



**BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

**REGULAR MEETING OF THE BOARD**

Monday March 27, 2017 at 5:00 p.m.

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

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**NOTICE OF ADJOURNMENT**

THE MEETING SCHEDULED FOR MONDAY, MARCH 27, 2017 at 5:00 P.M. HAS BEEN

**ADJORNED TO: Tuesday March 28, 2017 at 5:00 P.M.**

WHICH WILL BE HELD AT THE BUCKINGHAM PARK WATER DISTRICT'S BUSINESS OFFICE LOCATED AT  
2874 EASTLAKE DRIVE, KELSEYVILLE, CA 95451

The next regularly scheduled meeting of the Board of Directors will be held on April 24, 2017

Respectfully Submitted,

\_\_\_\_\_  
Nakia D Foskett, General Manager





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Located at: 2874 Eastlake Drive, Kelseyville

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## **AGENDA**

**NOTICE OF RECORDATION:** *This meeting is tape recorded for transcription purposes only.* **REQUEST FOR DISABILITY RELATED MODIFICATION OR ACCOMMODATION:** *A request for a disability-related modification or accommodation which is necessary to participate in the Board of Directors meeting should be made in writing to the Secretary to the Board at least 48 hours prior to the meeting.*

### **1.0 CALL TO ORDER:**

Time: \_\_\_\_\_ / Location: Buckingham Park Water District's Business Office at 2874 Eastlake Drive, Kelseyville, CA 95451

### **2.0 ROLL CALL OF BOARD MEMBERS:**

President, Mark Boyle	[ ]	Vice President, Ken Agarwal	[ ]	Director, Vic Magistrelli	[ ]
Director, Susan Mesick	[ ]	Director, Vacant	[ ]		

### **3.0 PUBLIC INPUT:**

NON-AGENDA ITEMS – Members of the Public may address the Board for a maximum of 3 minutes on subject matter, which falls within the jurisdiction of the Board.

### **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.)*

4.1 Approval of March 27, 2017 Agenda

4.2 Approval of Minutes:

- a) August 22, 2016 adjourned to August 29, 2016
- b) November 28, 2016
- c) January 23, 2017
- d) February 27, 2017

### **5.0 ACTION / DISCUSSION ITEMS:**

5.1 DETERMINE INTEREST TO FILL BOARD VACANCY, MAKE APPOINTMENT & PERFORM OATH OF OFFICE

5.2 APPROVE / DISAPPROVE OFFICE MANAGERS REPORT:

- a) February 2017

5.3 APPROVE / DISAPPROVE GENERAL MANAGER'S REPORT:

- a) February 2017

5.4 OLD BUSINESS:

- a) Distribution System Improvements 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 Reimbursement Claim #3
  3. APPROVE / DISAPPROVE authorizing budget for General Manager to award electrical contract
- b) 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
- c) 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



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#### 5.4 NEW BUSINESS:

a) APPROVE / DISAPPROVE invoices:

1. Pace Engineering / Distribution Proj. – Invoice #29040 \$5,424.00
2. Pace Engineering / Retaining Wall & Intertie Proj. – Invoice #29041 \$10,736.50
3. Whitehawk Construction / Distribution Proj. – Application for Payment #1 \$107,483.81
4. NBS / Bond Assessment Collection – Invoice 31700116 \$1,034.17
5. NBS / Bond Collection Letters – Invoice 31700300 \$541.10
- 6.

b) APPROVE / DISAPPROVE Policies:

1. 2000 – Executive Officer
2. 2003 – Employee Status
3. 2010 – Performance Evaluations
4. 2400 – Hours of Work and Overtime

c) APPROVE / DISAPPROVE General Manager's actions to facilitate employee Compensation/Benefits survey

d) APPROVE / DISAPPROVE window installation & safety compliance labor

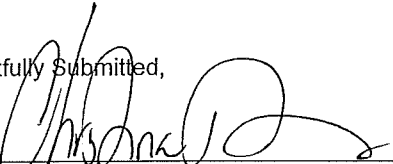
#### 5.5 Consideration of items not appearing on the posted agenda:

*Consideration of items not appearing on the posted agenda, if necessary, requires the following Board action prior to consideration: 1) A determination by a majority of the Board that an emergency situation exists (as defined in section 54956.9 of the Brown Act); or 2) A determination by a two-thirds vote of the legislative body or, if less than two-thirds of the members that are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.*

#### 6.0 ADJOURNMENT:

Motion to adjourn: \_\_\_\_\_ Time: \_\_\_\_\_

Respectfully Submitted,

  
\_\_\_\_\_  
Christina Diaz, Secretary to the Board of Directors

