



BIGHORN-DESERT VIEW WATER AGENCY

622 S Jemez Trail, Yucca Valley, CA 92284 (760) 364-2315 FAX (760) 364-3412


CALL FOR A SPECIAL MEETING

A SPECIAL MEETING OF THE FINANCE/PERSONNEL/PUBLIC
RELATIONS & EDUCATION COMMITTEE
WITH BOARD OF DIRECTORS*

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

WILL BE HELD ON AUGUST 6, 2008 AT 4:00 P.M IN THE AGENCY
FACILITY LOCATED AT 1720 NORTH CHEROKEE TRAIL,
LANDERS, CALIFORNIA

THIS SPECIAL MEETING IS CALLED BY THE UNDERSIGNED
FOR THE EXPRESS PURPOSES
OUTLINED IN THE ATTACHED AGENDA

By: 
Phillip Johnson, Board President

Date: August 1, 2008



BIGHORN-DESERT VIEW WATER AGENCY

FINANCE/PERSONNEL/PUBLIC RELATIONS & EDUCATION COMMITTEE MEETING WITH BOARD OF DIRECTORS* AGENDA

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

**AUGUST 6, 2008
WEDNESDAY
4:00 P.M.**

*The BDVWA Finance/Personnel/Public Relations & Education 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 who are not assigned to the Finance/Personnel/Public Relations & Education Committee will participate as observers at the meeting.

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **APPROVAL OF THE AGENDA**
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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. In giving your public comment, please 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, please contact the Board Secretary during Agency business hours by calling 760-364-2315.

1. **PUBLIC PARTICIPATION**-Any person may address the Committee on any matter within the District's jurisdiction on items not appearing on this agenda.
2. **PROPOSED CHANGES TO MISCELLANEOUS AGENCY CHARGES AND FEES**-Committee to review and discuss proposed increase to the Basic Service Fee and other fees and charges to balance the Fiscal Year 2008-2009 Operations Budget.
3. **DIRECTORS' COMMENTS/REPORTS**
4. **ADJOURNMENT**

Materials related to an item on this Agenda submitted to the Committee Members after distribution of the agenda packet are available for public inspection in the Bighorn-Desert View Water Agency office at 622 S. Jemez Tr., Yucca Valley, CA during normal business hours.

**BIGHORN DESERT VIEW WATER AGENCY STANDING COMMITTEE
FINANCE/PERSONNEL/PUBLIC RELATIONS/EDUCATION
AGENDA ITEM SUBMITTAL**

Meeting Date: August 6, 2008

To: Financial/Personnel/PR/Education Comm.
Board of Directors

Budgeted: N/A

Budgeted Amount: N/A

Cost: N/A

Funding Source

From: Marina D. West

General Counsel Approval: N/A

CEQA Compliance: N/A

Subject: Proposed Changes to Miscellaneous Agency Charges and Fees

SUMMARY

At the July 22 Meeting of the Board of Directors, staff was authorized to pursue an increase to the monthly Basic Service Fee to balance the Fiscal Year 2008-2009 Operations Budget. In addition, staff indicated that there are other charges and fees that should be analyzed and possibly implemented or increased at the same time.

RECOMMENDATION

Informational.

BACKGROUND/ANALYSIS

In preparation for a Prop. 218 Notification and subsequent Public Hearing on the proposed increase to the Basic Service Fee by \$7.50 per month staff would like to bring a list of all other fees and charges for review at the same time to make the best use of the public disclosure process.

Attached is a list of existing and proposed fees and charges for the committee to consider. Staff is requesting input from the committee on the list of charges and fees as well as discussion of appropriate Public Relations and Education that should occur during the notification period.

The matter will then be brought back to the full board for consideration prior to the Prop. 218 Notice being prepared and the Public Hearing scheduled.

PRIOR RELEVANT BOARD ACTION(S)

07/22/08 08R-XX Adopt Fiscal Year 2008-09 Operations Budget

Bighorn Desert View Water Agency

Review of Existing Fees and Charges

Definition	Current Charge/Fee	Proposed Charge/Fee
<i>Water Service Related Charges and Fees</i>		
New Account or Transfer Fee	\$0	\$15 to \$21
Account Deposit	\$100	100
Credit Report in lieu of deposit	not used	consider
Pull Meter	\$0	\$40
Meter Reinstall	\$0	\$40
Clean and Show	\$30	
After Hours reconnection charge (unlock)	\$0	\$35 to \$50
Credit Card or Check Card transaction fee	\$0	\$1.75
<i>Negative Impact Activity Charges</i>		
48-hr. delinquent notice	\$0	\$10
Delinquent charges	5% of past due w/\$5 minimum	no change
Other deposits defined for delinquent accounts	\$100	\$100
Unlock fee (locked off for non-payment)	\$40	\$40
Return Check Charge (NSF)	\$25	\$25
Return Check Charge subsequent occurrence	\$35	\$35
Tampering Fee	actual cost of damage	actual cost of damage
Unauthorized Use of Water Charge	\$250	no change
Property Liens		\$100/lien
<i>Development Impact Fees</i>		
Basic Facility Charge "Capacity Fee"	\$1,900	\$4,098
* Water main Connection fee: \$2,186		
* Water Storage Fee: \$504		
* Water Supply Fee: \$ 588		
* Development Fee (existing pipe): \$820		
Installation charge 3/4-in	\$900	\$990
Upgrade to 1-in meter	\$900	\$1,060
Fire Flow Test Report	\$0	\$55 to \$75
Will Serve Letter	\$0	\$50 to \$100
Construction Meter Deposit	\$350	\$350
Construction Meter Water Charge	\$3/unit	\$4.50 per unit/ \$30 per month
<i>Public Information Request Fees</i>		
Research per Hour	?	?
Documents per page	0.1	0.25
Computer Printout	0.1	\$2.00 minimum, \$1.00 per page
Recording copy	?	?
Other Services	?	actual cost