



## 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

January 09, 2024  
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/87117021547?pwd=RmEycGF6eFJobjI5aUx4dCtQSkt1QT09>

Passcode: 470800

OR

TELECONFERENCE LINE THRU ZOOM

1-669-900-6833

Webinar ID: 87117021547

Passcode: 470800

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. Board to Appoint a President

The Board of Directors to select a Director to be appointed President by a majority roll call vote.

**2. Board to Appoint a Vice President**

The Board of Directors to select a Director to be appointed Vice President by a majority roll call vote.

**3. Board to Appoint a Secretary**

The Board of Directors to select a Director to be appointed Secretary by a majority roll call vote.

**4. Resolution No. 24R-XX Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees.**

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

1. Resolution No. 24R-XX Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees.
2. President with Board consensus, to consider approving the Standing Committees, Ad Hoc Committee and Other Meeting Assignments for Calendar Year 2024

**5. Resolution No. 24R-XX Adopting the Directors` Compensation List "A" and "B"**

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

1. Adopt Resolution No. 24R-XX Adopting the Directors` Compensation List "A" and "B".

**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 Meeting Minutes, December 12, 2023
- b. Financial Statements
  1. Balance Sheet(s) – November 2023
  2. Budget Sheet(s) – November 2023
- c. Receive and File Disbursements – November 2023
- d. Service Order Report – November 2023
- e. BDV Production Report for – December 2023
- f. Goat Mountain Production Report for – December 2023

Recommended Action:

Approve as presented.

**7. Matters Removed from Consent Items**

**8. 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.

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

1. General Manager Report
2. Assistant General Manager Report
3. Director Reports

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

**Public Comments:** You may wish to submit your comments in writing to assure that you are able to express yourself adequately. Per Government Code Section 54954.2, any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, should contact the Board's Secretary at 760-364-2315 during Agency business hours.

**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 – Quarterly, First Monday at 5 pm, beginning January 2024.

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

**Meeting Date:** January 9, 2024

**To:** Board of Directors

**Budgeted:** N/A

**Budgeted Amount:** N/A

**Cost:** N/A

**From:** Daniel Best

**General Counsel Approval:** N/A – non-substantive changes

**CEQA Compliance:** N/A

**Subject: Resolution No. 24R-XX Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees**

---

**SUMMARY**

Prior to making appointments to the various committees as shown in the attached Exhibit A, staff is recommending several minor adjustments/changes to *Resolution 23R-02 Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees*.

Although minor, the changes require the Board of Directors to adopt a new resolution. Thereafter, the Board can consider the assignments as proposed for calendar year 2024.

**RECOMMENDATION**

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

1. Adopt Resolution No. 24R-XX Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees; and
2. Make assignments to the Committees and Other Appointments and Ad Hoc Committees as proposed.

**BACKGROUND/ANALYSIS**

Staff is recommending the following changes to the active Resolution No. 23R-02:

1. Change starting time of the Planning & Engineering/Legislative/Grant Committee from 9:30 am to 3:00 pm; and

Staff recommends adopting Resolution No. 24R-XX Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees.

Attached herein are the appointments as proposed for calendar year 2024.

**PRIOR RELEVANT BOARD ACTION(S)**

**1/10/2023 Motion No. M23-002** motion to adopt Resolution No. 23R-02 Establishing Standing Committees, Other Appointments and Authorized Assignments and Authorizing the Creation of Ad Hoc Committees

**2/8/2022 Motion No. M22-008** motion to amend the Standing Committee, Ad Hoc Committee and other Meeting Assignments for calendar year 2022 to include the monthly Landers Association Meetings and Adopt Resolution No. 22R-01 adopting the Directors' Compensation List.

**3/27/2018 Motion No. M18-015** Motion to adopt Resolution 18R-02 which establishes a policy for Reimbursement of Actual and Necessary Expenses for Board Members.

**RESOLUTION NO. 24R-XX**

**POLICY STATEMENT OF THE BOARD OF DIRECTORS OF THE  
BIGHORN-DESERT VIEW WATER AGENCY  
ESTABLISHING STANDING COMMITTEES, OTHER APPOINTMENTS AND AUTHORIZED  
ASSIGNMENTS AND AUTHORIZING THE CREATION OF AD HOC COMMITTEES**

**WHEREAS**, the Board of Directors of the Bighorn-Desert View Water Agency desires to ensure efficient administration of the Bighorn-Desert View Water Agency ("Agency") by the establishment of standing committees of the Board of Directors ("Board"). Authorizing appointments to the Morongo Basin Pipeline Commission and the Mojave Water Agency Technical Advisory Committee and the authorization for the creation of ad hoc committees of the Board.

**WHEREAS**, from time to time the Board of Directors' identifies certain regular community meetings or association meetings which justify attendance by one or more members of the Board of Directors and thus become an "Authorized Meeting" as defined in the *Policy for Reimbursement of Actual and Necessary Expenses*"; and

**WHEREAS**, standing committees allow for the productive use of Directors' individual expertise on matters and to work with staff in developing better background information for the full Board's consideration; and

**WHEREAS**, Agency standing committees shall be subject to meeting requirements specified under the Ralph M. Brown Act, California Government code sections 54950 through 54963.

**WHEREAS**, this Resolution rescinds and repeals Resolution No. 23R-02.

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

The Board President shall, with board consensus, appoint and publicly announce the members of the standing committees, other Appointments and other assignments at one of the regularly scheduled meetings of the Board during the annual Board reorganization proceedings and at other meetings of the Board as circumstances may require.

Each standing committee shall have a maximum of two (2) members and one (1) alternate. Each standing committee may hold a regularly scheduled meeting six (6) times per year. Special meetings may be called as deemed necessary by either the General Manager or the Committee Chairperson.

All standing committee meetings of the Bighorn-Desert View Water Agency shall hereafter be held at the Bighorn Office located at 1720 N. Cherokee Tr., Landers, CA 92285. All standing committee meetings, adjourned standing committee meetings and special standing committee meetings may be fixed from time to time and by legal public notice at times as determined by the standing committee or Board of Directors.

The Board's standing committees shall be assigned to review Agency functions, activities, and/or operations pertaining to their designated concerns as specified. Any recommendations resulting from said review shall be submitted to the Board via a written or oral report or meeting minutes.

The following shall be the Board's Standing Committees, duties  
and meeting schedule

**Planning & Engineering/Legislative/Grant Committee** - Meetings of the Bighorn-Desert View Water Agency Planning & Engineering/Legislative/Grant Committee (PLEGs) shall hereafter be held on the 3<sup>rd</sup> Tuesday of every other month beginning at 3:00 pm. This Committee meets on the even months: February, April, June, August, October, and December.

**Planning & Engineering** - shall be concerned with, but not limited to, the study and development of Agency operational goals, including planning /engineering reviews and proposals for capital improvement projects as well as the development and periodic review of the Agency's general plan, master plan, safety/security plans (i.e. Homeland Security, Vulnerability Assessment and facilities general security), etc.

**Legislative** - shall be concerned with matters related to, or involving other governmental and/or regulatory agencies which may have an effect on the Agency. It shall monitor and review legislation or potential legislation which may affect the Agency. The committee shall also annually review existing ordinances, resolutions and/or Agency policies, except those pertaining specifically to personnel matters.

**Grant** - shall be concerned with matters related to, or involving other governmental and/or regulatory agencies which may have an effect on the Agency's grants or grant policies. It shall monitor and review grant legislation or potential grant legislation which may affect the Agency and monitor and review progress of grant funded projects. This committee shall work directly with the General Manager and Grant Consultant(s) in an effort to obtain/secure grants.

**Finance/Personnel/Public Relations & Education Committee** - Meetings of the Bighorn-Desert View Water Agency Finance/Personnel/Public Relations & Education Committee (FPREP) shall hereafter be held on the 3<sup>rd</sup> Tuesday of every other month, beginning at 4:00 p.m. This Committee meets on the odd months: January, March, May, July, September, and November.



**Finance** - shall be concerned about, but not limited to the financial management of the Agency, including the preparation of an annual budget, periodic reviews of Agency revenues, Agency investments, expenditures, and audit.

