



BIGHORN-DESERT VIEW WATER AGENCY

FINANCE/PUBLIC RELATIONS & EDUCATION/ PERSONNEL COMMITTEE MEETING AGENDA

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

**July 7, 2009
TUESDAY
4:00 P.M.**

*The BDVWA Finance/Public Relations & Education/Personnel Committee meeting is noticed as a joint meeting with the Board of Directors for the purpose of strict compliance with the Brown Act. Members of the Board who are not assigned to the Finance/Public Relations & Education/Personnel Committee will participate as observers at the meeting.

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF THE AGENDA**

Public Participation - Public is invited to comment on any item on the agenda during discussion of that item. You may wish to submit your comments in writing to assure that you are able to express yourself adequately. In giving your public comment, please state your name and have your information prepared. Due to time constraints, a three minute time limit may be imposed. 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, please contact the Board Secretary during Agency business hours by calling 760-364-2315.

1. **PUBLIC PARTICIPATION-** Any person may address the Committee on any matter within the District's jurisdiction on items not appearing on this agenda.
2. **DETAILED DISCUSSION OF AGENCY DEBT OBLIGATIONS, ACTUAL REVENUE AND EXPENSES** - Summary of Actual Revenue and Expenses for Fiscal Years 2006/07, 2007/08, 2008/09 against Fiscal Year 2009/10 Budget and Relationship between Capital Improvement Project Costs and LAIF Cash Balances for Restricted and Unrestricted Purposes.
3. **PUBLIC RELATIONS AND COMMUNITY OUTREACH PLANNING** - Committee to discuss and provide feedback to staff regarding public relations and community outreach efforts to be undertaken this fiscal year.

4. **RESULTS OF DIRECTORS' 2009 SEMINAR COURSE LIST SURVEY** - Committee to review requests received and recommend approval to Board for new fiscal year courses and related expenses.
5. **STANDING COMMITTEE PROJECT LIST**
6. **DIRECTORS' COMMENTS / REPORTS**
7. **GENERAL MANAGER'S COMMENTS / REPORTS**
8. **ITEMS FOR NEXT AGENDA**
9. **ADJOURNMENT**

Materials related to an item on this Agenda submitted to the Committee Members after distribution of the agenda packet are available for public inspection in the Bighorn-Desert View Water Agency office at 622 S. Jemez Tr., Yucca Valley, CA during normal business hours.

**BIGHORN DESERT VIEW WATER AGENCY STANDING COMMITTEE
FINANCE/PUBLIC RELATIONS/EDUCATION/PERSONNEL
AGENDA ITEM SUBMITTAL**

Meeting Date: July 7, 2009

To: Financial/PR/Education/Personnel Comm.
Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

Cost: N/A

Funding Source: N/A

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Summary of Actual Revenue and Expenses for Fiscal Years 2006/07, 2007/08, 2008/09 against Fiscal Year 2009/10 Budget and Relationship between Capital Improvement Project Costs and LAIF Cash Balances for Restricted and Unrestricted Purposes

SUMMARY

In late November 2008, staff informed the Board that the pool of monies residing in the Local Agency Investment Fund (LAIF) belonged to several different accounting categories such as customer account deposits and positive cash variances within the Bighorn Mountains, Desert View and Mojave Water Agency debt service accounts. It was also noted that the total LAIF account balance was lower than the sum of the individual fund balance audit schedules. A thorough review of past Board meeting minutes does not indicate the full Board was ever clearly and consistently informed about the fund categories and applicable restrictions on their use during times when the Board was asked to approve the expenditure of funds for major replacement and refurbishment projects.

At the time of discovery, the information was brought to the full current Board and public by the Chair of the Finance Committee and staff was charged with reconciling the issue between the LAIF cash balance and the individual fund balances.

In order to reconcile the fund categories, the new audit firm, Mayer Hoffman McCann, has requested historical information about revenue and expenses as well as major project endeavors which could legally be categorized as legitimate expenses from one or more debt service accounts. Once finalized the Board will be asked to review and approve a plan to correct the fund variances thus balancing the LAIF to the individual debt service, liability and cash account schedules.

Staff will brief the Committee on the three year revenue and expense analysis and the identify expenses that could subsequently be reallocated to the debt service accounts in order to rebalance the LAIF fund.

