

**Burney Water District  
Board of Director's Regular Meeting  
February 20<sup>th</sup>, 2020**

**ITEM**

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

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

**ABSENT:** Director Roger Borkey.

**CALL TO ORDER:** President Britta Rogers called the Regular Meeting to order at 6:32 p.m.

**2. PUBLIC SPEAKERS:**

None.

**3. CONSENT CALENDAR:**

- 3A. Approval of Minutes of the January 10<sup>th</sup>, 2020 Planning, Standards and Ordinances Standing Committee Meeting.**
- 3B. Approve the Minutes of the January 13<sup>th</sup>, 2020 Swimming Pools and Parks Oversight Standing Committee Meeting.**
- 3C. Approve the Minutes of the January 15<sup>th</sup>, 2020 Special Meeting.**
- 3D. Approve the Minutes of the January 15<sup>th</sup>, 2020 Finance Standing Committee Meeting.**
- 3E. Approve the Minutes of the January 27<sup>th</sup>, 2020 Public Relations Standing Committee Meeting.**
- 3F. Approve the Minutes of the January 29<sup>th</sup>, 2020 Personnel and Policies Standing Committee Meeting.**
- 3G. Approval of Minutes of the January 30<sup>th</sup>, 2020 Regular Meeting. (Original to be signed at meeting)**
- 3H. Approve the Minutes of the February 12<sup>th</sup>, 2020 Planning, Standards and Ordinances Standing Committee Meeting.**
- 3I. Financial Reports for the Month Ending January 31<sup>st</sup>, 2020.**

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

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

**ABSENT: BORKEY.**

**CARRIED**

**BUSINESS:**

4. **Review and Approve Section 1000 of the CSDA Sample Policy Handbook:** District Manager Willie Rodriguez summarized Section 1000 of the CSDA Sample Policy Handbook and informed the Board that we have been working through the Policy in the Personnel and Policies Standing Committee Meetings. Director Ryness made a motion to Adopt Section 1000 of the CSDA Sample Policy Handbook. Director Songer seconded the motion.

**Director Borkey arrived at 6:42 p.m.**

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

**ABSENT: NONE.**

**CARRIED**

5. **Revise Fiscal Year 2019/2020 Budget:** District Manager Willie Rodriguez requested to table this item until next month. Director Borkey made a motion to table the Approval of the Revised Fiscal Year 2019/2020 Budget. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

6. **Review Reserves Balance Sheet:** District Manager Willie Rodriguez summarized the Reserves Balance Sheet and answered questions.

7. **Discuss Movement of District Funds from County to CalTRUST:** District Manager Willie Rodriguez discussed all of the CalTRUST funds with the Board and answered questions. Based on discussions in the Finance Standing Committee Meeting they recommended movement of funds from County into CalTRUST. The Board requested to have this as a decision item next month.

8. **Review and Approve Resolution 2020-02 To Move Fiscal Year 2017/2018 Water and Sewer Depreciation Funds of \$223,619.00 from Main Cash Account to Tri Counties Bank Capital Improvements Account Ending in 2540:** District Manager Willie Rodriguez Director Hamlin made a motion to Approve Resolution 2020-02 To Move Fiscal Year 2017/2018 Water and Sewer Depreciation Funds of \$223,619.00 from Main Cash Account to Tri Counties Bank Capital Improvements Account Ending in 2540. Director Borkey seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

9. **Review and Approve Resolution 2020-03 To Move Fiscal Year 2017/2018 Pool Depreciation Funds of \$34,220.00 from Main Cash Account to Shasta County Water Swim Pool Admin Account #488:** Director Songer made a motion to Approve Resolution 2020-03 To Move Fiscal Year 2017/2018 Pool Depreciation Funds of \$34,220.00 from Main Cash Account to Shasta County Water Swim Pool Admin Account #488. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

