



BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

OFFICIAL MEETING MINUTES

MEETING OF THE BOARD

Monday September 28th, 2020 at 5:00 p.m.;

Held via teleconference

Due to COVID-19

The public may attend via teleconference by calling (425) 436-6362
and use Access code: 807718#

1.0 CALL TO ORDER:

Board President Mark Boyle called the meeting to order at 5:04pm

2.0 ROLL CALL OF BOARD MEMBERS:

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

Excused: 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 Richard Furtado addressed the Board requesting the District Policy be changed in regards to the Tiered price charged for water leaks. President Boyle apologized and informed Mr. Furtado that our rates are set by a rate study which is a regulated process and that we are unable to change the policy.

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 August 24th Minutes

4.1 September 28th, 2020 Agenda

The August 24th Minutes and the September 28th, 2020 Agenda was approved by the following vote:

Ayes: Vartabedian, Maurer, Boyle,

Noes: None

Abstentions: None

Absent: Agarwal, Brandon

5.0 APPEALS:

5.1 APPROVE / DISAPPROVE - Appeal #1

Appeal #1 was taken out of order, before 4.0 Consent Agenda

Appeal #1 - was denied by the following vote:

Ayes: Vartabedian, Maurer, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon

6.0 ACTION / DISCUSSION ITEMS:

6.1 APPROVE / DISAPPROVE MANAGEMENT'S REPORT:

a) August 2020

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

Ayes: Vartabedian, Maurer, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon



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6.2 Discussion

1) Update Board on the rehab/paint on old water tank on Westlake Drive
Carry over to October 26th, 2020 Meeting

2) Update Board on "Personnel Policy Manual"
Waiting on County Counsel to complete review

6.3 Approve / Disapprove

1) Discussion with Board in regard to Financial Audit

The Board approved Strobe, Thompson & Noble CPA to be engaged if reference checks are good by following vote:

Ayes: Vartabedian, Maurer, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon

7.0 **NEW BUSINESS:**

7.1 Approve / Disapprove

a) Change two signers on checks from \$2,500 to \$3,000

The change from \$2,500 to \$3,000 was approved by the following vote:

Ayes: Maurer, Vartabedian, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon

7.2 Discussion

a) Updated Emergency Disaster Response Plan

The General Manager updated the Board on the Emergency Disaster Response Plan. The Board requested a copy of the plan to be emailed to each Board member.

7.3 Discussion / Possible Action

a) 2420 Westlake Drive Overlay 450sq. ft. of asphalt, roll & compact of easement for tank site 1

The Board approved the overlay of asphalt, roll & compact of easement not to exceed \$2,000 by the following vote:

Ayes: Maurer, Vartabedian, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon



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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. None

9.0 ADJOURNMENT:

Director Maurer made a motion to adjourn the public board meeting at 6:00 p.m. The motion carried by the following vote:

Ayes: Maurer, Vartabedian, Boyle

Noes: None

Abstentions: None

Absent: Agarwal, Brandon

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read "Lori A. Gonzalez".

Lori A. Gonzalez Office Manager / Secretary to the Board