**Personnel** - shall be concerned with the functions, activities, compensation, and welfare of agency staff. This committee shall work directly with the General Manager on personnel related matters.

**Public Relations & Education** - shall be concerned with assuring that information relative to the affairs of the Agency is accurately and appropriately communicated to the public. This committee shall work with staff on the Agency newsletter and website; developing and communicating water education programs for the public; the development of community, customer, and employee relations programs to enhance Agency/Customer relationships and understanding.

The following are meetings scheduled by and under the administrative control of the Mojave Water Agency. The Agency shall appoint a maximum of one (1) member and one (1) alternate

**Morongo Basin Pipeline Commission** – The Mojave Water Agency Morongo Basin Pipeline Commission is comprised of five officials, one from each of the member entities of the Improvement District M, including Mojave Water Agency, County of San Bernardino Service Area 70, Bighorn-Desert View Water Agency, Hi-Desert Water District and Joshua Basin Water District. The Commission addresses issues of interest to the residents in the Morongo Basin and pertinent to the Morongo Basin Pipeline project. The Commission generally meets quarterly. The meeting location varies each quarter with each member agency hosting meetings on a rotating schedule.

**Mojave Water Agency Technical Advisory Committee** – An independent, voluntary group of water purveyors, pumpers and other interested parties located within Mojave Water Agency (MWA) boundaries. The Technical Advisory Committee (TAC) meets in a public forum to discuss common concerns and acts to assist the MWA in pursuit of its legal objectives. The Committee generally meets the 1<sup>st</sup> Thursday of even months at 10:00 am at the MWA headquarters in Apple Valley.

The following are miscellaneous meetings authorized by the Board of Directors'

**Ad Hoc Committee Appointments** - The Board President shall, with board consensus, appoint such ad hoc committees as may be deemed necessary by the President or the Board of Directors. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 9<sup>th</sup> day of January 2024.

By \_\_\_\_\_  
John Burkhart, President of the Board

ATTEST,

\_\_\_\_\_  
Megan Close-Dees, Board Secretary

**Official Seal**



Standing Committees, Other Appointments & Authorized  
Assignments for Calendar Year 2024

(Proposed by BOD President on January 09, 2024)

---

**STANDING COMMITTEES**

**Planning/Legislative/Engineering & Grant Committee (3rd Tues. Even Months 3:00 p.m.)**

Member: Director Chapman

Member: Director Close-Dees

Alternate: Director Burkhart

**Finance/Public Relations/Education & Personnel Committee (3rd Tues. of Odd Months 4:00 p.m.)**

Member: Director McKenzie

Member: Director Burkhart

Alternate: Director Chapman

**Existing Ad Hoc Committees** - None

**OTHER APPOINTMENTS**

**Morongo Basin Pipeline Commission Representative**

Member: Director Close-Dees

Alternate: Director Chapman

**Mojave Water Agency Technical Advisory Committee Representative**

Member: Director Close-Dees

Alternate: Director Burkhart



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

**Meeting Date:** January 09, 2024

**To:** Board of Directors

**Budgeted:** Yes

**Budgeted Amount:** Annual Director  
Expense Budget

**Cost:** N/A

**From:** Daniel Best

**General Counsel Approval:** N/A – non-  
substantive changes

**CEQA Compliance:** N/A

**Subject:** Resolution No. 24R-XX Adopting the Directors' Compensation List "A" and "B"

---

**SUMMARY**

The Board of Directors is guided by the *Policy for Reimbursement of Actual and Necessary Expenses for Board Members* which was adopted by resolution in 2018 (Resolution No. 18R-02). Associated to the Policy is the Directors' Compensation List "A" and "B" also adopted by resolution. Staff is herein proposing changes to the compensation list and requesting the Board adopt the revised Resolution No. 24R-XX Adopting the Directors' Compensation List "A" and "B".

**RECOMMENDATION**

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

1. Adopt Resolution No. 24R-XX Adopting the Directors' Compensation List "A" and "B".

**BACKGROUND/ANALYSIS**

The Board of Directors is guided by the *Policy for Reimbursement of Actual and Necessary Expenses for Board Members* which was adopted by resolution in 2018 (Resolution No. 18R-02). The Board of Directors has an associated resolution that provides clarification on the types of meetings that are pre-approved for attendance and therefore authorizing Director per diem (ie. "Authorized Meetings"). In other words, if a type of meeting or event is not preauthorized then a Director must get approval from the full Board for that meeting to become an "Authorized Meeting".

Staff is recommending changes to the Exhibit A – Directors' Compensation List. More specifically, adding relevant and beneficial meetings to the category "B" description allowing for more education opportunities for the Board.

**PRIOR RELEVANT BOARD ACTION(S)**

**1/10/2023 Motion No. 23-001** Motion to adopt Resolution No. 23R-01, adopting the Directors' Compensation List.

**2/8/2022 Motion No. 22-008** Motion to amend the Standing Committee, Ad Hoc Committee and other Meeting Assignments for calendar year 2022 to include the monthly Landers Association Meetings and Adopt Resolution No. 22R-01 adopting the Directors' Compensation List.

**2/25/2020 Motion No. M20-019** Motion to adopt Resolution 20R-08 Establishing Standing Committees, Other Appointments and Authorizing the Creation of Ad Hoc Committees.

**3/27/2018 Motion No. M18-015** Motion to adopt Resolution 18R-02 which establishes a policy for Reimbursement of Actual and Necessary Expenses for Board Members.

**RESOLUTION NO. 24R-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BIGHORN-DESERT VIEW WATER AGENCY  
ADOPTING THE DIRECTORS' COMPENSATION LIST "A" AND "B"**

**WHEREAS**, the Bighorn-Desert View Water Agency ("Agency") maintains a *Policy for Reimbursement of Actual and Necessary Expenses for Board Members*; and

**WHEREAS**, the adopted *Policy for Reimbursement of Actual and Necessary Expenses for Board Members* provides guidance to Directors on the use and expenditures of Agency resources; and

**WHEREAS**, in accordance with the adopted *Policy for Reimbursement of Actual and Necessary Expenses for Board Members* the Board must determine a Directors' Compensation List, a list of approved meetings, conferences/seminars, trainings and workshops allowing for per diem compensation and reimbursement for meals, lodging, travel and other actual and necessary expenses; and

**WHEREAS**, this Resolution rescinds and repeals Resolution No. 23R-01.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Bighorn-Desert View Water Agency finds that the following Directors' Compensation List reflect the "Authorized Meetings" permissible, relating to the adopted *Policy for Reimbursement of Actual and Necessary Expenses for Board Members*; and

**BE IT FURTHER RESOLVED**, all meetings, that fall under the Directors' Compensation List, Categories "A" or "B" are to be recognized as an "Authorized Meeting" attached to this Resolution as Exhibit A. Any other seminar, conference, meeting or public event is to be recognized as an "Authorized Meeting" only if said seminar, conference, meeting or public event becomes authorized under the directives outlined within the adopted *Policy for Reimbursement of Actual and Necessary Expenses for Board Members*.

**PASSED, APPROVED, AND ADOPTED** by the Board of Directors to Bighorn-Desert View Water Agency this 9<sup>th</sup> day of January 2024.

By \_\_\_\_\_  
John Burkhart, President of the Board

ATTEST:

\_\_\_\_\_  
Megan Close-Dees, Secretary of the Board

**Official Seal**





EXHIBIT A - Directors' Compensation List

The following category “A” meetings require “no report” since minute actions for these district/agency meetings meet the reporting requirements of AB 1234.

