

MINUTES – BURNEY WATER DISTRICT
Board of Director's Regular Meeting
September 17, 2026 – 6:30 p.m.

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Britta Rogers, Jim Hamlin, David Barry, Fred Ryness and Rodney Armstrong.

ABSENT: None.

STAFF: District Manager David Zevely and Executive Assistant / Recreation Manager Stephanie McQuade.

CALL TO ORDER: President David Barry called the Regular Meeting to order at 6:32 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the August 19, 2026, Finance Standing Committee Meeting.

3B. Approve the Minutes of the August 19, 2026, Public Relations Standing Committee Meeting.

3C. Approve the Minutes of the August 20, 2026, Regular Board Meeting.

Director Ryness made a motion to approve the Consent Calendar. Director Armstrong seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.

ABSENT: NONE.

CARRIED

BUSINESS:

District Manager David Zevely requested to move to Item 11 for the presentation.

- 11. CalTrust Investment Funds Presentation:** Todd Winslow, a Senior Relationship Manager With CalTRUST, held a presentation for the Board of Directors regarding the different accounts they offer, and where we currently hold our funds and options for the District. The Board requested additional information regarding our reserve funds accounts. The CalTrust representative responded to Board member questions and said he would provide additional documentation for the Board and include a Webinar for the Board to watch to better understand CalTrust funds.

4. **Review and Determine if Amendments are Requested for the 2026 Biennial Notice for Conflict of Interest Code:** Director Armstrong made a motion to make Amendments to the 2026 Biennial Notice for Conflict of Interest Code. Director Ryness seconded the motion.
- AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.**
ABSENT: NONE. **CARRIED**
5. **Review and Approve Resolution 2026-07 Adopting a Conflict of Interest Code:** Director Rogers made a motion to Approve Resolution 2026-07 Adopting a Conflict of Interest Code. Director Hamlin seconded the motion.
- AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.**
ABSENT: NONE. **CARRIED**
6. **Review Letter from Shasta County Clerk/Registrar of Voters Regarding Appointments in Lieu of Election for the General Election of November 3, 2026:** District Manager David Zevely summarized the Letter from Shasta County Clerk/Registrar of Voters Regarding Appointments In lieu of Election for the General Election of November 3, 2026. He informed the Board that no one ran against current Board members whose seats were up for election.
7. **Discuss declaring a portion of District property exempt surplus land, approving an Option and Lease Agreement with the Towers, LLC:** District Manager David Zevely went over the summary of the option and lease agreement provided by Districts' Legal Council with the Board and Answered questions. The recommendation in the summary was to approve a resolution declaring a portion of the District property exempt surplus land, approving the option and lease agreement with the Towers, LLC.
8. **Consider Adoption of Resolution 2026-08 declaring a portion of District property exempt surplus land, approving an Option and Lease Agreement with the Towers, LLC, and conditionally delegating execution authority to the District Manager, or his designee:** Director Hamlin made a motion to Adopt Resolution 2026-08 declaring a portion of District property exempt surplus land, approving an Option and Lease Agreement with the Towers, LLC, and conditionally delegating execution authority to the District Manager, or his designee. Director Ryness seconded the motion.
- ROLL CALL: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.**
ABSENT: NONE. **CARRIED**
9. **Financial Report for the Month Ending August 31, 2026:** District Manager David Zevely summarized the Financial Reports for the month ending August 31, 2026, and answered questions. He informed the Board that the loss was due to the District annual Workers Compensation and Liability Insurance payment which was just under \$100,000.00. He also noted other areas that were over budget due to training and expenses that were unforeseen.
10. **Review Reserves Account Balances for the month ending August 31, 2026:** The Board reviewed and discussed the Reserves Account Balance for the month ending August 31, 2026.

REPORTS:

12. **Presidents Report:** Board President, David Barry, informed the Board that he will be attending and In-Person Workshop through CSDA: SB 827 Required Training - Navigating Governance

and Finance in Special District. The workshop will be in Redding on October 27, 2026 at the McConnell Foundation Lema Ranch.

13. **Director Reports / Committee Reports:** Director Ryness reported on LAFCO.
14. **Executive Assistant / Recreation Manager:** Stephanie McQuade reported on the following items:
 - The pool closed on Friday, September 4, 2026.
 - Final invoicing for the summer school programs will be completed before the end of September.
 - Still need to winterize the pool.
 - Grant Funding is open for Parks, will be reapplying for Washburn-Bue Park. District staff are signed up for a workshop regarding the grant funding application.
 - The Civic Park Improvement Project will be going out to be re-bid in November.
 - Audit is scheduled for September 23-25, 2026. Office staff are currently preparing for it.
 - District staff Have been submitting Disbursement Requests for the following Projects: Water System Improvement Project, Lead Service Line Inventory and Civic Park Improvement Project.
15. **District Manager's Report:** David Zevely reported on the following items:
 - Water System Improvement Project began, currently the contractor is working on the Timber Drive Tank Recoating. Pace Engineering observes the work being completed and reporting back to the District. The Coating of the Timber Tank is scheduled for completion in October 2026. Work for the project possibly move to a different location or will stop and begin again in Spring 2027.
 - Spoke with Laurie McCollum, Pace Engineering, regarding applying for grant funds to connect Johnson Park to the Burney Water District's Sewer. If the District moves toward completing an application for a septic-to sewer project, we will plan a Public Outreach meeting with the community.
 - Amendment No. 1 for the Water System Improvement Project has been signed. It will increase project costs from \$13,981,000 to \$15,523,627.
 - Field staff have been doing a great job. Always busy, they completed meter reading in two and a half days. They have been proactive while completing their regular assigned tasks.
 - The newest Field staff have applied for their Operator-In-Training certificates at the Wastewater Treatment Plant.
16. **Review Future Agenda Items and Summarize Board Direction:** Items discussed for the next meeting were Washburn-Bue Park Grant, Johnson Park Septic-to-Sewer Grant Application, and Sapphire Sewer Plug. Move next Regular Meeting back a week to Thursday, October 22, 2026, at 6:30 p.m.
17. **Adjournment:** Director Rogers moved for adjournment. Director Armstrong seconded the motion. The meeting was adjourned at 8:19 p.m.

AYES: HAMLIN, ROGERS, BARRY, RYNESS, ARMSTRONG.
ABSENT: NONE.

CARRIED

CHAIRPERSON

BOARD SECRETARY