RECOMMENDATION

Information and discussion only.

BACKGROUND/ANALYSIS

Attached is a three year summary of actual revenue and expenses for the Agency compared to the recently approved Fiscal Year 2009/2010 Operating Budget for review and discussion purposes.

As far as the LAIF account cash balance, the record shows that large replacement and refurbishment project expenditures were brought before the Board for approval but there is no record indicating the Board was informed of any limitations, lack of, or dwindling supply of unrestricted reserve cash. At some point during FY2007/08 the unrestricted cash was exhausted but expenditures continued and by default the debt reserve balances were tapped.

Most importantly, the positive variance in the different debt reserve accounts is directly related to the amount of funds collected on either the Bighorn Mountains Ad Valorem property tax or the Desert View water bill surcharge minus the annual principal and interest payments due on the associated bonds. The debt service schedules as of June 30, 2009 for each account are attached. For the Bighorn Mountains and the Desert View debt service, the information in the debt service schedule shows that nearly every fiscal year since the bonds were sold the Agency has collected and then accumulated more funds than required to meet just the principal and interest payments. It was first in FY2009/2010 that staff recommended the Board deliberately collect \$20,000 above principal and interest to meet its obligation to maintain the water system during the life of the bond. Infrastructure improvements are needed and the legality of this approach was discussed with this Committee and the Board on four occasions. The issue then became one of Board policy to invoke such powers. The Board received a comprehensive overview of their legal powers and duties at the June 23rd Special meeting of the Board.

The issue of how to resolve the discrepancy between the actual LAIF balance and the debt service schedules was put before the Agency auditor in FY2007/08 but the auditor did not document any concern. Subsequently, Agency General Counsel was directed to provide a detailed overview of the Agency Debt Obligations, and powers and duties of the Agency Board to set rates and taxes thereunder. Now that it has been determined that it is lawful to collect more than just principal and interest thru both the BH ID 1 Ad Valorem and the DV surcharge, it is appropriate to document justified expenses from past fiscal years and reallocate funds so the LAIF account can be balanced beginning FY2009/10.

Staff will review the debt service schedules for the Committee, address any questions or concerns and provide information on the types and amounts of expenditures which could be reallocated to an appropriate debt service schedule thus bringing the debt service schedule balances in-line with the actual cash account balance in LAIF.

PRIOR RELEVANT BOARD ACTION(S)