Category “A” Activity/Description	Eligibility
BDVWA Board of Directors Meetings (Regular, Special or Workshop)	All Directors
BDVWA Standing Committee Meetings	Appointed by Board President
BDVWA AD Hoc Committee Meetings	Appointed by Board President
Morongo Basin Pipeline Commission	Appointed by Board President
Mojave Water Agency Technical Advisory Committee	Appointed by Board President
Mojave Water Agency Board of Directors’ Meetings	All Directors
BDVWA and other Water District/Agency or Other Agendized, regular, special or emergency meetings or Committee Meetings of Government Entities (e.g. San Bernardino Board of Supervisors, Local Area Formation Commission (LAFCO), etc.	All Directors  Note: BDVWA Directors not appointed to a Committee attend as an “observer” only

The following category “B” meetings require a brief oral report at the next agendized meeting

Category “B” Activity/Description	Eligibility
Meetings with Legislators (State or Federal)	All Directors
AB 1234 Ethics Training and AB 1825 Harassment Training (required bi-annually)	All Directors — Required by Law
Mojave Water Agency Tours and Seminars	All Directors
Conferences, Seminars and Workshops by CA Special Districts Association, Special Districts Leadership Foundation, CalMutuals (inc. Community Water Systems Alliance and Joint Powers Insurance and Risk Management Authority), CalPERS, CA Rural Water Association, American Water Association (AWWA) and other reasonable events for education purposes.	All Directors
Association of San Bernardino Special Districts - Monthly Meetings	All Directors
Homestead Valley Community Council (HVCC) Meetings	All Directors
Landers Community Association	All Directors



**RESOLUTION NO. 18R-02**

**A RESOLUTION OF THE BIGHORN-DESERT VIEW WATER  
AGENCY ESTABLISHING A POLICY FOR REIMBURSEMENT OF  
ACTUAL AND NECESSARY EXPENSES FOR BOARD MEMBERS**

**WHEREAS**, pursuant to Government Code section 53232.1, the Bighorn-Desert View Water Agency ("Agency") may pay compensation to each member ("Director") of the Board of Directors of the Agency ("Board") for attendance at certain occurrences only if the Board has adopted, in a public meeting, a written policy specifying the types of occasions that constitute the performance of official duties for which a Director may receive payment; and

**WHEREAS**, pursuant to Government Code section 53232, if the Agency is to reimburse Directors for actual and necessary expenses incurred in the performance of official duties, then the Board must adopt a written policy, in a public meeting, specifying the types of occurrences that qualify a Director to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses; and

**WHEREAS**, the Agency adopts this Policy For Reimbursement of Actual and Necessary Expenses For Board Members to allow the Agency to pay Directors for attendance at those occasions that constitute the performance of official duties and for reimbursement of their actual and necessary expenses incurred in the performance of official duties; and

**WHEREAS**, the intent of the Policy is to provide guidance to Directors on the use and expenditure of Agency resources, as well as the standards against which those expenditures will be measured;

**NOW**, Therefore, Be It Resolved By the Board Of Directors of the Bighorn-Desert View Water Agency as follows:

**A. Findings**

This Policy provides guidance to elected and appointed officials on the use and expenditure of Agency resources, as well as the standards against which those expenditures will be measured. In addition, this Policy satisfies the requirements of Government Code sections 53232.1 and 53232.2 and supplements the definition of actual and necessary expenses for purposes of state laws relating to permissible uses of public resources.

Except as specifically authorized, a Board member will not use or permit the use of Agency owned vehicles, equipment, telephones, materials or property for personal convenience or profit. A Board member will not ask or require an Agency employee to perform services for the personal convenience or profit of a Board member or employee. Each Board member must protect and properly use any Agency asset within his or her control, including information recorded on paper or in electronic form. Board members will safeguard Agency property, equipment, moneys and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust. Board members are responsible for maintaining written records, including expense accounts, in sufficient detail to reflect accurately and completely all transactions and expenditures made on the Agency's behalf, in accordance with this policy for reimbursement of expenses of Board members.

**B. Director Compensation**

1. Amount of Per Diem Compensation

Directors shall receive a daily meeting stipend in the amount set by the current Ordinance in force for each day of service rendered as a Director. Such compensation is in addition to any reimbursement for meals, lodging, travel and other actual and necessary expenses consistent with this Policy.

2. "Day of Service" and "Authorized Meeting" Defined

For purposes of determining eligibility for compensation of Directors, the term "day of service" is defined as attendance by a Director, in person, at an Authorized Meeting with one or more other persons for the performance of official duties on behalf of the Agency.

All meetings which fall under Directors' Compensation List are to be recognized as an "Authorized Meeting". The Directors' Compensation List is a separate and distinct resolution from this policy reviewed and updated from time-to-time by the Board of Directors.

3. Daily Limits

If a Director attends or participates in multiple meetings in a single day, the Director shall be eligible for compensation for only one meeting on that day.

4. Aggregate Limits

The number of days for which a Director receives a daily meeting stipend will not exceed the aggregate limits established by state law and set by the current Ordinance in force.

5. Travel Days

Whenever practical and in keeping with established Board policy stating that whenever a particular educational opportunity exists via Webinars or other online course formats, these be considered first as the preferred method of education for Directors.

Per diem compensation shall include travel days to and from authorized meetings as appropriate. Unless specifically approved by the Board in advance, Directors shall not count travel to meeting within 125 miles of the Agency's office as a reimbursable per diem travel day.

**C. Authorized and Unauthorized Expenses**

Agency funds, equipment, supplies (including letterhead), titles, and staff time must only be used for authorized Agency business.

The Agency Resolution outlining the approved Directors' Compensation List is separate from this policy. Expenses incurred in connection with the Directors' Compensation List generally constitute authorized expenses, as long as the other requirements of the policy are met. If a meeting, event, or seminar/conference is not specifically defined in the Directors' Compensation List then the request for attendance and reimbursement must be presented to the full Board of Directors for approval. Directors are encouraged to obtain approval well in advance of the event to secure the most cost effective accommodations. A Director who chooses to attend a meeting, event, or seminar/conference without prior approval can request retroactive approval and reimbursement. If retroactive approval is denied then all costs shall become the sole responsibility of the individual.

**Examples of personal expenses that the Agency will not reimburse include, but are not limited to:**

1. The personal portion of any trip;
2. Political or charitable contributions or events;
3. Family expenses, including partner's expenses when accompanying an official on Agency-related business. Family

expenses also include expenses of children and pet-related expenses;

4. Entertainment expenses, including theater, movies, sporting events, or other cultural events;
5. Non-mileage personal automobile expenses, including repairs, traffic citations, insurance or gasoline; and
6. Personal losses incurred while on Agency business.

*Any questions regarding the propriety of a particular type of expense should be resolved by the approving authority at the Agency **before** the expense is incurred.*

**D. Payment of Expenses**

To conserve Agency resources and keep expenses within community standards for public officials, expenditures incurred in the performance of official duties should adhere to the following guidelines. In the event that expenses are incurred which exceed these guidelines, the cost borne or reimbursed by the Agency will be limited to the costs that fall within the guidelines.

1. Transportation

- a) A request for reimbursement for mileage incurred by a Director is payable by the Agency only if the Director or the Director's driver of the vehicle in which the Director is transported, and for which reimbursement is sought, holds a valid California driver's license during that period in which the claim for reimbursement arises. The Director or the Director's driver must satisfy the Agency's automobile liability insurance requirements by completing a California Department of Motor Vehicle form authorizing release of driver information. The form may be obtained through the General Manager.
- b) The Agency reimbursement rate for mileage by use of a Director's own vehicle shall be calculated on the total miles driven for Agency purposes at the rate specified by the Internal Revenue Service in Publication 463 or any successor publication in effect at the time of vehicle usage. Mileage will be calculated using a standard trip program on the Internet and shall be verified by the Agency staff.

- c) Travel to meetings, conferences or seminars outside Agency boundaries where air travel is available may be reimbursable through a mileage rate, should the Director choose to drive the Director's own vehicle; however, the total reimbursable amount for mileage may not exceed the cost of round trip coach airfare.
- d) The Agency reimbursement rate for vehicle parking by a Director shall be the actual amount incurred including gratuity.

## 2. Lodging

Directors must use government and group rates offered by a provider of lodging services when available. If the lodging is in connection with an accepted conference or organized educational activity, lodging costs must not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Directors at the time of booking. If a government or group rate is not available, the Agency reimbursement rate for Director lodging shall be the actual amount incurred, not to exceed the rate for comparable lodging.

## 3. Meals & Incidental Expenses

The Agency reimbursement rate for Director meals and incidentals shall be the actual amount incurred, including gratuities, excluding alcoholic beverages, up to the standard allowance established for the destination location per Internal Revenue Service Publication 463 (Ref. [GSA.gov/Perdiem](http://GSA.gov/Perdiem)).

