



BIGHORN-DESERT VIEW WATER AGENCY

"To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."

BOARD OF DIRECTORS' MEETING AGENDA

BOARD MEETING OFFICE
1720 N. CHEROKEE TR.
LANDERS, CALIFORNIA 92285

October 10, 2023
Time – 6:00 P.M.

MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE

PUBLIC WISHING TO PARTICIPATE REMOTELY

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88584888395?pwd=UFo4MmltWms1RlhqOTNkSS9lVnpzZz09>

Passcode: 965050

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 885 8488 8395

Passcode: 965050

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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.

- 1. Authorize Issuance of Professional Services Agreement to Monument Right-of-Way for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.**

The Board considers taking the following action(s):

1. Authorize issuance of Professional Services Agreement to Monument Right-of-Way for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.
2. **Review Draft Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Sizes 3/4 –inch to 10-inch**
That the Board considers taking the following action(s):
 1. Agendize for the November 14, 2023 Regular Board of Directors' Meeting to adopt Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Size Ranges ¾-inch to 10-inch.
3. **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. Board of Directors' Meeting Minutes, September 12, 2023
 - b. Financial Statements
 1. Balance Sheet – August 2023
 2. Budget Status – August 2023
 - c. Receive and File Disbursements for September 2023
 - d. BDV Production Report for August 2023
 - e. Goat Mountain Production Reports for August 2023
 - f. Service Order Report for August 2023
 - g. Receive and File the annual disclosure of reimbursements for fiscal year 2022/23
 - h. Receive and File Finance (FPREP) Standing Committee Meeting Minutes for July 18, 2023

Recommended Action:
Approve as presented.

4. **Matters Removed from Consent Items**
5. **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.
6. **Verbal Reports** – Including Reports on Courses/Conferences/Meetings.

1. General Manager Report
2. Director Reports

7. 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 have 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.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.

Calendar Reminder - Upcoming Director Meetings

- Mojave Water Agency Board of Directors Meeting – Second and Fourth Thursday every month (regular schedule)
- Morongo Basin Pipeline Commission Meeting – Quarterly – March, June, September and December (check MWA website for location)
- ASBCSD Monthly Dinner Meeting – third Monday (regular schedule)
- Homestead Valley Community Council Meeting - Third Monday (regular schedule location rotates to various Community Centers)
- Landers Association Monthly Meeting – Third Saturday (regular schedule)

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

Meeting Date: October 10, 2023

To: Board of Directors

Budgeted: Funded thru SWRCB PI/C Grant Agreement No. D2102065/ Proj. No. 3610009-002C

Cost:

Phase 1: \$27,850

Phase 2: \$430,225 est. based on approx. 87 private easements

From: Marina D. West

General Counsel Approval: Pending approval of award by BOD

CEQA Compliance: Notice of Determination filed May 2021 (SCH No. 2021020354)

Subject: Authorize Issuance of Professional Services Agreement to Monument Right-of-Way for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.

SUMMARY

The Agency was awarded an \$11M construction grant to advance pipeline improvements envisioned in the Agency Preliminary Engineering Report (PER) completed in October 2021.

Acquisition of Right-of-Way is required in order to move to the construction phase. To that end, staff obtained approval from the Board of Directors to solicit proposals (RFP) for these services in February 2023. The RFP was circulated to eight (8) Right-of-Way (ROW) firms and three proposals were received. A short list of two firms were selected and invited to submit a supplement to their original proposal and did so on October 3, 2023.

The selection review committee comprised of three representatives of Mojave Water Agency, one representative from Santa Margarita Water District and GM West scored the proposals based on understanding of the project needs, project approach, experience in preparing and obtaining utility easements, and time schedule. In addition, in both the original proposal and the supplemental response, Monument ROW provided a number of cost cutting ideas that were not included in the alternate proposal. The team unanimously selected Monument ROW for this project.

Monument ROW has prepared a cost to prepare the Work Plan and costs that represent the minimum effort to obtain each type of access: private easements, CalTrans, and Public ROW.

While the cost proposals far exceed the original engineers estimate, no construction can commence until ROW is secured. Therefore, staff recommends authorizing issuance of a Professional Services Agreement to Monument ROW for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.

RECOMMENDATION

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

1. Authorize issuance of Professional Services Agreement to Monument Right-of-Way for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.

BACKGROUND/ANALYSIS

Acquisition of Right-of-Way is required in order to move to the pipeline construction phase. To that end, staff obtained approval from the Board of Directors to solicit proposals for these services in February 2023. Proposals were circulated to eight (8) right-of-way firms and three proposals were received by the June 21, 2023 deadline.

GM West assembled a review team which included representatives from Mojave Water Agency and Santa Margarita Water District. The team concluded that one proposal did not adequately meet the criteria laid out in the Request for Proposals and was eliminated prior to the evaluation of the cost proposals (separately sealed from the proposal).

Upon initial review of the cost proposals for the two “short-listed” firms the review team concluded that the proposals far exceeded the budget estimates prepared for the Construction Grant Application. It was decided that GM West would issue a supplemental request for information.

GM West completed a thorough review of all pipeline alignments, determined how many easements the Agency has already secured previously, exactly which side of the street the pipelines would be installed being sure to avoid any federal lands and determine which alignments exist on dedicated right-of-way. This exercise revealed that far more easements (approx. 85) are needed than originally anticipated by the engineer (approx. 40).

Staff received the supplemental responses on October 3rd and the review team met on October 4th to continue the process. The team was unanimous in its decision to select Monument Right-of-Way (Monument ROW) for this project based on the scoring of their proposals. Scoring criteria included understanding of the project needs, project approach, experience in preparing and obtaining utility easements, and time schedule. In addition, in both the original proposal and the supplemental response, Monument ROW provided a number of cost cutting ideas that were not included in the alternate proposal. The team unanimously selected Monument ROW for this project.

The right-of-way acquisition process will be broken down into two phases, first, a comprehensive plan will be developed to confirm the exact type of encroachment needed for each portion of the alignment and to prepare a Work Plan outlining the strategy for implementation. Second, implement the plan. Monument ROW has prepared a cost to prepare the Work Plan and costs that represent the minimum effort to obtain each type of access: private easements, CalTrans, and Public ROW.

The estimated cost to acquire the necessary right-of-way is \$458,075. These funds can be expended from the grant award. While the cost proposals far exceed the original engineers estimate, no construction can commence until ROW is secured. Therefore, staff recommends authorizing issuance of

a Professional Services Agreement to Monument ROW for Pipeline Improvement and Consolidation Project Right-of-Way Acquisition Services for an estimated cost of \$458,075.

PRIOR RELEVANT BOARD ACTION(S)

2/14/2023 Motion No. 23-008 Authorize Issuance of Request for Proposals to Provide Professional Services for Acquisition of Right-of-Way Services Necessary to Acquire Certain Easements Necessary for the Projects Outlined in the Potable Water Supply Systems Improvements Consolidation of Water Systems Project No. 3610009-002C.

2/14/2023 Motion No. 23-006 Adopt Resolution No. 23R-03 Authorize execution of \$11,000,000 Funding Agreement No. D2102065 with the State Water Resources Control Board for the Purpose of the Potable Water Supply Systems Improvements Consolidation of Water Systems Project No. 3610009-002C.

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

Meeting Date: October 10, 2023

To: Board of Directors

Budgeted: Developer Paid Cost

Budgeted Amount: N/A – Meter sales are driven by Customer demand

Cost: See Text of Resolution

From: Marina D. West

General Counsel Approval: Obtained

CEQA Compliance: N/A

Subject: Review Draft Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meters Size ¾-inch to 10-inch

SUMMARY

The Agency contracted with NBS Government Finance to complete a Capacity Fee Study Report. The final report was completed and received by the Board of Directors in February 2021. Thereafter, the Basic Facilities Charge (Water Capital Fee), based on meter size, was adopted by Resolution on May 11, 2021.

The adopted Capacity Fee Study Report outlines the procedure for annually increasing this fee as follows:

Annually, the Agency should review the Engineering News Record's Construction Cost Indices and calculate the percentage change in construction costs and apply that change to the capacity fees to ensure they keep pace with cost inflation.

The adoption of a Basic Facilities Charge (Water Capital Fee) is governed by the Mitigation Fee Act (CA Govt. Code Sec. 66000 et seq.). In accordance with this Act, the Agency, on October 6, 2023, posted and distributed via email, draft Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Sizes ¾-inch to 10-inch at least 14-days prior to the Board's consideration for adoption.

Staff is recommending that Draft Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Size Ranges from 3/4-inch to 10-inch be agendized for the November 14, 2023 meeting for consideration and possible adoption.

