

Bighorn-Desert View Water Agency

Board of Directors

Terry Burkhart, President
J. Larry Coulombe, Vice President
Michael McBride, Director
David Larson, Director
Judy Corl-Lorono, Director



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

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

Marina D West, P.G., General Manager

www.bdvwa.org

A Public Agency

BOARD OF DIRECTORS' SPECIAL MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Monday, November 15, 2010 - 6:00 PM

- **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. When giving your public comment, please first 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, should contact the Board Secretary at 760-364-2315 during Agency business hours.

1. PUBLIC PARTICIPATION- Any person may address the Board on any matter within the District's jurisdiction on items not appearing on this agenda.

2. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code
Section 54956.9(C) (2 potential case)

Legal Counsel Trager will be participating via teleconference from
the following location: 19712 MacArthur Blvd, Suite 120, Irvine,
California 92612

3. CLOSED SESSION REPORT

4. 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.

a. REQUEST FOR WATER SERVICE TO APN: 635-032-16 AT A REDUCED RATE OF \$684.99 AND NO BASIC FACILITIES CHARGE

RECOMMENDED ACTION:

- 1) Authorize variance from the Agency Rules and Regulations for Water Service allowing discounted Basic Facilities Charge of \$0; and
- 2) Authorize a reduced installation fee of \$684.99 per the 2/2004 quote; and
- 3) Authorize staff to grant payment arrangements for the fee.

b. REVIEW ORDINANCE NO. 100-01 PROVIDING FOR THE COMPENSATION OF THE BOARD OF DIRECTORS AND ESTABLISHING PROCEDURES RELATED THERETO

RECOMMENDED ACTION:

- 1) That the Board declare its' intent to pursue a revision to Ordinance No. 100-10 per the recommendation of the Finance/Public Relations/ Education/ Personnel Standing Committee on November 10, 2010.

c. REVIEW ORDINANCE NO. 080-01- RULES AND REGULATIONS OF THE BIGHORN-DESERT VIEW WATER AGENCY

RECOMMENDED ACTION:

- 1) That the Board declare its' intent to pursue a revision to Ordinance No. 080-01 per the recommendation of the Finance/Public Relations/ Education/ Personnel Standing Committee on November 10, 2010.

5. 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 an item be held for discussion or further action.

RECOMMENDED ACTION:

- 1) Approve as presented (Items a - c)
 - a. Consumption & Billing Comparison Report October 2010
 - b. Production Report October 2010
 - c. Service Order Report October 2010

END OF THE CONSENT CALENDAR

6. MATTERS REMOVED FROM CONSENT ITEMS

7. VERBAL REPORTS

- GENERAL MANAGER'S REPORT
- DIRECTORS' REPORTS
 - > Oral Reports from meetings, conferences or committees
- PRESIDENT'S REPORT

8. COMMUNICATION AND PUBLIC INFORMATION ITEMS

9. ITEMS FOR NEXT AGENDA

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 prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Agency Secretary. Backup material for the Agenda is available at the Agency offices for public review and can be viewed online at the Agency's website: www.bdvwa.org.

As a general rule, agenda reports or other written documentation has been prepared or organized with respect to each item of business listed on the agenda, and can be reviewed at www.bdvwa.org. Copies of these materials and other discloseable public records distributed to all or a majority of the members of the Board of Directors 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.

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

Meeting Date: November 15, 2010

To: 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: Request for Water Service to APN: 635-032-16 at a Reduced Rate of \$684.99 and No Basic Facilities Charge

SUMMARY

The owner of Parcel No. 635-032-16 has requested the Agency honor a 2004 price quote for new service installation. The property owner has stated that the Agency did not follow through on previous requests to honor the quote (attached) or his option to address the Board of Directors regarding this matter.

In 2004, installation quotes were generated based on actual field conditions such as length of service line and estimated labor. A quote for \$684.99 was prepared (attached). In 2004 there was no Basic Facilities Charge.

The agency currently charges \$1,255 for a ¾-inch meter and service line. The Basic Facilities Charge (buy-in charge) is currently \$4,098. These charges were last adjusted in 2008.

The property owner is requesting the Agency honor the 2004 \$684.99 quote with the \$0 Basic Facilities Charge and he has also requested the Agency grant payment arrangements for the fee.

RECOMMENDATION

That the Board take the following action:

1. Authorize variance from the Agency Rules and Regulations for Water Service allowing discounted Basic Facilities Charge of \$0; and
2. Authorize a reduced installation fee of \$684.99 per the 2/2004 quote; and
3. Authorize staff to grant payment arrangements for the fee.

BACKGROUND/ANALYSIS

No further analysis provided.

PRIOR RELEVANT BOARD ACTION(S)

11/10/2010 Finance/Public Relations/Education/Personnel Standing Committee reviewed request, recommended move to full Board for further consideration.

10/20/2010 Planning/Legislative/Engineering/Grant Security Standing Committee reviewed request, recommended move to Finance/Public Relations/Education/Personnel Standing Committee

10/28/2009 Resolution No. 08R-10 Modifying Basic Facilities Charge and Service-line Installation Charge

COST ESTIMATE

BIGHORN-DESERT VIEW WATER AGENCY

Date: 2/9/2004

Location: Section 34 635-032-16

Description of Work: Location Section 34, 635-032-16, New Service Line Installation

VERY HARD SOIL FOR DIGGING!

