ VICTOR	0630-172-09	\$365.42
Graf Mike	0630-082-18	\$365.42
Green Tree Servicing, LLC	0629-032-22	\$349.86
Hale Eric	0631-182-32	\$380.20
HAMILTON ARTHUR	0630-201-03	\$312.66
Harvey William	0629-311-18	\$365.42
Harvey William	0629-311-18	\$365.42
Hayek David	0629-341-15	\$349.86
Herbert Devorah	0629-411-16	\$59.27
Heredia Jesus	0629-382-02	\$365.42
HERNANDEZ MARIO	0630-162-11	\$365.42
Irrevocable Trust Vargas	0629-431-17	\$349.86
JENKINS JAN	0630-151-12	\$365.42
Jernigan Brent Tr	0629-451-30	\$349.86
JIMENEZ RICKY	0630-271-06	\$302.66
Johnson Joanna	0631-061-55	\$1,362.33
Jones Mike	0629-301-38	\$365.42
Jones MA Liv. Trust Mark Jones	0630-191-06	\$365.42
JULIANNE & ROD MILLER-BOYER	0630-231-33	\$65.64
Kanallakan Steven	0629-291-69	\$349.86
Kemper Walter	0629-282-03	\$296.88
Lamb David	0630-082-36	\$61.18
Lamb David	0629-301-10	\$60.64
Lambert Steven	0629-072-51	\$199.86
Liebig William	0635-521-37	\$365.42
Lopez Maricela	0629-101-07	\$349.86
Lopez Ricky	0630-011-19	\$365.42
Mack Barry	0630-061-27	\$365.42
Mendoza Melecio	0631-191-50	\$456.26
Miller Ruby	0630-071-16	\$365.42
MILLS SHERRIE	0630-241-42	\$312.66
Napier Denise	0630-032-22	\$365.42
Navarro Nicolas	0629-322-06	\$200.04
Oakes Jeanette	0635-511-46	\$327.93
Orton John	0629-241-49	\$406.61



Parimore Raymond	0629-281-33	\$349.86
Parriott Lyle	0635-511-05	\$365.42
PARSONS WENDY	0630-221-25	\$312.66
PENN NOAH & ANA	0630-092-21	\$312.66
Philip Ero Ero Franchini	0630-021-60	\$34.83
PRADHAN ANIS	0630-252-21	\$312.66
Ratsimeuang Ole	0631-061-39	\$32.73
Realty Ica	0629-421-28	\$349.86
REMPOL LLC	0629-134-01	\$113.05
Rice Curtis Lv Tr	0630-011-02	\$365.42
RICHARD & DENNIS WILKINSON	0630-251-33	\$312.66
Rising Phoenix Group LLC	0630-051-62	\$365.42
R-Land Conservancy LLC	0635-041-11	\$69.43
ROBINSON DON	0630-271-04	\$312.66
ROBITAILLE LIONAL	0630-241-38	\$70.64
RUSSELL RUSSELL TRUST	0630-171-14	\$364.82
RUSSELL RUSSELL TRUST	0630-251-07	\$312.66
Schmidt Brad	0629-051-35	\$349.86
Series Of Pinewood	0631-061-13	\$365.42
SERIES OF PINEWOOD ENTRPRS	0630-131-04	\$365.42
SETTLES CHARLES	0630-291-36	\$312.66
SHARGHI ABBAS	0631-182-14	\$365.42
Shipley Christine	0629-232-22	\$349.86
Smith Gail	0635-031-27	\$76.92
SOLACE CHESTON	0631-181-31	\$365.42
Srisouvanh Ricky	0629-342-19	\$284.90
Taylor W	0629-372-05	\$365.42
Tiffany Remington (REMPOL LLC)	0629-161-45	\$60.44
TRAN VINH	0631-191-08	\$365.42
Triangle H 063** Trust	0630-062-27	\$365.42
TSURUTANI MASUMI	0630-142-04	\$365.42
Ulkarim Mahmud	0629-062-10	\$573.18
Velez Ovidio	0629-342-39	\$50.06
Venoble Deborah	0629-282-10	\$349.86
Walker Samuel	0630-011-15	\$218.43
Weaver Jacqueline	0629-103-03	\$123.05
Whitby Andrew	0629-311-35	\$365.42
WILHELM THOMAS	0630-102-37	\$259.68
WILL GEORGIA	0630-261-23	\$312.66
Williams Kenneth	0630-011-46	\$365.42
Williamson Edgar	0629-271-57	\$349.86
WILSON DENNIS & JUDY	0630-131-05	\$365.42
Wolfrom Leslie	0629-352-35	\$375.14
Wong Gene	0629-291-25	\$349.86
YUCCA MESA LLC	0630-162-13	\$365.42
YUCCA MESA LLC	0630-171-03	\$365.42

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 24th day of July 2018, by the following roll call vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

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

ATTEST:  
By \_\_\_\_\_  
Terry Burkhart, Board Secretary

## AGENDA ITEM # 6

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

**Meeting Date:** July 24, 2018

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** \$3,100

**Cost:** \$1,490.56

**Funding Source:** 01-01-560221 BD Uncoll.

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** Authorize Bad Debt Write-off in the Amount of \$1,490.56 for Uncollectable Secured Property Tax Liens

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**SUMMARY**

Each May/June the Agency summarizes the report of Bad Debt expenses owed for the prior year period and prepares for the submission of a collections report to the County of San Bernardino for inclusion on the secured tax rolls. The "lien receivable" for any given fiscal year is then managed for a total of seven (7) tax cycles. Thereafter, the remaining balance is written-off as bad debt on the general ledger. However, the secured lien remains on the property and the Agency could still receive the funds in future years or it could actually be lost. If disbursements are distributed then those funds would be applied to the current year as non-operating income.

Fiscal Year 2010/11 was the second year the Agency submitted delinquent water bill amounts to the secured tax roll. The amount sent to the tax roll was \$33,945.00. As of June 30, 2018 a total of \$32,454.44 (95.5%) has been collected. The balance remaining is \$1,490.56 to be written-off as bad debt since this is the 7<sup>th</sup> cycle.

Staff recommends the Board authorize bad debt expense "write-off" on June 30, 2018 in the amount of \$1,490.56 for the fiscal year lien period of 2009/10.

**RECOMMENDATION**

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

1. Approval of Bad Debt expense "write-off" in the amount of \$1,490.56 for the Fiscal Year 2010/11 lien receivable.

**BACKGROUND/ANALYSIS**

No further analysis provided

**PRIOR RELEVANT BOARD ACTION(S)**

Annual Action

## AGENDA ITEM # 7

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

**Meeting Date:** July 24, 2018

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** \$0.00

**Funding Source:** Revenue - Ad Valorem

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** Setting the Ad Valorem Tax Amount for Fiscal Year 2018/2019 for the Property Tax Apportionment of the Bighorn Debt Service Area Improvement District 1 at \$0.00

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**SUMMARY**

Each fiscal year the Agency must notify the County of San Bernardino Auditor/Controller of the Bighorn Mountains Improvement District 1 (BH ID 1) special assessment to the tax rolls. This assessment is necessary to generate the revenue for the annual bond payment and a repair/refurbishment fund to maintain the BH ID 1 water system which was constructed with a fixed interest rate, forty-year bond, purchased by the United States of America acting through the Farmers Home Administration (FMHA).

The Agency must submit a preliminary Notification of Special Assessment by June 30, 2018, with final submission due August 10<sup>th</sup>.

