

**Burney Water District
Board of Director's Regular Meeting
May 19th, 2022**

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Jim Hamlin, Britta Rogers, David Barry, Fred Ryness, District Manager David Zevely and Administrative Assistant/Pool Manager Stephanie McQuade.

ABSENT: Director Sarah Clark.

CALL TO ORDER: President Jim Hamlin called the Regular Meeting to order at 6:31 p.m.

2. PUBLIC SPEAKERS:

None.

3. Consent Calendar:

3A. Approve the Minutes of the April 28th, 2022 Swimming Pool and Parks Standing Committee Meeting.

3B. Approve the Minutes of the April 21st, 2022 Regular Meeting.

3C. Approve the Minutes of the April 20th, 2022 Finance Standing Committee Meeting.

3D. Approve the Minutes of the April 20th, 2022 Public Relations Standing Committee Meeting.

Director Ryness made a motion to Approve the Consent Calendar with Revisions. Director Rogers seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: CLARK.

CARRIED

BUSINESS:

4. Presentation of the Burney Water District FY 20/21 Third-Party Financial Audit – Singleton Auman: District Manager David Zevely informed the Board that Clay Singleton was unable to attend tonight's meeting to present the FY 20/21 Financial Audit and requested to present at the June 16th, 2022 Regular Board Meeting. Director Ryness made a motion to table the Presentation of the Burney Water District FY 20/21 Third-Party Financial Audit-Singleton Auman. Director Barry seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: CLARK.

TABLED

5. Discuss Head Start Lease Funds and their uses for Park Maintenance: Public Relations Committee has been discussing utilizing the income from Shasta County Head Start Lease

Funds for Parks Operations and Maintenance and directed District Manager David Zevely to bring this to the Board for decision.

6. **Review and Approve Resolution 2022-03 Uses for Head Start Lease Funds:** Director Rogers made a motion to Approve Resolution 2022-03 uses for Head Start Lease Funds to be Designated for Park Revenue. Director Barry seconded the motion.

ROLL CALL: HAMLIN-AYE, ROGERS-AYE, RYNESS-AYE, BARRY-AYE.

ABSENT: CLARK.

CARRIED

7. **Review and Approve Pool Rules and 2022 Schedule:** Pool Manager Stephanie McQuade summarized the Pool Rules and 2022 Schedule with the Board and answered questions. Director Barry made a motion to Approve the Pool Rules and 2022 Schedule. Director Ryness seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: CLARK.

CARRIED

8. **Review Notice of Award to Burney Water District for the Purchase of LED Pool Lights for the Raymond Berry Pool of \$7,500.00 Grant Funds from Burney Regional Community Fund and Give District Manager Authorization to Accept Grant Funds:** Director Rogers made a motion to Authorize District Manager to sign the Notice of Award to Burney Water District for the Purchase of LED Pool Lights for the Raymond Berry Pool of \$7,500.00 Grant Funds from Burney Regional Community Fund to Accept Grant Funds. Director Barry seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: CLARK.

CARRIED

9. **Authorize District Manager to Sign Mike's Computer & IT Service Agreement:** District Manager David Zevely informed the Board that Pat Nugent with Computer Tutor Trouble Shooter is looking to retire in the near future so we have been seeking out a replacement and Mike Rogers with Mike's Computer and IT is who we have been in discussions with for his replacement. Director Barry requested that before the District makes any decisions to find out if Mike Rogers is licensed and Bonded. Director Ryness made a motion to table the Authorization of the District Manager to Sign Mike's Computer & IT Service Agreement until David finds out if he is licensed and bonded. Director Barry seconded the motion.

AYES: HAMLIN, ROGERS, BARRY, RYNESS.

ABSENT: CLARK.

TABLED

10. **Authorize District Manager to Pay \$38,431.01 to PG&E For the Service Design Contract:** District Manager David Zevely informed the Board that this is part of the Wastewater Treatment Plant Improvement Project and the District will be reimbursed for this cost. PG&E Engineers determined that a new transformer and pad be installed at a different location and there is a cost associated with those changes. Director Ryness made a motion to Authorize District Manager David Zevely to Pay \$38,431.01 to PG&E For the Service Design Contract. Director Rogers seconded the motion.

