



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."

Finance/Public Relations/Education and Personnel Standing Committee Special Meeting Minutes

Committee Members: President McBride & Director Coulombe

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

**May 15, 2019
Time – 9:00 A.M.**

Call to Order

Director Coulombe called the meeting to order at 9:00 A.M.

Pledge of Allegiance

Led by Mary Coulombe

Roll Call

Directors: Michael McBride (Via Teleconference)
 Larry Coulombe

Staff: Marina West
 Seth Kish

Approval of the Agenda

President McBride and Director Coulombe approved the agenda as presented.

Adopt Resolution No. 19R-XX Modifying the Basic Facilities Charge to \$4,810 and the Service Line Installation Fee to \$1,370 for 1-inch residential meters.

General Manager West gave her report to the Committee. The Basic Facilities Charge (BFC) was originally set based on the 2007/08 master plan when the engineers looked at the entire system and the components for the "buy in charge". The last change on the BFC was in 2017 when the Board adopted the fee calculation of \$4,595. The Service Line Installation Fee reflects the cost of parts and labor to install the service line. The Agency has concluded that the cost could come down to \$1,370 due to the fact that the costs of these services has had a decrease in cost. The Agency will move this to the Board meeting on the May 28, 2019.

No public comment

Adopt Resolution No. 19R-XX Establishing certain fees and charges

General Manager West gave her report to the Committee. The Agency has several existing resolutions that have many different charges and fees, the Agency would like to combine all of the fees into one resolution. The Agency is not changing any existing fees and is only adding one fee, which is the Notary Public Fee. The charges that will be restated in a new resolution would be; Delinquent Account Service Charge, Public Information Request "Paper" Copy Charge, Variance Processing Fee, Backflow Test Reminder Letter Fee, Release of an Unsecured Lien for Delinquent Water Charges (NSF), Unlock Fee and

a new Notary Public Fee. GM West wanted to note that the Agency is not recommending any changes to the Release of an Unsecured Lien for Delinquent Water Charges (NSF), only to restate its wording in order to make it more understandable for customers.

No public comment

Resolution No. 19R-XX Establishing the Investment Policy for the Bighorn-Desert View Water Agency
General Manager West gave her report to the Committee. This resolution is needed to make sure that the Agency is in compliance with CA code.

No public comment

Consent Items

- a. FPREP Committee Meeting Minutes, March 20, 2019
- b. FPREP Special Committee Meeting Minutes, April 29, 2019

Public Comment Period

No public comment

Verbal Reports

General Manager West wanted to inform the Committee of a public relations issue that could possibly occur at the next Board meeting. The reason for this is due to the Southern California Edison change in fees. The Agency had to make a decision to either shift pumping or to change the rate for the Johnson Valley cash metering station. The Agency made a decision to stop pumping during the hours of 4-9PM in order to keep prices as low as possible for customers. The Agency has also made it clear by posting notices at the metering station informing customers of the upcoming changes. Some customers are upset and will be attending the next Board meeting in order to comment on the new changes.

Adjournment – Director Coulombe adjourned the meeting at 9:52A.M.

Approved by:



Michael McBride, Committee Chair