RECOMMENDATION

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

1. Agendize for the November 14, 2023 Regular Board of Directors meeting to adopt Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Size Ranges ¾-inch to 10-inch.

BACKGROUND/ANALYSIS

The Agency contracted with NBS Government Finance to complete a Capacity Fee Study Report. The final report was completed and received by the Board of Directors in February 2021. Thereafter, the Basic Facilities Charge (Water Capital Fee), based on meter size, was adopted by Resolution on May 11, 2021.

The adopted Capacity Fee Study Report outlines the procedure for annually increasing this fee as follows:

Annually, the Agency should review the Engineering News Record's Construction Cost Indices and calculate the percentage change in construction costs and apply that change to the capacity fees to ensure they keep pace with cost inflation.

The Engineering News Record provides the Construction Cost Indices changes per month over time. The Agency's consultant, NBS, informed staff that the annual review would be informed by the 5-year average for the month of August. Staff calculated the new 5-year average to be 3.56%. Table 1 in the draft Resolution reflects this proposed increase across all meters size ranges.

The adoption of a Water Capacity Fee is governed by the Mitigation Fee Act (CA Govt. Code Sec. 66000 et seq.). In accordance with this Act, the Agency, on September 9, 2022 posted and distributed via email, draft Resolution No. 23R-XX Modifying Basic Facilities Charge (Water Capital Fee) for Water Meters Sizes ¾-inch to 10-inch at least 14-days prior to the Board's consideration for adoption. Agendizing this as a draft resolution for review on October 6, 2023 satisfies this requirement.

Staff is recommending that Resolution No. 23R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Size Ranges from 3/4-inch to 10-inch be agendized for the November 14, 2023 meeting for consideration and possible adoption.

PRIOR RELEVANT BOARD ACTION(S)

10/11/2022 Motion No. 22-041 Motion to adopt Resolution No. 22R-17 Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meters Size ¾-inch to 10-inch.

9/13/2022 Motion No. 22-035 Motion to agendize for the October 11, 2022 Regular Board of Directors' Meeting to adopt Resolution No. 22R-XX Adopting an Increased Basic Facilities Charge (Water Capital Fee) for Water Meter Size Ranges ¾-inch to 10-inch.

5/11/2021 Motion No. 21-027 Motion to adopt Resolution No. 21R-10 rescinding Resolution No. 21R-01 and adopting BFC for water meter size ¾" to 10".

4/20/2021 Planning/Legislative (PLEGS) Standing Committee discuss need to rescind Resolution No. 21R-01 Basic Facilities Charge and readopt due to failure to allow 60-days wait period prior to implementation.

2/09/2021 Motion No. M21-016 Receive and file BDVWA Final Capacity Fee Study Report dated February 3, 2021 and BDVWA Capacity Fee Appendix.

1/12/2021 Motion No. 21-005 Adopt Resolution No. 21R-01 Capacity fees (Basic Facilities Charge) as presented in the Draft Resolution for meter sizes ¾-inch to 10-inch.

11/19/2020 Public Workshop No. 3: Finance Committee Workshop on Water Rate and Capacity Fee (Connection Fee) Study by NBS Government Finance Group.

11/10/2020 Public Workshop No. 2: Full Board of Directors Review Proposed Options for Variable and Fixed Charge Increases Planned for the Prop. 218 Process in Preparation for Fiscal Year 2021/2022 Rate Increase.

10/22/2020 Status Report/Public Workshop No. 1: Finance Committee Workshop on Water Rate and Capacity Fee (Connection Fee) Study by NBS Government Finance Group.

4/28/2020 Motion No. 20-035 Motion made to authorize the General Manager to enter into a Professional Services Agreement with NBS Financial Group to conduct a focused rate and fee study for the Agency at a maximum cost of \$39,590.

7/14/2020 Motion No. M20-051 Motion to adopt Resolution No. 20R-18 Modifying the Basic Facilitates Charge and the Service Line Installation Fee for 1-inch Residential Meters.

RESOLUTION NO. 23R-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE BIGHORN-DESERT VIEW WATER AGENCY
ADOPTING AN INCREASED BASIC FACILITIES CHARGE (WATER CAPITAL FEE) FOR
WATER METERS SIZE 3/4-INCH TO 10-INCH**

WHEREAS, Bighorn-Desert View Water Agency (“Agency”) is required by law to fix and establish rates, fees and charges which will enable the Agency to cover its debt service payments, operate and maintain its water system, provide for repairs and depreciation, and a reasonable surplus for improvements; and

WHEREAS, under California Government Code Section 66000 et seq., the Agency is authorized to adopt water and sewer connection fees; and

WHEREAS, California Government Code Section 66013(a) states that “[n]otwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed ...”; and

WHEREAS, new customers desiring to connect to the existing system should be responsible for paying an amount equivalent to their proportionate share of those existing water system facilities development costs which support and are necessary for the new customer to receive service; and

WHEREAS, on April 28, 2020 the Board of Directors authorized completion of a *Rate and Capacity Fee Study* by an outside financial consulting firm, NBS Government Finance, who has developed a long-term financial model for development of the Capacity Fee or Basic Facilities Charge for new water meters with sizes ranging from ¾-inch to 10-inch based on the value of existing assets and an assessment of future infrastructure needed for the entire distribution system; and

WHEREAS, The Agency determined to use an analysis based on the “Combination Approach” ^[1] which requires new customers to pay their fair share of existing system assets and planned assets that have capacity to serve new customers. In their simplest form, capital impact fees are calculated by dividing the costs of infrastructure allocated to future development by the number of units of new development anticipated, further defined as follows:

- The cost of existing assets and planned assets that have capacity to serve new development are those that can reasonably be allocated to future development.
- The number of new units (i.e., growth) are those units projected to occur within the timeframe covered by the capital impact fee analysis.

[1] Method of calculating capital impact fees (also known as System Development Fees, Connection Fees, Capacity Fees) are set forth in the American Water Works Association's *Principles of Water Rates, Fees and Charges* Seventh Edition (2017) pages 311 to 347.

WHEREAS, based on the Replacement Cost model calculations a Final Capacity Fee Study Report was presented to Finance Committee on November 19, 2020 and the full Board of Directors on January 12, 2021. The Final Capacity Fee Study was adopted by the Board of Directors on February 9, 2021.

WHEREAS, on October 11, 2022, Resolution 22R-17 establishing the new Water Capital Capacity Fees, based on meter size; and

WHEREAS, the Final Capacity Fee Study Report directs the Agency to “*annually review the Engineering News Record’s Construction Cost Indices and calculate the percentage change in construction costs and apply that change to the capacity fees to ensure they keep pace with cost inflation*”; and

WHEREAS, the current August annualized 5-year of 3.56% is considered the appropriate percentage to apply from the Engineering News Record’s *Construction Cost Indices* and based on meter size is as shown in Table 1 are made part of this resolution:

TABLE 1 - WATER CAPITAL FACILITY FEE BASED ON METER SIZE

Meter Size	Equivalency Factor		Capacity Fee Per Meter Size
	Maximum Continuous Flow (gpm) 1	Equivalency to 1 inch meter	
3/4 inch	30	1.00	\$15,162
1 inch	50	1.00	\$15,162
1.5 inch	100	2.00	\$30,325
2 inch	160	3.20	\$48,520
3 inch	320	6.40	\$97,040
4 inch	500	10.00	\$151,625
6 inch	1,000	20.00	\$303,101
8 inch	2,800	56.00	\$849,101
10 inch	4,200	84.00	\$1,273,650

1. Source: AWWA M1, Table B-2. Assumes displacement meters for 3/4" through 2", Compound Class I for 3" through 6" and Turbine Class II for 8" through 10".

; and

WHEREAS, the revenue raised by the increased connection fees will also be used to purchase supplemental water supplies for the Agency and will not exceed the estimated reasonable cost of obtaining such resources and providing the services for which the fees are levied; and

WHEREAS, the establishment, modification, structuring, restructuring, and approval of rates and fees is exempt from the requirements of the California Environmental Quality Act as provided by California Public Resources Code Section 21080(b)(8); and

WHEREAS, the amount of the fees and charges hereby adopted do not exceed the reasonable anticipated costs for the corresponding services provided by the Agency, and therefore the fees imposed hereby to not qualify as "special taxes" under Government Code Section 50076, and the actions taken herein are exempt from the additional notice and public meeting requirements of the Brown Act pursuant to Government Code Section 54954.6(a)(1)(A) and (B); and

WHEREAS, the fees and charges set forth herein are not levied upon any person as an incident of property ownership, and thus are not subject to the substantive and procedural prerequisites of Article XIID of the California Constitution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Bighorn-Desert View Water Agency, after conducting a public hearing duly noticed pursuant to California Government Code Section 66016, that the public interest and necessity as described in the oral and written testimony and evidence presented during the public hearing on this matter, all of which are incorporated herein by this reference, requires the Board of Directors of the Agency to increase the Water Capital Facility Fee (Basic Facilities Charge) based on meter size be charged by the Agency as shown in Table 1.

