

## APPENDIX B: eCCR Certification Form (Suggested Format)


### Consumer Confidence Report Certification Form

(To be submitted with a copy of the CCR)

Water System Name:	BIGHORN-DESERT VIEW WATER AGENCY
Water System Number:	36 10 060

The water system named above hereby certifies that its Consumer Confidence Report was distributed on JUNE 30, 2021 (*date*) to customers (and appropriate notices of availability have been given). Further, the system certifies that the information contained in the report is correct and consistent with the compliance monitoring data previously submitted to the State Water Resources Control Board, Division of Drinking Water (DDW).

Certified by:

Name: MARINA WEST	Title: GENERAL MANAGER
Signature: 	Date: JULY 13, 2021
Phone number: 760-364-2315	blank

*To summarize report delivery used and good-faith efforts taken, please complete this page by checking all items that apply and fill-in where appropriate:*

- CCR was distributed by mail or other direct delivery methods (attach description of other direct delivery methods used).
- CCR was distributed using electronic delivery methods described in the Guidance for Electronic Delivery of the Consumer Confidence Report (water systems utilizing electronic delivery methods must complete the second page).
- "Good faith" efforts were used to reach non-bill paying consumers. Those efforts included the following methods:
  - Posting the CCR at the following URL: <https://bdvwa.org/wp-content/uploads/CCR-Year-ending-2020-FINAL.pdf>
  - Mailing the CCR to postal patrons within the service area (attach zip codes used)
  - Advertising the availability of the CCR in news media (attach copy of press release)
  - Publication of the CCR in a local newspaper of general circulation (attach a copy of the published notice, including name of newspaper and date published)
- Posted the CCR in public places (attach a list of locations)

- Delivery of multiple copies of CCR to single-billed addresses serving several persons, such as apartments, businesses, and schools *& Water Haulers*
- Delivery to community organizations (attach a list of organizations) - *Landers Assoc.*
- Publication of the CCR in the electronic city newsletter or electronic community newsletter or listserv (attach a copy of the article or notice)
- Electronic announcement of CCR availability via social media outlets (attach list of social media outlets utilized)
- Other (attach a list of other methods used)
- For systems serving at least 100,000 persons: Posted CCR on a publicly-accessible internet site at the following URL: www.\_\_\_\_\_
- For privately-owned utilities: Delivered the CCR to the California Public Utilities Commission

### Consumer Confidence Report Electronic Delivery Certification

*Water systems utilizing electronic distribution methods for CCR delivery must complete this page by checking all items that apply and fill-in where appropriate.*

- Water system mailed a notification that the CCR is available and provides a direct URL to the CCR on a publicly available website where it can be viewed (attach a copy of the mailed CCR notification). URL: <https://bdvwa.org/wp-content/uploads/CCR-Year-ending-2020-FINAL.pdf>
- Water system emailed a notification that the CCR is available and provides a direct URL to the CCR on a publicly available site on the Internet where it can be viewed (attach a copy of the emailed CCR notification). URL: <https://bdvwa.org/wp-content/uploads/CCR-Year-ending-2020-FINAL.pdf>
- Water system emailed the CCR as an electronic file email attachment. *to existing list*
- Water system emailed the CCR text and tables inserted or embedded into the body of an email, not as an attachment (attach a copy of the emailed CCR).
- Requires prior DDW review and approval. Water system utilized other electronic delivery method that meets the direct delivery requirement.

*Provide a brief description of the water system's electronic delivery procedures and include how the water system ensures delivery to customers unable to receive electronic delivery.*

All customers were mailed notice(s) indicating the CCR was available and how to request a free paper copy or an emailed copy.

This attached water bill indicates the customer notice regarding the upcoming availability of the CCR and how to obtain a copy. This same notification was included on the water bills dated April 30, May 28 and June 30, 2021.

Paper copies are available for free at the office.