## 4. Other

Agency reimbursement of all other actual and necessary expenses incurred by a Director shall be computed using the applicable Internal Revenue Service rates for reimbursement as established in IRS Publication 463, or any successor publication. All expenses that do not fall within this reimbursement Policy or the Internal Revenue Service reimbursable rates, as provided above, shall be approved by the Board in a public meeting before the expense is incurred.

**E. Budget Limits**

Designated funds established through the annual budget process will be available to pay reimbursement of expenses for attendance by Directors at conferences, seminars and workshops as well as Per Diem compensation for days of service as defined herein. These funds are segregated in general ledger accounts for each individual director. If insufficient monies exist in the account to pay for those expenses or if request for payment by the Board of Directors is denied, the Director would then be required to pay for those expenses out of his or her own personal funds.

**F. Expense Forms/Timesheets**

The Agency shall provide expense report forms and timesheets to be filed by the Directors for reimbursement for actual and necessary expenses and per diem incurred on behalf of the Agency in the performance of official duties. The expense reports shall document that expenses meet this Policy for expenditure of public resources. Directors shall submit to the Agency's Accounting Department on said form their expense reports which shall be accompanied by receipts documenting each expense. If the reimbursement requests listed by the Director on said form satisfy the provisions of the Directors' Compensation List then the Agency's General Manager is hereby authorized to approve the reimbursement requests. The Board reserves the right to approve reimbursement of eligible expenses above the budget limit on a case-by-case basis prior to or after the expense being incurred. Directors are paid per diem on the regular bi-weekly payroll cycle.

**G. Audits of Expense Reports**

All expenses are subject to verification that they comply with this Policy.

**H. Reports to Board of Directors**

Directors, if required by the Resolution outlining the Directors' Compensation List, shall provide brief oral reports on meetings attended at the expense of the Agency during the next agendaized meeting of Board. Directors are encouraged to submit written reports to assist with the oral presentation.

**I. Compliance with Other Laws**



Agency directors, official and employees, as applicable, should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All agency expenditures are public records subject to disclosure under the Public Records Act and other laws.

**J. Violation of This Policy**

Use of public resources or falsifying expense reports in violation of this Policy may result in any of all of the following: 1) Loss of reimbursement privileges, 2) a demand for restitution to the Agency, 3) the Agency's reporting the expenses as income to the elected official to state and federal tax authorities, 4) civil penalties of up to \$1000 per day and three times the value of the resources used, and 5) prosecution for misuse of public resources.

**K. Review of Resolution on Annual Basis**

Each year the Board may review this Resolution to determine its effectiveness and the necessity for its continued operation. The Agency's General Manager shall report to the Board on the operation of this Resolution, and make any recommendations deemed appropriate concerning this Resolution. Nothing herein shall preclude the Board from taking action on the Resolution at times other than upon conclusion of the annual review.

**L. Severability**

If any provision of this Resolution or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Resolution, which can be given effect without the invalid provision, or application, and to this end, the provisions of this Resolution are declared to be severable.

**M. Effective Date**

This Resolution shall become effective immediately upon adoption.

**N. Rescission**

Resolution No. 13R-16 is hereby rescinded in its entirety.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 27th day of March 2018, by the following roll call vote:

AYES: McBride, Cori-Lorono, Burkhardt, Staley, Coulombe

NOES: None

ABSTENTION: None

ABSENT: None

By   
Mike McBride, Board President

Attest:

  
Terry Burkhardt, Board Secretary





## 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 MINTUES

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

**December 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/82583203492?pwd=QlpGeHZud2t6MkE1dFk3SmdPWXJ3Zz09>

**Passcode: 970171**

**OR**

**TELECONFERENCE LINE THRU ZOOM**

**1-669-900-6833**

**Webinar ID: 825 8320 3492**

**Passcode: 970171**

#### **CALL TO ORDER**

President Burkhart called meeting to order at 6:05pm

#### **PLEDGE OF ALLEGIANCE**

Led by Director Chapman

#### **ROLL CALL**

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

Staff present: Marina West  
Daniel Best

Public Present: Two attendees via teleconference.

#### **APPROVAL OF AGENDA**

Director McKenzie made motion to approve the agenda as presented. Director Close-Dees seconded the motion. Unanimously approved.

**Discussion and Action Items -**

**1. Water Quality Update – PFAS/PFOA**

AGM Best gave the Board a verbal update on the current issues and how it affects the Agency.

Questions from the board were answered.

Public comment - None

**No motion.**

Information only.

**2. Resolution No. 23R-19 Authorizing Agency Credit Cards for Staff and Setting Guidelines for Use of the Same**

AGM Daniel Best presented the staff report as provided in the Agenda packet.

Public comment – None.

**Motion No. 23-045**

Director Chapman made motion to approve the Resolution No. 23R-19 Authorizing Agency Credit Cards for Staff and Setting Guidelines for Use of the Same. Director Dicht seconded the motion.

Burkhart	Y
McKenzie	Y
Close-Dees	Y
Dicht	Y

David Chapman Y

**MSC<sup>1</sup> (Chapman/Dicht) unanimously approved.**

**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, November 14, 2023
- b. Financial Statements
  1. Balance Sheet – October 2023
  2. Budget Status – October 2023
- c. Receive and File Disbursements for October 2023
- d. BDV Production Report for November 2023
- e. Goat Mountain Production Reports for November 2023
- f. Service Order Report for October 2023

Recommended Action:

Approve as presented.

**Motion No. 23-046**

Director Dicht made motion to accept the consent calendar items a – f, as presented. Director McKenzie seconded the motion.

Burkhart Y

McKenzie Y

Close-Dees Y

Dicht Y

David Chapman Y

**MSC<sup>1</sup> (Dicht/McKenzie) unanimously approved.**

**4. Matters Removed from Consent Items**

None

**5. Public Comment Period**

None

**6. Verbal Reports – Including Reports on Courses/Conferences/Meetings.**

1. General Manager Report – GM West provided update on the Goat Mountain Well progress.
2. Assistant General Manager Report – AGM Best thanked GM West and staff for assistance as he becomes familiar with the Agency and his new role.

3. Director Reports

Director McKenzie reported on the ACWA conference she attended summarizing several informational sessions. She also spoke about the difficulty to find water utility workers and we need raise awareness of trades to students.

Director Close-Dees reported on the ACWA conference she attended summarizing several informational sessions. She mentioned the repurpose of farm fields as recharge basins and solar farms.

Director Chapman reported on the ACWA conference he attended summarizing several informational sessions. He mentioned groundwater sustainability agencies, San Joaquin flooding, and measures in place to capture and recharge flood waters. He also mentioned a lake in Yuba County that can produce 10-15% of all power in California through hydroelectric generation.

**7. Adjournment**

President Burkhart adjourned the meeting at 7:32pm. Approved by:

---

Megan Close-Dees, Secretary of the Board

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

**Official Seal**

## General Ledger

## Balance Sheet

User: rsandoval  
 Printed: 01/04/2024 - 2:14PM  
 Fund: All  
 Period: November 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 - BANC OF CALIFORNIA	461,313.14
01-00-131300 - CASH DRAWERS BASE FUND	750.00
01-00-131350 - FIVE STAR BANK	178,283.63
01-00-134000 - PETTY CASH FUND	800.00
Total CASH & CASH EQUIVALENTS:	641,146.77
INVESTMENTS	
01-00-131251 - PACWEST CD (Maturity09.08.23)	0.00
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	1,115,015.11
01-00-132000 - PARS IRS 115 TRUST	242,027.84
01-00-133030 - LAIF - CASH ACCOUNT	15,835.95
01-00-133111 - CALIFORNIA CLASS	3,055,056.97
01-00-133112 - OPEN	0.00
Total INVESTMENTS:	4,427,935.87
ACCOUNTS RECEIVABLE - WATER	
01-00-137100 - A/R WATER	208,806.02
01-00-137130 - A/R WATER UNBILLED FYE	0.00
01-00-139543 - 2016-17 LIEN REC \$45,364	(145.43)
01-00-139544 - 2017-18 LIEN REC \$32,464	1,154.43
01-00-139545 - 2018/19 LIEN REC \$52,020	2,045.75
01-00-139546 - 2019/20 LIEN REC \$35,381	5,257.52
01-00-139547 - 2020/21 LIEN REC \$54,761	14,877.40
01-00-139548 - 2021/22 LIEN REC \$84,795	44,065.96
01-00-139549 - 2022/23 LIEN REC \$46,814	44,868.16
01-00-139900 - ALLOW. FOR BAD DEBTS-H2O LIENS	(1,500.00)
Total ACCOUNTS RECEIVABLE - WATER:	319,429.81
ACCOUNTS RECEIVABLE - OTHER	
01-00-136000 - A/R OTHER (Non-UB AR)	0.00
01-00-136500 - INTEREST RECEIVABLE	5,445.20
01-00-137112 - 2017 IDGM STBY A/R (\$10,353)	2,260.20
01-00-137114 - 2019 IDGM STBY A/R (\$10,349)	1,866.05
01-00-137115 - 2020 IDGM STBY A/R (\$8,860)	3,279.55
01-00-137116 - 2021 IDGM STBY A/R (\$8,680)	2,964.75
01-00-137117 - 2022 IDGM STBY A/R (\$9,037)	5,322.75
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
01-00-139609 - DUE FROM AWAC	0.00
01-00-139610 - DUE FROM GM WELL (Well 13)	0.00

Fund ALFRE

## Account Type

Amount

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:	(15,643.81)
INVENTORY	
01-00-143010 - INVENTORY-WATER SYSTEM PARTS	95,304.69
01-00-143011 - INVENTORY- AMES WATER	423,725.00
01-00-143012 - INVENTORY CLEARING	(882.95)
Total INVENTORY:	518,146.74
PREPAID EXPENSES	
01-00-144010 - PREPAYMENTS W/C INS	5,795.00
01-00-144020 - PREPAYMENTS PL & PD LIAB INS	23,500.35
01-00-144025 - PREPAID EXPENSES	0.00
01-00-144035 - PREPAY CalPERS UAL	23,645.40
Total PREPAID EXPENSES:	52,940.75
FIXED ASSETS	
01-00-111300 - FA ORGANIZATION	336,271.36
01-00-111301 - A/D ORGANIZATION	(222,205.01)
01-00-111350 - FA LAND	96,194.53
01-00-111400 - FA BUILDINGS	327,592.81
01-00-111401 - A/D BUILDINGS	(283,713.53)
01-00-111500 - FA YARDS	56,330.15
01-00-111501 - A/D YARDS	(50,407.74)
01-00-111600 - FA FUEL TANKS	18,942.68
01-00-111601 - A/D FUEL TANK	(18,191.67)
01-00-111700 - FA WATER SYSTEM	10,119,467.18
01-00-111701 - A/D WATER SYSTEM	(7,300,476.38)
01-00-111800 - FA SHOP EQUIPMENT	29,960.60
01-00-111801 - A/D SHOP EQUIPMENT	(26,159.11)
01-00-111810 - FA MOBILE EQUIPMENT	875,183.70
01-00-111811 - A/D MOBILE EQUIPMENT	(679,189.08)
01-00-111900 - FA OFFICE EQUIPMENT	182,242.50
01-00-111901 - A/D OFFICE EQUIPMENT	(158,817.03)
Total FIXED ASSETS:	3,303,025.96
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	(617,891.00)
Total NET PENSION LIABILITY:	(617,891.00)
DEFERRED INFLOWS OF RESOURCES	
01-00-225000 - DIR - PENSION RELATED	0.00
Total DEFERRED INFLOWS OF RESOURCES:	0.00
Total Assets:	8,675,258.23

Liabilities



Fund ALFRE

Account Type	Amount
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
01-00-227011 - RETENTION ABUNDANT WATER WELL	11,207.89
Total ACCOUNTS PAYABLE:	11,207.89
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	(17,504.60)
01-00-229004 - 3RD PARTY INS PLAN PAYABLE	(477.37)
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:	(17,981.97)
CUSTOMER DEPOSITS	
01-00-226000 - CUSTOMER DEPOSITS	151,153.90
01-00-226002 - ANNEX SEC. 35 RoBott Land	3,381.21
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:	156,675.11
BLUEFIN CC FEES	
01-00-226001 - BLUEFIN/SB CC FEES thru PORTAL	(2,893.62)
Total BLUEFIN CC FEES:	(2,893.62)
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	
01-00-211020 - 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	(104,560.00)
01-00-153000 - DOR - PENSION RELATED	(247,605.00)
01-00-225001 - DEFERRED INFLOW-ADD'L DEFERRAL	0.00
Total DEFERRED OUTFLOWS OF RESOURCE:	(352,165.00)
PENSION DEFERRED INFLOW	
01-00-223110 - PENSION DEFERRED INFLOWS	0.00

Fund ALFRE

Account Type	Amount
Total PENSION DEFERRED INFLOW:	0.00
Total Liabilities:	(56,146.21)
Fund Balance	
FUND BALANCE	
01-00-301090 - CONTRIBUTED CAPITAL/HUD	0.00
01-00-301110 - FMHA GRANTS	0.00
01-00-310000 - FUND BALANCE	8,829,488.06
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:	9,015,960.57
Total Fund Balance:	9,015,960.57
Total Liabilities and Fund Balance:	8,959,814.36
Total Retained Earnings:	(284,556.13)
Total Fund Balance and Retained Earnings:	8,731,404.44
Total Liabilities, Fund Balance, and Retained Earnings:	8,675,258.23
Totals for Fund 01 - General Fund:	0.00

General Ledger

Budget Status

User: rsandoval  
Printed: 1/4/2024 - 2:13 PM  
Period: November 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							
	SERVICE LINE INSTALLATION F	2,400.00	7,305.00	7,305.00	-4,905.00	0.00	-4,905.00	0.00
	BASIC FACILITIES CHARGE	14,600.00	43,923.00	43,923.00	-29,323.00	0.00	-29,323.00	0.00
	AG CONS TIER 1	8,300.00	2,608.05	2,608.05	5,691.95	0.00	5,691.95	68.58
	AG CONS TIER 2	5,000.00	2,456.44	2,456.44	2,543.56	0.00	2,543.56	50.87
	BULK CONS TIER 1	76,300.00	27,477.34	27,477.34	48,822.66	0.00	48,822.66	63.99
	COMMERCIAL/INST CONS TIER	13,100.00	4,125.76	4,125.76	8,974.24	0.00	8,974.24	68.51
	INCOME METERED WATER	429,700.00	167,642.77	167,642.77	262,057.23	0.00	262,057.23	60.99
	RES CONS TIER 2	212,200.00	107,735.04	107,735.04	104,464.96	0.00	104,464.96	49.23
	GOAT MTN STANDBY INCOME	61,470.00	19,499.40	19,499.40	41,970.60	0.00	41,970.60	68.28
	BASIC SERVICE CHARGE	1,077,000.00	395,687.53	395,687.53	681,312.47	0.00	681,312.47	63.26
	FIRE BSC	8,200.00	3,093.97	3,093.97	5,106.03	0.00	5,106.03	62.27
	INCOME JV BULK WATER SALE	2,500.00	1,055.00	1,055.00	1,445.00	0.00	1,445.00	57.80
	INCOME OTHER (OPERATING)	96,700.00	35,981.69	35,981.69	60,718.31	0.00	60,718.31	62.79
	RESTRICTED FROM CSA70/W1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R06	AMES BASIN WATER TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PAC WEST BANK EARNINGS CR	17,500.00	5,911.86	5,911.86	11,588.14	0.00	11,588.14	66.22
R05 Sub Totals:		2,024,970.00	824,502.85	824,502.85	1,200,467.15	0.00	1,200,467.15	59.28
R10	NON-OPERATING REVENUE							
	GA02 GEN LEVY IMP DIST A BH	86,300.00	17,297.40	17,297.40	69,002.60	0.00	69,002.60	79.96
	DA01 DEBT SRVC IMP1 (BH BON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	GA01 GENERAL TAX LEVY (BYI	86,400.00	16,863.20	16,863.20	69,536.80	0.00	69,536.80	80.48
	GA03 ID GM GEN TAX LEVY	41,600.00	8,640.71	8,640.71	32,959.29	0.00	32,959.29	79.23
	INTEREST INCOME	22,100.00	98,711.83	98,711.83	-76,611.83	0.00	-76,611.83	0.00
	INCOME OTHER (NON OPERATI	22,300.00	11,447.55	11,447.55	10,852.45	0.00	10,852.45	48.67
	GM WELL REV ACCT	0.00	-6,821.69	-6,821.69	6,821.69	0.00	6,821.69	0.00
	CAPITAL CONTRIBUTION REVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PROP 1 REV. ACCT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	AWAC REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	258,700.00	146,139.00	146,139.00	112,561.00	0.00	112,561.00	43.51

