

**Burney Water District  
Board of Director's Regular Meeting  
March 19<sup>th</sup>, 2020**

**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. (via Zoom)

**ABSENT:** None.

**CALL TO ORDER:** President Britta Rogers called the Regular Meeting to order at 6:45 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

**3A. Approval of Minutes of the February 19<sup>th</sup>, 2020 Finance Standing Committee Meeting.**

**3B. Approve the Minutes of the February 20<sup>th</sup>, 2020 Regular Meeting. (Original to be signed at meeting)**

**3C. Approve the Minutes of the February 24<sup>th</sup>, 2020 Public Relations Standing Committee Meeting.**

**3D. Approve the Minutes of the February 26<sup>th</sup>, 2020 Personnel and Policies Standing Committee Meeting.**

**3E. Approve the Minutes of the March 11<sup>th</sup>, 2020 Planning, Standards & Ordinances Standing Committee Meeting.**

**3F. Financial Reports for the Month Ending February 29<sup>th</sup>, 2020.**

Director Ryness made a motion to approve the Consent Calendar. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

**BUSINESS:**

District Manager Requested to Skip Item 4 and 5 until Clay Singleton Joined the Meeting Via Zoom.

**6. Review and Approve Fiscal Year 2019/2020 Budget Revisions:** District Manager Willie Rodriguez requested to table Fiscal Year 2019/2020 Budget Revisions. Director Borkey made a motion to table Fiscal Year 2019/2020 Budget Revisions. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

7. **Review and Approve Resolution 2020-04 Authorizing Transfer of Funds and Closure of Reserve Fund Accounts Held at Shasta County:** District Manager Willie Rodriguez informed the Board that during Finance Standing Committee Meeting they have discussed the closure of Reserve Fund Accounts Held at Shasta County. Director Ryness made a motion to Approve Resolution 2020-04 Authorizing Transfer of Funds and Closure of Reserve Fund Accounts Held at Shasta County. Director Borkey seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, RYNESS-AYE, SONGER-AYE.**

**ABSENT: NONE.**

**CARRIED**

8. **Review and Approve Resolution 2020-05 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Park Reserves:** Director Songer made a motion to Approve Resolution 2020-05 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Park Reserves. Director Borkey seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, RYNESS-AYE, SONGER-AYE.**

**ABSENT: NONE.**

**CARRIED**

**Clay Singleton from Singleton Auman joined the Meeting via Zoom at 6:57 p.m.**

4. **Presentation of the Burney Water District FY 1718 Third-Party Financial Audit – Singleton Auman:** Clay Singleton Presented the Burney Water District FY 1718 Third-Party Financial Audit – Singleton Auman and answered questions from the Board.
5. **Presentation of the Burney Water District FY 1819 Third-Party Financial Audit – Singleton Auman:** Clay Singleton Presented the Burney Water District FY 1819 Third-Party Financial Audit – Singleton Auman and answered questions from the Board.
9. **Sign CalTRUST Program Registration Form and Participation Agreement for Park Reserve Account:** Director Ryness made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Park Reserve Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

10. **Review and Approve Resolution 2020-06 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water Reserves:** Director Borkey made a motion to Approve Resolution 2020-06 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water Reserves. Director Songer seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, RYNESS-AYE, SONGER-AYE.**

**ABSENT: NONE.**

**CARRIED**

11. **Sign CalTRUST Program Registration Form and Participation Agreement for Water Reserves Account:** Director Hamlin made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Water Reserves Account. Director Songer seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

12. **Review and Approve Resolution 2020-07 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Sewer Reserves:** Director Borkey made a motion to Approve Resolution 2020-07 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Sewer Reserves. Director Hamlin seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, SONGER-AYE, RYNESS-AYE.**

**ABSENT: NONE.**

**CARRIED**

13. **Sign CalTRUST Program Registration Form and Participation Agreement for Water Reserves Account:** Director Hamlin made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Water Reserves Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

14. **Review and Approve Resolution 2020-08 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water/Sewer Equipment Reserves:** Director Borkey made a motion to Approve Resolution 2020-08 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water/Sewer Equipment Reserves. Director Songer seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, SONGER-AYE, RYNESS-AYE.**

**ABSENT: NONE.**

**CARRIED**

15. **Sign CalTRUST Program Registration Form and Participation Agreement for Water/Sewer Equipment Replacement Reserve Account:** Director Hamlin made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Water/Sewer Equipment Replacement Reserve Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

