



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

OFFICIAL MEETING MINUTES

REGULAR MEETING OF THE BOARD

Monday February 24th, 2020 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:

Board President Mark Boyle called the meeting to order at 5:09pm

2.0 ROLL CALL OF BOARD MEMBERS:

Present: President Mark Boyle, Vice President Ken Agarwal, Director Thomas Brandon, Director Lisa Vartabedian and Director Shannon Maurer

Excused: None

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. **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 February 24th, 2020 Agenda

4.2 Approval of January 27th, 2019 Minutes

The February 24th, 2020 Agenda & the January 27th, 2020 Minutes were all approved by the following vote:

Ayes: Maurer, Brandon, Boyle, Agarwal, Vartabedian

Noes: None

Abstentions: None

Absent: None

5.0 APPEALS:

5.1 APPROVE / DISAPPROVE Appeal #1

The Appeal #1 was denied by the following vote:

Ayes: Maurer, Brandon, Boyle, Agarwal, Vartabedian

Noes: None

Abstentions: None

Absent: None

5.2 Appeal #2 – To be held over to March 23rd, 2020 Board Meeting (Letter drafted to customer)

5.3 Appeal #3 – To be forwarded to staff council for further review and decision (Letter drafted to customer)

6.0 ACTION / DISCUSSION ITEMS:

6.1 APPROVE / DISAPPROVE MANAGEMENT'S REPORT:

a) JANUARY 2020

The Managements Report for January 2020 was approved by the following vote:

Ayes: Brandon, Vartabedian, Boyle, Agarwal, Maurer

Noes: None

Abstentions: None

Absent: None



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- 6.2 APPROVE / DISAPPROVE Aqua Sierra scope of work to be done with funding from CIP Reserve proposal #QJ06459:

Aqua Sierra scope of work to be done with funding from CIP Reserve proposal #QJ06459 was approved by the following vote:

Ayes: Brandon, Maurer, Boyle, Agarwal, Vartabedian, Boyle

Noes: None

Abstentions: None

Absent: None

- 6.3 APPROVE / DISAPPROVE Use of CIP Reserve to pay for Chernoh Invoice:

Use of CIP Reserve to pay for Chernoh Invoice was approved by the following vote:

Ayes: Agarwal, Vartabedian, Boyle, Brandon, Maurer

Noes: None

Abstentions: None

Absent: None

- 6.4 **NEW BUSINESS:**

- 6.5 APPROVE / DISAPPROVE Audit Partner Rotation Waiver:

Audit Partner Rotation Waiver was approved by the following vote:

Ayes: Vartabedian, Brandon, Boyle, Agarwal, Maurer

Noes: None

Abstentions: None

Absent: None

- 6.6 DISCUSSION

- a) Review Fiscal Year 18/19 Audit – Discussed

- 6.7 DISCUSSION

- a) Discussed Customer Letter – Drafted letter to customer

- 6.8 DISCUSSION

- a) Selected a subcommittee for General Manager annual review appointed Tom Brandon & Shannon Maurer

- 6.9 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.



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7.0 ADJOURNMENT:

Director Maurer made a motion to adjourn the public board meeting at 6:41 p.m. The motion carried by the following vote:

Ayes: Brandon, Maurer, Boyle, Agarwal, Vartabedian

Noes: None

Abstentions: None

Absent: None

Respectfully Submitted by:


Jill M. Jespersen, Office Manager & Secretary to the Board