BE IT FURTHER RESOLVED, the new BASIC FACILITIES CHARGES (otherwise referred to as the "Water Capital Facility Fee") are hereby adopted in the amounts calculated and presented in foregoing Table 1 of this Resolution and shall be based on meter size required and shall be applicable to all new service line installations to parcels within 700 feet of a mainline* (not including bulk accounts), subject to further action by the Board of the Agency. (**the definition of the mainline per Agency Rules and Regulations for Water Service is "pipelines located in highways, streets, alleys, easements, and right of ways, which are used for the transmission and distribution of water), and*

BE IT FURTHER RESOLVED, that such new BASIC FACILITIES CHARGES shall go into effect sixty (60) days from the date this Resolution is adopted as shown below and, thereafter, this Resolution shall supersede any and all prior resolutions inconsistent with the terms hereof.

BE IT FURTHER RESOLVED, that the General Manager and staff of the Agency are hereby authorized and directed to do such things and to take such actions as may be reasonably required to carry out the purpose and intent of this Resolution and as otherwise required in order to comply with applicable law.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of Bighorn-Desert View Water Agency this 14th day of November 2023.

By _____
John Burkhart, President of the Board

ATTEST,

Megan Close-Dees, Board Secretary

Official Seal



BIGHORN-DESERT VIEW WATER AGENCY

"To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."

BOARD OF DIRECTORS' MEETING MINUTES

**BOARD MEETING OFFICE
1720 N. CHEROKEE TR.
LANDERS, CALIFORNIA 92285**

**September 12, 2023
Time – 6:00 P.M.**

MEETING ROOM IS OPEN FOR IN-PERSON ATTENDANCE

PUBLIC WISHING TO PARTICIPATE REMOTELY

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84363346157?pwd=Q0k0Mkg2WG1hR2VTZGMVNmVHdnJ6UT09>

Passcode: 744010

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 843 6334 6157

Passcode: 744010

CALL TO ORDER

President Burkhart called the meeting to order at 6:04 pm.

PLEDGE OF ALLEGIANCE

Led by John Burkhart.

ROLL CALL

Directors present: John R. Burkhart
JoMarie McKenzie
Megan Close-Dees
Craig Dicht
David Chapman

Staff present: Marina West

Public Present: Following Roll Call, 0 member(s) of the public indicated they were participating via teleconference. 2 members of the public were present in the meeting room.

APPROVAL OF AGENDA

Director Chapman made a motion to approve the agenda as presented. Director Dicht seconded the motion. Unanimously approved.

Discussion and Action Items -

1. 2023 Review: Code of Conduct for Members of the Agency Board of Directors (Resolution No. 13R-15)

GM West stated that this Code of Conduct review is part of best practices and required to maintain one of the CA Special Districts Association Certificates of Achievement. Board of Directors reviewed the Agency Code of Conduct and signed a receipt documenting the review.

Members of the Board made positive comments about the document and showed appreciation for having it in our policies.

Public comment: None.

No Motion

Information Only. Board reviewed the Code of Conduct and signed receipt documenting the review.

2. Approve “True Bad Debt” Write-off from July 2022 through June 2023 of \$1,509.80

GM West gave the staff report as presented in the Agenda Packet. She answered questions from the Board of Directors.

Public comment: None.

Motion No. 23-031

Director Dicht made a motion to approve true Bad Debt expenses “write-off” in the amount of \$1,509.80 for account balances which cannot be collected through the secured property lien process for the period July 2022 through June 2023 of \$1,509.80. Director Close-Dees seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

MSC¹ (Dicht/Close-Dees) unanimously approved.

3. Receive and File Report on Bad Debt from Uncollectable Secured Property Tax Liens for FY2015/16

GM West gave the staff report as outlined in the Agenda Packet. She answered questions from the Board of Directors.

Public comment: None.

Motion No. 23-032

Director Chapman made a motion to receive and file the report of Bad Debt from uncollectable secured property tax liens for Fiscal Year 2015/16 and authorize expense “write-off” in the amount of \$242.72 for the Fiscal Year 2022/23 audit. Director Dicht seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

MSC¹ (Chapman/Dicht) unanimously approved.

4. Resolution No. 23R-17 Establishing the Agency’s Banking Policy

GM West gave the staff report as provided in the Agenda Packet. She noted that prior to this time, resolutions were the instrument used for setting up new bank accounts. However, Five Star Bank and California Cooperative Liquid Assets Securities System (CLASS) did not require such. Given no existing policy, GM West felt this Banking Policy was appropriate to fill that void. Lastly, she stated that the policy had been reviewed by the Finance (FPREP) Committee and minor corrections have been incorporated into the policy since the Agenda was posted.

Director Close-Dees thanked GM West for taking the time to move the monies and start an account with Five Star Bank.

Public comment: None.

Motion No. 23-033

Director Close-Dees made a motion to adopt Resolution No. 23R-17 Establishing the Agency’s Banking Policy. Director Dicht seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

MSC¹ (Close-Dees/Dicht) unanimously approved.

5. Authorize Issuance of Professional Services Agreement with NV5 for As-Needed Engineering Services

GM West gave the staff report as provided in the Agenda Packet noting that NV5 has been involved with the Agency for many years and was instrumental in designing all the

proposed improvements that have been awarded construction funding. Although, staff has been frustrated with NV5's response time, lately communications have improved. Regardless, GM West believes the best course of action is to engage NV5 under a new Professional Services Agreement so that they can be utilized for as-needed services immediately, in fact retroactive back to July 1, 2023. In addition, since they possess the preliminary design concepts and partial designs, GM West would also like to utilize their services to advance portions of the design that are first to be constructed.

Director Chapman commented that this is probably the most prudent way to proceed.

Public comment: None.

Motion No. 23-034

Director Chapman made a motion to authorize issuance of Professional Services Agreement with NV5 for As-Needed" engineering services for Fiscal Year 2023-24. Director McKenzie seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

MSC¹ (Chapman/McKenzie) unanimously approved.

6. 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. Board of Directors' Meeting Minutes, August 8, 2023
- b. Board of Directors' Meeting Minutes, Special Meeting, September 1, 2023
- c. Financial Statements
 - 1. Balance Sheet – July 2023
 - 2. Budget Status – July 2023
- d. Receive and File Disbursements for August 2023
- e. BDV Production Report for August 2023
- f. Goat Mountain Production Reports for August 2023
- g. Service Order Report for July 2023
- h. Authorize Per Diem and Expenses for Directors to Attend Various Educational Events.
- i. Receive and File Planning/ Engineering (PLEGs) Standing Committee Meeting Minutes for June 20, 2023.

Motion No. 23-035

Director Dicht made a motion to accept the Consent Items a to i, as presented. Director Close-Dees seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y
David Chapman	Y

MSC¹ (Dicht/Close-Dees) unanimously approved.

7. Matters Removed from Consent Items

None.

8. Public Comment Period

None.

9. Verbal Reports – Including Reports on Courses/Conferences/Meetings.

1. General Manager Report – GM West reported that the Agency will be participating in the Giant Rock Clean-Up as part of National Public Lands Day, Saturday, September 23rd, 8 to noon. All are welcome. GM West also stated that Orchid Festival will take place on Saturday and Sunday, October 7th and 8th. Lastly, she informed the Board that she sent an email with the link to the Ames-Reche Management Area Annual Report for Fiscal Year 2022/23. She noted this is the comprehensive report with recommendations which is completed every five years while other annual reports are just compiling and transmitting data collected.

2. Director Reports

Director McKenzie reported on BIA Southern California Water Conference summarizing the speech by Cadiz representative Susan Kennedy. She also spoke of the housing issues discussion, challenges that city managers have with housing and water needs, recycled water was another topic, irrigation of low water use landscapes, and the keynote speaker from Scripps Institute regarding prediction of atmospheric rivers. Atmospheric rivers make up more than half of the precipitation in California.

She also reported on the ASBCSD meeting she attended and she summarized the state bills they are watching. The main subject was the “headwaters project” which deals with protection of the upstream watershed and issues with the Santa Ana River. She mentioned their work with the Forest Service in controlled burns and better management of the forest. She mentioned the “cloud seeding” project which has received grant funding.