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E25	Revenue Sub Totals:	2,283,670.00	970,641.85	970,641.85	1,313,028.15	0.00	1,313,028.15	57.50
01-00-562000	NON-OPERATING EXPENSE					0.00	3,442.48	46.52
01-00-563000	OFFICE EQUIPMENT EXPENSE	7,400.00	3,957.52	3,957.52	3,442.48	0.00	4,331.28	96.25
01-00-564000	CUSTOMER RELATIONS	4,500.00	168.72	168.72	4,331.28	0.00	8,246.50	57.27
01-00-571000	OTHER ADMINISTRATIVE EXPE	14,400.00	6,153.50	6,153.50	8,246.50	0.00	-148,686.75	0.00
01-00-571100	DEPRECIATION EXPENSE	0.00	148,686.75	148,686.75	-148,686.75	0.00	0.00	0.00
01-00-572100	AMORTIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-572200	AMORTIZATION OF LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-572300	INTEREST EXPENSE ON LEASES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-581000	CONTRA EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-00-593000	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	-2,185.11	-2,185.11	2,685.11	0.00	2,685.11	537.02
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	-377.48	-377.48	377.48	0.00	377.48	0.00
E25 Sub Totals:		27,800.00	156,403.90	156,403.90	-128,603.90	0.00	-128,603.90	0.00
Expense Sub Totals:		27,800.00	156,403.90	156,403.90	-128,603.90	0.00	-128,603.90	0.00
Dept 00 Sub Totals:		-2,255,870.00	-814,237.95	-814,237.95	-1,441,632.05	0.00		
01-01	Administration							
01-01-560030	ADMINISTRATIVE EXPENSE	417,000.00	127,260.61	127,260.61	289,739.39	0.00	289,739.39	69.48
01-01-560060	ADMINISTRATIVE COMPENSAT	18,800.00	8,087.00	8,087.00	10,713.00	0.00	10,713.00	56.98
01-01-560070	CONTRACTUAL SERV-AUDITOR	40,000.00	13,732.50	13,732.50	26,267.50	0.00	26,267.50	65.67
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	46,441.73	46,441.73	71,258.27	0.00	71,258.27	60.54
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	5,855.40	5,855.40	13,744.60	0.00	13,744.60	70.13
01-01-560110	TELEPHONE/FAX/INTERNET/WI	6,800.00	1,929.35	1,929.35	4,870.65	0.00	4,870.65	71.63
01-01-560120	MAILING EXPENSE	1,700.00	287.20	287.20	1,412.80	0.00	1,412.80	83.11
01-01-560160	CONTRACTUAL SERV - OTHER	114,600.00	55,576.71	55,576.71	59,023.29	0.00	59,023.29	51.50
01-01-560170	PROPERTY/LIABILITY EXPENSE	77,000.00	29,375.40	29,375.40	47,624.60	0.00	47,624.60	61.85
01-01-560180	WORKERS COMP EXPENSE	14,100.00	5,795.00	5,795.00	8,305.00	0.00	8,305.00	58.90
01-01-560200	DUES & SUBSCRIPTIONS	18,000.00	13,156.70	13,156.70	4,843.30	0.00	4,843.30	26.91
01-01-560220	POWER/PROPANE OFFICES & Y	10,600.00	3,883.40	3,883.40	6,716.60	0.00	6,716.60	63.36
01-01-560221	BAD DEBT EXPENSE	2,300.00	1,509.80	1,509.80	790.20	0.00	790.20	34.36
01-01-560300	BAD DEBT-LIENS/UNCOLLECTE	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	3,803.26	3,803.26	6,696.74	0.00	6,696.74	63.78
01-01-561000	EMPLOYEE BENEFITS INSURAN	195,600.00	73,733.26	73,733.26	121,866.74	0.00	121,866.74	62.30
01-01-561100	EMPLOYEE EDUCATION/TRAIN	16,000.00	3,604.43	3,604.43	12,395.57	0.00	12,395.57	77.47
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



Dept 01-09	Directors								
E15	ADMINISTRATIVE EXPENSE								
01-09-560027	DIRECTOR J. BURKHART	9,500.00	1,651.66	1,651.66	7,848.34	0.00	7,848.34	82.61	
01-09-560028	DIRECTOR MCKENZIE	9,500.00	6,381.62	6,381.62	3,118.38	0.00	3,118.38	32.83	
01-09-560029	DIRECTOR CLOSE	9,500.00	5,330.14	5,330.14	4,169.86	0.00	4,169.86	43.89	
01-09-560030	DIRECTOR DICHT	9,500.00	2,443.35	2,443.35	7,056.65	0.00	7,056.65	74.28	
01-09-560031	DIRECTOR CHAPMAN	9,500.00	4,500.89	4,500.89	4,999.11	0.00	4,999.11	52.62	

E15 Sub Totals:

47,500.0020,307.6620,307.6627,192.340.0027,192.3457.25

Expense Sub Totals:

47,500.0020,307.6620,307.6627,192.340.0027,192.3457.25

Dept 09 Sub Totals:

47,500.0020,307.6620,307.6627,192.340.00

Dept 01-10	CIP								
E20	CIP EXPENSE								
01-10-056198	LABOR APPLIED TO CIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-056199	LABOR APPLIED TO WIP PROJEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561900	OVERHEAD FOR CIP ONLY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561919	HDWD#2 INTERTIE	0.00	215.00	215.00	-215.00	0.00	-215.00	0.00	
01-10-561934	INTERTIE @ LUNA VISTA (HDW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561937	GM REPLACEMENT WELL (Well	779,140.00	158,941.33	158,941.33	620,198.67	0.00	620,198.67	79.60	
01-10-561938	PARS 115 TRUST ACCT	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	100.00	
01-10-561939	ANNEX RoBot LAND SEC.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561940	SHOP EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561945	ORGANIZATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561950	LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561955	OFFICE BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561960	YARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561965	FUEL STORAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561970	WATER SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561975	VEHICLES - MOTOR VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-561980	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
01-10-562004	METER REPLACEMENT (DW/EC	298,036.00	188,359.48	188,359.48	109,676.52	0.00	109,676.52	36.80	
01-10-562005	ANNEX 0631-071-29 (NAPA@ALI	0.00	1,021.25	1,021.25	-1,021.25	0.00	-1,021.25	0.00	
01-10-562006	P/C PROJECT- PIPELINES/CONS	0.00	7,534.86	7,534.86	-7,534.86	0.00	-7,534.86	0.00	

E20 Sub Totals:

1,177,176.00356,071.92356,071.92821,104.080.00821,104.0869.75

Expense Sub Totals:

1,177,176.00356,071.92821,104.080.00821,104.0869.75

Dept 10 Sub Totals:

1,177,176.00356,071.92821,104.080.00

Fund Revenue Sub Totals:

2,283,670.00970,641.85970,641.851,313,028.150.001,313,028.1557.50

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	3,387,776.00	1,255,197.98	1,255,197.98	2,132,578.02	0.00	2,132,578.02	62.95
	Fund 01 Sub Totals:	1,104,106.00	284,556.13	284,556.13	819,549.87	0.00		
	Revenue Totals:	2,283,670.00	970,641.85	970,641.85	1,313,028.15	0.00	1,313,028.15	57.50
	Expense Totals:	3,387,776.00	1,255,197.98	1,255,197.98	2,132,578.02	0.00	2,132,578.02	62.95
	Report Totals:	1,104,106.00	284,556.13	284,556.13	819,549.87	0.00		