The fiscal year 2018/19 budget includes the BH ID 1 Ad Valorem tax levy in the amount of \$0.00. The zero dollar budget line item was adopted since this is the final year of debt service and the Board recognized that over the years the County of San Bernardino has collected more than requested due to the reduction in rate of tax delinquency. In other words, the County assumes 8% tax delinquency rate and it has been lower thus we have collected additional funds that can now be used to pay the final year of debt service.

The County of San Bernardino has requested the Agency submit a Resolution specifying the amount of collection at \$0.00.

**RECOMMENDATION**

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

1. Adopt Resolution 18R-XX, providing for the levy and collection of taxes (setting the Ad Valorem tax) within Improvement District No. 1 for Fiscal Year 2018/2019 at \$0.00.

**BACKGROUND/ANALYSIS**

On August 9, 1977, the voters of the Bighorn Mountains Water Agency, a predecessor-in-interest to the Agency, approved a bond proposition to "issue general obligation bonds for BH ID 1 in the amount of \$2,500,000 for the purpose of acquisition, construction, completion or

*repair of a waterworks system... for the benefit of Improvement District No. 1" (Resolution No. 121 adopted June 21, 1977).*

The tax rate statement that accompanied the proposition discussed the impact of the bond proposition on property tax rates, and estimated that property tax rates would be about \$4.70 per \$100 of assessed valuation in the first fiscal year after the bond sale and \$0.76 per \$100 of assessed value by the 20<sup>th</sup> fiscal year after the bond sale (Exhibit A to Resolution No. 127 adopted June 28, 1977). For comparison the levy imposed in FY2016/17 (36<sup>th</sup> fiscal year) equated to approximately \$0.406 per \$100 of assessed value.

Thereafter, on May 21, 1979, the Board of Directors of Bighorn Mountains Water Agency (BMWA) adopted Resolution No. 174, proposing to issue and sell \$1,875,000 of BMWA bonds for the purposes set forth in the BMWA Bond Proposition, in order to incur the BH ID 1 Debt.

Under Section 9 of Resolution No. 174, the Agency Board is charged with setting water rates within BH ID 1 at a level sufficient to collect enough revenue which will pay the operating expenses of the improvement district, provide for repairs and depreciation of works, provide a reasonable surplus for improvements extensions, and enlargement, pay the interest on the bonded debt and provide a sinking fund for the payment of the principal of such debt as it may become due.

Annual principal and interest payments are approximately \$109,000. Payments will be made in FY2018/2019 according to the following schedule: December (interest only approximately \$2,600) and June (interest approximately \$2,600 and principal approximately \$104,000).

During the Fiscal Year 2018/19 budgeting process it was noted that since 2011, the Agency has received approximately \$113,000 more in tax receipts than requested. With that in mind, the Board determined that Agency reserves would be used to make the final debt service payment and the assessment would then terminate.

#### **PRIOR RELEVANT BOARD ACTION(S)**

**5/22/2018 Board of Directors Meeting:** Adopt Resolution No. 18R-04 Fixing and Adopting the Agency Budget for Fiscal Year 2018/19 and setting the Improvement District 1 Ad Valorem Tax at \$0.00.

**5/16/2018 Finance/Public Relations/Education and Personnel Standing Committee FY2018/19 Budget Workshop** Committee reviewed FY2018/2019 Draft Budget and recommended the budget and supporting resolutions be brought to the full Board of Directors for possible adoption.

**6/23/2009 Special Board of Directors Meeting:** Receive report from General Counsel Logan reviewing voter approved bond language, bond debt obligations and other alternative means of generating necessary revenues.

**5/21/1979 BOD Resolution No. 174:** Resolution of the Board of Directors of Bighorn Mountains Water Agency providing for the issuance and sale of bonds of said Agency for Improvement District No. 1 thereof in the amount of \$1,875,000 for the acquisition and construction of certain Agency Improvements.

**6/28/1977 BOD Resolution No. 127:** Resolution of the Board of Directors of the Bighorn Mountains Water Agency, Approving the Tax Statement to be mailed to voters within Improvement District No. 1 of the Agency.

**6/21/1977 BOD Resolution No. 121:** Resolution of the Board of Directors of Bighorn Mountains Water Agency, Ordering, Calling, Providing for, and Giving Notice of a Special Election to be held in Improvement District No. 1 of said Agency on August 9, 1977, for the purpose of submitting to the qualified voters of said Improvement District a Proposition of incurring bonded indebtedness and issuing bonds of said Agency for said Improvement District.



**RESOLUTION NO. 18R-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BIGHORN-DESERT VIEW WATER AGENCY  
ENDING THE LEVY AND COLLECTION  
OF AD VALOREM TAXES  
WITHIN IMPROVEMENT DISTRICT NO. 1  
AND SETTING THE AD VALOREM TAX FOR  
FISCAL YEAR 2018-2019 AT \$0.00**

**WHEREAS**, the Bighorn-Desert View Water Agency's ("Agency") Law is set forth in California Water Code-Uncodified Acts; and

**WHEREAS**, the voters of Improvement District No. 1 of the Bighorn Mountains Water Agency did, on August 9, 1979, authorize said Agency to incur indebtedness by issuing general obligation bonds in the amount of \$2,500,000.00 for the purpose of the acquisition, construction, completion or repair of a water works system within said Improvement District No. 1; and

**WHEREAS**, the Agency has issued to date, general obligation bonds in the amount of \$1,875,000.00 for the express purpose of the acquisition, construction, completion or repair of a water works system within said Improvement District No. 1; and

**WHEREAS**, the Agency is empowered, pursuant to the Bighorn-Desert View Water Agency Law, Sections 19 and 20, and Resolution No. 174 of the Bighorn Mountains Water Agency, adopted on May 21, 1979, to determine the amount necessary to be collected by taxation to pay for the operating expenses of the Agency, provide for repairs and depreciation of works owned or operated by the Agency, and to meet all obligations of the Agency, including principal of or interest on any bonded debt of the Agency as it becomes due; and

**WHEREAS**, Fiscal Year 2018/19 is the final year of debt service with a total balance owed of \$109,500 and for which the Board of Directors has determined will be paid from cash reserves and not Ad Valorem Taxes.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency finds that the revenues of the Agency will be adequate to pay the operating expenses of the Agency, provide for repairs and depreciation of works owned or operated by it and to meet the remaining debt service obligation of the Agency in the amount of \$109,500; and

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency hereby elects to end and terminate any further levy and collection of a tax against all taxable property within the Improvement District No. 1 of the Bighorn-

Desert View Water Agency for Fiscal Year 2018/2019, inasmuch as the Agency has sufficient funds to pay the operating expenses of the Improvement District, provide for repairs and depreciation of works, provide a reasonable surplus for improvements, extensions, and enlargements, pay the remaining bonded debt service in the amount of \$109,500; and

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency does hereby direct the Secretary to the Board to deliver a true and correct copy of this Resolution No. 18R-XX to the San Bernardino County Board of Supervisors, County Auditor/Controller, County Tax Assessor, and County Collector.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of the Bighorn-Desert View Water Agency this 24<sup>th</sup> day of July 2018, by the following roll call vote:

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

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

Attest:

\_\_\_\_\_  
Terry Burkhardt, Board Secretary

## AGENDA ITEM # 8

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

**Meeting Date:** July 24, 2018

**To:** Board of Directors

**Budgeted:** N/A

**Budgeted Amount:** N/A

**Cost:** N/A

**Funding Source:**

**From:** Marina D. West

**General Counsel Approval:** N/A

**CEQA Compliance:** N/A

**Subject:** 2018 California Special Districts Association (CSDA) Board of Directors Southern Network – Seat A Election

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**SUMMARY**

CSDA is governed by an 18-member Board of Directors elected by an e-vote process. The Board consists of three directors from each of the six regions throughout California. Each of the candidates is either a board member or management-level employee of a member district located in the specific network. Each regular district in good standing is entitled to vote for one (1) director to represent its network. The CSDA Board of Directors meets bimonthly in Sacramento to guide the Association's legislative and member benefit programs.