She also reported on the CA Special Districts Association (CSDA) Fall Conference in August. She summarized the lectures she attended as well as the keynote speaker's discussion titled "The Heart of Leadership: The Secret & Science to Influencing & Leading During Transformation". The second keynote speaker was Matthew Luhn. His lecture entitled "Storytelling for Business". She attended a session on Emotional Intelligence and summarized some of the facts presented and tools to improve your emotional intelligence. She also attended a session on 10 Best Practices that all Board members should know which included The Brown Act. She attended a session entitled "Current IRS Audits Focused on Special Districts" where she discovered the various issues the IRS is looking for when auditing Special District entities. She attended sessions on drones and also cybersecurity issues.

Director Close-Dees reported on the CSDA Fall Conference she attended in August. She attended presentations by Five Start Bank and California Cooperative Liquid Assets Securities System (CLASS). She also talked about the drone program presentation. She attended sessions on best board practices and rules of order. She also discussed the keynote speakers especially Matthew Luhn. The other speaker discussed "what are our values - post covid", such as belonging and appreciation are what motivate people. The quote she remembers is, "don't just do what you love, love what you do". Put love into what you do, pay attention to details and throwing your whole self into detail. Then with people, see them as the best that they are and expect more from staff but don't make people afraid to be "who they are". Regarding interpersonal relationships is all about how we talk to one another. Mutual respect like in being a good board, look at the entirety of the Board, not just the particulars of personalities. In other words, an expectation of decency which is a "universal love thing" and if you bring the love and if you shine love, you will brighten peoples day.

She also attended the BIA Southern California Water Conference in August and mentioned the Cadiz lecture.

Director Chapman reported on the Business Industry Association Southern California Water Conference. He summarized that this is an annual event to bring together the building industry and the water industry. He noted that water conservation achieved across the state was stated to be 44%. MWD delivered 2.5M Acre-Ft in 1991 and now at 1.5M Acre-Ft. which accounts for all the growth plus the conservation. He talked about new developments that have two sets of waterlines: potable and reclaimed. The other statistic he shared was that only 31% of the population of the Inland Empire can actually afford to buy a single-family home.

He attended the AWWA one-day conference at Santiago Canyon College in August where he attended lectures on groundwater wells, pumps as well as lead/copper inventory requirements. He discussed the difference between static and pumping, measuring sand content, water color/clarity/entrained air, etc.

He completed required trainings for Defensive Driving, Anti-Harassment and Ethics.

Director Dicht reported on defensive driving training module that he completed in August.

10. Adjournment

President Burkhart adjourned the meeting at 8:03 pm.

Approved by:

Megan Close-Dees, Secretary of the Board

MSC¹ – Motion made, seconded and carried

Official Seal

General Ledger

Balance Sheet

User: rsandoval
 Printed: 10/04/2023 - 4:23PM
 Fund: All
 Period: August 2023
 Fiscal Year: 2023/2024

Bighorn – Desert View Water Agency

622 S. Jemez Trail (760) 364-2315

Yucca Valley, CA 92284-1440

Fund ALFRE

Account Type	Amount
01 - General Fund	
Assets	
CASH & CASH EQUIVALENTS	
01-00-131250 - PACIFIC WESTERN BANK	1,113,075.15
01-00-131300 - CASH DRAWERS BASE FUND	750.00
01-00-131350 - FIVE STAR BANK	50,000.00
01-00-134000 - PETTY CASH FUND	800.00
Total CASH & CASH EQUIVALENTS:	1,164,625.15
INVESTMENTS	
01-00-131251 - PACWEST CD (Maturity09.08.23)	1,000,000.00
01-00-131252 - PACWEST CD (Maturity06.09.23)	0.00
01-00-131253 - PACWEST CD (Maturity07.20.23)	0.00
01-00-131255 - FIVE STAR BANK MONEY MARKET	703,749.56
01-00-132000 - PARS IRS 115 TRUST	241,728.84
01-00-133030 - LAIF - CASH ACCOUNT	15,705.37
01-00-133111 - CALIFORNIA CLASS	2,006,259.35
01-00-133112 - OPEN	0.00
Total INVESTMENTS:	3,967,443.12
ACCOUNTS RECEIVABLE - WATER	
01-00-137100 - A/R WATER	247,239.89
01-00-137130 - A/R WATER UNBILLED FYE	75,576.36
01-00-139542 - 2015-16 LIEN REC \$43,270	0.00
01-00-139543 - 2016-17 LIEN REC \$45,364	631.09
01-00-139544 - 2017-18 LIEN REC \$32,464	1,870.31
01-00-139545 - 2018/19 LIEN REC \$52,020	3,146.60
01-00-139546 - 2019/20 LIEN REC \$35,381	5,672.10
01-00-139547 - 2020/21 LIEN REC \$54,761	17,705.19
01-00-139548 - 2021/22 LIEN REC \$84,795	47,685.58
01-00-139549 - 2022/23 LIEN REC \$46,814	46,813.70
01-00-139900 - ALLOW. FOR BAD DEBTS-H2O LIENS	(1,500.00)
Total ACCOUNTS RECEIVABLE - WATER:	444,840.82
ACCOUNTS RECEIVABLE - OTHER	
01-00-136000 - A/R OTHER (Non-UB AR)	0.00
01-00-136500 - INTEREST RECEIVABLE	0.00
01-00-137112 - 2017 IDGM STBY A/R (\$10,353)	2,771.40
01-00-137114 - 2019 IDGM STBY A/R (\$10,349)	2,452.40
01-00-137115 - 2020 IDGM STBY A/R (\$8,860)	4,437.70
01-00-137116 - 2021 IDGM STBY A/R (\$8,680)	4,574.40
01-00-137117 - 2022 IDGM STBY A/R (\$9,037)	9,036.90
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
01-00-139605 - DUE FROM PROP 1 PLANNING GRANT	0.00

Fund ALFRE

Account Type

Amount

01-00-139609 - DUE FROM AWAC	0.00
01-00-139610 - DUE FROM GM WELL (Well 13)	0.00
01-00-139611 - DUE FROM PROP 1/RND 2- HDWD	0.00
01-00-139901 - ALLOWANCE BAD DEBT - STANDBY	(5,000.00)
01-00-139902 - ALLOW. DEPOSITS UNPAID	(31,782.31)
Total ACCOUNTS RECEIVABLE - OTHER:	(13,509.51)
INVENTORY	
01-00-143010 - INVENTORY-WATER SYSTEM PARTS	92,839.17
01-00-143011 - INVENTORY- AMES WATER	406,955.00
01-00-143012 - INVENTORY CLEARING	(1,294.00)
Total INVENTORY:	498,500.17
PREPAID EXPENSES	
01-00-144010 - PREPAYMENTS W/C INS	9,272.00
01-00-144020 - PREPAYMENTS PL & PD LIAB INS	47,000.68
01-00-144025 - PREPAID EXPENSES	0.00
01-00-144035 - PREPAY CalPERS UAL	33,779.16
Total PREPAID EXPENSES:	90,051.84
FIXED ASSETS	
01-00-111300 - FA ORGANIZATION	336,271.36
01-00-111301 - A/D ORGANIZATION	(218,843.02)
01-00-111350 - FA LAND	96,194.53
01-00-111400 - FA BUILDINGS	327,592.81
01-00-111401 - A/D BUILDINGS	(280,945.11)
01-00-111500 - FA YARDS	56,330.15
01-00-111501 - A/D YARDS	(50,345.66)
01-00-111600 - FA FUEL TANKS	18,942.68
01-00-111601 - A/D FUEL TANK	(18,154.74)
01-00-111700 - FA WATER SYSTEM	10,119,467.18
01-00-111701 - A/D WATER SYSTEM	(7,234,817.80)
01-00-111800 - FA SHOP EQUIPMENT	29,960.60
01-00-111801 - A/D SHOP EQUIPMENT	(25,731.80)
01-00-111810 - FA MOBILE EQUIPMENT	875,183.70
01-00-111811 - A/D MOBILE EQUIPMENT	(668,474.97)
01-00-111900 - FA OFFICE EQUIPMENT	182,242.50
01-00-111901 - A/D OFFICE EQUIPMENT	(154,424.75)
Total FIXED ASSETS:	3,390,447.66
LEASE OF EQUIPMENT (LT)	
01-00-160200 - LEASE OF EQUIPMENT (LT)	13,099.95
01-00-160999 - ACCUM. AMORTIZATION-EQUIPMENT	(5,198.50)
Total LEASE OF EQUIPMENT (LT):	7,901.45
CONSTRUCTION IN PROGRESS	
01-00-120051 - CIP - MISC	38,265.69
Total CONSTRUCTION IN PROGRESS:	38,265.69
PENSION DEFERRED OUTFLOWS	
01-00-120600 - PENSION DEFERRED OUTFLOWS	0.00
Total PENSION DEFERRED OUTFLOWS:	0.00
NET PENSION LIABILITY	
01-00-223100 - NET PENSION LIABILITY	(93,861.00)
Total NET PENSION LIABILITY:	(93,861.00)
DEFERRED INFLOWS OF RESOURCES	
01-00-225000 - DIR - PENSION RELATED	(208,060.00)
Total DEFERRED INFLOWS OF RESOURCES:	(208,060.00)