Labor		Hours	Equipment		Hours
Supervisor	\$18.54	0	Backhoe @	\$27.74	4.5
Maint. Worker II @	\$13.53	4.5	Stake Bed/Trailer @	\$17.38	1.5
Maint. Worker I @	\$12.89	4.5	Service Truck @	\$8.69	4.5
	Labor Rate	\$118.90	Pick-up Truck @	\$8.11	0
*Cost Multiplier @	100%	\$118.90			
Total Labor Cost		\$237.80	Total Equipment Cost		\$190.01

MATERIALS FROM INVENTORY

Quantity	Description	Item #	Cost	Ext. Cost
1	6"x1" Brass Saddle Double Strap	SADS-6X1	\$30.93	\$30.93
1	1" Ball Corp. Stop	BCIV-1	\$21.03	\$21.03
1	1" A.M. Stop	CRT-2	\$19.42	\$19.42
30	1" K Soft Copper Tubing	CPKS1100	\$1.99	\$59.70
1	3/4" Performance Meter	PME-03	\$39.19	\$39.19
1	1015 MCBC Flush Gasket	AEP1015-1G2W	\$14.01	\$14.01
1	1" thick rubber gasket	RGTH-1	\$0.12	\$0.12
1	1" x 2 1/2" meter coupling	AD31-4	\$0.15	\$0.15
	Tax at 7.75%			\$14.30
Total Material				

			\$0.00
			\$0.00

Sub Total	\$626.66
Admin Overhead on Materials & Equip @ 15%	\$58.33
TOTAL JOB COST	\$684.99

DATE: NOVEMBER 2010
 TO: MARINA WEST
 FROM: DESTINY DIAZ
 RE: Consumption & Billing Comparison October 2010

Consumption

Residential- North- Bighorn		
	Meters	Usage (c.f.)
Book 1	149	0
Book 2	183	0
Book 3	161	123
Book 4	152	2
Book 5	129	0
Book 6	137	0
Total	911	125

Residential- South- Desert View		
	Meters	Usage (c.f.)
Book 7	165	166,119
Book 8	177	247,015
Book 9	188	288,984
Book 10	179	249,338
Book 11	189	240,369
Total	898	1,191,825

Bulk -Kickapoo, Well 4, Cherokee		
	Meters	Usage (c.f.)
Book 30	41	14,594
Book 31	6	534
Book 32	5	9,890
Total	52	25,018

Construction Meters		
	Meters	Usage (c.f.)
Book 40	0	0
Total	0	0
Billed Consumption		2,595,217
Non Billed Usage		19,734
Total Consumption		-

Bulk - Well 10		
	Meters	Usage (c.f.)
Book 33	45	22,215
Total	45	22,215

Active Residential Meters	1,809
Active Bulk Meters	97
Total Active Meters	1,906

Billing Comparison

	This Year OCT 2010	Last Year OCT 2009	Difference More (Less)
Statistics			
Total Customer Accounts	993	1008	(15)
Usage in Cubic Feet	1,239,058	1,642,093	(403,035)
Percentage Increase/(Decrease)			-25%

Revenues			
Water Revenues	39,768.51	59,799.88	(20,031.37)
Basic Service Charge	49,057.26	49,691.57	(634.31)
Miscellaneous	1,427.88	316.65	1,111.23
Delinquent Charges	1,703.35	1,618.78	84.57
Total Operating Revenues	91,957.00	11,426.88	80,530.12

Debt Service Revenues (pass through)			
FMHA **	8,295.18	8,398.44	(103.26)
Total Debt Service Revenues	8,295.17	8,398.44	

Additional Information Regarding Pass Through Revenues

** FMHA annual debt service of \$41,150 divided over 6 months equals \$6,858

Total Charges (Proof)	0.00	119,825.32	0.00
-----------------------	------	------------	------



DATE: 10/4/2010
TO: Board of Directors
FROM: Kit Boyd
RE: OCTOBER PRODUCTION

	<u>Cubic Feet</u> <u>Pumped</u>	<u>Total Gallons</u> <u>Pumped</u>	<u>Average</u> <u>GPM</u>	<u>Total</u> <u>Running Time</u>	<u>acre feet</u>
Well 2	0	0	#DIV/0!	0	0.00
Well 3	0	0	#DIV/0!	0	0.00
Well 4	0	0	#DIV/0!	0	0.00
Well 6	632,860	4,733,793	446	176.7	14.53
Well 7	11,910	89,087	362	4.1	0.27
Well 8	591,200	4,422,176	983	75	13.57
Well 9	58,200	435,336	691	10.5	1.34
Well 10	19,440	145,411	63	38.3	0.45
Total	1,313,610	9,825,803			30.16

Wells 2, 3 and 4 did not run this month

A Boosters	108,880	814,422	142	95.7	
C Boosters	135,400	1,012,792	267	63.3	
Total	244,280	1,827,214			



DATE: October 1, 2010
 TO: Marina West
 FROM: Destiny Diaz
 SUBJECT: Service Order Report July 2010 through June 2011

	J	A	S	O	N	D	J	F	M	A	M	J	YTD
Mainline Leaks:	0	0	0	0									0
Service Line Repairs:	8	6	3	5									22
Service Line Replacements:	11	2	0	0									13
Service Line Installations:	0	1	0	0									1
Meter Changeouts*	1	0	3	1									5
Water Quality Complaints:**	2	0	2	0									4
48 Hour Tags for NSF Checks:	1	1	2	1									5
Lock Offs for Non-Payment:	12	14	5	13									44
Unlocks After Payment Made:	4	6	1	9									20
All Other Miscellaneous:	114	207	183	118									622
Total	153	237	199	147									736

*Meter replacement program started 6/18/08 with Route 09. Other meter exchanges included in misc.

** High or low pressure complaints fall within this category.