**3 YR. REVENUE ACCOUNT SUMMARY
EXHIBIT "A"**

REVENUE	ACCOUNTS	ADDITIONAL INFORMATION	06/07 Actual	07/08 Actual	08/09 Actual	09/10 Budget
41000	SERVICE LINE INSTALLATION FEE- Revenues to cover the actual cost of customer ordered service line installation.	Estimate 2 service line installations with 3/4-in meter @ \$1255 ea	17,100	4,500	4,920	2,510
41001	BASIC FACILITIES CHARGE- This fee is charged to brand new service line customers as a buy in to the system already partially funded by previous and current customers.	Estimate 2 service line installations @ \$4098	35,910	9,500	9,500	8,196
41100	WATER SALES CHARGES- Total revenues from the sales of water to metered customers through BH, DV and Bulk.	Based on 95 % of actual consumption from July '08 to May '09 at \$3 per one hundred cubic feet and bulk at \$8.5 per unit	548,070	492,795	486,239	485,459
41300	BASIC SERVICE CHARGE- Bi monthly billing to cover fixed O&M costs plus capital projects (non-specified funds)	Based on \$55 per customer per billing cycle	378,167	374,826	492,356	567,930
41600	FMHA SURCHARGE-Revenues generated via the bi-monthly billing of the Desert View customers to fund the debt service for the FMHA Revenue Bond. Issued in 1979 for \$700,000 for the purpose of constructing a water system. Term is 40 years at 5%. Annual Payment is approximately \$41,000. Payments due September (Interest approx. \$8,500) and April (Interest approx \$8,500 and principle \$24,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available "restricted" revenue.	Based on \$9.30 per customer per billing cycle. Projection is based on accumulation of \$7,550 for Replacement & Refurbishment of DV water system.	43,665	43,640	47,744	48,546
41700	INCOME OTHER- Delinquent water billing revenues, unlock charges, non sufficient funds check charges, clean and show charges, scrap metal sales, customer PIR fee, account setup charges.	Delinquent Charges \$14,000 year, Miscellaneous \$4000 year, UL&NSF \$3600	20,883	20,098	25,741	21,600
49100	INCOME GENERAL TAX ID BH 1%- This revenue is the portion of the County 1% tax which is passed on to special districts for general operating expenses. Monies are first earmarked for Agency-wide MWA Debt Participation. Coded on the property tax apportionment schedule as GA02.	General tax projection, significant property devaluation expected at around 30%. In addition a Suspension of Prop. 1A is expected to shift approx. 25% to State of California. This will be a loan.	47,731	54,861	57,539	30,918
49101	INCOME BOND DEBT BH FMHA- This revenue is generated through the issuance of an annual advalorem tax and assessed to all properties within the Bighorn (north side of the Agency). In 2008/2009 this amount is assessed at .21 per \$100 of assessed valuation. Issued in 1979 for \$1,875,000 for the purpose of constructing and maintaining a water system. Term is 40 years, at 5%. Annual payment is approximately \$106,000. Payments are due December (Interest approx. \$20,000) and June (Interest \$20,000 and principle \$66,000). Extra revenue collected is used for replacement & refurbishment and is tagged as available "restricted" revenue.	Projection is based on accumulation of an additional \$20,000 for Replacement & Refurbishment of BH water system.	110,844	122,256	142,573	125,900
49102	INCOME GENERAL TAX ID DV 1%- This revenue is the portion of the County 1% General tax which is passed on to special districts for general operating expenses. Monies are first earmarked for Agency-wide MWA Debt Participation. Coded on the property tax apportionment schedule as GA01.	General tax projection, significant property devaluation expected at around 30%. In addition a Suspension of Prop. 1A is expected to shift approx. 25% to State of California. This will be a loan.	47,255	54,137	56,421	32,027
49200	INTEREST INCOME- Interest revenue from our Local Agency Investment Fund account. Interest posted to this account is earned on the non-specific or non-bond monies.	Interest income Anticipate <3% interest	22,502	28,175	11,609	2,000
49201	INTEREST INCOME BOND FUNDS- Interest revenue from our Local Agency Investment Fund Account. Interest earned on the restricted bond revenues variance is posted to this account.	Interest income on restricted bond funds Anticipate <3% interest	21,372	0	0	6,000
49600	OTHER NON OPERATING INCOME- Revenues from delinquent property tax payments. Ames testing reimbursement. Misc other non operating revenues	Miscellaneous outstanding standby fee penalties.	14,315	1,143	233	500
TOTAL						\$1,331,586