**RECOMMENDATION**

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

1. Board to select one (1) candidate for the 2018 CSDA Board of Directors – Southern Network Seat A Election.

**BACKGROUND/ANALYSIS**

There are two candidates running for the Southern Network – Seat A:

1. Jo MacKenzie, Vista Irrigation District (Incumbent)
2. Joseph Kelly, Big Bear Airport District.

The voting information sheet, candidate statements and other materials are attached.

**PRIOR RELEVANT BOARD ACTION(S)**

06/23/2015 M15-025 Motion to vote for Jo MacKenzie for the CSDA 2015 Election Ballot for the CSDA Board of Directors Southern Network – Seat A.

[Home](#)[How It Works](#)[Logout Marina West](#)

### Electronic Ballot - 2018 CSDA Board of Directors Election, (Seat A) Southern Network

**Please vote for your choice**

Choose **one** of the following candidates:

- Jo MacKenzie (Incumbent)
- Joseph Kelly

☐ Jo MacKenzie [\[view details\]](#)

☐ Joseph Kelly [\[view details\]](#)

[Continue](#)[Cancel](#)

This is the online voting system of CSDA. Powered by [Simply Voting](#).



**California Special  
Districts Association**  
*Districts Stronger Together*

## **2018 CSDA BOARD CANDIDATE INFORMATION SHEET**

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

**Name:** Jo MacKenzie

**District/Company:** Vista Irrigation District

**Title:** President, Board of Directors

**Elected/Appointed/Staff:** Elected

**Length of Service with District:** 26 years

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

- President 2011, Vice President 2010, Treasurer 2008-2009
- CSDA Legislative Advocate of the Year 2010
- Finance Corporation 2007-present, President 2012, 2013, 2015- present
- Special District Leadership Foundation Board of Directors, Treasurer 2014-present
- Fiscal and Audit Committees; Membership Committee 2011- present
- Legislative Committee 2004-present; Chair, 2006-2010 and 2012
- San Diego Chapter, Board of Directors 1993-present, President 1998-2000
- Graduate of CSDA Governance Academy
- Attend Annual Conference and Legislative Days

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

- ACWA: Past Board Director; Local Government, Chair 2014-2015 and Membership Committees
- ACWA Region 10 Board, Vice Chair, Alternate Chair, Director 1997-2010
- Special District Official of the Year by PublicCEO 2011

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

- San Diego LAFCO, 1994-present, Current Chair; served on Advisory Committee for 14 years
- CALAFCO Board member
- Served on City of San Marcos Planning and Traffic Commissions
- Personally initiated the City of San Marcos Budget Review Committee in 1980, Chair 1996-2006

**4. List civic organization involvement:**

- San Marcos Chamber of Commerce, Lifetime Ambassador
- Graduate Leadership 2000, Cal State San Marcos
- Soroptimist International

**\*\*Candidate Statement-**Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot mailing.

**Jo MacKenzie, Director  
Vista Irrigation District**



- \* DEDICATED    \* EXPERIENCED LEADER**
- \* FISCALLY RESPONSIBLE**
- \* COMMITTED TO SPECIAL DISTRICTS**

I would be honored to continue representing the Southern Network on the CSDA Board of Directors.

I am dedicated to CSDA's mission and I pledge to continue building on CSDA's foundation of education programs, legislative advocacy, and public outreach. During my tenure, special districts have gained recognition as the third leg of local government. It is important that CSDA continues to be the voice of California's special districts in the Capitol.

Representing the Southern Network, I will bring to the California Special District Association years of experience in local government including LAFCO, and a strong understanding of how CSDA can best serve its members.

I have served as CSDA President, Treasurer, and the Chair of the Legislative Committee. I know the commitment and time it takes to be an effective board member. A flexible schedule is paramount to being a successful director. I have attended all board of directors and assigned committee meetings, read through a myriad of legislation, and hundreds of pages of Board packets in order to provide the leadership necessary for the association to run efficiently and effectively to serve the needs of the diverse special districts.

I have completed CSDA's Special District Leadership Academy, a requirement to serve on the Board. Under my leadership, my district, Vista Irrigation District, has obtained the Special District Leadership Foundation District of Distinction Accreditation, Gold, and the District Transparency Certificate of Excellence.

I believe it is important to the continued success and growth of CSDA that the Board of Directors remain committed to its mission: to provide legislative advocacy, education, and member services for all special districts.

**Your district's vote will be greatly appreciated!**



**California Special  
Districts Association**

*Districts Stronger Together*

**2018 CSDA BOARD CANDIDATE INFORMATION SHEET**

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

Name: Joseph Kelly

District/Company: Big Bear Airport District

Title: Director

Elected/Appointed/Staff: Elected Member - Board of Directors

Length of Service with District: 3.5 years

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

2016 Special District Leadership Academy

2018 Special District Leadership Academy

Association of San Bernardino County Special Districts Membership

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

Institute for Local Government - Public Engagement Certificate and Subscriber

Jefferson Madison Society, President

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

Contributor in Numerous Events/Meetings of:

City of Big Bear Lake

Bear Valley Municipal Water District

Big Bear Community Services District

Bear Valley Healthcare District

Bear Valley Unified School District

- List civic organization involvement:

Better Big Bear

Bear Valley Historical Society

Big Bear Business Bunch

Big Bear Pilots Association

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**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.



**Joseph Kelly, Director  
Big Bear Airport District**



**A Message from Joseph Kelly  
Candidate for the California Special Districts Association  
Board of Directors**

Hello, I am Joseph Kelly, your candidate for the California Special Districts Association (CSDA) Board of Directors. As an elected official, I understand the concept of serving our constituents. When elected to the CSDA Board, I will serve you.

CSDA is our "go to" organization, for training, support, data, answers and legislative outreach. During my tenure on the Big Bear Airport District Board of Directors, I have drawn on many of the resources provided by our membership in CSDA. These resources will not only continue, but get better with my input in Sacramento.

Technical innovations, communication and legislative support is what I bring to the table. I have no complaints about CSDA. To the contrary, I only seek to add my voice to make CSDA an ever improving association. I ask for your vote, the vote of your agency, to elect me to the CSDA Board of Directors.

Special Districts like yours provide vital services to a major portion of California.

We as representatives require the support CSDA provides to help us carry out our responsibilities. We serve in every type of district from small rural areas to large metropolitan areas. One thing in common is that our constituents rely on us to provide services, without fail; and we are held accountable.

Each district faces its own challenges. In addition to these, some general concerns to me are:

- **UNFUNDED MANDATES** from Sacramento which are growing
- **PREVAILING WAGE** regulations impact on districts which don't have the large base of contractors
- **NETWORKING AND COMMUNICATION** between agencies to find solutions to problems in common
- **ENCOURAGING INPUT** from Special Districts as to their needs from CSDA

**([spartanizer@live.com](mailto:spartanizer@live.com))** *The opinions expressed herein are those of the candidate*

**Marina West**

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**From:**

**Sent:**

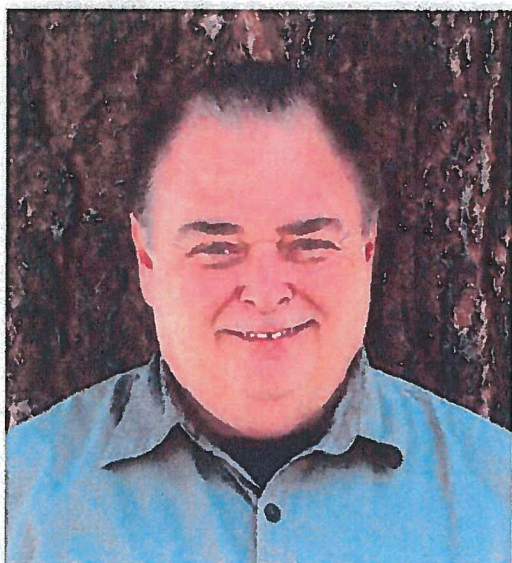
**Subject:**

[REDACTED]  
Monday, July 16, 2018 9:45 PM

CSDA Primary Contact

CSDA Primary Contact, please forward my message to all members of your governing board. Your email was provided to me by the CSDA to contact voting members. Thank you.

