

**BELLA VISTA WATER DISTRICT**

**BOARD OF DIRECTORS**

**Monday, February 22, 2010**

The Regular Meeting of the Board of Directors of Bella Vista Water District was called to order by the President of the Board at 5:30 pm at the District office.

Board Members Present:

President - Lynette Blaisdell  
Vice President - Jeff Steppat  
Director - Bob Nash  
Director - Robert Sims  
Director - Jeff Thompson

Board Members Absent:

Officer and Staff Present:

General Manager/  
Secretary-Treasurer - David J. Coxey  
District Engineer - Don Groundwater  
Office Manager - Connie Wade

**Item 1. Pledge of Allegiance**

**Item 2. Public Comment**

Helen Stephenson commented on various educational programs and the opening of the farmers market sponsored by the Country Farm Trail Association.

**Item 3. Consent Calendar**

3-1 Approval of the Minutes of the Regular Meeting held on January 25, 2010

Bob Nash requested a correction to the minutes. Item 11 was titled Adopt Supplemental Water Form of Application. Bob recommended changing it to Water Application Form.

3-2 Financial Reports for Month Ending January 2010

3-3 Quarterly Investment Portfolio

- 3-4 Bill Stuffer Request from Shasta Mosquito and Vector Control District

M/S/C [Nash/Steppat] Accept the Consent Calendar with the modification to the minutes discussed.

**OLD BUSINESS:**

**Item 4. Water Supply Update**

An update was presented.

**Item 5. GIS Mapping Project Update**

Paul Gregson, consultant, updated the progress of the GIS integration.

**Item 6a. Project Update – Portero and Bloomingdale Water Main Replacement Project**

No action taken – information only.

**Item 6b. Project Update – Water Treatment Plant Backwash Recycle Project**

No action taken – information only.

**Item 6c. Authorize Execution of Contract with PACE Engineering for Engineering Services during Bidding and Construction**

M/S/C [Nash/Thompson] Authorize the General Manager to execute a contract with PACE Engineering for engineering services during bidding and construction at a cost not to exceed \$43,400.

**NEW BUSINESS:**

**Item 7. Consider Authorizing Implementation and Deployment of I-Web Online Bill Pay Module**

Implementation of the program and the transaction fees were discussed.

M/S/C [Thompson/Sims] Proceed with full implementation of the program and apply a \$3.00 processing fee per transaction.

**Item 8. Consider Proposal with Provost & Prichard to Prepare 5-Year Water Management Plan Update required by the District's Water Service Contract with U.S. Bureau of Reclamation**

District staff will work closely with Provost & Prichard in the preparation of the plan and will provide them detailed information regarding water and land use within the District.

M/S/C [Nash/Steppat] Authorize the General Manager to execute an agreement with Provost & Prichard to prepare a Water Management Plan for the District at a cost not to exceed \$19,800.

**Item 9. Calendar Public Hearing to Consider Revised Rates, Authorize staff to Mail Public Hearing Notification and Protest Election Ballot with the Proposed Rates**

Proposition 218 ("The Right to Vote on Taxes Act") approved by the voters in 1996, modified the procedures required to adopt or increase fees or charges. Subsequent litigation and legislation has further clarified the required procedures which are summarized as follows:

1. Provide written notice by mail of the proposed fees to the record owner of each identified parcel upon which the fee or charge may be imposed and include:
  - The amount of the proposed fee or charge;
  - The basis on which the amount was calculated;
  - The reason for the fee or charge; and,
  - The date, time and location of a public hearing on the proposed fees or charges.
2. Conduct a public hearing to comply with the following requirements:
  - The public hearing must be conducted no less than 45 days after mailing the notice;
  - The District must consider all written protests against the fee or charge; and,
  - If a written protest is presented by a majority of owners, the District may not impose the proposed fee or charge.

The rates would become effective May 1, 2010.

M/S/C [Thompson/Steppat] Schedule a public hearing date of April 26, 2010, at 5:30 pm to be held at Shasta College. In addition, authorize staff to utilize the Shasta County Opportunity Center or the most cost effective method to mail the required notifications.

**GENERAL BUSINESS:**

**Item 10.      Manager's Report**

The General Manager presented a report and recommended that a special board meeting be held on April 19 to conduct regular business rather than combine those items with the public hearing regarding rates.

**Item 11.      Engineer's Report**

The District Engineer presented a report.

**Item 12.      Board Members' Comments**

**Item 13.      Adjourn**

The meeting adjourned at 7:35 pm.