**3 YR EXPENSE ACCOUNT SUMMARY
EXHIBIT "A"**

EXPENSE	ACCOUNTS	06/07 Actual			07/08 Actual			08/09 Actual			09/10 Budget		
54102	OPERATIONS COMPENSATION*	Four field employees with additional overtime and standby hours	161,468	227,420	201,836	\$	199,000.00						
54103	UNIFORMS	Shoes \$750, Uniform Lease Service \$1550; jackets \$375	1,045	3,943	2,001	\$	2,420.00						
54105	VERIZON-TELEMETRY	375 X 12 months-36 month fixed lease	4,280	4,102	4,248	\$	4,500.00						
54106	VEHICLE/TRACTOR/EQUIP EXPENSE*	Includes new tires for fleet, routine maintenance, large equipment repairs, vehicle decals	2,274	5,430	8,527	\$	9,000.00						
54107	VEHICLE EXPENSE- FUEL	Projections based on prior 7 month trend.	14,670	23,917	20,891	\$	20,000.00						
54109	FIELD MATERIAL & SUPPLIES*	All materials and supplies used in the maintenance of the water distribution system, safety/traffic control and small tools.	33,114	92,497	22,139	\$	45,000.00						
54111	WATER TESTING	Bact \$3360, Nitrates all wells 09 \$160, General Piv at SS \$2400, GP @ Wells \$160, Pb/Cu testing cycle in 2009/10 \$750, T22 \$2,200	8,242	12,664	6,704	\$	9,000.00						
54112	ENGINEERING-IN HOUSE	Engineering/ Hydrogeologic consultant services	0	1,373	0	\$	10,000.00						
54114	SYSTEM REPAIRS	Routine repairs/maintenance for wells, pumps, boosters, pressure reducing stations costs, etc.	11,472	1,832	3,397	\$	12,000.00						
54115	BUILDING REPAIR AND MAINT	Trash \$900, Security \$500, Shop Sec. \$480, Fire extinguisher maintenance \$600, Miscellaneous repairs \$2000, cleaning service \$2200.	4,068	5,379	6,684	\$	6,680.00						
54117	AMES BASIN MONITORING	Hanson about \$3000 plus misc water testing 6500	1,213	2,974	3,000	\$	9,500.00						
54119	COMMUNICATIONS EXP	AT&T Cell phones	2,469	3,338	2,617	\$	3,200.00						
54121	DISINFECTION EXPENSE	Chlorine \$500, Misc \$500	3,270	6,636	4,402	\$	4,000.00						
54125	POWER WELLS & BOOSTER	Based on prior 12 months usage	59,217	58,312	53,218	\$	62,000.00						
54130	OTHER OPER EXPENSES	Dump charges \$600, misc petty cash \$500, misc. visa expenses \$500, SWRCB \$920, bee service \$500, DHS - \$4000, LAFCO 2009-2010 Budget Allocation thru. Co of SB Treasurer \$5,500, BLM rent for system \$1000	6,146	2,908	14,070	\$	13,520.00						
56001	DIRECTORS FEES	Regular Meeting \$6000, Misc \$800, Committee Meetings \$1200	7,600	12,950	9,550	\$	10,000.00						
56002	DIRECTOR MEETING EXPENSE	Miscellaneous Director education seminars and associated expenses	1,766	11,580	4,095	\$	10,000.00						
56003	ADMINISTRATION COMP*	Three full time office staff & General Manager	168,244	188,206	193,875	\$	217,000.00						
56005	ADMIN MEETING EXPENSE	Miscellaneous meetings with DWR, MWA, etc.	552	4,955	833	\$	1,000.00						
56006	CONTRACTUAL SERVICES- AUDITOR	Auditor	8,900	9,346	9,345	\$	28,000.00						
56007	CONTRACTUAL SERV- LEGAL	Legal Fees	145,406	96,883	80,700	\$	80,000.00						
56008	PERS	All Employees.	25,231	36,095	34,185	\$	37,000.00						
56009	PAYROLL TAXES*	Unemployment \$3500, Medicare match \$5600	8,515	9,316	10,604	\$	9,300.00						
56011	PHONE, FAX LINES, INTERNET	Main office phones \$4500, Internet access \$720; website maint. \$1000	4,984	5,560	6,469	\$	6,250.00						
56012	MAILING EXPENSE	Routine metered postage \$480 per month (\$5800), equip rental \$930, UPS-FedEx \$400, CCR mailing \$800	9,614	6,420	7,860	\$	7,900.00						
56014	CONTRACTUAL SERV- OTHER	Copier maintenance agreement \$3300, payroll processing \$3000, UBOC \$2400, Credit Card Processing \$4800, Datastream contract \$2,600, Datastream Programming \$1,200; Misc DataStream/Admin temp labor \$12,000, Safety Training Consultant \$2,500	30,512	74,466	64,633	\$	30,600.00						
56016	PROPERTY/LIABILITY EXPENSE	Property and Liability	41,665	44,910	35,357	\$	32,600.00						