CCR was emailed to the Agency email distribution list, which does not include all customers but does include local radio and newspaper editors.

CCR posted at "Agency Posting" locations though out the Agency Boundaries (see attached Resolution No. 17R-11).

Commercial water haulers were mail sets of CCRs & more available upon request.

*This form is provided as a convenience and may be used to meet the certification requirement of section 64483(c) of the California Code of Regulations.*

**Bighorn - Desert View Water Agency**  
 622 S. Jemez Trail  
 Yucca Valley, CA 92284

760-364-2315  
 Mon-Fri 8:00am-4:30pm

**CUSTOMER**  
 PO BOX XXXX  
 LANDERS, CA 92285-0110

# Account Statement

## ACCOUNT INFORMATION

**ACCOUNT:** 000000-000  
**SERVICE ADDRESS:** 1111 North RD  
**SERVICE PERIOD:** 3/1/2021 to 4/30/2021  
**BILLING DATE:** 4/30/2021  
**DUE DATE:** 5/19/2021

## METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
00413225	2/19/2021	92494	4/20/2021	94904	2410

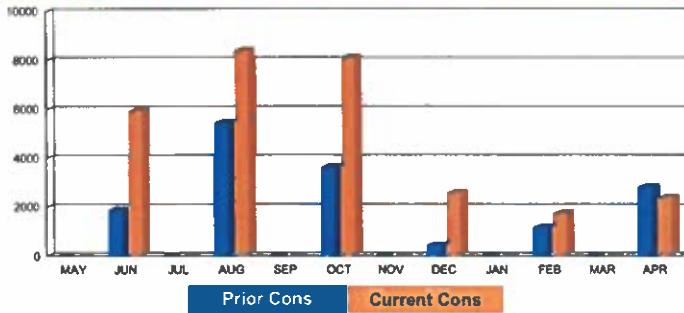
*Same memo April, May & June bills*

## SPECIAL MESSAGE

In observance of Memorial Day, our office will be closed on Monday, May 31, 2021.

The Agency's Annual Water Quality Report (Consumer Confidence Report) will be available July 1, 2021 online at [www.bdwa.org/ccr/](http://www.bdwa.org/ccr/) or you may contact the office to get one mailed to you.

## Water Consumption



## CURRENT CHARGES

Ready to Serve 66.84  
 Water Consumption 81.46  
**TOTAL CURRENT CHARGES 148.30**

## BILL SUMMARY

PREVIOUS BALANCE 126.06  
 PAYMENTS RECEIVED -100.00  
 ADJUSTMENTS 0.00  
 ADDITIONAL BILLING 0.00  
 CURRENT CHARGES 148.30  
**TOTAL AMOUNT DUE 174.36**

## Payment Coupon

### ACCOUNT INFORMATION

PLEASE RETURN THIS PORTION ALONG WITH YOUR PAYMENT

PLEASE MAKE CHECK PAYABLE TO:

**BIGHORN-DESERT VIEW WATER AGENCY**

**ACCOUNT:** 000000-000  
**SERVICE ADDRESS:** 1111 North RD  
**SERVICE PERIOD:** 3/1/2021 to 4/30/2021  
**BILLING DATE:** 4/30/2021  
**DUE DATE:** 5/19/2021

**CUSTOMER**  
 PO BOX XXXX  
 LANDERS, CA 92285-0110

### AMOUNT DUE

**TOTAL AMOUNT DUE BY 5/19/2021 174.36**

### AMOUNT ENCLOSED

**AUTO PAY**

REMIT PAYMENT TO:

Bighorn-Desert View Water Agency  
 P.O. Box 80237  
 City of Industry, CA 91716

RESOLUTION 17R-11  
BIGHORN-DESERT VIEW WATER AGENCY  
ESTABLISHING AN AGENCY MEETING  
AGENDA PREPARATION POLICY

**WHEREAS**, The Board of Directors of the Bighorn-Desert View Water Agency hereby sets the following policy which will establish the process by which the agendas for Agency meetings will be generated.