Page 41 of 51  
**Bighorn Desert View Water Agency**  
**Check Register**

**Check Date Range:** 12/1/2023 thru  
12/31/2023

Ck Date	Ck No	Payable To	Void	Check Amt
12/4/2023	1113	BEYOND SOFTWARE SOLUTIONS		1,284.90
12/4/2023	1114	BIG O TIRES 5872		746.38
12/4/2023	1115	CLINICAL LABORATORY OF SB, INC.		1,002.00
12/4/2023	1116	CORE & MAIN LP		68.02
12/4/2023	1117	DONALD DOLTAR		179.43
12/4/2023	1118	DON BEHRENS WELDING SERVICE		500.00
12/4/2023	1119	EIDE BAILLY LLP		71.25
12/4/2023	1120	FRONTIER CALIFORNIA, INC		220.70
12/4/2023	1121	GENESIS CLEANING SERVICE INC.		750.00
12/4/2023	1122	MELONIE HELLER		51.09
12/4/2023	1123	HERITAGE VICTOR VALLEY MEDICAL GROUP		80.00
12/4/2023	1124	HI-DESERT PROPANE SALES, INC.		639.17
12/4/2023	1125	INFOSEND, INC.		237.27
12/4/2023	1126	MM INTERNET, INC.		112.80
12/4/2023	1127	NELSON MOBILE SERVICES INCORPORATED		2,044.19
12/4/2023	1128	ORANGE COUNTY WINWATER WORKS		2,442.11
12/4/2023	1129	PROVOST & PRITCHARD ENGINEERING GROUP, INC.		387.20
12/4/2023	1130	UNDERGROUND SERVICE ALERT OF SO CAL		38.00
12/4/2023	1131	XEROX CORPORATION		383.15
12/5/2023	0	CARDMEMBER SERVICES		2,642.08
12/7/2023	0	IRS PAYROLL		239.28
12/7/2023	0	EDD PAYROLL		85.12
12/7/2023	0	CALPERS		618.69
12/7/2023	0	IRS PAYROLL		4,500.28
12/7/2023	0	EDD PAYROLL		1,397.06
12/7/2023	0	CALPERS		6,382.67
12/7/2023	32664	PAYROLL		2,369.93
12/7/2023	32665	PAYROLL		2,444.01
12/7/2023	32666	PAYROLL	VOID	1,626.71
12/7/2023	32667	PAYROLL		5,293.87
12/7/2023	32668	PAYROLL		1,898.99
12/7/2023	32669	PAYROLL		2,541.24

Page 12 of 51  
**Bighorn Desert View Water Agency**  
**Check Register**

**Check Date Range:** 12/1/2023 thru  
12/31/2023

Ck Date	Ck No	Pavable To	Void	Check Amt
12/7/2023	32670	PAYROLL		1,680.87
12/7/2023	32671	PAYROLL		1,801.37
12/7/2023	32672	PAYROLL		4,070.80
12/7/2023	32673	PAYROLL		1,613.42
12/12/2023	32674	ABUNDANT WATER WELLS, INC.		110,675.00
12/18/2023	1132	CUSTOMER REFUND		124.38
12/18/2023	1133	CUSTOMER REFUND		434.76
12/18/2023	1134	CUSTOMER REFUND		68.62
12/18/2023	1135	CUSTOMER REFUND		200.00
12/18/2023	1136	CUSTOMER REFUND		14.28
12/18/2023	1137	CUSTOMER REFUND		179.86
12/18/2023	1138	CUSTOMER REFUND		3.53
12/18/2023	1139	CUSTOMER REFUND		100.00
12/18/2023	1140	CUSTOMER REFUND		100.00
12/18/2023	1141	CUSTOMER REFUND		84.27
12/18/2023	1142	CUSTOMER REFUND		100.00
12/18/2023	1143	CUSTOMER REFUND		79.38
12/18/2023	1144	CUSTOMER REFUND		100.00
12/18/2023	1145	CUSTOMER REFUND		332.80
12/18/2023	1146	CUSTOMER REFUND		100.00
12/18/2023	1147	CUSTOMER REFUND		30.60
12/18/2023	1148	CUSTOMER REFUND		109.92
12/18/2023	1149	CUSTOMER REFUND		66.82
12/18/2023	1150	CUSTOMER REFUND		33.18
12/18/2023	1151	CUSTOMER REFUND		100.00
12/18/2023	1152	CUSTOMER REFUND		14.99
12/18/2023	1153	CUSTOMER REFUND		13.02
12/18/2023	1154	CUSTOMER REFUND		184.76
12/18/2023	1155	CUSTOMER REFUND		66.82
12/18/2023	1156	CUSTOMER REFUND		100.00
12/18/2023	1157	CUSTOMER REFUND		100.00
12/18/2023	1158	CUSTOMER REFUND		1.84

Page 43 of 51  
**Bighorn Desert View Water Agency**  
**Check Register**

**Check Date Range:** 12/1/2023 thru  
12/31/2023

Ck Date	Ck No	Pavable To	Void	Check Amt
12/18/2023	1159	CUSTOMER REFUND		163.39
12/18/2023	1160	CUSTOMER REFUND		201.65
12/18/2023	1161	CUSTOMER REFUND		31.93
12/18/2023	1162	CUSTOMER REFUND		193.35
12/18/2023	1163	CUSTOMER REFUND		76.59
12/18/2023	1164	CUSTOMER REFUND		10.15
12/18/2023	1165	CUSTOMER REFUND		66.82
12/18/2023	1166	CUSTOMER REFUND		33.18
12/18/2023	1167	CUSTOMER REFUND		232.10
12/18/2023	1168	CUSTOMER REFUND		100.00
12/18/2023	1169	CUSTOMER REFUND		33.18
12/18/2023	1170	CUSTOMER REFUND		120.00
12/18/2023	1171	CUSTOMER REFUND		100.00
12/18/2023	1172	CUSTOMER REFUND		1,654.68
12/18/2023	1173	CUSTOMER REFUND		198.36
12/18/2023	1174	CUSTOMER REFUND		8.91
12/18/2023	1175	CUSTOMER REFUND		22.20
12/18/2023	1176	CUSTOMER REFUND		58.66
12/18/2023	1177	CUSTOMER REFUND		26.50
12/18/2023	1178	CUSTOMER REFUND		130.79
12/18/2023	1179	CUSTOMER REFUND		416.56
12/18/2023	1180	CUSTOMER REFUND		243.40
12/18/2023	1181	CUSTOMER REFUND		37.94
12/21/2023	0	IRS PAYROLL		4,251.44
12/21/2023	0	EDD PAYROLL		1,297.18
12/21/2023	0	CALPERS		6,819.16
12/21/2023	0	IRS PAYROLL		602.64
12/21/2023	0	EDD PAYROLL		22.50
12/21/2023	32684	PAYROLL		4,411.68
12/21/2023	32685	PAYROLL		2,087.11
12/21/2023	32686	PAYROLL		1,668.41
12/21/2023	32687	PAYROLL		5,191.61