**3 YR EXPENSE ACCOUNT SUMMARY
EXHIBIT "A"**

EXPENSE	ACCOUNTS	06/07 Actual			07/08 Actual			08/09 Actual			09/10 Budget		
56017	WORKERS COMP INS	All Employees	12,792	18,784	21,461							\$ 13,000.00	
56018	DUES & SUBSCRIPTIONS and ANNUAL FEES	AWWA \$350, ACWA \$3,800, DigAlert \$375, HI Desert Star \$33, CRWA \$550, Weinhoff \$250, CSDA \$1575, Misc \$100	10,850	15,527	6,791							\$ 7,050.00	
56020	POWER OFFICE & YARDS	Based on prior 8 months usage	7,036	7,368	5,075							\$ 5,200.00	
56022	BAD DEBT EXPENSE/WATER RELIEF	Bad debt and water bill relief	4,756	2,459	3,000							\$ 6,000.00	
56025	PROPANE	Office and Shop	1,287	1,509	1,133							\$ 1,000.00	
56030	OFFICE SUPPLIES	Printed items such as water bills, delinquent bills, envelopes, business cards, checks, for toner refills, printer ribbons, inks for printer supplies, consumable office supplies.	6,332	9,186	4,769							\$ 3,000.00	
56100	EMPLOYEE BENEFITS INS*	\$7585 x 12 months (8 employees) excludes copays	61,312	63,350	67,844							\$ 86,000.00	
56110	EMPLOYEE EDUCATION	Miscellaneous employee education training (\$3,000 for GM)	2,208	3,941	4,087							\$ 6,000.00	
56200	OFFICE EQUIPMENT EXPENSE	Computer repairs \$500, Misc office equipment, furniture & software \$2500, Postage ink \$450	3,061	4,238	2,339							\$ 3,450.00	
56300	CUSTOMER RELATIONS	Misc customer relations exp \$1000	665	606	712							\$ 1,000.00	
56400	OTHER ADMIN EXPENSES	County charges for property tax collection, employment advertising including bid recruitment and legal advertising, employee drug testing	3,281	3,664	2,598							\$ 2,000.00	
57360	MWA PIPELINE OMP&R		39,076	0	0							\$ -	
58100	ELECTION COSTS	General Election Estimate	-255	32,539	0							\$ 15,000.00	
	TOTAL EXPENSES											\$ 1,028,170.00	

**BIGHORN-DESERT VIEW WATER AGENCY
CASH IN DEBT SERVICE SCHEDULE - Bighorn ID "1"**

FISCAL YEAR	INCOME ACCT	DEBT SERVICE COLLECTED	TOTAL COLLECTED	PRINCIPAL & INTEREST ACCT	DEBT SERVICE PAID	TOTAL PAID	VARIANCE	TOTAL VARIANCE
1978/79	49101	84,698.40		57000				
	49201	373.98	85,072.38	22300		-	85,072.38	85,072.38
1979/80	49101	95,134.76		57000	57,955.48			
	49201	13,273.06	108,407.82	22300	15,000.00	72,955.48	35,452.34	120,524.72
1980/81	49101	108,792.07		57000	93,000.00			
	49201	13,683.40	122,475.47	22300	16,000.00	109,000.00	13,475.47	134,000.19
1981/82	49101	112,483.37		57000	92,200.00			
	49201	20,701.91	133,185.28	22300	17,000.00	109,200.00	23,985.28	157,985.47
1982/83	49101	90,535.58		57000	91,350.00			
	49201	16,256.04	106,791.62	22300	18,000.00	109,350.00	(2,558.38)	155,427.09
1983/84	49101	83,512.21		57000	90,450.00			
	49201	655.69	84,167.90	22300	19,000.00	109,450.00	(25,282.10)	130,144.99
1984/85	49101	91,616.81		57000	89,500.00			
	49201	16,215.73	107,832.54	22300	20,000.00	109,500.00	(1,667.46)	128,477.53
1985/86	49101	88,499.38		57000	88,500.00			
	49201	10,721.43	99,220.81	22300	21,000.00	109,500.00	(10,279.19)	118,198.34
1986/87	49101	106,270.12		57000	87,450.00			
	49201	6,376.85	112,646.97	22300	22,000.00	109,450.00	3,196.97	121,395.31
1987/88	49101	109,068.27		57000	86,350.00			
	49201	6,897.11	115,965.38	22300	23,000.00	109,350.00	6,615.38	128,010.69
1988/89	49101	88,827.59		57000	85,200.00			
	49201	9,836.02	98,663.61	22300	24,000.00	109,200.00	(10,536.39)	117,474.30
1989/90	49101	99,456.93		57000	84,000.00			
	49201	10,564.32	110,021.25	22300	27,000.00	111,000.00	(978.75)	116,495.55
1990/91	49101	108,249.72		57000	82,650.00			
	49201	10,148.99	118,398.71	22300	28,000.00	110,650.00	7,748.71	124,244.26
1991/92	49101	122,668.46		57000	81,250.00			
	49201	8,749.78	131,418.24	22300	30,000.00	111,250.00	20,168.24	144,412.50
1992/93	49101	82,385.42		57000	79,750.00			
	49201	7,396.74	89,782.16	22300	31,000.00	110,750.00	(20,967.84)	123,444.66

