

**Burney Water District  
Board of Director's Public Relations Standing Committee Meeting  
May 12<sup>th</sup>, 2016**

**ITEM**

**1. CALL TO ORDER AND ROLL CALL**

**PRESENT:** Directors Tanya Taylor, Britta Rogers, District Manager Willie Rodriguez.

**ABSENT:** None.

**CALL TO ORDER:** District Manager Willie Rodriguez called the Meeting to order at 6:04 p.m.

**2. PUBLIC SPEAKERS:**

None.

**NEW BUSINESS:**

- 3. Report on Progress for SDLF District Transparency Certificate Checklist:** Report back next meeting after checking off completed items on the checklist.
- 4. Review Revised Rate Study Customer Notification Documents:** District Manager Willie Rodriguez summarized the revisions made to the Rate Study Customer Notification Documents. Will be contacting Craig from Intermountain News and Walt from Mountain Echo to put some additional information in the papers asking for help from our customers and explain the benefits that they could possibly see from completing the surveys.
- 5. Discuss Communications Regarding Board Member Certifications:** District Manager Willie Rodriguez would like to work on all of the board members getting the required training to get us in compliance and post there certificates on the website. He is also looking into ways we can notify the public about the boards certifications, will get more information together for next meeting.
- 6. Discuss Public Hearing Notification for Pool Fees:** We put out the Notice of Public Hearing on the website, in both local newspapers and posted it at three local businesses in town. The hearing will be at the next regular board meeting on Thursday, May 19<sup>th</sup>. The members from Friends of the Pool will be attending this meeting in support of the rate increase.
- 7. Discuss Proposition 218 Rate Hearing Notice:** Proposition 218 Rate Hearing Notice for the meeting of Thursday, June 16<sup>th</sup>, 2016 was mailed out April 27<sup>th</sup>; we haven't seen a lot of opposition to the proposed rate increase so far this year. We are in the third year of a five year rate increase, District Manager Willie Rodriguez's recommendation is to follow that rate study so the District is able to sustain our operations and run in a professional manner. In the next year we may look into having a new rate study done so we are able to put us in compliance with the 1.5% median household income that we need for State and Federal Grant monies.
- 8. Discuss Consumer Confidence Report:** District Manager Willie Rodriguez summarized and explained the purpose of the Consumer Confidence Report which was also mailed out April 27<sup>th</sup> with the Proposition 218 Rate Hearing Notice. He received a phone call from a customer asking what the acronyms in the table stood for, and would like to do a better job on the report

next year explaining the acronyms so our customers are able to understand it better.

9. **Discuss Possible Billing Format:** We have been looking into billing format changes to go letter size. We have been talking to Data West to see what it is going to take to make this happen and figure out the difference in cost. Bill Master will have to change our program and we will have to test those bills, so it will be a couple of month process to get this done but we hope to be able to get this done in the Fall.
10. **Discuss Future Agenda Items and Determine Next Public Relations Standing Committee Meeting Date and Time:** Check Boxes on the SDLF Checklist, Contact Craig and Walt regarding the Income Survey, Feed Back to PACE on the Consumer Confidence Report on Stoplight Mode, and Cost and Plan for Billing Format Changes. Next Public Relations Standing Committee Meeting for Thursday, June 9<sup>th</sup> at 6:00.
11. **Adjournment:** District Manager Willie Rodriguez called for adjournment at 7:00 p.m.



---

CHAIRPERSON



---

BOARD SECRETARY