**WHEREAS**, the Agency Regular and Special Meeting Agenda Preparation Policy of the Bighorn-Desert View Water Agency is as follows:

1. The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors.
2. In regards to the regularly scheduled monthly meeting, the following process and timeline for agenda preparation shall be followed:
  - Directors may request and seek majority consensus for appropriate items to be placed on the agenda at the regular Board meeting.
  - Tuesday prior to the meeting – Director’s deadline for adding appropriate items to the agenda will be the end of business Tuesday. The Board President shall make any final determinations as to what constitutes an appropriate item to be agendized for the Board meeting.
  - Wednesday prior to the meeting – Before days end, staff shall have the first draft of the agenda available for review, if requested.
  - 12:00 Noon Thursday prior to the meeting – Directors’ revisions should be delivered to the General Manager.
3. Upon completion of the Board Agenda with the backup material packet on the Friday prior to the meeting- A field representative shall hand deliver agenda binders to Directors and post agendas.
4. The official posting location for the purposes of meeting the requirements of the Ralph M. Brown Act will be the Agency Office at 622 S. Jemez Trail and website: [www.bdvwva.org](http://www.bdvwva.org).

As a courtesy the agenda shall also be posted at the following locations-

- 1720 North Cherokee Trail- Agency Board Room
- Johnson Valley Well 10
- Landers Community Association- Belfield Hall
- Landers Post Office Bus Stop
- C and J Feed Store Community Bulletin Board



Posting  
locations

In addition, the agenda will be emailed to the “Agenda Notification List” maintained by the agency staff. This list includes the following:

- Z107.7 Radio Station
- Hi-Desert Star Newspaper

**WHEREAS**, pursuant to the Brown Act Section 54957.5(a) once the agenda and related materials have been prepared office staff shall make available upon request, and without delay, the agenda and related materials for public viewing during regular business hours. However, this shall not include any writing exempt from public disclosure under Section 6253.5, 6254.7, or 6254.22.

**WHEREAS**, complete agendas with backup material packets will be made available, and without delay, for public viewing during regular business hours at the agency business office.

**WHEREAS**, complete agendas without the backup material packet shall be made available at the agency administrative office and shall be provided upon request at no charge to the requester.

**WHEREAS**, any member of the public can purchase a complete agenda packet, with backup material at the then current per page copy charge outlined in the Agency's Rates, Fees and Charges for public information requests pursuant to the California Public Records Act. Hard copies of presentations made or materials distributed at Agency meetings will thereafter be subject to the California Public Records Act.

**WHEREAS**, the Agency Standing Committee Meeting Agenda Preparation Policy of the Bighorn-Desert View Water Agency is as follows:

1. The General Manager, in cooperation with the Standing Committee Chair, shall prepare an agenda for each Standing Committee meeting.
2. Any Director may contact the Committee Chair to place any appropriate item on the Committee meeting agenda no later than Tuesday prior to the agenda mail out day which is scheduled for the Friday before the scheduled time and date of the meeting. The Chair shall make any final determinations as to what constitutes an appropriate item to be agendaized for the Standing Committee meeting.

**WHEREAS**, the Agency Workshop Board Meeting Agenda Preparation Policy of the Bighorn-Desert View Water Agency is as follows:

- Board workshops shall be scheduled and the agenda set by the Board of Directors at the regular or special meeting of the Board or by the Board President.

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

- 1) Resolution 17R-11 establishes the policy for preparation of the agenda for meetings of the Board of Directors or Standing Committees thereof; and
- 2) Resolution No. 14R-06 is hereby rescinded in its entirety.

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Bighorn-Desert View Water Agency this 25<sup>nd</sup> day of April 2017.

By   
Michael McBride, President (Pro tem)

ATTEST:  
  
Judy Cori-Lorono, Secretary

Resolution No. 17R-11