**BIGHORN-DESERT VIEW WATER AGENCY
CASH IN DEBT SERVICE SCHEDULE - Bighorn ID "1"**

FISCAL YEAR	INCOME ACCT	DEBT SERVICE COLLECTED	TOTAL COLLECTED	PRINCIPAL & INTEREST ACCT	DEBT SERVICE PAID	TOTAL PAID	VARIANCE	TOTAL VARIANCE
1993/94	49101	137,366.42		57000	78,200.00			
	49201	6,539.83	143,906.25	22300	33,000.00	111,200.00	32,706.25	156,150.91
1994/95	49101	122,777.31		57000	76,550.00			
	49201	9,685.33	132,462.64	22300	34,000.00	110,550.00	21,912.64	178,063.55
1995/96	49101	148,797.45		57000	74,850.00			
	49201	10,920.06	159,717.51	22300	36,000.00	110,850.00	48,867.51	226,931.06
1996/97	49101	146,888.85		57000	73,050.00			
	49201	14,644.67	161,533.52	22300	38,000.00	111,050.00	50,483.52	277,414.58
1997/98	49101	155,536.29		57000	71,150.00			
	49201	13,715.04	169,251.33	22300	40,000.00	111,150.00	58,101.33	335,515.91
1998/99	49101	99,564.35		57000	69,150.00			
	49201	19,077.90	118,642.25	22300	42,000.00	111,150.00	7,492.25	343,008.16
999/2000	49101	105,000.11		57000	67,050.00			
	49201	19,972.86	124,972.97	22300	43,000.00	110,050.00	14,922.97	357,931.13
000/2001	49101	96,419.35		57000	64,900.00			
	49201	22,505.76	118,925.11	22300	44,000.00	108,900.00	10,025.11	367,956.24
001/2002	49101	97,931.65		57000	62,700.00			
	49201	12,763.22	110,694.87	22300	45,000.00	107,700.00	2,994.87	370,951.11
002/2003	49101	100,156.24		57000	60,450.00			
	49201	8,124.31	108,280.55	22300	46,000.00	106,450.00	1,830.55	372,781.66
003/2004	49101	101,550.77		57000	58,150.00			
	49201	6,046.88	107,597.65	22300	48,000.00	106,150.00	1,447.65	374,229.31
004/2005	49101	121,154.51		57000	55,750.00			
	49201	8,451.76	129,606.27	22300	50,000.00	105,750.00	23,856.27	398,085.58
005/2006	49101	93,953.19		57000	53,249.98			
	49201	14,736.43	108,689.62	22300	52,000.00	105,249.98	3,439.64	401,525.22
006/2007	149101	110,843.85		57000	50,650.00			
	149201	20,732.33	131,576.18	22300	55,000.00	105,650.00	25,926.18	427,451.40
007/2008	149101	122,255.96		57000	47,900.00			
	149201	17,818.29	140,074.25	22300	58,000.00	105,900.00	34,174.25	461,625.65

**BIGHORN-DESERT VIEW WATER AGENCY
CASH IN DEBT SERVICE SCHEDULE - Bighorn ID "1"**

<u>FISCAL YEAR</u>	<u>INCOME ACCT</u>	<u>DEBT SERVICE COLLECTED</u>	<u>TOTAL COLLECTED</u>	<u>PRINCIPAL & INTEREST ACCT</u>	<u>DEBT SERVICE PAID</u>	<u>TOTAL PAID</u>	<u>VARIANCE</u>	<u>TOTAL VARIANCE</u>
2008/2009	149101	142,572.88	150,427.50	57000	44,999.98	106,999.98	43,427.52	505,053.17
	149201	7,854.62		22300	62,000.00			
		<u>3,655,710.21</u>	<u>3,740,408.61</u>		<u>3,235,355.44</u>	<u>3,235,355.44</u>	<u>505,053.17</u>	