Fund ALFRE

Account Type	Amount
Total Assets:	9,286,645.39
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.	0.00
Total ACCOUNTS PAYABLE:	0.00
LEASE LIABILITY-EQUIPMENT (ST)	
01-00-260100 - LEASE LIABILITY-EQUIPMENT (ST)	0.00
Total LEASE LIABILITY-EQUIPMENT (ST):	0.00
LEASE LIABILITY-EQUIPMENT (LT)	
01-00-260200 - LEASE LIABILITY-EQUIPMENT (LT)	8,146.70
Total LEASE LIABILITY-EQUIPMENT (LT):	8,146.70
ACCRUED PAYROLL	
01-00-229000 - ACCRUED PAYROLL LIABILITIES	0.00
01-00-229010 - GARNISHMENT WITHHOLDING	0.00
01-00-229100 - ACCRUED EMP COMP BALANCES	144,380.02
Total ACCRUED PAYROLL:	144,380.02
ACCRUED PR LIABILITIES	
01-00-229001 - FEDERAL PR TAX PAYABLE	0.00
01-00-229002 - STATE PR TAX PAYABLE	0.00
01-00-229003 - MEDICAL INSURANCE PAYABLE	(19,168.52)
01-00-229004 - 3RD PARTY INS PLAN PAYABLE	(526.27)
01-00-229005 - CALPERS PAYABLE	0.00
01-00-229006 - CALPERS SPEC COMP-UNIFORM ALL	0.00
01-00-229007 - BOARD DIRECT DEPOSIT PR	0.00
Total ACCRUED PR LIABILITIES:	(19,694.79)
CUSTOMER DEPOSITS	
01-00-226000 - CUSTOMER DEPOSITS	148,878.90
01-00-226002 - ANNEX SEC. 35 RoBott Land	3,381.21
01-00-226004 - ANNEX 631-051-28 (550 Landers)	0.00
01-00-226005 - UNEARN REV-UB ACCT CREDITS	0.00
01-00-226007 - ANNEX 0631-071-29 (NAPA@ALTA)	2,140.00
Total CUSTOMER DEPOSITS:	154,400.11
BLUEFIN CC FEES	
01-00-226001 - BLUEFIN/SB CC FEES thru PORTAL	(385.35)
Total BLUEFIN CC FEES:	(385.35)
CIP DEPOSIT	
01-00-226006 - CUST METER DEPOSIT	0.00
Total CIP DEPOSIT:	0.00
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	0.00
01-00-211020 - DA01 CoSB REPAYMENT	(3,515.34)
01-00-211030 - IDM PIPELINE FUTURE DEBT BAL	0.00
Total LONG TERM DEBT:	(3,515.34)
DEFERRED OUTFLOWS OF RESOURCE	
01-00-151000 - DOR - PENSION CONTRIBUTIONS	(90,376.00)
01-00-153000 - DOR - PENSION RELATED	(163,495.00)

Fund ALFRE

Account Type	Amount
01-00-225001 - DEFERRED INFLOW-ADD'L DEFERRAL	0.00
Total DEFERRED OUTFLOWS OF RESOURCE:	(253,871.00)
PENSION DEFERRED INFLOW	
01-00-223110 - PENSION DEFERRED INFLOWS	0.00
Total PENSION DEFERRED INFLOW:	0.00
Total Liabilities:	29,460.35
Fund Balance	
FUND BALANCE	
01-00-301090 - CONTRIBUTED CAPITAL/HUD	0.00
01-00-301110 - FMHA GRANTS	0.00
01-00-310000 - FUND BALANCE	9,123,170.31
01-00-310005 - IMP DIST GOAT MTN FUND BALANCE	175,623.35
01-00-310010 - FUND BALANCE FEMA & OES	0.00
01-00-310011 - DA01 OVERPAYMENT by CoSB	10,849.16
Total FUND BALANCE:	9,309,642.82
Total Fund Balance:	9,309,642.82
Total Liabilities and Fund Balance:	9,339,103.17
Total Retained Earnings:	(52,457.78)
Total Fund Balance and Retained Earnings:	9,257,185.04
Total Liabilities, Fund Balance, and Retained Earnings:	9,286,645.39
Totals for Fund 01 - General Fund:	0.00

General Ledger

Budget Status

User: rsandoval
Printed: 10/4/2023 - 4:23 PM
Period: August 2023

Bighorn – Desert View Water Agency
622 S. Jemez Trail (760) 364-2315
Yucca Valley, CA 92284-1440

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	2,400.00	2,435.00	2,435.00	-35.00	0.00	-35.00	0.00
01-00-410010	BASIC FACILITIES CHARGE	14,600.00	14,641.00	14,641.00	-41.00	0.00	-41.00	0.00
01-00-410015	AG CONS TIER 1	8,300.00	881.00	881.00	7,419.00	0.00	7,419.00	89.39
01-00-410016	AG CONS TIER 2	5,000.00	1,145.91	1,145.91	3,854.09	0.00	3,854.09	77.08
01-00-410020	BULK CONS TIER 1	76,300.00	11,560.12	11,560.12	64,739.88	0.00	64,739.88	84.85
01-00-410030	COMMERCIAL/INST CONS TIER	13,100.00	1,389.33	1,389.33	11,710.67	0.00	11,710.67	89.39
01-00-411000	INCOME METERED WATER	429,700.00	65,442.13	65,442.13	364,257.87	0.00	364,257.87	84.77
01-00-411001	RES CONS TIER 2	212,200.00	49,675.69	49,675.69	162,524.31	0.00	162,524.31	75.59
01-00-412000	GOAT MTN STANDBY INCOME	61,470.00	0.00	0.00	61,470.00	0.00	61,470.00	100.00
01-00-413000	BASIC SERVICE CHARGE	1,077,000.00	136,155.46	136,155.46	940,844.54	0.00	940,844.54	93.36
01-00-413001	FIRE BSC	8,200.00	1,009.25	1,009.25	7,190.75	0.00	7,190.75	87.69
01-00-414000	INCOME JV BULK WATER SALE	2,500.00	175.00	175.00	2,325.00	0.00	2,325.00	93.00
01-00-417000	INCOME OTHER (OPERATING)	96,700.00	8,719.23	8,719.23	87,980.77	0.00	87,980.77	90.98
01-00-417003	RESTRICTED FROM CSA70/W1	0.00	0.00	0.00	0.00	0.00	0.00	100.00
01-00-419000	AMES BASIN WATER TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	100.00
01-00-492050	PAC WEST BANK EARNINGS CR	17,500.00	1,389.64	1,389.64	16,110.36	0.00	16,110.36	92.06
R05 Sub Totals:		2,024,970.00	294,618.76	294,618.76	1,730,351.24	0.00	1,730,351.24	85.45
R10	NON-OPERATING REVENUE							
01-00-491000	GA02 GEN LEVY IMP DIST A BH	86,300.00	0.00	0.00	86,300.00	0.00	86,300.00	100.00
01-00-491010	DA01 DEBT SRVC IMP1 (BH BON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-491020	GA01 GENERAL TAX LEVY (BVI	86,400.00	0.00	0.00	86,400.00	0.00	86,400.00	100.00
01-00-491040	GA03 ID GM GEN TAX LEVY	41,600.00	0.00	0.00	41,600.00	0.00	41,600.00	100.00
01-00-492000	INTEREST INCOME	22,100.00	15,186.38	15,186.38	6,913.62	0.00	6,913.62	31.28
01-00-496000	INCOME OTHER (NON OPERATI	22,300.00	280.05	280.05	22,019.95	0.00	22,019.95	98.74
01-00-499901	GM WELL REV ACCT	0.00	-6,821.69	-6,821.69	6,821.69	0.00	6,821.69	0.00
01-00-499992	CAPITAL CONTRIBUTION REVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-499996	PROP 1 REV. ACCT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-499999	AWAC REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R10 Sub Totals:		258,700.00	8,644.74	8,644.74	250,055.26	0.00	250,055.26	96.66

