



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

REGULAR MEETING OF THE BOARD

Monday July 24, 2017 at 5:00 p.m.

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

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, Susan Mesick	[]
Director, Lisa Vartabedian	[]	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 July 24, 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
- e) March 27, 2017
- f) April 24, 2017
- g) May 12, 2017
- h) June 19, 2017

5.0 ACTION / DISCUSSION ITEMS:

5.1 Appeal - Billing Rate Adjustment Request (carried from June 19th meeting)

5.2 APPROVE / DISAPPROVE OFFICE MANAGERS REPORTS:

- a) May 2017
- b) June 2017

5.2 APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:

- a) May 2017
- b) June 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
- 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
 - a) Euro Style Management Application for Payment #1 (6/5/17 – 7/18/17) \$35,387.50



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- 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
 - 2. APPROVE / DISAPPROVE execution of Proposition 50 Public Agency Grant Funding Agreement Amendment A-2

5.4 NEW BUSINESS:

- a) APPROVE / DISAPPROVE invoices:
 - 1. Pace Engineering / Distribution Proj. – Invoice #30097 \$15,461.75
 - 2. Pace Engineering / Retaining Wall & Intertie Proj. – Invoice #30098 \$529.25
 - 3. Berkadia Loan Statement dated May 25, 2017 \$59,500
- b) APPROVE / DISAPPROVE Resolution #17.07.01, A Resolution Adopting the FY17/18 Budget
- c) APPROVE / DISAPPROVE Resolution #17.07.02, A Resolution Consolidating 2017 Election
- d) APPROVE / DISAPPROVE Emergency Evacuation & Hazardous Materials Site Plan
- e) APPROVE / DISAPPROVE relieve Compliance Reserve for SRF payments of 16/17 \$6,600
- f) APPROVE / DISAPPROVE ratification of General Manager's action to issue public notification: 2016 Consumer Confidence Report
- g) APPROVE / DISAPPROVE Office Manager's actions to renew and pay insurances.
- h) APPROVE / DISAPPROVE policies:
 - 1. Policy #3105 – Budget Preparation
 - 2. Policy #3107 – Time Management
 - 3. Policy #3132 – Processing of Customer Payments
 - 4. Policy #2006 – Continuity of Service
 - 5. Policy #2009 – Performance Evaluations
 - 6. Policy #2300 – Pay Periods
 - 7. Policy #2505– Holidays


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

