



## **BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

### **OFFICIAL MEETING MINUTES**

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

Monday March 27<sup>th</sup>, 2023 at 5:00 p.m.;

Held at the Buckingham Park Water District's Business Office

Located at: 2874 Eastlake Dr. Kelseyville, Ca

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

Board President Mark Boyle called the meeting to order at 5:00 pm

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

Present: President Mark Boyle, Director Shannon Maurer, Director Lisa Vartabedian

Absent: Vice President Ken Agarwal, Director Thomas Brandon

#### **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.

3.1 See Attached transcripts from meeting

#### **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 March 27<sup>th</sup>, 2023 Agenda

4.2 Approval of January 23<sup>rd</sup>, 2023 Minutes

4.3 Approval of February 27<sup>th</sup>, 2023 Special Minutes

The March 27<sup>th</sup>, 2023 Agenda, January 23<sup>rd</sup>, 2023 Meeting Minutes and February 27<sup>th</sup>, 2023 Special Meeting Minutes were approved by the following vote:

Ayes: Director Vartabedian, Director Maurer, and President Boyle,

Noes: None

Abstentions: None

Absent: Vice President Agarwal, Director Brandon

#### **5.0 APPEALS:**

5.1 Appeal 1: Request for Installment Plan

Appeal 1: Request for Installment Plan was denied by the following vote:

Ayes: Director Maurer, Director Vartabedian and President Boyle,

Noes:

Abstentions:

Absent: Vice President Agarwal, Director Brandon



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#### **6.0 ACTION / DISCUSSION ITEMS:**

##### **6.1 APPROVE / DISAPPROVE MANAGEMENT'S REPORT:**

Management Report January 2023

Management Report February 2023

The Managements Reports for January 2023 and February 2023 was approved by the following vote:

**Ayes: Director Vartabedian, Director Maurer, and President Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Director Brandon, Vice President Agarwal**

##### **6.2 DISCUSSION**

Audit FY 21/22

**Discussed Audit FY 21/22.**

#### **7.0 NEW BUSINESS:**

##### **7.1 APPROVE/ DISAPPROVE**

Construction at Tank 2 site/2535 Westlake Dr. (Villanueva Construction)

**Will be carried over to the next meeting.**

##### **7.2 APPROVE/DISAPPROVE**

Utility Cost Management Proposal

Utility Cost Management Proposal was approved by the following vote:

**Ayes: Director Maurer, Director Vartabedian and President Boyle**

**Noes: None**

**Abstentions: None**

**Absent: Vice President Agarwal, Director Brandon**



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7.3 APPROVE/DISAPPROVE

Dollar Amount to Purchase New/Used Vehicle using funds from CIP

\$15,000 for the purchase of a New/Used Vehicle using funds from CIP was approved by the following vote:

**Ayes:** Director Vartabedian, Director Maurer and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Vice President Agarwal, Director Brandon

7.4 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.*

8.0 CLOSED SESSION

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.

ADJOURNMENT:

Director Maurer made a motion to adjourn the public board meeting at 6:45 p.m. The motion carried by the following vote:

**Ayes:** Director Maurer, Director Vartabedian, and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Vice President Agarwal, Director Brandon

Respectfully Submitted by:

Marcia Riley – Office Manager / Secretary to the Board

