



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

REGULAR MEETING OF THE BOARD

Monday January 22, 2018 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 OATH OF OFFICE:

Appoint Special District Directors in lieu of election and perform the Oath of Office for:

- a) Mark Boyle (4 year term expiring December, 2021)
- b) Narendra Agarwal (4 year term expiring December, 2021)
- c) Lisa Vartabedian (4 year term expiring December, 2021)
- d) Thomas Brandon (2 year unexpired term expiring December, 2019)

4.0 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.

5.0 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 November 27, 2017 Agenda
- 5.2 Approval of Minutes:
 - a) October 23, 2017

6.0 ACTION / DISCUSSION ITEMS:

6.1 APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:

- a) November & December, 2017

6.2 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
- 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 GM actions taken to approve Kleinfelder Work Order not to exceed \$5,000 for geotechnical observation
 3. APPROVE / DISAPPROVE material expenditures from reserves \$5,240.25



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6.3 NEW BUSINESS:

- a) APPROVE / DISAPPROVE invoices:
 - 1. Ratify GM actions taken to pay December 2017 invoices
 - 2. Pace Engineering / Distribution Proj. – Inv 31494 / \$12,671.25
 - 3. Pace Engineering / Retaining Wall Proj. – Inv 31495/ \$20,114.67
 - 4. Euro Style Management Application for Payment #5 / \$147,440.00
 - 5. R&C Construction Application for Payment #1 / \$638,632.47
- b) APPROVE / DISAPPROVE Umpqua Bank Line of Credit increase & designate signer
- c) APPROVE / DISAPPROVE resolution to provide workers compensation to governing body and volunteers
- d) APPROVE / DISAPPROVE District Job Description revisions
- e) APPROVE / DISAPPROVE policies:
 - a. 3107 – Time Management – Administration (revised)
 - b. 2505 – Holidays (revised)
 - c. 2003 – Employee Status (revised)
 - d. 2009 – Performance Evaluations (revised)

6.4 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.

7.0 ADJOURNMENT:

Motion to adjourn: _____ Time: _____

Respectfully Submitted by:



Nakia D. Foskett, Secretary & General Manager

