

**Burney Water District**  
**Board of Director's Planning, Standards and Ordinances Standing Committee Meeting**  
**October 10<sup>th</sup>, 2018**

**ITEM**

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

**PRESENT:** Director Roger Borkey and District Manager Willie Rodriguez.

**ABSENT:** Director Tanya Taylor.

**CALL TO ORDER:** Director Borkey called the Meeting to order at 12:15 p.m.

**2. PUBLIC SPEAKERS:**

None.

**NEW BUSINESS:**

- 3. Discuss Progress on Park Enterprise Issues:** District Manager Willie Rodriguez reported that volunteers from the Community had a cleanup day at Washburn-Bue Park put together by the Word of Life Church. We have been working on some irrigation issues and need to put in a water and sewer connection at the park for the snack shack. Need to meet with Lisa Barry from the County regarding the park and schedule a meeting with someone from the tribe around ownership and maintenance of the park.
- 4. Discuss Progress on Billing Format Changes and Alternative Payments:** District Manager Willie Rodriguez reported that Office Clerk II, Amanda Rogers, has been having discussions with someone from Data West around Online Payments, Credit and Debit Transactions and 8 ½ x 11 Billing. He summarized a draft of an 8 ½ x 11 billing put together by Data West, we are hoping to have our billing changed to this format by December 2018. We anticipate having the Online Bill Pay live and be able to take Credit and Debit Transactions in early 2019.
- 5. Discuss Progress on Design & Construction Standards for the District:** District Manager Willie Rodriguez reported that he has been having discussions with Laurie from PACE Engineering around putting together Design and Construction Standards for the District. We are waiting for a quote from PACE and plan on doing some of the work in house.
- 6. Review Current Ordinances, Policies and Plans:** District Manager Willie Rodriguez summarized all of the Current Ordinances, Policies and Plans that we have in place and answered questions. Some of the Policies contradict each other and so we are planning on mapping those out. We are making a plan on putting one Policy together that covers everything and revising the Ordinances to current standards. Do not currently have an Ordinance for the Pool Facility or the Parks, will determine if it's necessary to create. Will continue to revise and create Policies and Ordinances.
- 7. Review Future Agenda Items and Determine Next Planning, Standards and Ordinances Standing Committee Meeting Date and Time:** Next Planning, Standards and Ordinances Standing Committee Meeting on November 14<sup>th</sup>, 2018 at 12:00 p.m.

8. **Adjournment:** Director Borkey called for adjournment at 1:45 p.m.

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CHAIRPERSON

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BOARD SECRETARY