16. **Review and Approve Resolution 2020-09 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Swimming Pool Reserves:** Director Borkey made a motion to Approve Resolution 2020-09 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Swimming Pool Reserves. Director Songer seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, SONGER-**

**AYE, RYNESS-AYE.**

**ABSENT: NONE.**

**CARRIED**

17. **Sign CalTRUST Program Registration Form and Participation Agreement for Swimming Pool Reserves Account:** Director Ryness made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Swimming Pool Reserves Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

18. **Review and Approve Resolution 2020-10 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water/Sewer Capital Improvement Reserves:** Director Hamlin made a motion to Approve Resolution 2020-10 Authorizing Opening of a CalTRUST Account as a Separate Depreciation Reserve Account for the Water/Sewer Capital Improvement Reserves. Director Ryness seconded the motion.

**ROLL CALL: HAMLIN-AYE, ROGERS-AYE, BORKEY-AYE, SONGER-AYE, RYNESS-AYE.**

**ABSENT: NONE.**

**CARRIED**

19. **Sign CalTRUST Program Registration Form and Participation Agreement for Water/Sewer Capital Improvement Reserve Account:** Director Ryness made a motion to Sign CalTRUST Program Registration Form and Participation Agreement for Water/Sewer Capital Improvement Reserve Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

20. **Authorize the District Manager to Sign the CalTRUST Sub Account Establishment & Authorization Form to Establish Sub Accounts within our CalTRUST Account:** Director Hamlin made a motion to Authorize District Manager Willie Rodriguez to Sign the CalTRUST Sub Account Establishment and Authorization Form to Establish Sub Accounts within our CalTRUST Account. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

21. **Review and Approve Policy 2165 Disconnection of Residential Water Service for Nonpayment Pursuant to SB 998:** District Manager Willie Rodriguez summarized 2165 Disconnection of Residential Water Service for Nonpayment due to the newly passed Senate Bill 998 and answered questions. Director Songer made a motion to Approve Policy 2165 Disconnection of Residential Water Service for Nonpayment Pursuant to SB 998. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

**REPORTS:**

22. **Presidents Report:** None.

23. **Director Reports / Committee Reports:** None.
24. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that her Aquatic Facility Operator Course that was going to be held in Sacramento on March 30<sup>th</sup> and 31<sup>st</sup> has been postponed until August due to the COVID-19. Will be taking pool applications until April 1<sup>st</sup>. Submitted grants through the Burney Regional Community Fund and the McConnell Foundation. Working on completing another grant through the Redding Rancheria Community Fund. Planning on opening the pool according to schedule but everything is dependent on COVID-19.
25. **District Manager's Report:** Willie reported on the following items:
- COVID-19 – will be keeping track of any losses the District has during this time. Due to the State of Emergency we will not be shutting water service off for our non-payment customers. The field crew is currently reading all the businesses but all residential services we will be estimating reads this month.
  - Will be attending a Teleconference Meeting with the Shasta County Sheriff Office for Special Districts to discuss the affects this is having on them and the costs.
26. **Adjourn to Closed Session: District Manager has nothing to report in Closed Session and requested to table until next Regular Meeting.** Director Borkey made a motion to table Closed Session Items until Next Regular Meeting. Director Ryness seconded the motion.

**AYES: HAMLIN, ROGERS, BORKEY, SONGER, RYNESS.**  
**ABSENT: NONE.**

**CARRIED**

**Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation**  
**Title: Sibert v Burney Water District**

27. **Closed Session Per Section 54956.8 – Conference with Real Property Negotiators.**  
**Property: Pool Property, 37461 Bailey Ave., Burney, CA 96013.**  
**Agency Negotiator: Willie Rodriguez.**  
**Negotiating Party: Shasta County Head Start Child Development, INC.**  
**Under Negotiation: Price and Terms of Payment.**

28. **Reconvene Open Session and Announce Any Reportable Actions Taken in Closed Session:**
29. **Review Future Agenda Items and Summarize Board Direction:** FY 19/20 Budget Revisions, Closed Session Items.
30. **Adjournment:** Director Hamlin moved for adjournment. Director Ryness seconded the motion. The meeting was adjourned at 7:47 p.m.

**AYES: HAMLIN, ROGERS, BORKEY, RYNESS, SONGER.**  
**ABSENT: NONE.**

**CARRIED**

  
 CHAIRPERSON

  
 BOARD SECRETARY