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Dear Fellow Board Member,

You and I serve the public, on our respective boards. Sometimes we get complaints; sometimes we get compliments, but compliments are less frequent for most agencies. Folks just don't come out unless they're concerned. The Big Bear Airport District recently had a rash of compliments. One neighbor thanked us for our noise reduction efforts; another complimented us on trees we had to remove for safety reasons.

Your situations may be very different, rate increases, changes in services, staffing, equipment or budgets. Whatever it is, the public can be understood for their concerns. I have found great success with dedicated public outreach and engagement. It's a two way street.

One of my mentors, said that if you serve people before they hire you, they know that you will serve them after you're hired. I want to serve you, on the board of the California Special Districts Association.

I ask for your input now, for what should be brought to Sacramento. Time flies; and we're already well into the election process for the CSDA board. If elected, I will always welcome your input as your representative in the CSDA Southern Network. And, I welcome your input now. You can email me at [Spartanizer@live.com](mailto:Spartanizer@live.com).

An organization is only as good as we make it. It's you and me on the line with the public. I hope to help continue the ever improving CSDA.

If your agency has not yet voted for your choice of CSDA board member, please schedule a vote as soon as possible. Let your voice be heard in Sacramento.

I respectfully ask for your vote to be a member of the CSDA board. And please contact me now with your input. Thank you.

Sincerely,

Joseph Kelly

Director - Big Bear Airport District.

My personal email: [Spartanizer@live.com](mailto:Spartanizer@live.com)

## AGENDA ITEM # 9A(1)

# General Ledger

## Balance Sheet

User: mwest  
 Printed: 07/10/2018 - 2:05PM  
 Fund: All  
 Period: 12  
 Fiscal Year: 2018

*June*



Fund ALFRE

Account Type	Amount
01 - General Fund	
Assets	
CASH & CASH EQUIVALENTS	
01-00-131250 - PACIFIC WESTERN BANK	2,167,677.39
01-00-131300 - CASH DRAWERS BASE FUND	1,000.00
01-00-134000 - PETTY CASH FUND	800.00
Total CASH & CASH EQUIVALENTS:	2,169,477.39
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	204,023.58
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	24,808.15
01-00-139605 - DUE FROM PROP 1 GRANT	33,677.00
01-00-139606 - DUE FROM ED, ALLOWANCE SCHOLAR	0.00
01-00-139900 - ALLOWANCE FOR BAD DEBTS-LIENS	(3,100.00)
Total ACCOUNTS RECEIVABLE - WATER:	315,469.77
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)	16,719.18
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	2,200.00
01-00-139901 - ALLOWANCE BAD DEBT - STANDBY	(3,000.00)
Total ACCOUNTS RECEIVABLE - OTHER:	15,919.18
INVENTORY	
01-00-143010 - INVENTORY-WATER SYSTEM PARTS	65,507.96
01-00-143011 - INVENTORY- AMES WATER	160,610.00
01-00-143012 - INVENTORY CLEARING	(0.01)
Total INVENTORY:	226,117.95
PREPAID EXPENSES	
01-00-144010 - PREPAYMENTS W/C INS	0.00

## Fund ALFRE

Account Type	Amount
01-00-144020 - PREPAYMENTS PL & PD LIAB INS	0.00
01-00-144035 - PREPAY CalPERS	0.00
Total PREPAID EXPENSES:	0.00
<b>FIXED ASSETS</b>	
01-00-111300 - FA ORGANIZATION	336,271.36
01-00-111301 - A/D ORGANIZATION	(149,543.53)
01-00-111350 - FA LAND	80,979.60
01-00-111400 - FA BUILDINGS	288,192.81
01-00-111401 - A/D BUILDINGS	(226,634.55)
01-00-111500 - FA YARDS	56,330.15
01-00-111501 - A/D YARDS	(49,063.37)
01-00-111600 - FA FUEL TANKS	18,942.68
01-00-111601 - A/D FUEL TANK	(16,278.15)
01-00-111700 - FA WATER SYSTEM	9,512,937.31
01-00-111701 - A/D WATER SYSTEM	(5,966,288.13)
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	(476,157.78)
01-00-111900 - FA OFFICE EQUIPMENT	196,233.00
01-00-111901 - A/D OFFICE EQUIPMENT	(77,641.24)
Total FIXED ASSETS:	4,250,780.39
<b>CONST. IN PROGRESS - OTHER</b>	
01-00-145010 - JV MONITORING WELL	177,095.85
Total CONST. IN PROGRESS - OTHER:	177,095.85
<b>CONSTRUCTION IN PROGRESS</b>	
01-00-120051 - CIP - MISC	29,400.00
01-00-120546 - BDV/GOAT MTN/HDWD INTEGRATE	524.65
01-00-120547 - GENERATOR PH1 - OFFICE/A BOOST	0.00
Total CONSTRUCTION IN PROGRESS:	29,924.65
<b>PENSION DEFERRED OUTFLOWS</b>	
01-00-120600 - PENSION DEFERRED OUTFLOWS	0.00
Total PENSION DEFERRED OUTFLOWS:	0.00
Total Assets:	8,126,323.45
<b>Liabilities</b>	
<b>ACCOUNTS PAYABLE</b>	
01-00-225200 - ACCRUED INTEREST PAYABLE	0.00
01-00-225300 - ACCRUED EXPENSES	0.00
01-00-227000 - ACCOUNTS PAYABLE	4,017.87
01-00-227001 - AP PROP 1 ACC.EXP.	33,677.00
Total ACCOUNTS PAYABLE:	37,694.87
<b>ACCRUED PAYROLL</b>	
01-00-229000 - ACCRUED PAYROLL LIABILITIES	0.00
01-00-229010 - GARNISHMENT WITHHOLDING	0.00
01-00-229100 - ACCRUED EMP COMP BALANCES	66,679.77
Total ACCRUED PAYROLL:	66,679.77
<b>ACCRUED PR LIABILITIES</b>	
01-00-229001 - FEDERAL PR TAX PAYABLE	0.00
01-00-229002 - STATE PR TAX PAYABLE	0.00
01-00-229003 - HEALTH INSURANCE PAYABLE	2,293.42
01-00-229004 - 3RD PARTY INS PLAN PAYABLE	(210.45)
01-00-229005 - CALPERS PAYABLE	0.00