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E25	Revenue Sub Totals:	2,283,670.00	303,263.50	303,263.50	1,980,406.50	0.00	1,980,406.50	86.72
01-00-562000	NON-OPERATING EXPENSE							
01-00-562000	OFFICE EQUIPMENT EXPENSE	7,400.00	953.51	953.51	6,446.49	0.00	6,446.49	87.11
01-00-563000	CUSTOMER RELATIONS	4,500.00	18.05	18.05	4,481.95	0.00	4,481.95	99.60
01-00-564000	OTHER ADMINISTRATIVE EXPE	14,400.00	1,705.29	1,705.29	12,694.71	0.00	12,694.71	88.16
01-00-571000	DEPRECIATION EXPENSE	0.00	61,265.05	61,265.05	-61,265.05	0.00	-61,265.05	0.00
01-00-571100	AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-572100	AMORTIZATION OF LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-572200	INTEREST EXPENSE ON LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-572300	CONTRA EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-581000	ELECTION COSTS	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
01-00-593000	EXPENSE / INCOME MISC	500.00	-775.34	-775.34	1,275.34	0.00	1,275.34	255.07
01-00-594000	GAIN (LOSS) ASSET DISPOSAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-594001	INVESTMENT GAIN/LOSS	0.00	268.75	268.75	-268.75	0.00	-268.75	0.00
E25 Sub Totals:		27,800.00	63,435.31	63,435.31	-35,635.31	0.00	-35,635.31	0.00
Expense Sub Totals:		27,800.00	63,435.31	63,435.31	-35,635.31	0.00	-35,635.31	0.00
Dept 00 Sub Totals:		-2,255,870.00	-239,828.19	-239,828.19	-2,016,041.81	0.00		
Administration								
E15	ADMINISTRATIVE EXPENSE							
01-01-560030	ADMINISTRATIVE COMPENSAT	193,400.00	50,749.87	50,749.87	142,650.13	0.00	142,650.13	73.76
01-01-560060	CONTRACTUAL SERV-AUDIT OF	18,800.00	0.00	0.00	18,800.00	0.00	18,800.00	100.00
01-01-560070	CONTRACTUAL SERV-LEGAL	40,000.00	862.50	862.50	39,137.50	0.00	39,137.50	97.84
01-01-560075	LEGISLATIVE AFFAIRS CWSA	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	100.00
01-01-560080	PERS CONTRIBUTION	117,700.00	18,820.45	18,820.45	98,879.55	0.00	98,879.55	84.01
01-01-560085	GASB 68 EXP (INC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-560090	PAYROLL TAXES	19,600.00	2,088.47	2,088.47	17,511.53	0.00	17,511.53	89.34
01-01-560110	TELEPHONE/FAX/INTERNET/WI	6,800.00	666.43	666.43	6,133.57	0.00	6,133.57	90.20
01-01-560120	MAILING EXPENSE	1,700.00	0.00	0.00	1,700.00	0.00	1,700.00	100.00
01-01-560140	CONTRACTUAL SERV - OTHER	114,600.00	29,733.57	29,733.57	84,866.43	0.00	84,866.43	74.05
01-01-560160	PROPERTY/LIABILITY EXPENSE	77,000.00	11,750.16	11,750.16	65,249.84	0.00	65,249.84	84.74
01-01-560170	WORKERS COMP EXPENSE	14,100.00	2,318.00	2,318.00	11,782.00	0.00	11,782.00	83.56
01-01-560180	DUES & SUBSCRIPTIONS	18,000.00	6,066.47	6,066.47	11,933.53	0.00	11,933.53	66.30
01-01-560200	POWER/PROPANE OFFICES & Y/	10,600.00	1,546.35	1,546.35	9,053.65	0.00	9,053.65	85.41
01-01-560220	BAD DEBT EXPENSE	2,300.00	0.00	0.00	2,300.00	0.00	2,300.00	100.00
01-01-560221	BAD DEBT-LIENS/UNCOLLECT/	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
01-01-560300	OFFICE SUPPLIES/PRINTING	10,500.00	189.39	189.39	10,310.61	0.00	10,310.61	98.20
01-01-561000	EMPLOYEE BENEFITS INSURAN	195,600.00	24,948.00	24,948.00	170,652.00	0.00	170,652.00	87.25
01-01-561100	EMPLOYEE EDUCATION/TRAIN	16,000.00	740.87	740.87	15,259.13	0.00	15,259.13	95.37
01-01-561500	PAYROLL FRINGE EXP TO PROJ	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-561501	CAPITALIZED LABOR EXPENSE	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
01-01-561600	OVERHEAD TO PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-01-561700	COVID-19 FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E15 Sub Totals:		873,200.00	150,480.53	150,480.53	722,719.47	0.00	722,719.47	82.77
E25	NON-OPERATING EXPENSE							
01-01-564001	PARS TRUST EXPENSES	0.00	234.58	234.58	-234.58	0.00	-234.58	0.00
E25 Sub Totals:		0.00	234.58	234.58	-234.58	0.00	-234.58	0.00
Expense Sub Totals:		873,200.00	150,715.11	150,715.11	722,484.89	0.00	722,484.89	82.74
Dept 01 Sub Totals:		873,200.00	150,715.11	150,715.11	722,484.89	0.00		
Dept 01-05	Operations							
E05	OPERATIONS EXPENSE							
01-05-541020	OPERATIONS COMPENSATION	412,200.00	66,906.74	66,906.74	345,293.26	0.00	345,293.26	83.77
01-05-541030	UNIFORMS	8,000.00	1,120.71	1,120.71	6,879.29	0.00	6,879.29	85.99
01-05-541060	VEHICLE/TRACTOR/EQUIP EXP	28,800.00	13,820.13	13,820.13	14,979.87	0.00	14,979.87	52.01
01-05-541070	VEHICLE EXPENSE-FUEL	51,600.00	6,313.92	6,313.92	45,286.08	0.00	45,286.08	87.76
01-05-541090	FIELD MATERIALS & SUPPLIES	78,800.00	12,302.69	12,302.69	66,497.31	0.00	66,497.31	84.39
01-05-541095	SHRINKAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-541110	WATER TESTING	12,100.00	3,179.00	3,179.00	8,921.00	0.00	8,921.00	73.73
01-05-541120	CONTRACTUAL SRV-ENGINEER	60,000.00	0.00	0.00	60,000.00	0.00	60,000.00	100.00
01-05-541140	WATER SYSTEM REPAIRS	78,800.00	228.47	228.47	78,571.53	0.00	78,571.53	97.1
01-05-541141	EXCAVATION COUNTY OF SB	500.00	0.00	0.00	500.00	0.00	500.00	100.00
01-05-541150	BUILDING MAINTENANCE/REP	15,500.00	3,120.01	3,120.01	12,379.99	0.00	12,379.99	77.87
01-05-541190	COMMUNICATIONS EXPENSE	7,700.00	456.98	456.98	7,243.02	0.00	7,243.02	94.07
01-05-541210	DISINFECTION EXPENSE	15,700.00	1,026.82	1,026.82	14,673.18	0.00	14,673.18	93.46
01-05-541250	POWER WELLS & PUMPS	124,700.00	15,868.83	15,868.83	108,831.17	0.00	108,831.17	87.27
01-05-541300	OTHER OPERATING EXPENSES	15,100.00	3,770.85	3,770.85	11,329.15	0.00	11,329.15	75.03
01-05-541700	EQUIPMENT EXP TO CIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-541701	CAPITALIZED LABOR EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-542000	AMES WATER	129,000.00	0.00	0.00	129,000.00	0.00	129,000.00	100.00
01-05-560080	PERS CONTRIBUTION - OPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-560085	GASB EXP (INC) - OPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-560090	PAYROLL TAXES - OPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-560170	WORKERS COMP EXPENSE - OP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-561000	EMPLOYEE BENEFIT INSUR - OI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-05-561100	EE EDUCATION/TRAINING - OP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E05 Sub Totals:		1,038,500.00	128,115.15	128,115.15	910,384.85	0.00	910,384.85	87.66
Expense Sub Totals:		1,038,500.00	128,115.15	128,115.15	910,384.85	0.00	910,384.85	87.66
Dept 05 Sub Totals:		1,038,500.00	128,115.15	128,115.15	910,384.85	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 01-09	Directors							
E15	ADMINISTRATIVE EXPENSE							
01-09-560027	DIRECTOR J. BURKHART	9,500.00	651.56	651.56	8,848.44	0.00	8,848.44	93.14
01-09-560028	DIRECTOR MCKENZIE	9,500.00	1,140.23	1,140.23	8,359.77	0.00	8,359.77	88.00
01-09-560029	DIRECTOR CLOSE	9,500.00	977.34	977.34	8,522.66	0.00	8,522.66	89.71
01-09-560030	DIRECTOR DIGHT	9,500.00	488.67	488.67	9,011.33	0.00	9,011.33	94.86
01-09-560031	DIRECTOR CHAPMAN	9,500.00	651.56	651.56	8,848.44	0.00	8,848.44	93.14
	E15 Sub Totals:	47,500.00	3,909.36	3,909.36	43,590.64	0.00	43,590.64	91.77
	Expense Sub Totals:	47,500.00	3,909.36	3,909.36	43,590.64	0.00	43,590.64	91.77
Dept 01-10	Dept 09 Sub Totals:	47,500.00	3,909.36	3,909.36	43,590.64	0.00		
E20	CIP							
01-10-056198	CIP EXPENSE							
01-10-056199	LABOR APPLIED TO CIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056190	LABOR APPLIED TO WIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056191	OVERHEAD FOR CIP ONLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056194	HDWD#2 INTERTIE	0.00	107.50	107.50	-107.50	0.00	-107.50	0.00
01-10-056193	INTERTIE @ LUNA VISTA (HDW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056197	GM REPLACEMENT WELL (Well	779,140.00	3,319.40	3,319.40	775,820.60	0.00	775,820.60	99.57
01-10-056198	PARS 115 TRUST ACCT	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	100.00
01-10-056199	ANNEX RoBot LAND SEC.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-056194	SHOP EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561945	ORGANIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561950	LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561955	OFFICE BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561960	YARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561965	FUEL STORAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561970	WATER SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561975	VEHICLES - MOTOR VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0561980	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0562003	TEST BORINGS/MONITORING W	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-10-0562004	METER REPLACEMENT (DWR/E	298,036.00	1,985.70	1,985.70	296,050.30	0.00	296,050.30	99.33
01-10-0562005	ANNEX 0631-071-29 (NAPA@AL1	0.00	860.00	860.00	-860.00	0.00	-860.00	0.00
01-10-0562006	PI/C PROJECT- PIPELINES/CONS	0.00	3,273.75	3,273.75	-3,273.75	0.00	-3,273.75	0.00
	E20 Sub Totals:	1,177,176.00	9,546.35	9,546.35	1,167,629.65	0.00	1,167,629.65	99.19
	Expense Sub Totals:	1,177,176.00	9,546.35	9,546.35	1,167,629.65	0.00	1,167,629.65	99.19
Dept 10 Sub Totals:		1,177,176.00	9,546.35	9,546.35	1,167,629.65	0.00		
Fund Revenue Sub Totals:		2,283,670.00	303,263.50	303,263.50	1,980,406.50	0.00	1,980,406.50	86.72

