



## **BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

### **OFFICIAL MEETING MINUTES**

#### **REGULAR MEETING OF THE BOARD**

Monday March 26, 2018 at 5:00 p.m.

To be held at the Buckingham Park Water District's Business Office  
Located at: 2874 Eastlake Drive, Kelseyville

**1.0 CALL TO ORDER:**

President Mark Boyle called the meeting to order at 5:00 p.m. at Buckingham Park Water District's Business Office located at 2874 Eastlake Drive, Kelseyville, CA 95451.

**2.0 ROLL CALL OF BOARD MEMBERS:**

President Mark Boyle, Vice President Ken Agarwal, Director Susan Mesick and Director Thomas Brandon were present. Director Lisa Vartabedian was excused. Also present was General Manager Nakia Foscett.

**3.0 PUBLIC INPUT:**

None.

**4.0 CONSENT AGENDA:**

*(A Board Member may move any item from the Consent Agenda to the Action / Discussion Items should action need to be taken.)*

5.1 Approval of March 26, 2018 Agenda

5.2 Approval of Minutes:

a) February 26, 2018

The Consent Agenda is **APPROVED** in its entirety by the following vote:

**Ayes: Agarwal, Mesick, Brandon, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Vartabedian**

**5.0 ACTION / DISCUSSION ITEMS:**

5.1 **APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:**

a) February 2018

The General Manager's Report is **APPROVED** by the following vote:

**Ayes: Brandon, Mesick, Agarwal, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Vartabedian**

5.2 **OLD BUSINESS:**

a) Storage Reservoir Recoating Project: Approval of pending tasks and direct staff if action is required for the following:

1. Discussion: Project updates on progress, budget and funding status

2. **APPROVE / DISAPPROVE USDA Outlay Report #13 for Grant Reimbursement \$2,333.50**

Item 5.2, a, 2 is **APPROVED** by the following vote:

**Ayes: Agarwal, Brandon, Mesick, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Vartabedian**

b) Retaining Wall & Emergency Intertie Project: Approval of pending tasks and direct staff if action is required for the following:

1. Discussion: Project updates on progress, budget and funding status

2. **APPROVE / DISAPPROVE Prop 50 Grant Reimbursement Request #14 \$115,703.68**

Item 5.2, a, 2 is **APPROVED** by the following vote:

**Ayes: Mesick, Agarwal, Brandon, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Vartabedian**



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**5.3 NEW BUSINESS:**

- a) APPROVE / DISAPPROVE Appointment of Board Members for Rates & Fees Working Group  
Motion to nominate President Boyle and Director Brandon to the Rates & Fees Working Group is approved by the following vote:  
Ayes: Agarwal, Mesick, Brandon, Boyle  
Noes: None  
Abstentions: None  
Absent: Vartabedian
- b) APPROVE / DISAPPROVE Reducing Reserve: Compliance Project fund for USDA loan payments  
Item 5.3, b is APPROVED by the following vote:  
Ayes: Agarwal, Brandon, Mesick, Boyle  
Noes: None  
Abstentions: None  
Absent: Vartabedian
- c) APPROVE / DISAPPROVE employee payment for prior period dental coverage  
Item 5.3, c is APPROVED by the following vote:  
Ayes: Mesick, Agarwal, Brandon, Boyle  
Noes: None  
Abstentions: None  
Absent: Vartabedian
- d) APPROVE / DISAPPROVE invoices:
  - 1. Pace Engineering / Distribution Proj. – Inv. # 32077 / \$833.50
  - 2. Pace Engineering / Retaining Wall Proj. – Inv # 32078 / \$7,625.98
  - 3. R&C Construction Application for Payment #3 / \$134,059.25
 Items 5.3, d 1-3 are APPROVED by the following vote:  
Ayes: Brandon, Agarwal, Mesick, Boyle  
Noes: None  
Abstentions: None  
Absent: Vartabedian

5.4 Consideration of items not appearing on the posted agenda:  
None.

**6.0 ADJOURNMENT:**

Director Mesick made a motion to adjourn the public board meeting at 6:42 p.m. The motion carried by the following vote:

Ayes: Mesick, Agarwal, Brandon, Boyle  
Noes: None  
Abstentions: None  
Absent: Vartabedian

Respectfully Submitted by:

  
Nakia D. Foskett, Secretary & General Manager

