



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

OFFICIAL MEETING MINUTES

REGULAR MEETING OF THE BOARD

Monday June 25, 2018 at 5:00 p.m.

Held at the Buckingham Park Water District's Business Office

Located at: 2874 Eastlake Drive, Kelseyville

1.0 CALL TO ORDER:

Vice President Agarwal called the meeting to order at 5:10 p.m.

2.0 ROLL CALL OF BOARD MEMBERS:

Present: Vice President Agarwal, Director Mesick, Director Vartabedian and Director Brandon

Excused: President Boyle

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.)

4.1 Approval of June 25, 2018 Agenda

4.2 Approval of Minutes:

a) May 30, 2018

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

Ayes: Mesick, Vartabedian, Brandon, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

5.0 ACTION / DISCUSSION ITEMS:

5.1 APPROVE / DISAPPROVE APPEAL: CARRYING CHARGES

The appeal of a carrying charge is disapproved by the following vote:

Ayes: Mesick, Vartabedian, Brandon, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

5.2 APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:

a) May 2018

The General Manager's Report for May 2018 is APPROVED by the following vote:

Ayes: Mesick, Brandon, Vartabedian, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

5.3 WORKING GROUP UPDATES:

a) Rate Study

b) Compensation and Budget Development

No Action Taken.



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

OFFICIAL MEETING MINUTES

REGULAR MEETING OF THE BOARD

Monday June 25, 2018 at 5:00 p.m.

Held at the Buckingham Park Water District's Business Office

Located at: 2874 Eastlake Drive, Kelseyville

5.4 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
 2. APPROVE / DISAPPROVE Office ADA Proposal or portion thereof

No Action Taken.

- 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 plan to replace vegetation previously removed during construction

No Action Taken.

5.5 NEW BUSINESS:

- a) APPROVE / DISAPPROVE invoices:

1. Pace Engineering / USDA Funded Office ADA Design – Inv. # 32838 / \$356.00
2. Pace Engineering / Retaining Wall Proj. (BPWD Drying Bed) – Inv #32837 / \$1,122.50
3. R&C Construction Application for Payment #6

Item 6.4, a is APPROVED in its entirety by the following vote:

Ayes: Brandon, Mesick, Vartabedian, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

- b) APPROVE / DISAPPROVE designation of appointee for Tax Information Authorization form 8821
Director Mesick made a motion to designate the Board President as the appointee for IRS Tax Form 8821

Ayes: Mesick, Brandon, Vartabedian, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

- c) UPDATE on fire season readiness and defensible space efforts

No action taken.

- d) UPDATE on emergency repairs for Buckingham Drive and Palace Drive

No action taken.

- e) UPDATE on 2017 Consumer Confidence Report

No action taken.

- f) Appointment of Personnel Subcommittee Members

Director Brandon made a motion to appoint Director Mesick and Director Vartabedian to the Personnel Subcommittee

Ayes: Brandon, Mesick, Vartabedian, Agarwal

Noes: None

Abstentions: None

Absent: Boyle



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

OFFICIAL MEETING MINUTES

REGULAR MEETING OF THE BOARD

Monday June 25, 2018 at 5:00 p.m.

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

g) APPROVE / DISAPPROVE Restricted Fund: Compliance Project Reserve expenditure for State Water Resources Control Board loan Invoice #S1807243

Item 6.4, g is APPROVED in its entirety by the following vote:

Ayes: Brandon, Mesick, Vartabedian, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

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

6.0 CLOSED SESSION:

Public Employee Performance Evaluations:

With respect to every item of business to be discussed in closed session Pursuant to Government Code Section 54957.1 subdivision (a) (5): Action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a public employee in closed session pursuant to Section 54957 shall be reported at the public meeting during which the closed session is held. Any report required by this paragraph shall identify the title of the position. The general requirement of this paragraph notwithstanding, the report of a dismissal or of the nonrenewal of an employment contract shall be deferred until the first public meeting following the exhaustion of administrative remedies, if any

- a.) Office Manager
- b.) Water Treatment Operator #1, Grade 3
- c.) Water Treatment Operator #2, Grade 3

Closed Session Begins: at 7:09 p.m.

Closed Session Ends: at 7:31 p.m.

Report Out:

No action required.

7.0 ADJOURNMENT:

Director Vartabedian made a motion to adjourn the public board meeting at 7:31 p.m. The motion carried by the following vote:

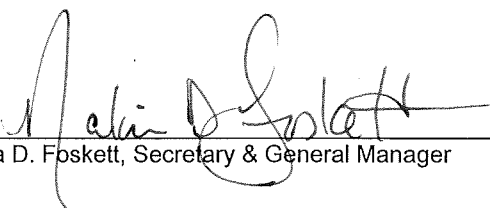
Ayes: Vartabedian, Mesick, Brandon, Agarwal

Noes: None

Abstentions: None

Absent: Boyle

Respectfully Submitted by:



Nakia D. Foskett, Secretary & General Manager