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	3,164,176.00	355,721.28	355,721.28	2,808,454.72		2,808,454.72	88.76
	Fund 01 Sub Totals:	880,506.00	52,457.78	52,457.78	828,048.22			
	Revenue Totals:	2,283,670.00	303,263.50	303,263.50	1,980,406.50		1,980,406.50	86.72
	Expense Totals:	3,164,176.00	355,721.28	355,721.28	2,808,454.72		2,808,454.72	88.76
	Report Totals:	880,506.00	52,457.78	52,457.78	828,048.22	0.00		

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Bighorn Desert View Water Agency
Check Register

Check Date Range: 9/1/2023 thru 9/30/2023

Ck Date	Ck No	Payable To	Void	Check Amt
9/11/2023	0	IRS PAYROLL		4,114.64
9/11/2023	0	EDD PAYROLL		1,311.87
9/11/2023	0	CALPERS		6,298.37
9/14/2023	0	IRS PAYROLL		275.46
9/14/2023	1000	ACE ALTERNATORS & STARTERS		219.45
9/14/2023	1001	BEYOND SOFTWARE SOLUTIONS		1,024.90
9/14/2023	1002	C.J. BROWN & COMPANY, CPAs		7,340.00
9/14/2023	1003	CORE & MAIN LP		3,839.52
9/14/2023	1004	FORSHOCK		285.00
9/14/2023	1005	LAUN HANSON		188.13
9/14/2023	1006	HASA, INC.		1,856.38
9/14/2023	1007	HD SUPPLY, INC.		1,216.05
9/14/2023	1008	MELONIE HELLER		65.50
9/14/2023	1009	HOME DEPOT CREDIT SERVICES		958.90
9/14/2023	1010	LIEBERT CASSIDY WHITMORE		116.00
9/14/2023	1011	BARDOMIANO MONTES DE OCA		242.43
9/14/2023	1012	PROVOST & PRITCHARD ENGINEERING GROUP, INC.		2,885.20
9/14/2023	1013	QUINN COMPANY		1,767.84
9/14/2023	1014	SBRK FINANCE HOLDING, INC.		5,022.00
9/14/2023	1015	SDRMA		19,122.95
9/14/2023	1016	UNDERGROUND SERVICE ALERT OF SO CAL		64.24
9/14/2023	1017	MARINA WEST		2,687.09
9/14/2023	32606	PAYROLL		2,406.85
9/14/2023	32607	PAYROLL		1,668.42
9/14/2023	32608	PAYROLL		5,246.89
9/14/2023	32609	PAYROLL		1,824.35
9/14/2023	32610	PAYROLL		1,823.86
9/14/2023	32611	PAYROLL		1,680.87
9/14/2023	32612	PAYROLL		2,405.39
9/14/2023	32613	PAYROLL		2,344.13
9/14/2023	32614	PAYROLL		2,618.12
9/20/2023	1018	CUSTOMER REFUND		13.66

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Bighorn Desert View Water Agency
Check Register

Check Date Range: 9/1/2023 thru 9/30/2023

Ck Date	Ck No	Payable To	Void	Check Amt
9/20/2023	1019	CUSTOMER REFUND		74.39
9/20/2023	1020	CUSTOMER REFUND		391.77
9/20/2023	1021	CUSTOMER REFUND		55.02
9/20/2023	1022	CUSTOMER REFUND		202.25
9/28/2023	0	IRS PAYROLL		859.44
9/28/2023	0	EDD PAYROLL		40.45
9/28/2023	0	IRS PAYROLL		4,386.67
9/28/2023	0	EDD PAYROLL		1,340.26
9/28/2023	0	CALPERS		6,298.37
9/28/2023	32615	PAYROLL		2,115.57
9/28/2023	32616	PAYROLL		1,613.41
9/28/2023	32617	PAYROLL		5,254.98
9/28/2023	32618	PAYROLL		1,799.21
9/28/2023	32619	PAYROLL		2,279.66
9/28/2023	32620	PAYROLL		1,625.87
9/28/2023	32621	PAYROLL		1,783.47
9/28/2023	32622	PAYROLL		2,335.61
9/28/2023	32623	PAYROLL		3,521.69
9/29/2023	0	AT&T MOBILITY		294.24
9/29/2023	0	CARDMEMBER SERVICES		6,606.88
9/29/2023	0	BLUEFIN PAYMENT SYSTEMS		919.94
9/29/2023	0	SPRINGBROOK ACH		153.45
9/29/2023	0	BURRTEC WASTE&RECYC		95.62
9/29/2023	0	CINTAS CORPORATION #150		506.92
9/29/2023	0	SOUTHERN CALIFORNIA EDISON COMP		12,925.01
9/29/2023	0	STAPLES, INC.		671.15
9/29/2023	1023	ABUNDANT WATER WELLS, INC.		23,324.88
9/29/2023	1024	ACE ALTERNATORS & STARTERS		603.96
9/29/2023	1025	AUTOZONEPARTS		4.56
9/29/2023	1026	CLINICAL LABORATORY OF SB, INC.		364.00
9/29/2023	1027	CORE & MAIN LP		2,667.62
9/29/2023	1028	FRONTIER CALIFORNIA, INC		213.95

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Bighorn Desert View Water Agency
Check Register

Check Date Range: 9/1/2023 thru 9/30/2023

Ck Date	Ck No	Payable To	Void	Check Amt
9/29/2023	1029	GENESIS CLEANING SERVICE INC.		740.00
9/29/2023	1030	HASA, INC.		925.69
9/29/2023	1031	MOJAVE WATER AGENCY		16,770.00
9/29/2023	1032	QUILL		267.09
9/29/2023	1033	US LBM OPERATING CO. 3009, LLC		164.57
			Total	187,132.08



DATE: 10/3/2023
 TO: Board of Directors
 FROM: Laun Hanson
 RE: Bighorn-Desert View Production SEPTEMBER 2023