## Fund ALFRE

Account Type	Amount
Total ACCRUED PR LIABILITIES:	2,082.97
CUSTOMER DEPOSITS	
01-00-226000 - CUSTOMER DEPOSITS	96,371.67
Total CUSTOMER DEPOSITS:	96,371.67
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:	805,810.33
Fund Balance	
FUND BALANCE	
01-00-301090 - CONTRIBUTED CAPITAL/HUD	291,094.58
01-00-301110 - FMHA GRANTS	758,297.76
01-00-310000 - FUND BALANCE	5,608,172.85
01-00-310010 - FUND BALANCE FEMA & OES	427,895.00
Total FUND BALANCE:	7,085,460.19
Total Fund Balance:	7,085,460.19
Total Liabilities and Fund Balance:	7,891,270.52
Total Retained Earnings:	235,052.93
Total Fund Balance and Retained Earnings:	7,320,513.12
Total Liabilities, Fund Balance, and Retained Earnings:	8,126,323.45
Totals for Fund 01 - General Fund:	0.00

## AGENDA ITEM # 9A(2)



# General Ledger

## Budget Status

User: mwest

Printed: 7/10/2018 - 2:05 PM

Period: 1 to 12, 2018

June



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	17,850.00	17,850.00	-14,260.00	0.00	-14,260.00	0.00
01-00-410010	BASIC FACILITIES CHARGE	9,190.00	45,950.00	45,950.00	-36,760.00	0.00	-36,760.00	0.00
01-00-411000	INCOME METERED WATER	601,801.00	625,140.63	625,140.63	-23,339.63	0.00	-23,339.63	0.00
01-00-412000	GOAT MTN STANDBY INCOME	65,700.00	53,091.45	53,091.45	12,608.55	0.00	12,608.55	19.19
01-00-413000	BASIC SERVICE CHARGE	840,108.00	865,647.16	865,647.16	-25,539.16	0.00	-25,539.16	0.00
01-00-414000	INCOME JV BULK WATER SALE	0.00	453.11	453.11	-453.11	0.00	-453.11	0.00
01-00-417000	INCOME OTHER (OPERATING)	45,000.00	58,015.24	58,015.24	-13,015.24	0.00	-13,015.24	0.00
01-00-417003	RESTRICTED FROM CSA70/W1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-417004	INCOME REIMBURSEMENT (ID	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-419000	AMES BASIN WATER TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-492050	PAC WEST BANK EARNINGS CR	0.00	14,439.67	14,439.67	-14,439.67	0.00	-14,439.67	0.00
R05 Sub Totals:		1,565,389.00	1,680,587.26	1,680,587.26	-115,198.26	0.00	-115,198.26	0.00
R10	NON-OPERATING REVENUE							
01-00-491000	GA02 GEN LEVY IMP DIST A BH	53,496.00	54,265.09	54,265.09	-769.09	0.00	-769.09	0.00
01-00-491010	DA01 DEBT SRVC IMP1 (BH BON	175,900.00	163,032.73	163,032.73	12,867.27	0.00	12,867.27	7.32
01-00-491020	GA01 GENERAL TAX LEVY (BVI	52,900.00	53,889.39	53,889.39	-989.39	0.00	-989.39	0.00
01-00-491030	INCOME REV BONDS DV FMHA	48,546.00	50,134.31	50,134.31	-1,588.31	0.00	-1,588.31	0.00
01-00-491040	GA03 ID GM GEN TAX LEVY	23,000.00	24,503.87	24,503.87	-1,503.87	0.00	-1,503.87	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	34,892.06	34,892.06	-22,392.06	0.00	-22,392.06	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	3,000.00	3,000.00	-3,000.00	0.00	-3,000.00	0.00
01-00-499996	PROP 1 REV. ACCT.	0.00	34,712.00	34,712.00	-34,712.00	0.00	-34,712.00	0.00
R10 Sub Totals:		384,342.00	429,426.10	429,426.10	-45,084.10	0.00	-45,084.10	0.00
Revenue Sub Totals:		1,949,731.00	2,110,013.36	2,110,013.36	-160,282.36	0.00	-160,282.36	0.00
E25	NON-OPERATING EXPENSE							
01-00-562000	OFFICE EQUIPMENT EXPENSE	10,500.00	52,402.25	52,402.25	-41,902.25	0.00	-41,902.25	0.00
01-00-563000	CUSTOMER RELATIONS	1,500.00	2,171.70	2,171.70	-671.70	0.00	-671.70	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	8,373.45	8,373.45	-3,373.45	0.00	-3,373.45	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	355,038.66	355,038.66	-355,038.66	0.00	-355,038.66	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	150.30	150.30	349.70	0.00	349.70	69.94
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	511,906.26	511,906.26	-395,657.26	0.00	-395,657.26	0.00
Expense Sub Totals:		116,249.00	511,906.26	511,906.26	-395,657.26	0.00	-395,657.26	0.00
Dept 00 Sub Totals:		-1,833,482.00	-1,598,107.10	-1,598,107.10	-235,374.90	0.00		
Dept 01-01	Administration							
E15	ADMINISTRATIVE EXPENSE							
01-01-560030	ADMINISTRATIVE COMPENSAT	298,980.00	273,492.41	273,492.41	25,487.59	0.00	25,487.59	8.52
01-01-560060	CONTRACTUAL SERV-AUDITOF	31,650.00	32,118.00	32,118.00	-468.00	0.00	-468.00	0.00
01-01-560070	CONTRACTUAL SERV-LEGAL	16,000.00	21,676.50	21,676.50	-5,676.50	0.00	-5,676.50	0.00
01-01-560080	PERS CONTRIBUTION	68,000.00	64,886.48	64,886.48	3,113.52	0.00	3,113.52	4.58
01-01-560090	PAYROLL TAXES	12,250.00	14,755.05	14,755.05	-2,505.05	0.00	-2,505.05	0.00
01-01-560110	TELEPHONE/FAX/INTERNET/WI	8,750.00	7,491.88	7,491.88	1,258.12	0.00	1,258.12	14.38
01-01-560120	MAILING EXPENSE	1,500.00	1,633.10	1,633.10	-133.10	0.00	-133.10	0.00
01-01-560140	CONTRACTUAL SERV-OTHER	65,000.00	34,865.70	34,865.70	30,134.30	0.00	30,134.30	46.36
01-01-560160	PROPERTY/LIABILITY EXPENSE	34,500.00	37,301.03	37,301.03	-2,801.03	0.00	-2,801.03	0.00
01-01-560170	WORKERS COMP EXPENSE	16,700.00	9,553.10	9,553.10	7,146.90	0.00	7,146.90	42.80
01-01-560180	DUES & SUBSCRIPTIONS	9,350.00	9,219.44	9,219.44	130.56	0.00	130.56	1.40
01-01-560200	POWER/PROPANE OFFICES & Y	6,000.00	6,888.22	6,888.22	-888.22	0.00	-888.22	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	9,038.51	9,038.51	-1,038.51	0.00	-1,038.51	0.00
01-01-561000	EMPLOYEE BENEFITS INSURAN	155,000.00	123,772.06	123,772.06	31,227.94	0.00	31,227.94	20.15
01-01-561100	EMPLOYEE EDUCATION/TRAIN	9,000.00	6,430.58	6,430.58	2,569.42	0.00	2,569.42	28.55
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	650,792.68	650,792.68	95,087.32	0.00	95,087.32	12.75
Expense Sub Totals:		745,880.00	650,792.68	650,792.68	95,087.32	0.00	95,087.32	12.75
Dept 01 Sub Totals:		745,880.00	650,792.68	650,792.68	95,087.32	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	252,266.18	252,266.18	5,364.82	0.00	5,364.82	2.08
01-05-541030	UNIFORMS	4,000.00	3,471.80	3,471.80	528.20	0.00	528.20	13.21
01-05-541060	VEHICLE/TRACTOR/EQUIP EXP	20,000.00	23,386.55	23,386.55	-3,386.55	0.00	-3,386.55	0.00
01-05-541070	VEHICLE EXPENSE-FUEL	27,000.00	28,570.55	28,570.55	-1,570.55	0.00	-1,570.55	0.00
01-05-541090	FIELD MATERIALS & SUPPLIES	50,000.00	79,899.75	79,899.75	-29,899.75	0.00	-29,899.75	0.00
01-05-541095	SHRINKAGE	0.00	407.28	407.28	-407.28	0.00	-407.28	0.00
01-05-541110	WATER TESTING	11,000.00	17,837.00	17,837.00	-6,837.00	0.00	-6,837.00	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	61,091.20	61,091.20	8,908.80	0.00	8,908.80	12.73
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	17,499.57	17,499.57	-2,099.57	0.00	-2,099.57	0.00
01-05-541190	COMMUNICATIONS EXPENSE	3,700.00	4,325.14	4,325.14	-625.14	0.00	-625.14	0.00
01-05-541210	DISINFECTION EXPENSE	7,500.00	11,749.24	11,749.24	-4,249.24	0.00	-4,249.24	0.00
01-05-541250	POWER WELLS & PUMPS	86,000.00	102,619.04	102,619.04	-16,619.04	0.00	-16,619.04	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	599,590.66	599,590.66	99,440.34	0.00	99,440.34	14.23
Expense Sub Totals:		699,031.00	599,590.66	599,590.66	99,440.34	0.00	99,440.34	14.23
Dept 05 Sub Totals:		699,031.00	599,590.66	599,590.66	99,440.34	0.00		
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	7,750.82	7,750.82	174.18	0.00	174.18	2.20
01-09-560024	DIRECTOR BURKHART	6,725.00	3,252.51	3,252.51	3,472.49	0.00	3,472.49	51.64
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	5,593.69	5,593.69	1,131.31	0.00	1,131.31	16.82
E15 Sub Totals:		34,825.00	27,637.57	27,637.57	7,187.43	0.00	7,187.43	20.64
Expense Sub Totals:		34,825.00	27,637.57	27,637.57	7,187.43	0.00	7,187.43	20.64
Dept 09 Sub Totals:		34,825.00	27,637.57	27,637.57	7,187.43	0.00		
CIP								
E20	CIP EXPENSE							
01-10-056198	LABOR APPLIED TO CIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056199	LABOR APPLIED TO WIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561900	OVERHEAD FOR CIP ONLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
01-10-561902	LOOKOUT PIPELINE	60,000.00	33,227.61	33,227.61	26,772.39	0.00	26,772.39	44.62
01-10-561904	BDV/IDGM INTEGR & TIE-IN	500,000.00	34,711.55	34,711.55	465,288.45	0.00	465,288.45	93.06
01-10-561906	JBWD Emergency Leak Resp 7.28.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-561907	WELL 6 PUMP REMOVE/REPLAC	75,000.00	0.00	0.00	75,000.00	0.00	75,000.00	100.00
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	3,000.00	3,000.00	0.00	0.00	0.00	0.00
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	0.00	0.00	30,000.00	0.00	30,000.00	100.00
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	85,033.26	85,033.26	725,231.74	0.00	725,231.74	89.51
	Expense Sub Totals:	810,265.00	85,033.26	85,033.26	725,231.74	0.00	725,231.74	89.51
	Dept 10 Sub Totals:	810,265.00	85,033.26	85,033.26	725,231.74	0.00		
	Fund Revenue Sub Totals:	1,949,731.00	2,110,013.36	2,110,013.36	-160,282.36	0.00	-160,282.36	0.00
	Fund Expense Sub Totals:	2,406,250.00	1,874,960.43	1,874,960.43	531,289.57	0.00	531,289.57	22.08
	Fund 01 Sub Totals:	456,519.00	-235,052.93	-235,052.93	691,571.93	0.00		
	Revenue Totals:	1,949,731.00	2,110,013.36	2,110,013.36	-160,282.36	0.00	-160,282.36	0.00
	Expense Totals:	2,406,250.00	1,874,960.43	1,874,960.43	531,289.57	0.00	531,289.57	22.08
	Report Totals:	456,519.00	-235,052.93	-235,052.93	691,571.93	0.00		