11. **Discuss Potential Rezone of the Burney Civic Park by Shasta County Planning Division:** District Manager David Zevely has been contacted by Shasta County Planning Division to inform the District that the County is looking at rezoning several areas in town which also includes one of our parks. It is currently zoned as community commercial but they are looking at zoning it public facilities. He asked several questions regarding the rezoning and reported to the Board. Director Barry informed David that rezoning may change property value and the neighbors may have an issue with that and directed District Manager to investigate that.
12. **Review Reserves Account Balances for the month ending April 30, 2022:** District Manager David Zevely summarized the Reserves Account Balances for the month ending April 30, 2022 and answered questions.
- 13: **Review CalTRUST Overview for Reserves Accounts:** District Manager David Zevely summarized the CalTRUST Overview for Reserves Accounts provided by CalTRUST and informed the Board that the Finance Committee met with the CEO Laura. She recommended the committee should maintain reserves in the current fund or the unrealized losses will become realized losses.
14. **Discuss CalPERS Liability Funding Options:** District Manager David Zevely informed the Board that the Finance Committee met with Jasper Jacobs and there were some technical difficulties and would like to table this item until we get more clarification from Jasper on the Liability Funding Options.

REPORTS:

15. **Presidents Report:** None.
16. **Director Reports / Committee Reports:** Director Ryness reported that he attended the LAFCO Meeting and provided an update on the Meeting. Director Barry reported that he was at the Wastewater Treatment Plant doing a job for RTA Construction, the contractor who was awarded the bids for the Wastewater Treatment Plant Improvement Project and the Collection System Improvement Project – Phase 2. He reported that things are moving along with the construction at the Wastewater Treatment Plant. Director Rogers reported that she received an email from Laura Farley, a customer, regarding the road next to Washburn-Bue Park that the District owns and would like to see a discussion item regarding the District beginning maintenance on the road.
17. **Pool Manager’s Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that she was informed that the District was awarded \$7,500.00 through Burney Regional Community Fund for LED Lighting in the Pool, found out we were not awarded funding for a Climbing Wall through the McConnell Fund. Still waiting to hear if we were awarded grant funds through Redding Rancheria Community Fund. Hired 5 returning lifeguards and 3 new lifeguards for our 2022 Pool Season. Pool office will begin taking sign-ups June 6th through June 10th from 12:00-4:00 and opening day is schedule for Sunday June 12th from 1-4 and will be put on by friends of the pool. The schools will be coming the beginning of June for the end of the Year Parties. Project Share will be having summer program and pay for all participates in their summer program to attend swim lessons and pay their gate fees for open swim for the participants who are not served by the Burney Water District. Currently preparing the Facility for the opening of our 2022 season.
18. **District Manager’s Report:** David Zevely Reported on the following items:

- Please see District Manager Report.
 - Revid grant funds to help customers in arrears
 - Received a Force Majeur letter from RTA (Contractor) on the WWTP/Collection System Improvement Projects due to the volatility of costs for materials. The funding agency was notified by PACE Engineering and PACE submitted documents to the funding agency.
 - Field Staff trained on how to utilize the Trash Pump that is currently at the Main Lift Station.
 - PACE Engineering opened bids for the Meter Replacement Project and the low bidder was Whitehawk Construction. The District ordered the meters in April and the first shipment of meters arrived today.
 - Talked with PACE Engineering regarding installing a dewatering area for wastewater system debris offloaded from the trailer mounted vacuum equipment.

19. **Adjourn to Closed Session:** Director Hamlin adjourned for closed session at 7:45 p.m.

20. **Closed Session Per Section 54957(b)(1) Public Employee Evaluation:
Title: District Manager**

21. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Director Hamlin Reconvened Open Session at 8:12 p.m. and reported that the Board gave David Zevely a great evaluation.

22. **Review Future Agenda Items and Summarize Board Direction:** Update from Doug Lindgren regarding Power Generation Plant, Fiscal Year 2020/2021 Audit Presentation, Fiscal Year 2021/2022 Budget Revisions, Fiscal Year 2022/2023 Preliminary Budget, Workforce Planning, CalPERS Liability Funding Information, Legal Counsel Regarding Road Owned by Burney Water District next to Washburn-Bue Park and Update regarding Construction Projects and Tour of Construction for all Board Members. Next Regular Meeting June 16th, 2022.

23. **Adjournment:** Director Rogers moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 8:22 p.m.

**AYES: HAMLIN, ROGERS, BARRY, RYNESS.
ABSENT: CLARK.**

CARRIED

CHAIRPERSON

BOARD SECRETARY