Annual Payment Schedule

Interest & Principal due June 1
Interest only due December 1

BH Variance to date June 30, 2009

505,053.17

**BIGHORN-DESERT VIEW WATER AGENCY
CASH IN DEBT SERVICE SCHEDULE - Desert View**

<u>FISCAL YEAR</u>	<u>INCOME ACCT</u>	<u>DEBT SERVICE COLLECTED</u>	<u>TOTAL COLLECTED</u>	<u>PRINCIPAL & INTEREST ACCT</u>	<u>DEBT SERVICE PAID</u>	<u>TOTAL PAID</u>	<u>VARIANCE</u>	<u>TOTAL VARIANCE</u>
1990/91	41600	56,043.67		59100	31,398.84	41,398.84	14,644.83	14,644.83
1991/92	41600	42,166.40	56,043.67	21101	10,000.00			
1992/93	41600	40,919.00	42,166.40	59100	30,898.84	40,898.84	1,267.56	15,912.39
1993/94	41600	40,295.75	40,919.00	21101	10,000.00			
1994/95	41600	40,869.73	40,295.75	59100	29,398.84	41,398.84	(479.84)	15,432.55
1995/96	41600	39,946.23	40,869.73	21101	12,000.00			
1996/97	41600	40,889.11	40,869.73	59100	29,848.84	40,848.84	(553.09)	14,879.46
1997/98	41600	39,941.66	40,889.11	21101	11,000.00	41,298.84	(429.11)	14,450.35
1998/99	41600	39,122.46	39,941.66	59100	29,298.84	40,698.84	(752.61)	13,697.74
1999/2000	41600	39,523.35	40,889.11	21101	12,000.00	41,098.84	(209.73)	13,488.01
2000/2001	41600	39,649.13	39,941.66	59100	28,698.84	40,448.84	(507.18)	12,980.83
2001/2002	41600	39,064.76	39,122.46	21101	12,000.00	40,798.84	(1,676.38)	11,304.45
2002/2003	41600	41,500.17	39,523.35	59100	14,000.00	41,098.85	(1,575.50)	9,728.95
2003/2004	41600	41,696.16	39,649.13	21101	26,098.85	40,348.85	(699.72)	9,029.23
2004/2005	interest	130.09	41,826.25	59100	15,000.00	40,598.85	(1,534.09)	7,495.14
	41600	42,225.08	39,064.76	21101	24,598.85	40,948.84	877.41	9,073.87
	interest	166.50	42,391.58	59100	16,000.00	41,324.12	1,067.46	10,141.33
				21101	23,798.85			
				21101	17,000.00	40,798.85	701.32	8,196.46
				59100	22,948.84			
				21101	18,000.00	40,948.84	877.41	9,073.87
				59100	22,324.12			
				21101	19,000.00	41,324.12	1,067.46	10,141.33

**BIGHORN-DESERT VIEW WATER AGENCY
CASH IN DEBT SERVICE SCHEDULE - Desert View**

FISCAL YEAR	INCOME ACCT	DEBT SERVICE COLLECTED	TOTAL COLLECTED	PRINCIPAL & INTEREST ACCT	DEBT SERVICE PAID	TOTAL PAID	VARIANCE	TOTAL VARIANCE
2005/2006	41600	42,963.79	43,321.09	59100	21,098.84	41,098.84	2,222.25	12,363.58
	interest	357.30		21101	20,000.00			
2006/2007	41600	43,665.26	44,305.24	59100	20,300.00	41,300.00	3,005.24	15,368.82
	interest	639.98		21101	21,000.00			
2007/2008	41600	43,639.59	43,918.88	59100	19,048.84	41,048.84	2,870.04	18,238.86
	interest	279.29		21101	22,000.00			
2008/2009	41600	47,743.93	48,565.93	59100	17,948.84	40,948.84	7,617.09	25,855.95
	interest	822.00		21101	23,000.00			
		804,260.39	804,260.39	778,404.44		778,404.44	25,855.95	