10. **Authorize Board Members Travel and Lodging for 2020 CSDA Trainings:** District Manager Willie Rodriguez summarized 2020 CSDA Trainings for Board Members and answered questions. Director Borkey made a motion to Authorize Board Members Travel and Lodging for 2020 CSDA Trainings. Director Songer seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

11. **Authorize District Manager, Board Members and Staff Travel and Lodging in Sacramento – March 24<sup>th</sup>, 2020 SDRMA Spring Education Day:** District Manager Willie Rodriguez informed the Board about SDRMA Spring Education Day with the Board and about the CIP points we will get for having staff and Board members attending the training. Director Hamlin made a motion to Authorize District Manager, Board Members and Staff Travel and Lodging in Sacramento – March 24<sup>th</sup>, 2020 SDRMA Spring Education Day.

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

**ABSENT: NONE.**

**CARRIED**

12. **Consider CSDA Call For Nominations – Northern Network, Seat C:** Director Ryness is currently holding Seat C for the Northern Network and is interested in holding his seat. Director Borkey nominated Director Fred Ryness for CSDA Northern Network, Seat C. Director Rogers seconded the motion.

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

**ABSTAIN: RYNESS.**

**ABSENT: NONE.**

**CARRIED**

13. **Consider Shasta LAFCO Special District Representative Nominees:** Director Ryness stated his interest in being a Special District Representative for Shasta LAFCO. Director Songer nominated Director Fred Ryness for Shasta LAFCO Special District Representative Nominee. Director Borkey seconded the motion.

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

**ABSTAIN: RYNESS.**

**ABSENT: NONE.**

**CARRIED**

14. **Consider Authorizing the Purchase and Installation of a Smart TV for the Board Room:** Director Borkey made a motion to Authorize the Purchase and Installation of a Smart TV for the Board Room. Director Hamlin seconded the motion.

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

**ABSENT: NONE.**

**CARRIED**

15. **Discuss the Property to the South of the District – For Sale:** Director Ryness stated his interest for the Property to the South of the District that is for sale and thought it would be beneficial if the District purchased it and built a house there for many different purposes. The Board decided that it is not in the best interest for the District at this time due to other financially pressing needs.

**REPORTS:**

16. **Presidents Report:** None.
17. **Director Reports / Committee Reports:** Director Ryness reported that he had a Professional Development Committee meeting from CSDA by phone.
18. **Pool Manager's Report / Friends of the Pool Committee Report:** Pool Manager Stephanie McQuade reported that they have opened the Lifeguard/WSI positions for the pool and are taking applications until April 1<sup>st</sup>. She is working on 3 grants, all due in March. Will be attending an Aquatic Facility Operator Course in Sacramento on March 30<sup>th</sup> and 31<sup>st</sup> and will be attending a Lifeguard Recertification Course at the end of April.
19. **District Manager's Report:** Willie reported on the following items:
- Lisa Berry from Shasta County formed a Parks Committee made up of members from all the different organizations in the Community. They meet monthly to discuss the vision and determine what the Community wants to see from the Parks. Starting to see more community members interested in the local parks. They are working on putting together a community cleanup day at the parks for the spring.
  - We are not using the District Tahoe like we thought we would when the District purchased it. If the Board is interested in discussing getting rid of it and sale it to Citizens Patrol if they are interested in it at the next Board Meeting.
20. **Adjourn to Closed Session:** Adjourned at 8:08 p.m.  
**Closed Session Per Section 54956.9(a) Conference with Legal Counsel – Existing Litigation**  
**Title: Sibert v Burney Water District**
21. **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.**
22. **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.
23. **Review Future Agenda Items and Summarize Board Direction:** Determine what to do with the District Tahoe, Invite Ron to the Next Regular Meeting, Budget Revisions, and Status of the New Backhoe.
24. **Adjournment:** Director Hamlin moved for adjournment. Director Ryness seconded the motion. The meeting was adjourned at 8:24 p.m.

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

**ABSENT: NONE.**

**CARRIED**

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CHAIRPERSON

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BOARD SECRETARY