

**Burney Water District  
Board of Director's Regular Meeting  
January 18, 2024**

**ITEM**

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

**PRESENT:** Directors Jim Hamlin, Britta Rogers, David Barry, Rodney Armstrong, and District Manager David Zevely.

**ABSENT:** Director Fred Ryness.

**CALL TO ORDER:** President Britta Rogers called the Regular Meeting to order at 6:34 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. Consent Calendar:**

**3A. Approve the Minutes of the December 13, 2023, Finance Standing Committee Meeting.**

**3B. Approve the Minutes of the December 14, 2023, Regular Meeting.**

**3C. Financial Reports for the Month Ending September 30, 2023.**

**3D. Financial Reports for the Month Ending October 31, 2023.**

Director Barry made a motion to Approve the Consent Calendar. Director Hamlin seconded the motion.

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

**ABSENT: RYNESS.**

**CARRIED**

**BUSINESS:**

**4. Presentation of the Burney Water District FY 22/23 Third-Party Financial Audit – Singleton Auman:** Clay Singleton Presented the Burney Water District FY 22/23 Third-Party Financial Audit to the Board and answered questions.

**5. Review and Approve Water System Improvement Project Proposal from PACE Engineering:** Laurie McCollum with PACE Engineering informed the Board that the District was awarded \$13,981,000 from the Drinking Water State Revolving Fund for the Water System Improvement Project. She summarized the Project Proposal for Engineering Design and Construction Services with the Board and answered questions. Director Barry made a motion to Approve the Water System Improvement Project Proposal from PACE Engineering. Director Armstrong seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, ARMSTONG.**

**ABSENT: RYNESS.**

**CARRIED**

6. **Review 2024 Tentative Meeting Schedule:** District Manager David Zevely went over the 2024 Tentative Meeting Schedule for the Regular Board Meetings and Standing Committee Meetings.
7. **Sign CoBank Authorized Representatives and Signatories Form:** District Manager David Zevely informed the Board that the CoBank Authorized Representatives and Signatories Form needs to be updated to reflect the Board of Directors President for the 2024 Calendar Year. Director Barry made a motion to Sign CoBank Authorized Representatives and Signatories Form. Director Hamlin seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, ARMSTONG.**

**ABSENT: RYNESS.**

**CARRIED**

8. **Review 2023 Reimbursement Report:** The Board reviewed the 2023 Reimbursement Report.
9. **Review 2023 Public Water System Statistics:** District Manager David Zevely summarized the 2023 Public Water System Statistics and answered questions.
10. **Review 2023 Electrical Cost per 100 Cubic Feet Pumped:** District Manager David Zevely summarized the 2023 Electrical Cost per 100 Cubic Feet Pumped and answered questions.
11. **Review 2023 Groundwater Levels:** District Manager David Zevely summarized the 2023 Groundwater Levels and answered questions.
12. **Review Reserves Account Balances for the month ending December 31, 2023:** District Manager David Zevely summarized the Reserves Account Balances for the Month Ending December 31, 2023, with the Board and answered questions.
13. **Review CoBank Line of Credit Balance for the month ending December 31, 2023:** District Manager David Zevely summarized the CoBank Line of Credit Balance for the Month Ending December 31, 2023, with the Board and answered questions.
14. **Review and Approve District Newsletter for Fourth Quarter 2023:** Director Armstrong made a motion to Approve the District Newsletter for Fourth Quarter 2023. Director Barry seconded the motion.

**AYES: HAMLIN, ROGERS, BARRY, ARMSTONG.**

**ABSENT: RYNESS.**

**CARRIED**

15. **Review Form 700 Completion Process:** District Manager David Zevely informed the Board that they will need to complete Form 700 by April 1<sup>st</sup>, 2024. District Manager informed the Board he would have the Administrative Assistant email the Board of Directors information for filing Form 700.

**REPORTS:**

16. **Presidents Report:** None.

17. **Director Reports / Committee Reports:** None.
18. **Pool Manager’s Report / Friends of the Pool Committee Report:** None.
19. **District Manager’s Report:** PACE Engineering has been performance testing equipment and the new SCADA System for the Wastewater Treatment Plant and Lift Stations. Been working on bringing all new equipment online at the Wastewater Treatment Plant and Collection System Pump Stations.
20. **Adjourn to Closed Session:** Director Rogers adjourned at 8:06 p.m.
21. **Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to paragraph 2 of subdivision (d) and paragraph 3 of subdivision (e) of Government Code Section 54956.9 – (Twelve Potential Cases)**  
**Title: E. Coli Claims**  
**District’s Legal Counsel: Heather DeBlanc, Liebert Cassidy Whitmore**  
(Claims available at <https://www.burneywater.org/files/9e86bf5a9/Item+20+-+January+2024.pdf> and at the District Office upon request per subdivision (e)(3) of Government Code Section 54956.9).
22. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** President Britta Rogers reconvened the meeting at 8:06 p.m. No action was taken.
23. **Review Future Agenda Items and Summarize Board Direction:** Next Regular Meeting is Rescheduled for Thursday, February 22, 2024, at 6:30 p.m.
24. **Adjournment:** Director Hamlin moved for adjournment. Director Barry seconded the motion. The meeting was adjourned at 8:53 p.m.

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

**CARRIED**

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CHAIRPERSON

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BOARD SECRETARY