

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

THE BOARD OF DIRECTORS FINANCE/PUBLIC RELATIONS/EDUCATION AND PERSONNEL COMMITTEE MEETING AGENDA

BOARD MEETING OFFICE
1720 N. Cherokee Trail, Landers, CA 92285
Wednesday, November 10, 2010 - 4:00 PM

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

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

Public Participation - Public is invited to comment on any item on the agenda during discussion of that item. You may wish to submit your comments in writing to assure that you are able to express yourself adequately. 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. DISCUSSION AND ACTION ITEMS - The Committee and Staff will discuss the following items and 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) Discuss issuing a variance from the current cost of a ¾-inch service line installation to the 2004 rate quoted at \$684.99; and
- 2) Direct staff to move the item to the full board for further consideration and possible approval.

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

RECOMMENDED ACTION:

- 1) As directed by the full Board, Committee to review and discuss options regarding Ordinance No. 100-01 with respect to dollar amount of per diem and days of service per month; and
- 2) Committee to review Resolution 10R-02 Policy for Compensation for Performance of Official Duties and Reimbursement of Actual and Necessary Expenses as it relates to Ordinance No. 100-01; and
- 3) Committee to provide further direction to staff on any desired policy revisions for further consideration by the Committee o full Board.

c. REVIEW ORDINANCE NO. 080-01 ESTABLISHING RULES AND REGULATIONS FOR WATER SERVICE

RECOMMENDED ACTION:

- 1) Committee to review and discuss the Rules and Regulations specifically including but not limited to the following Articles:
 - a)** Article 3.0 Basic Water Service Rules & Regulations
 - I.** Customer Deposits
 - II.** Leak Relief
 - III.** Unauthorized Water Use
 - IV.** Other
- 2) Committee to review and discuss these specific areas of rising concern:
 - a)** Customer payment arrangements, extensions and failure to pay on arrangements
 - b)** Credit Card Fees
 - c)** Other
- 3) Committee to discuss the content of a new Article to be added to the Rules and Regulations concerning:
 - a)** Bulk Meter Accounts
 - I.** Deposits
 - II.** Cancellation of service due to inactivity

- III. General Rules and Regulations for Residential and Commercial bulk accounts
- IV. Bad Debts
- V. Other

4) Committee to consider making a recommendation to the full Board.

d. PUBLIC RELATIONS / PUBLIC OUTREACH EFFORTS

RECOMMENDED ACTION:

- 1) Committee to discuss Public Outreach with elected officials to promote our wellbeing, Agency goals and objectives as well as regional projects requiring funding assistance.

e. PERSONNEL

RECOMMENDED ACTION:

- 1) Committee to discuss modifications to the job description and duties of the Executive Secretary/Personnel Administration position as it pertains to the affairs of the Board of Directors

- 4. CONSENT ITEMS** - The following is expected to be routine and non-controversial and will be acted on by the Committee members at one time without discussion, unless a member of the Public or a Committee member requests that an item be held for discussion or further action.

- a. none

RECOMMENDATION:

- 1) Approve as presented

END OF THE CONSENT CALENDAR

5. VERBAL REPORTS

- > COMMITTEE MEMBERS' COMMENTS/REPORTS
- > GENERAL MANAGER'S REPORT

6. ITEMS FOR NEXT AGENDA

7. ADJOURNMENT

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Bighorn-Desert View Water Agency, 622 S. Jemez Trail, Yucca Valley, CA not less than 72 hours 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.