

**Burney Water District
Board of Director's Regular Meeting
February 21st, 2019**

ITEM

1. CALL TO ORDER AND ROLL CALL

PRESENT: Directors Jim Hamlin, Britta Rogers, Roger Borkey, Fred Ryness, Ellen Songer and District Manager Willie Rodriguez.

ABSENT: None.

CALL TO ORDER: President Jim Hamlin called the Regular Meeting to order at 6:33 p.m.

2. PUBLIC SPEAKERS:

None.

3. CONSENT CALENDAR:

- 3A. Approval of Minutes of the February 13th, 2019 Planning Standing Committee Meeting. (Original to be signed at meeting)**
- 3B. Approval of Minutes of the February 12th, 2019 Swimming Pool and Parks Oversight Committee Meeting. (Original to be signed at meeting)**
- 3C. Approval of Minutes of the January 30th, 2019 Personnel and Policies Standing Committee Meeting. (Original to be signed at meeting)**
- 3D. Approval of Minutes of the January 28th, 2019 Public Relations Standing Committee Meeting. (Original to be signed at meeting)**
- 3E. Approval of Minutes of the January 25th, 2019 Sexual Harassment Compliance Training Webinar Special Meeting. (Original to be signed at meeting)**
- 3F. Approval of Minutes of the January 17th, 2019 Regular Meeting. (Original to be signed at meeting)**
- 3G. Approval of Minutes of the January 16th, 2019 Finance Standing Committee Meeting. (Original to be signed at meeting)**
- 3H. Financial Reports for the Month Ending December 31st, 2018.**

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

AYES: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.

ABSENT: NONE.

CARRIED

BUSINESS:

4. **Consider SDRMA Call For Nominations – 2019 Election SDRMA Board of Directors:** District Manager Willie Rodriguez notified the Board that SDRMA has three seats up for election for a four year term. Director Borkey moved to nominate Director Jim Hamlin for the 2019 Election SDRMA Board of Directors. Director Ryness seconded the motion. Director Hamlin abstained.

AYES: ROGERS, BORKEY, RYNESS, SONGER.

ABSTAIN: HAMLIN.

ABSENT: NONE.

CARRIED

5. **Review and Approve Fiscal Year 2018/2019 Budget Revisions:** District Manager Willie Rodriguez summarized the revisions he made to the Fiscal Year 2018/2019 Budget with the Board. Director Ryness made a motion to Approve the Fiscal Year 2018/2019 Budget Revisions. Director Songer seconded the motion.

AYES: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.

ABSENT: NONE.

CARRIED

6. **Review and Approve CSDA Sample Policy Handbook, Section 4000 – Board:** District Manager Willie Rodriguez summarized the CSDA Sample Policy Handbook, Section 4000 – Board with the Board and answered questions. Director Ryness made a motion to Approve the CSDA Sample Policy Handbook, Section 4000 – Board. Director Songer seconded the motion.

AYES: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.

ABSENT: NONE.

CARRIED

7. **Review Reserves Balance Sheet:** District Manager Willie Rodriguez summarized the reserves balance sheet and summarized the interest that posted. He reported that during the Finance Standing Committee Meeting, they discussed looking into moving the reserves funds into a different account that will gain more interest.

8. **Review and Approve Resolution 2019-01 To Move Fiscal Year 2016/2017 Water and Sewer Depreciation Funds of \$226,102.00 from Main Cash Account to Tri Counties Bank Capital Improvements Account Ending in 2540:** District Manager went over the Fiscal Year 2016/2017 water and sewer depreciation from the Audit prepared by Singleton Auman. Director Borkey made a motion to Approve Resolution 2019-01 to Move Fiscal Year 2016/2017 Water and Sewer Depreciation Funds of \$226,102.00 from Main Cash Account to Tri Counties Bank Capital Improvements Account Ending in 2540. Director Songer seconded the motion.

ROLL CALL: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.

ABSENT: NONE.

CARRIED

9. **Review and Approve Resolution 2019-02 To Move Fiscal Year 2016/2017 Pool Depreciation Funds of \$34,243.00 from Main Cash Account to Shasta County Water Swim Pool Admin Account #488:** District Manager Willie Rodriguez summarized the Fiscal Year 2016/2017 pool depreciation from the Audit prepared by Singleton Auman. Director Ryness made a motion to Approve Resolution 2019-02 to Move Fiscal Year 2016/2017 Pool Depreciation Funds of \$34,243.00 from Main Cash Account to Shasta County Water Swim Pool Admin Account #488. Director Director Hamlin seconded the motion.

ROLL CALL: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.
ABSENT: NONE.

CARRIED

10. **Confirm Board Member Attendance for 2019 CSDA Board Trainings:** District Manager Willie Rodriguez summarized all the CSDA Trainings. Spring Education Day is March 26th in Sacramento, Willie will be going with Office Clerk II, Amanda Rogers, Directors Rogers and Songer would like to go as well. Board Member Best Practices is March 28th in Corning, Willie will be going, Directors Hamlin, Borkey and Songer would like to go. Legislative Days is May 21st in Sacramento, Director Ryness would like to go. Willie will sign all board members up for trainings they are interested in.

REPORTS:

11. **Presidents Report:** None.
12. **Director Reports / Committee Reports:** Director Fred Ryness that he had a few phone conference meetings for CSDA.
13. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that she will be opening up the Lifeguard/WSI positions for the 2019 pool season and will do the hiring process in April. Opening day is set for June 9th this year. She is working on grant applications that are due in March.
14. **District Manager's Report:** Willie reported on the following items:
- Had a CPA from AGT out of Redding to review the documents that our Bookkeeper puts together for our annual audit. The balance was off \$400.00 and she complemented how well our Bookkeeper closed our books. She requested that we provide backup support for work done by PACE Engineering bills. They discussed the GASB 68 requirements and retirement liability.
 - Attended a Parks meeting at the Community Center with Jim. They are trying to plan on park cleanup and doing repairs in the early spring. Making a plan to have a Community engagement meeting at Washburn-Bue Park to get input from the community to see what they would like to see from the park facilities.
 - Volunteering to be the 2019 Chamber of Commerce President.
 - Stephanie has been working on getting the annual reports completed.
 - Have been participating in the IRWMP meeting. Put a request in for the district for 2.1 million dollars for meter replacement. Our area will be getting 4 million dollars split between 6 groups.
 - Just got back from Mexico, went on a trip with the Interact group.
 - The State of California assembly is proposing a water tax, there are several different proposals and it is in the beginning stage so we are unsure of how it will affect us.
15. **Adjourn to Closed Session:** The Board went into closed session at 8:00.
Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation
Title: Sibert v Burney Water District
16. **Adjourn to Closed Session pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators.**

Agency Negotiators: Willie Rodriguez, Britta Rogers and Fred Ryness.

Employee Organization: Burney Classified Employees Association (BCEA) & Laborers Local 185.

17. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:** Meeting was Reconvened at 8:18 p.m., there were no reportable actions taken.
18. **Review Future Agenda Items and Summarize Board Direction:** Reserve Investment Discussion, Rates Increases, and next regular meeting scheduled for March 21st, 2019 at 6:30 p.m.
19. **Adjournment:** Director Ryness made a motion for adjournment. Director Songer seconded the motion. The meeting was adjourned at 8:19 p.m.

AYES: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.

ABSENT: NONE.

CARRIED

CHAIRPERSON

BOARD SECRETARY