

To: Burney Water District Board of Directors
From: David Zevely, District Manager
Date: June 10, 2022
Subject: District Manager's Report, Summary of Activities from May 14, 2022, to June 9, 2022

May

- The Main Lift Station flow meter stopped functioning on May 11. On May 16 staff reset parameters in the meter, and it has been working since then. Staff notified the SWRCB area Engineer about the loss of flowmeter data.
- The District office printer was replaced after being repaired three different times and out of service for nearly a month.
- All staff are now on a regular work schedule that aligns with District business hours.
- Upgraded staff emails and office programs to include Microsoft 365 and Teams for online meetings.
- Staff signed up for SMARTS (Stormwater Multiple Application and Report Tracking System) a requirement for WWTP construction.
- A contractor at the WWTP had some equipment stolen. The thieves also broke into two WWTP neighbors the same night. The incident was reported to the Sheriff's department.
- Staff notified the SWRCB area Engineer Pond 1's pH was above permit limits for a short period of time.
- Staff sent a response letter to Burney Bioenergy's Will-serve request. The District and Burney Bioenergy continue to work on details of the request.
- Staff reported no sanitary sewer overflows (SSO) for the month of April. The no-spill certification was reported on the CIWQS online reporting system.
- Staff sampled water and wastewater sites for May permit-required analyses. Sample results are within permit limits.
- Submitted April 2022 wastewater monthly report to SWRCB staff for review.
- Submitted April 2022 drinking water monthly report to SWRCB staff for review.

June

- Staff provided all requested information to CoBank and CoBank submitted the application for final review and approval on June 6 or 7, and documents should be ready for signatures in about two weeks for interim financing associated with the wastewater collection and treatment plant projects.
- Burney Fire District staff visited the WWTP to evaluate the location of the new generator pad. The Fire District approved plans for the Generator and its location.
- Staff signed up for a PGE pilot program that may reduce energy costs. The program is called ELRP (Emergency Load Reduction Program). According to PGE, "The program offers risk free financial incentives to reduce energy usage during times of high grid stress and emergencies, with the goal of avoiding rotating outages while minimizing costs to customers. This program is unique in it's voluntary nature as there are no penalties for non-performance."

- Also, Staff requested a change in electrical usage codes from PG&E. This code change has the potential to save the District an estimated \$5075/year on the Main Lift Station PGE bill compared to the current rate plan used at the Main Lift Station. These comparisons and savings were estimated by PGE.
- For the month of May, two construction invoices were approved by PACE Engineering and signed by the District Manager: one for the Collection System Improvement Project (\$35,810) and another for the WWTP Improvement Project (\$301,630).
- The District is awaiting SWRCB interim budget approval to start requesting reimbursements for construction related costs for the collection system and WWTP improvement projects.
- District meetings this reporting period included: the Public Relations Standing Committee Meeting, Regular Board meeting.

Service Requests and Call Outs

In May, during business hours, staff responded to the following number of water and sewer service requests:

- 6 water turn on requests
 - 5 water turn off requests
 - 52 meter re-reads and/or move in/out requests
 - 3 Sewer service request (backups on either customer or District side)
 - 8 water maintenance requests (leaky valves, broken lines, pressure checks)
 - 2 water meter replacements
- In May, staff responded to 4 after-hour call for the following:
 - Investigate a sewer backup at a residence on Clusterwood Court.
 - Alarm at the District office caused by an partially open door.
 - Main Lift Station Hi-water level alarm.
 - Booster pump station pumps had to be shut off.