

**Burney Water District
Board of Director's Public Relations Standing Committee Meeting
February 28, 2024**

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Director David Barry, District Manager David Zevely and Administrative Assistant / Pool Manager Stephanie McQuade.

ABSENT: Director Britta Rogers.

CALL TO ORDER: Director Barry called the meeting to order at 3:06 p.m.

2. PUBLIC SPEAKERS:

None.

NEW BUSINESS:

- 3. Discuss District Newsletter for First Quarter 2024:** District Manager David Zevely informed the Committee the First Quarter District Newsletter will be mailed with the May 1, 2024, customer statements. For the Water section the directors requested to have information on what cross connections are and the purpose of backflow devices, including how they protect water systems. For sewer they requested and update on the Wastewater Treatment Plant Improvement Project and Collection System Improvement Project – Phase 2 and flushable and non-flushable items. For Parks – update on swimming pool season, Civic Park grant project and reminder the Dog Park is closed, including dates for reopening. For Explorers Corner – spotlight a community member. Administrative Assistant Stephanie McQuade will bring a draft of the District Newsletter to the next Public Relations Standing Committee Meeting in March.
- 4. Review Revisions to the CSDA Sample Policy Handbook Section 2400 Communication and Technology:** Requested to Table until next month.
- 5. Review Future Agenda Items and Summarize Board Direction:** First Quarter 2024 Newsletter Discussion, CSDA Policies – Section 2400. Next Public Relations Standing Committee Meeting is scheduled for March 20, 2024.
- 6. Adjournment:** Director Barry called for adjournment at 3:40 p.m.

CHAIRPERSON

BOARD SECRETARY