Annual Payment Schedule

interest & Principal due April 1
interest only due October 1

Desert View Variance to date June 30, 2009

25,855.95

**BIGHORN-DESERT VIEW WATER AGENCY
MOJAVE WATER AGENCY DEBT SERVICE SURPLUS REVENUES COLLECTED**

<u>FISCAL YEAR</u>	<u>INCOME ACCT</u>	<u>DEBT SERVICE COLLECTED</u>	<u>TOTAL COLLECTED</u>	<u>EXPENSE ACCT</u>	<u>DEBT SERVICE PAID</u>	<u>TOTAL PAID</u>	<u>VARIANCE</u>	<u>TOTAL VARIANCE</u>
2002/2003	49400 interest	237,587.26	237,587.26	57350	208,303.00	208,303.00	29,284.26	29,284.26
2003/2004	49400 interest	248,866.76	249,329.48	57350	208,539.00	208,539.00	40,790.48	70,074.74
2004/2005	49400 interest	164,524.89	166,070.02	57350	34,732.00	34,732.00	-	-
2005/2006	49400 interest	1,545.13	50,660.51	57350	72,304.00	72,304.00	131,338.02	201,412.76
2006/2007	49400 interest	42,917.67	50,660.51	57350	73,142.00	73,142.00	(21,643.49)	179,769.27
2007/2008	49400 interest	7,742.84	9,363.21	57350	71,330.00	71,330.00	(63,778.79)	115,990.48
2008/2009	49400 interest	9,363.21	4,645.97	57350	73,198.00	71,330.00	(66,684.03)	49,306.45
		23,031.32	23,891.55	57350	73,198.00	73,198.00	(49,306.45)	0.00
		860.23						
		<u>713,010.48</u>	<u>713,010.48</u>		<u>668,350.00</u>	<u>668,350.00</u>	<u>-</u>	

Annual Payment Schedule

Expense payment due on June 30

MWA Variance to date June 30, 2009

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**BIGHORN DESERT VIEW WATER AGENCY STANDING COMMITTEE
FINANCE/PUBLIC RELATIONS/EDUCATION/PERSONNEL
AGENDA ITEM SUBMITTAL**

Meeting Date: July 7, 2009

To: Financial/PR/Education/Personnel Comm.
Board of Directors

Budgeted: No
Budgeted Amount: N/A
Cost: N/A
Funding Source: N/A

From: Marina D. West

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

Subject: Public Relations and Community Outreach Planning

SUMMARY

Staff is interested in obtaining feedback from the FPREP Standing Committee regarding public relations and community outreach efforts to be undertaken this fiscal year.

RECOMMENDATION

Information and discussion only.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

No further research conducted

**BIGHORN DESERT VIEW WATER AGENCY STANDING COMMITTEE
FINANCE/PUBLIC RELATIONS/EDUCATION/PERSONNEL
AGENDA ITEM SUBMITTAL**

Meeting Date: July 7, 2009

To: Financial/PR/Education/Personnel Comm.
Board of Directors

Budgeted: Yes

Budgeted Amount: \$10,000.00

Cost: TBD (pending full Board approval)

Funding Source: Operations

Director Meeting Expense (line 56002)

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Results of Directors' 2009 Seminar / Course List Survey

SUMMARY

Committee to review Seminar / Course List requests received from Board members and recommend approval to Board for new fiscal year courses and related expenses.

RECOMMENDATION

Information and discussion only.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

No further research conducted

Table 1

FINANCIAL/PUBLIC RELATIONS/EDUCATION/PERSONNEL STANDING COMMITTEE PROJECT LIST		
SUBJECT	STATUS	COMMENTS
Public Relations	7/7/2009	Committee to discuss public relations and community outreach planning objectives
Employee Relations		
Employee Handbook Update	completed	
Job Descriptions	ongoing	Executive Secretary/Personnel Administration - done.
Organizational Chart	completed	
Medical Benefits		
	ongoing	Staff awaiting input from insurance vendors on plan definitions and costs.
Water Loss Billing Relief Policy		
	introduce to Committee	Recommend that Committee address existing water loss relief policy
Board of Directors Compensation Policies	referred to committee	
		Sets Director "per diem" compensation policy
Ordinance 08O-01 Revision		Sets methods and practices for other types of Director compensation
Official Duties Policy		
Mission/Vision/Value Statement	2/28/2009	Update mission statement from Workshop 2009
Inactive Meters		Staff has calculated 96 customers on Desert View, and 131 customers in Bighorn have opted to keep meter connections and are paying. No communication from the remaining customers.
Guidelines for use of audio and visual recording equipment at Agency meetings.	4/28/2009	
Bulk Hauling Rates and Fees	9.10.2008	Chair McBride requested staff to look into guidelines. No progress to date.
Agency Logo for Vehicles and Signs	done	New rate in place.
	introduce to committee	Review layout of various logo designs intended to be utilized on Agency vehicles and signs

Updated for 7/7/2009