## AGENDA ITEM # 9B

# Bank Reconciliation

## Checks by Date

User: mwest  
 Printed: 07/10/2018 - 2:03PM  
 Cleared and Not Cleared Checks  
 Print Void Checks

June



Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
0	6/13/2018	AT&T MOBILITY		AP		6/30/2018	213.88
0	6/13/2018	CINTAS CORPORATION #150		AP		6/30/2018	227.88
0	6/13/2018	FLYERS ENERGY LLC		AP		6/30/2018	2,138.56
0	6/13/2018	AMERICAN FIDELITY ASSURANCE		AP		6/30/2018	878.94
19608	6/13/2018	CLINICAL LABORATORY OF SB, IN		AP		6/30/2018	210.00
19609	6/13/2018	DAVID L. WY SOCKI		AP		6/30/2018	2,268.75
19610	6/13/2018	EMPLOYEE RELATIONS, INC.		AP			63.00
19611	6/13/2018	FRONTIER CALIFORNIA, INC		AP		6/30/2018	416.00
19612	6/13/2018	BRYAN HEVERON		AP		6/30/2018	2,330.00
19613	6/13/2018	INLAND WATER WORKS SUPPLY C		AP		6/30/2018	949.72
19614	6/13/2018	JOHN'S GARAGE,LLC		AP		6/30/2018	46.07
19615	6/13/2018	MOM'S DESERT VALLEY CLEANIN		AP		6/30/2018	180.00
19616	6/13/2018	ROSA SANDOVAL		AP		6/30/2018	3,008.92
19617	6/13/2018	UNDERGROUND SERVICE ALERT C		AP		6/30/2018	61.15
19618	6/13/2018	SL PARKER CA, LLC, BUILDERS		AP		6/30/2018	163.88
19619	6/13/2018	WARD & WARD		AP		6/30/2018	1,309.00
0	6/14/2018	IRS PAYROLL		AP		6/30/2018	2,041.16
0	6/14/2018	EDD PAYROLL		AP		6/30/2018	608.69
0	6/14/2018	CALPERS		AP		6/30/2018	3,111.28
19620	6/14/2018	SETH KISH		PR		6/30/2018	1,298.92
19621	6/14/2018	ROSA SANDOVAL		PR		6/30/2018	1,547.91
19622	6/14/2018	MARY HELEN TUTTLE		PR		6/30/2018	922.97
19623	6/14/2018	MARINA WEST		PR		6/30/2018	3,915.31
19624	6/14/2018	JAMES BOYD		PR		6/30/2018	1,298.19
19625	6/14/2018	MICHAEL CARUSO		PR		6/30/2018	1,367.50
19626	6/14/2018	JARED HUNTZINGER		PR		6/30/2018	1,628.58
19627	6/14/2018	LOGAN NOUNNAN		PR		6/30/2018	1,224.47
19628	6/14/2018	DAVID REWAL		PR		6/30/2018	1,595.14
19642	6/25/2018	BRYAN HEVERON		AP		6/30/2018	1,645.00
19643	6/25/2018	SDRMA		AP			7,268.52
19654	6/26/2018	SCOTT EQUIPMENT INCORP		AP		6/30/2018	51.85
0	6/28/2018	IRS PAYROLL		AP		6/30/2018	58.56
0	6/28/2018	SOUTHERN CALIFORNIA EDISON C		AP		6/30/2018	8,577.50
0	6/28/2018	XEROX CORPORATION		AP		6/30/2018	215.49
0	6/28/2018	AMERICAN FIDELITY ASSURANCE		AP		6/30/2018	628.97
0	6/28/2018	CARDMEMBER SERVICES		AP		6/30/2018	743.21
0	6/28/2018	IRS PAYROLL		AP		6/30/2018	2,289.21
0	6/28/2018	EDD PAYROLL		AP		6/30/2018	700.83
0	6/28/2018	CALPERS		AP		6/30/2018	3,133.78
19629	6/28/2018	TERRY BURKHART		PR		6/30/2018	117.86
19630	6/28/2018	JUDY CORL-LORONO		PR		6/30/2018	235.72
19631	6/28/2018	CLINICAL LABORATORY OF SB, IN		AP		6/30/2018	1,690.00
19632	6/28/2018	HASA, INC.		AP			569.72
19633	6/28/2018	HD SUPPLY FAC MAINT LTD		AP			866.59
19634	6/28/2018	HOME DEPOT CREDIT SERVICES		AP			1,075.06
19635	6/28/2018	MOM'S DESERT VALLEY CLEANIN		AP			85.00