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>GPM from</u> <u>Hour Meter</u>	<u>GPM</u> <u>Flowmeter</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well 2	Well is "inactive"					
Well 3	210,980	1,578,130	186	166	141.4	4.84
Well 4	Well is "inactive"					
Well 6	106,460	796,321	90	80	146.9	2.44
Well 7	142,810	1,068,219	108	136	165.1	3.28
Well 8	410,600	3,071,288	357	380	143.4	9.43
Well 9	668,800	5,002,624	428	440	194.8	15.35
Well 10	30,560	228,589	77	92	49.5	0.70
Total	1,570,210	11,745,171			841.1	36.05

Maximum Day Demand

Date 9/11/2023

Total Production (Gallons) 684868.8

A Boosters	83,460	624,281	139	150	75.1
C Boosters	150,600	1,126,488	177	175	106.2
Total	234,060	1,750,769			



DATE: 10/3/2023
 TO: Board of Directors
 FROM: Laun Hanson
 RE: Goat Mountain Production SEPTEMBER 2023

	<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	203,890	1,525,097	186	220	136.9	4.68
Well GMW3	294,900	2,205,852	292	320	126	6.77
Total	498,790	3,730,949			262.9	11.45

Maximum Day Demand

Date 9/11/2023

Total Production (Gallons) 253497.2

GM booster	172,300	1,288,804	242	222	88.9
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SERVICE ORDER REPORT FOR FISCAL YEAR 2023-2024

[illegible]

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

Meeting Date: October 10, 2023

To: Board of Directors

Budgeted: Yes - Expenses

Budgeted Amount: Varies by GL

Cost: see table of reimbursement

From: Marina West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Annual Disclosure of Reimbursements per Resolution No. 19R-02

SUMMARY

Section 53065.5 of the Government Code of the State of California requires that each special district shall, at least annually, disclose any reimbursements paid by the Agency within the immediately preceding year of at least one hundred dollars (\$100) for each individual charge for services or product received. An “individual charge” includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body.

The timing of the reporting is scheduled to occur after the fiscal year end audit field work but no later than October 1st per the resolution. The report for Fiscal Year 2022/23, presented just after October 1, is herein presented to the Board of Directors in accordance with Resolution No. 19R-02 Establishment of a Disclosure of Reimbursement(s) Policy (attached).

RECOMMENDATION

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

1. Receive and File the annual disclosure of reimbursements for fiscal year 2022/23.

BACKGROUND/ANALYSIS

The following table includes all reimbursements exceeding \$100 in fiscal year 2022/23:

Expense Reimbursement			
FY2022/23			
Date	Name	Purpose	Amount
10/25/2022	M. West	Community Water Systems Alliance Annual Meeting - Hotel, Sacramento	\$ 499.22
11/28/2022	M. Caruso	Annual Safety Boot Allowance Reimbursement	\$ 250.00
12/15/2022	M. Heller	Reimbursement for 8 Notary Signatures	\$ 120.00
2/3/2023	M. Heller	Mileage Reimbursement Jan for Agenda Posting	\$ 104.80
5/4/2023	C. Dicht	ASBCSD Mileage Reimbursement	\$ 120.52
5/8/2023	M. West	Reimbursement for Assoc. CA Water Agency, Annual Conf., Monterey, CA - Hotel for M. West and M. Close-Dees. M. West made and paid for reservations (2 rooms/3 nights)	\$ 2,113.40
5/8/2023	M. Heller	Mileage Reimbursement Jan for Agenda Posting	\$ 123.14
6/18/2023	D. Rewal	Annual Safety Boot Allowance Reimbursement	\$ 244.68
6/21/2023	R. Carrick	Reimburesemt for Overpayment of 3rd Party Benefits for Calendar Year 2022	\$ 118.26

O:\Open Share\B-Month End Reports\Annual Reimbursement Disclosure

PRIOR RELEVANT BOARD ACTION(S)

3/26/2019 Motion No. 19-016 Adopt Resolution No. 19R-02 Establishment of a Disclosure Reimbursement Policy.

RESOLUTION NO. 19R-02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHMENT OF A DISCLOSURE OF REIMBURSEMENT POLICY**

WHEREAS, Section 53065.5 of the Government Code of the State of California requires that each special district shall, at least annually, disclose any reimbursement paid by the Agency within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received; and

WHEREAS, an "individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the Agency; and

WHEREAS, the disclosure requirement shall be fulfilled by submitting an annual disclosure reimbursement report to the Board of Directors no later than October 1st after the end of each fiscal year; and

WHEREAS, the annual disclosure reimbursement report will be made available for public inspection; and

WHEREAS, the Board of Directors desires to establish a Disclosure of Reimbursement Policy for the annual disclosure of reimbursements in accordance with Section 53065.5 of the Government Code of the State of California.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Bighorn-Desert View Water Agency does hereby Resolve, Determine and Order that the Bighorn-Desert View Water Agency complies with section 53065.5 of the Government Code of the State of California regarding a Disclosure of Reimbursement Policy.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Bighorn-Desert View Water Agency this 26th day of March 2019.

AYES: McBride, Cori-Lorono, Burkhart, Coulombe, McKenzie

NAYS:

ABSTAIN:

ABSENT:

By 
Michael McBride, President

Attest:


John R. Burkhart, Board Secretary





BIGHORN-DESERT VIEW WATER AGENCY

Our Mission - "To provide a high quality supply of water and reliable service to all customers at a fair and reasonable rate."

Finance/Public Relations/Education and Personnel

Standing Committee Meeting Minutes

Committee Members: Director McKenzie & Director Dicht

BOARD MEETING OFFICE
1720 N. CHEROKEE TR.
LANDERS, CALIFORNIA 92284

July 18, 2023
Time – 4:00 P.M.

PUBLIC AND BOARD WISHING TO PARTICIPATE REMOTELY
TELECONFERENCE LINE THRU ZOOM 669-900-6833

OR

Join Zoom Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82530413999?pwd=NlhBYk5xNWcyVXVmU2FhK09ablFKUT09>

Passcode: 136750

Or

Dial: 1-669-900-6833

Webinar ID: 825 3041 3999

Passcode: 136750

--- NOTE ---

Director Dicht will attend via teleconference

From the location identified as

16 N. Martindale Ave., Ventnor City, New Jersey, 08406

CALL TO ORDER

Chair McKenzie called the meeting to order at 4:03 pm.

PLEDGE OF ALLEGIANCE

Led by Chair McKenzie.

ROLL CALL

Directors Present: Chair McKenzie
Director Dicht

Staff Present: Marina West
Rosa Carrick

Public Present: 1 member(s) of the public indicated they were participating via teleconference. 0 members of the public were present in the meeting room. 2 member(s) of the Board were present as observers.

APPROVAL OF AGENDA

Director Dicht moved to approve the Agenda as presented. Seconded by Director McKenzie.

Discussion and Action Items -

- 1. Review Report of “True Bad Debt” Write-off from July 2022 through June 2023 of \$1,509.80**
GM West reviewed the staff report in the Agenda Packet and a Powerpoint presentation.

Public Comment: None.

- 2. Review Status Report of Bad Debt from Uncollectable Secured Property Tax Liens for FY2015/16**

GM West reviewed the staff report in the Agenda Packet and a Powerpoint presentation.

GM West answered questions from the Committee members. Director Dicht noted that his observation is that the Agency, over these seven years, has collected 99.5% of this 2015/16. He feels this is a very good indication that this process works.

Public Comment: None.

- 3. Review Draft Bighorn-Desert View Water Agency Banking Policy**

GM West reviewed the staff report in the Agenda Packet and a Powerpoint presentation.

Chair McKenzie asked about other staff involved and process questions. Director Dicht did provide comments prior to the meeting for incorporation into the Policy.

Comments received included, whether or not the Board member signature should be obtained before or post-transfer with agreement that a signature should be obtained in either instance. In addition, consideration should be given to the *Safety, Liquidity, Yield* framework for agency investment policy. In particular noting that with interest returns becoming possible in these liquid accounts, the nature of banking vs investment starts to overlap. Lastly, does this policy meet the cyber insurance requirements for “wire transfers” as defined in their insurance policy.

Public Comment: None.

4. Consent Items –

- a. FPREP Committee Meeting Minutes April 18, 2023**
- b. FPREP Committee Meeting Minutes May 17, 2023**

- c. PARS Investment Statement **April and May 2023**
- d. Grant Status Report as of **July 10, 2023**

Recommended Action:
Approve as presented.


Committee approved the Consent Item(s) a thru d.

5. Public Comment Period
None.

- 6. Verbal Reports** - Including Reports on Courses/Conferences/Meetings.
- 1. Committee Members' Comments/Reports – None.
 - 2. General Manager's Report – None.

7. Adjournment
Chair McKenzie adjourned the meeting at 4:34 pm.

Approved by:



JoMarie McKenzie, Committee Chair



Official Seal