

**Burney Water District  
Board of Director's Public Relations Standing Committee Meeting  
October 18, 2023**

**ITEM**

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

**PRESENT:** Directors Britta Rogers, David Barry, District Manager David Zevely and Administrative Assistant Stephanie McQuade.

**ABSENT:** None.

**CALL TO ORDER:** Director Barry called the meeting to order at 3:19 p.m.

**2. PUBLIC SPEAKERS:**

None.

**NEW BUSINESS:**

- 3. Review District Newsletter for Third Quarter 2023:** The Committee reviewed the Draft Newsletter. The third quarter newsletter is set to be sent out with the November 1<sup>st</sup>, 2023, billing. Director Barry requested to include a per capita on the grant funds per household so the customers can see the effect of the grant projects and the costs savings for each household. On next newsletter highlight Laurie McCollum for all of the work she has done for the District.
- 4. Review Draft Burney Water District Emergency Notification Plan:** District Manager David Zevely summarized the changes he made to the Emergency Notification Plan since July 2023, with the Committee and answered questions.
- 5. Review Future Agenda Items and Summarize Board Direction:** Fourth Quarter Newsletter Ideas, Policies – Section 2400. Next Public Relations Standing Committee Meeting is scheduled for November 15, 2023, at 3:00 p.m.
- 6. Adjournment:** Director Barry called for adjournment at 4:03 p.m.

---

CHAIRPERSON

---

BOARD SECRETARY