



## **BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

### **OFFICIAL MEETING MINUTES**

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

Monday November 26, 2018 at 5:00 p.m.

To be 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:**

Board President Mark Boyle called the meeting to order at 5:04 pm at Buckingham Park Water District's Business Office located at 2874 Eastlake Drive, Kelseyville, CA 95451.

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

Present: Board President Mark Boyle, Vice President Ken Agarwal, Director Lisa Vartabedian  
Excused: Director Susan Mesick and Director Thomas Brandon

#### **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 November 26, 2018 Agenda

4.2 Approval of Minutes:

a) October 22, 2018 adjourned to October 29, 2018

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

**Ayes: Vartabedian, Agarwal, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Mesick, Brandon**

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

5.1 APPROVE / DISAPPROVE GENERAL MANAGERS REPORTS:

a) October 2018

**The General Manager's report is approved in its entirety by the following vote:**

**Ayes: Agarwal, Vartabedian, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Mesick, Brandon**

5.2 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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#### **5.3 NEW BUSINESS:**

a) APPROVE / DISAPPROVE invoices:

1. R&C Construction Application for Payment #7 \$46,447.16

2. Aqua Sierra Controls, Inc Invoice #29186 \$1,836.99 & expend from Project Reserve

**5.3, a1-a2 is APPROVED in its entirety by the following vote:**

**Ayes: Vartabedian, Agarwal, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Mesick, Brandon**

b) UPDATE on progress for Annual Water Loss Audit

**No action taken.**

c) APPROVE / DISAPPROVE Policy #2520 Sick Pay

**No action taken; item is carried over.**

d) APPROVE / DISAPPROVE scheduling of December board meeting

**5.3, d is DISAPPROVED by the following vote:**

**Ayes: None**

**Noes: Vartabedian, Agarwal, Boyle**

**Abstentions: None**

**Absent: Mesick, Brandon**

#### **5.4 Consideration of items not appearing on the posted agenda:**

**None.**

#### **6.0 ADJOURNMENT:**

Director Mesick made a motion to adjourn the public board meeting at 6:33 p.m. The motion carried by the following vote:

**Ayes: Agarwal, Vartabedian, Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Mesick, Brandon**

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read "Nakia D. Foskett".

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