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
19636	6/28/2018	OFFICE DEPOT		AP			630.14
19637	6/28/2018	PACWEST ENG CO., INC.		AP			25,800.00
19638	6/28/2018	Safetyfile, Inc.		AP			24,844.00
19639	6/28/2018	THE SUMMERTREE INSTITUTE		AP			1,100.00
19640	6/28/2018	VARNER & BRANDT LLP		AP		6/30/2018	4,240.00
19641	6/28/2018	INLAND WATER WORKS SUPPLY C		AP		6/30/2018	1,338.26
19644	6/28/2018	TRACY BEASON		PR		6/30/2018	812.06
19645	6/28/2018	SETH KISH		PR		6/30/2018	1,357.26
19646	6/28/2018	ROSA SANDOVAL		PR		6/30/2018	1,543.94
19647	6/28/2018	MARY HELEN TUTTLE		PR			544.42
19648	6/28/2018	MARINA WEST		PR		6/30/2018	3,879.37
19649	6/28/2018	JAMES BOYD		PR		6/30/2018	1,317.76
19650	6/28/2018	MICHAEL CARUSO		PR		6/30/2018	1,076.83
19651	6/28/2018	JARED HUNTZINGER		PR			1,317.94
19652	6/28/2018	LOGAN NOUNNAN		PR		6/30/2018	1,520.70
19653	6/28/2018	DAVID REWAL		PR		6/30/2018	2,201.42
19655	6/28/2018	William Hurt		AP			0.26
19656	6/28/2018	Signature Capital Properties LLC		AP			44.28
19657	6/28/2018	SETH TORRES		AP			1.79
19658	6/29/2018	CLINICAL LABORATORY OF SB, IN		AP			100.00
19659	6/29/2018	LARRY COULOMBE		AP			11.99
19660	6/29/2018	FEDAK & BROWN LLP		AP			1,500.00
19661	6/29/2018	FRONTIER CALIFORNIA, INC		AP			421.56
19662	6/29/2018	JOHN'S GARAGE,LLC		AP			142.82
19663	6/29/2018	PETTY CASH		AP			430.98
19664	6/29/2018	VVIPA MEDICAL GROUP INC.		AP			65.00

Total Void Check Count: 0

Total Void Check Amount:

Total Valid Check Count: 72

Total Valid Check Amount: 141,221.52

Total Check Count: 72

Total Check Amount: 141,221.52

## AGENDA ITEM # 9C





7/12/18

To: Marina West

From: Rosie Sandoval

Subject: Service Order Report JUNE 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	2	14
AirVac Maintenance	0	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	0	2
Booster Repair/Maintenance	0	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	0	7
Customer Requested Asst	6	7	4	11	5	3	8	8	6	10	3	1	72
Reported Leaks	5	2	0	3	0	3	4	3	1	3	2	2	28
Destroy Service Line	0	0	0	0	0	0	0	0	0	0	0	1	1
Exchange Meter	22	19	76	80	20	5	46	21	34	19	19	16	377
Facility Inspections*	2	0	0	2	0	0	5	3	3	6	2	3	26
Fire Flow Test	0	0	0	0	0	0	0	1	0	0	0	0	1
Flush Deadend/Blowoffs	0	0	0	1	0	0	0	0	0	0	0	0	1
General Maintenance	0	0	3	3	0	0	1	0	1	2	0	0	10
Goat Mountain Main Line Repair	1	0	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	5	13
Goat Mountain Service Line Repair	4	0	0	1	0	0	0	0	0	0	0	3	8
Hangtag	7	16	8	7	8	4	12	11	10	16	9	9	117
Hydrant Maint.	0	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	1	12
Lock-Off's	32	19	26	29	43	21	17	24	34	34	26	30	335
Miscellaneous	5	7	2	5	9	2	6	2	14	8	3	3	66
Open New Service	0	0	0	0	0	0	0	0	21	22	18	18	79
Pressure Complaint	2	2	0	0	0	1	0	0	0	2	1	0	8
Pull Meter	0	1	1	1	0	1	0	0	0	0	0	0	4
Repair Mainline	2	2	2	0	0	0	0	0	0	0	0	0	6
Repair Service Line	8	4	7	2	1	2	4	3	2	5	3	7	48
Replace Service Line	6	7	11	2	3	10	5	8	18	18	11	6	105
Reread Meter	54	79	27	12	5	5	7	19	5	9	11	17	250
Tamper	0	0	0	0	0	0	2	0	0	0	0	0	2
Tank/Reservoir Maintenance/Repairs	0	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	38	351
Valve Maintenance	43	69	27	57	41	29	52	42	85	68	50	0	563
Verify Meter Locked	7	0	9	6	15	0	9	6	5	0	2	8	67
Water Quality Issues **	2	0	1	0	2	1	0	0	0	1	0	0	7
Well Repairs/Maint. And Water Level	1	0	0	1	0	0	2	0	0	0	0	0	4
<b>TOTAL</b>	<b>251</b>	<b>259</b>	<b>234</b>	<b>257</b>	<b>183</b>	<b>112</b>	<b>207</b>	<b>180</b>	<b>275</b>	<b>264</b>	<b>193</b>	<b>170</b>	<b>2585</b>

\*Includes Inspections for Fire Extinguishers, Vehicles and Facilities

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

## AGENDA ITEM # 9D



**DATE:** 7/12/2018  
**TO:** Board of Directors  
**FROM:** Kit Boyd  
**RE:** JUNE 2018 Production

	<u>Cubic Feet Pumped</u>	<u>Total Gallons Pumped</u>	<u>GPM from Hour Meter</u>	<u>GPM Flowmeter</u>	<u>Total Running Time</u>	<u>acre feet</u>
<b>Well 2</b>	Well is "inactive"					
<b>Well 3</b>	334,300	2,500,564	394	420	105.9	7.67
<b>Well 4</b>	Well is "inactive"					
<b>Well 6*</b>	0	0	#DIV/0!	400	0	0.00
<b>Well 7</b>	386,600	2,891,768	344	360	155.7	8.88
<b>Well 8</b>	535,800	4,007,784	817	845	81.8	12.30
<b>Well 9</b>	790,000	5,909,200	617	600	159.6	18.14
<b>Well 10</b>	32,770	245,120	85	92	47.9	0.75
<b>Total</b>	2,079,470	15,554,436	471		550.9	47.74

\* Well 6 pump pulled in December 2017

New hour meter well 3

<b>A Boosters</b>	119,940	897,151	142	150	105.5 *
<b>C Boosters</b>	259,200	1,938,816	295	310	105.3
<b>Total</b>	379,140	2,835,967			

## AGENDA ITEM # 9E



**DATE:** 7/12/2018  
**TO:** Board of Directors  
**FROM:** Kit Boyd  
**RE:** JUNE 2018 Goat Mountain Well Production

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>GPM from</u> <u>Hour Meter</u>	<u>GPM from</u> <u>Flowmeter</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well GMW1	270,730	2,025,060	211	220	159.7	6.22
Well GMW2 *	0	0	#DIV/0!		0	0.00
Well GMW3	409,100	3,060,068	324	315	157.5	9.39
<b>Total</b>	679,830	5,085,128	267		317.2	15.61

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

<b>GM booster</b>	244,100	1,825,868	226	222	134.6
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WELL 2 INACTIVE

## AGENDA ITEM # 9F

## Bighorn-Desert View Water Agency

### Board of Directors

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

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

## Board of Directors' Regular Meeting Minutes

Board Meeting Office  
1720 N. Cherokee Trail, Landers, CA 92285  
**Tuesday, June 26, 2018 – 6:00 p.m.**

### Call to Order

Meeting convened by Board President Michael McBride at 6:02 p.m.