Page 44 of 51  
**Bighorn Desert View Water Agency**  
**Check Register**

**Check Date Range:** 12/1/2023 thru  
12/31/2023

Ck Date	Ck No	Pavable To	Void	Check Amt
12/21/2023	32688	PAYROLL		2,661.40
12/21/2023	32689	PAYROLL		1,745.56
12/21/2023	32690	PAYROLL		2,366.42
12/21/2023	32691	PAYROLL		1,861.09
12/21/2023	32692	PAYROLL		2,642.69
12/22/2023	1182	AUTOZONEPARTS		113.69
12/22/2023	1183	C.J. BROWN & COMPANY, CPAs		3,920.00
12/22/2023	1184	CORE & MAIN LP		5,847.31
12/22/2023	1185	EIDE BAILLY LLP		1,050.00
12/22/2023	1186	HD SUPPLY, INC.		1,395.16
12/22/2023	1187	HOME DEPOT CREDIT SERVICES		321.42
12/22/2023	1188	INFOSEND, INC.		787.64
12/22/2023	1189	MM INTERNET, INC.		112.80
12/22/2023	1190	NELSON MOBILE SERVICES INCORPORATED		2,143.78
12/22/2023	1191	ORANGE COUNTY WINWATER WORKS		2,238.12
12/22/2023	1192	DAVID REWAL		95.00
12/22/2023	1193	SBRK FINANCE HOLDING, INC.		545.00
12/22/2023	1194	SDRMA		21,217.53
12/22/2023	1195	US LBM OPERATING CO. 3009, LLC		248.39
12/22/2023	1196	VISUAL EDGE IT, INC.		196.84
12/22/2023	1197	XEROX CORPORATION		244.69
12/22/2023	1198	ZENITH INSURANCE COMPANY		417.00
12/22/2023	1199	MONUMENT ROW		11,260.00
12/22/2023	32693	PETTY CASH		223.69
12/29/2023	0	AT&T MOBILITY		311.20
12/29/2023	0	BURRTEC WASTE&RECYC		95.62
12/29/2023	0	CINTAS CORPORATION #150		864.77
12/29/2023	0	AMERICAN FIDELITY ASSURANCE COMPANY		1,238.46
12/29/2023	0	FLYERS ENERGY LLC		7,910.57
12/29/2023	0	BLUEFIN PAYMENT SYSTEMS		1,240.16
12/29/2023	0	SPRINGBROOK ACH		150.38
12/29/2023	0	STAPLES, INC.		258.72

Page 45 of 51

Bighorn Desert View Water Agency

Check Register

Check Date Range: 12/1/2023 thru  
12/31/2023

Ck Date	Ck No	Payable To	Void	Check Amt
			Total	272,200.05



## SERVICE ORDER REPORT FOR FISCAL YEAR 2023-2024

UTILITY BILLING SERVICE ORDERS	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
After Hours Call Out	37	1	2	1	4	5								13
Backflow (Misc/Lock-off or Un-Lock)	32	5	1	3	2	2								13
Customer Requested Asst	102	8	10	11	8	8								45
Reported Leaks	73	9	6	4	10	5								34
Destroy Service Line	0	-	-	-	-	-								0
Exchange Meter	65	12	5	8	4	6								35
Fire Flow Test	29	4	3	2	3	-								12
Hangtag	122	10	13	9	10	8								50
Install New Service	10	-	1	-	1	1								3
Miscellaneous	147	12	6	14	6	9								47
Open New Service (New Owner or Tenant)	298	39	9	15	13	17								93
Pull Meter	5	-	1	-	-	-								1
Reread Meter/Read Meter	249	26	42	9	32	22								131
Tamper	17	-	-	5	-	-								5
Unlock Service	202	8	16	11	20	9								64
Verify Meter Locked	133	5	4	9	19	6								43
TOTAL	1521	139	119	101	132	98	0	0	0	0	0	0	0	589
UTILITY BILLING INFORMATION	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
Active Residential Accounts Billed	13198	1015	1221	1014	1208	1012								5470
Inactive Residential Accounts Billed	1787	161	121	163	133	167								745
Active Agricultural Accounts Billed	293	27	17	27	18	26								115
Inactive Agricultural Accounts Billed	216	9	15	9	14	9								56
Active Commercial Accounts Billed	105	5	13	5	13	5								41
Active Bulk Accounts Billed - 1-inch Meter	367	63	-	51	-	63								177
Active Bulk Accounts Billed - 2-inch Meter	179	13	13	13	12	12								63
Active Number of JV Cash Sales Accounts	722	60	60	60	61	61								302
Active Fire Accounts Billed	24	3	1	3	1	3								11
Active Construction Meter Accounts Billed	36	2	2	2	2	2								10
TOTAL	16927	1358	1463	1347	1462	1360	0	0	0	0	0	0	0	6990
DELINQUENT ACCOUNT BILLING	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
Residential Accounts - DQ	3392	310	288	327	254	291								1470
Agricultural Accounts - DQ	283	18	12	19	17	17								83
Commercial Accounts - DQ	14	3	1	-	1	-								5
Bulk Accounts - DQ	69	2	8	3	9	1								23
TOTAL	3758	333	309	349	281	309	0	0	0	0	0	0	0	1581
LOCK-OFF SERVICE - NON-PAYMENT	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
Residential Accounts L/O	237	10	12	13	45	-								80
Residential Payment Plans - Initiated	19	5	3	6	3	2								19
Residential Payment Plans - Failed	3	-	-	-	-	-								0
Agricultural Accounts L/O	16	-	1	1	1	-								3
Commercial Account L/O	0	-	-	-	-	-								0
Bulk Accounts L/O	2	-	-	-	-	-								0
TOTAL	277	15	16	20	49	2	0	0	0	0	0	0	0	102
OPERATIONS/MAINTENANCE SERVICE ORDERS	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
AirVac Maintenance	1	12	2	-	-	-								14
AirVac Replacement	1	-	-	-	-	-								0
Bulk Stations Maintenance	9	1	2	3	-	-								6
Flush Deadend/Blowoffs	2				1									1
Goat Mountain Mainline Repair	0	-	-	-	-	-								0
Goat Mountain Service Line Replacement	8	-	1	-	-	4								5
Goat Mountain Service Line Repair	15	1	-	-	-	-								1
Hydrant Maint.	6	-	-	-	-	1								1
Pressure Complaint	16	-	-	-	-	1								1
BDV Mainline Repair	1	-	-	-	-	-								0
BDV Service Line Repair	65	5	8	6	3	7								29
BDV Service Line Replace	57	11	7	6	2	5								31
Valve Maintenance	136	-	-	-	-	-								0
Water Quality Issues Customer Reported (taste, Odor, Color)	1	-	-	-	-	-								0
Well Water Level	4	1			1									2
TOTAL	322	31	20	15	7	18	0	0	0	0	0	0	0	91
SAFETY TRAINING AND INSPECTIONS	2022/23	J	A	S	O	N	D	J	F	M	A	M	J	TOTAL
Monthly Safety Training	12	1	1	1	1	1								5
Operations "Tail-Gate" Safety Training	12	2	3	2	2	2								11
Monthly Inspections - Fire Extinguisher	12	1	1	1	1	1								5
Monthly Inspections - Vehicles	12	1	1	1	1	1								5
Quarterly Inspections - Facility	4	1			1									2
Quarterly Inspections - 90-day BIT	4	1			1									2
Monthly/Quarterly Inspections - Tank/Reservoir	4	1			1									2
Monthly/Quarterly Inspections - Fuel	12	1	1	1	1	1								5
Monthly/Quarterly Inspections - Generators	12	1	1	1	1	1								5
Monthly Safety Class Review	0	-	1	1	1	1								4
TOTAL	84	10	8	7	11	7	0	0	0	0	0	0	0	42
		1886	1935	1839	1942	1794	0	0	0	0	0	0	0	9395







DATE: 1/2/2024  
 TO: Board of Directors  
 FROM: Laun Hanson  
 RE: Bighorn-Desert View Production DECEMBER 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	156,870	1,173,388	185	166	105.9	3.60
Well 4	Well is "inactive"					
Well 6	46,690	349,241	94	80	62.2	1.07
Well 7	87,160	651,957	110	136	98.7	2.00
Well 8	301,800	2,257,464	357	380	105.3	6.93
Well 9	495,500	3,706,340	427	440	144.5	11.38
Well 10	24,670	184,532	76	92	40.3	0.57
<b>Total</b>	1,112,690	8,322,921			556.9	25.54

Maximum Day Demand

Date 12/17/2023

Total Production (Gallons) 388361.6

<b>A Boosters</b>	61,060	456,729	147	150	51.7
<b>C Boosters</b>	94,500	706,860	171	175	68.8
<b>Total</b>	155,560	1,163,589			





DATE: 1/2/2024  
 TO: Board of Directors  
 FROM: Laun Hanson  
 RE: Goat Mountain Production DECEMBER 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	1,530	11,444	127	220	1.5	0.04
Well GMW3	345,300	2,582,844	290	320	148.3	7.93
<b>Total</b>	346,830	2,594,288			149.8	7.96

Maximum Day Demand

Date 12/14/2023

Total Production (Gallons) 176528

<b>GM booster</b>	121,900	911,812	253	222	60.1
-------------------	---------	---------	-----	-----	------