



## **BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

### **OFFICIAL MEETING MINUTES**

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

Monday August 27, 2018 at 5:00 p.m.

Held at the Buckingham Park Water District's Business Office

Located at: 2874 Eastlake Drive, Kelseyville

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

Vice President Agarwal called the meeting to order at 5:15 p.m.

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

Present: Vice President Ken Agarwal, Director Lisa Vartabedian, Director Thomas Brandon

Absent: President, Mark Boyle, Director Susan Mesick,

#### **3.0 PUBLIC INPUT:**

None.

#### **4.0 CONSENT AGENDA:**

4.1 Approval of August 27, 2018 Agenda

4.2 Approval of Minutes:

a) July 23, 2018

**The consent agenda is approved in its entirety by the following vote:**

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

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

5.1 APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:

a) July 2018

**Item 5.1, a is approved by the following vote:**

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

5.2 WORKING GROUP UPDATES

a) Rate Study

b) Compensation and Budget Development

**No action taken.**

5.3 OLD BUSINESS:

a) Office ADA 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

**No action taken.**



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#### **5.4 NEW BUSINESS:**

a) APPROVE / DISAPPROVE invoices:

1. Aqua Sierra Controls, Inc. #28946 \$1,904.90
2. Aqua Sierra Controls, Inc. #28987 \$2,948.59

**5.4, a is approved in its entirety by the following vote:**

**Ayes: Brandon, Vartabedian, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

b) APPROVE / DISAPPROVE Resolution for Office of Emergency Services Designation of Applicant's Agent

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

c) APPROVE / DISAPPROVE updated Agreement with County of Lake for collections

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

d) ACKNOWLEDGE submission of direct levy for the 2018/2019 tax toll

**No action taken.**

e) ACKNOWLEDGE completion of the tri-annual watershed sanitary survey / grant applications

**No action taken.**

f) APPROVE / DISAPPROVE Restricted Compliance Project Fund Expense:

- a. USDA Rural Development Loan Payment \$51,295.31

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

g) APPROVE / DISAPPROVE Restricted Compliance Project Fund annual designation per contracts:

- a. Debt Service: State Water Resources Control Board State Revolving Fund - \$6,600
- b. Debt Service: USDA Rural Development Loan - \$45,113
- c. Short Lived Asset Reserve: USDA - \$19,150

**Ayes: Brandon, Vartabedian, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**



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h) ACKNOWLEDGE letter received from Buckingham Golf & Country Club dated August 13, 2018  
**No action taken.**

5.5 Consideration of items not appearing on the posted agenda  
**None.**

6.0 **ADJOURNMENT:**

Director Vartabedian made a motion to adjourn the public board meeting at 6:50p.m. The motion carried by the following vote:

**Ayes: Vartabedian, Brandon, Agarwal**

**Noes: None**

**Abstentions: None**

**Absent: Boyle, Mesick**

Respectfully Submitted by:

  
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Nakia D. Foskett, General Manager & Secretary to the Board