### Pledge of Allegiance

Led by Mark Johannes

### Roll Call

Directors Present:

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

Staff Present:

Marina West  
Seth Kish

### Approval of Agenda

*Motion to approve the agenda.*

MSC<sup>1</sup> Vice President Corl-Lorono/Secretary Burkhardt unanimously approved.

**Closed Session with Legal Counsel on Anticipated litigation pursuant to paragraph two of government code section 54956.9 (1 potential case)**

Adjourned to Closed Session at 6:04 pm – Reconvened from Closed Session at 6:50 pm

### Closed Session Report

The Board provided direction to counsel and gave no reportable action.

No Public Comment.

**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**

General Manager West gave the staff report. A member of the public purchased Section 17 (640 acres) and is going to construct a single family home. General Manager West informs the Board of where the water lines that will be supplying the applicant are located. The applicant approached LAFCO and LAFCO would rather have the Agency handle it. The applicant has provided a deposit to the Agency of \$2,500.00. The applicant has also been informed of the LAFCO fees which are estimated at \$13,000.00. Director Staley asked what the nearest cross streets were and General Manager West explained the streets using a map. Director Staley was also questioning whether or not if in the future the applicant would be able to build multiple houses on the property and President McBride shared the same concern. General Manager West informed the Board that the annexation of the property would be the safest way to handle this. Also, if in the future the applicant decided to develop more homes he would have to re-approach the board with a plan and have that approved.

An anonymous member of the public asked what size meter the applicant would be installing on his property. General Manager West responded that the applicant has not discussed this with her yet, but it will most likely be a 1-inch meter for a single family home.

Director Staley requested a roll call vote.

**Motion No. 18-030**

*Vice President Corl-Lorono made a motion to adopt Resolution No. 18R-07 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. The motion was seconded by Secretary Burkhart.*

MSC<sup>1</sup> (Corl-Lorono/Burkhart) unanimously approved by a roll call vote

**Roll Call Vote:**

McBride	Yes
Corl-Lorono	Yes
Burkhart	Yes
Coulombe	Yes
Staley	Yes

**Request for Bill Adjustment from Owner Located at Assessor Parcel Number (APN: 631-061-55)**

General Manager West gave the staff report. The customer requesting the bill adjustment was not in attendance at the Board Meeting. General Manager West explained to the Board that the customer has failed on two payment plans that the Agency had set. The Agency has completed a water audit on the property as well as a leak check and came to the conclusion that the water was in fact used. General Manager West explained that the Agency has also reached out to the customer numerous times to no avail. General Manager West asks the Board to authorize the Agency to enter into another payment plan with the customer if the Board did not grant the bill adjustment. After much discussion, the Board unanimously agreed that the customer is not entitled to another payment plan and decided to leave it as it is - No motion was made.

**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 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. General Manager West mentioned that our budget is around \$2,000,000.00 so a write off of \$1,207.57 is not bad. General Manager West explained to the board that there are a total of 31 "Bad Debt" accounts. These debts can't be tied to a property for a secured loan, all these debts could be sent to collections, and most of these are older than one year.



No Public Comment.

**Motion No. 18-031**

*Director Staley made a motion to vote for 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. Director Coulombe seconded the motion.*

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

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

**Agency's Appropriation Limit for Fiscal Year 2018/19**

The Board Considers taking action to Adopt Resolution No. 18R-08 establishing the Appropriation Limit of the Agency at \$164,543.35 for the fiscal year July 1, 2018 – June 30, 2019 pursuant to Article XIII B of the California Constitution. General Manager West explained to the Board about the GANN limit, which limits the amount of property tax the agency is allowed to receive each year. General Manager West made it clear to the board that the Agency has never exceeded the limit.

No Public Comment.

**Motion No. 18-032**

*After Board discussion, Secretary Burkhart made a motion to adopt Resolution No. 18R-08. The motion was seconded by Director Coulombe.*

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

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

**Water Tank Inspection and Cleaning**

General Manager West presented a video that was made by the cleaning crews who dove into the tanks, cleaned the tanks, made minor repairs, and gave a general discussion about the conditions inside of the tanks. After the video, President McBride discussed his experience with water tanks, and gave a general insight on the cleanliness of the insides of the tanks. Director Staley asked General Manager West how sending a diver down to clean is different from emptying the tank completely and cleaning it. Director Staley also questioned how often we used divers for cleaning. General Manager West explained that this is the alternative to draining, which is harder, has higher costs, and also takes a lot more time to complete. Director Staley asked General Manager West how many tanks do we have, and what are the costs associated with each tank for cleaning. General Manager West explained to Director Staley that we have 14 tanks and for 6 tanks the overall price runs around \$10,000.00 and there is also a price per day for repairs that are completed inside the tank.

An anonymous member of the Public asked if the public can get a copy of the Tank Inspection Cleaning Video. General Manager West told the member of the public that they will be able to get a copy once they request one from the office.

An anonymous member of the Public asked if the tanks were in good condition and General Manager West told the member of the public that the tanks have so far been in good condition, there are still more tanks to be cleaned.

An anonymous member of the Public asked General Manager West if any of the tanks have been re-coated. General Manager West explained to them that tanks B3 and B4 were fully blasted and re-coated. The member of the Public asked if the material being used inside the tank for repairs is safe; General Manager West answered and explained that the materials being used have no volatile organic contaminants, and it is a 100% solid epoxy.

#### **Public Relations Update**

General Manager West gave an update on recent public relation activities including the Water Education Festival and the Morongo Basin Conservation Association Desert Wise Landscape Tour which had a total of 2,094 site visits recorded. General Manager West showed a video of the Water Education Festival to the Board and to the public.

No Public Comment.

**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-09 Adopting a Policy Regarding Stale Dated Checks

No Public Comment.

#### **Motion No. 18-033**

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

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

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

**Matters Removed From Consent Calendar: None**

## Verbal Reports

General Manager West told the Board and public that Mr. Seth Kish was awarded a grant by CSDA to attend a Board Secretary Training Conference in Lake Tahoe in October of 2018.

Secretary Burkhart gave a report from her Technical Advisory Committee that she attended on June 7<sup>th</sup> 2018.

Director Staley told the members of the public that he will be giving out free books at Fountain Land, Thursday from 3:00PM-6:00PM.

Vice President Cori-Lorono gave her report from the Mojave Board of Directors Meeting that she attended on June 14<sup>th</sup>, 2018.

President McBride informed the public of his encounter with an old student at the Water Education Festival as well as how successful he thought it went.

No Public Comment.

**Adjournment** – President Michael McBride adjourned the meeting at 8:25 p.m.

Approved by:

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

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