



## BUCKINGHAM PARK WATER DISTRICT

2880 Eastlake Drive, Kelseyville, CA 95451

### OFFICIAL MEETING MINUTES

#### MEETING OF THE BOARD

Monday July 24<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 5:01pm

2.0 ROLL CALL OF BOARD MEMBERS:

Present: President Mark Boyle, Director Thomas Brandon, Vice President Ken Agarwal

Absent: Director Lisa Vartabedian, Vacant

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 July 24<sup>th</sup>, 2023 Agenda

4.2 Approval of June 30<sup>th</sup>, 2023 Minutes

The June 30<sup>th</sup>, 2023 Agenda, May 22<sup>nd</sup>, 2023 Meeting Minutes were approved by the following vote:

Ayes: Vice President Agarwal, Director Brandon and President Boyle

Noes: None

Abstentions: None

Absent: Director Vartabedian, Vacant

5.0 APPEALS:

NONE

6.0 ACTION / DISCUSSION ITEMS:

6.1 APPROVE / DISAPPROVE MANAGEMENT'S REPORT:

Management Report June 2023

The Managements Reports for June 2023 was approved by the following vote:

Ayes: Director Brandon, Vice President Agarwal, and President Boyle

Noes: None

Abstentions: None

Absent: Director Vartabedian, Vacant



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

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

Update Ordinance NO. 23-07-01 CROSS-CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM

The Update to Ordinance NO. 23-07-01 CROSS-CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM was approved by the following vote:

**Ayes:** Vice President Agarwal, Director Brandon, and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Director Vartabedian, Vacant

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

Engineering Agreement with Pace Engineering

The Engineering Agreement with Pace Engineering was approved by the following vote:

**Ayes:** Director Brandon, Vice President Agarwal, and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Director Vartabedian, Vacant

##### **7.3 APPROVE/DISAPPROVE**

Resolution NO. 23-07-02 Authorized Representative

The Resolution NO. 23-07-02 Authorized Representative was approved by the following vote:

**Ayes:** Director Brandon, Vice President Agarwal, and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Director Vartabedian, Vacant

##### **7.4 DISCUSSION**

Ford Ranger

Board discussed what to do with the Ford Ranger



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7.5 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**

**Board entered Closed Session at 5:42pm**

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.

Employee Annual Review

General Manager  
Water Operations Manager  
Office Manager  
Shift Operator

**Closed Session ended at 5:50**

#### **ADJOURNMENT:**

Vice President Agarwal made a motion to adjourn the public board meeting at 5:50 p.m. The motion carried by the following vote:

**Ayes:** Vice President Agarwal, Director Brandon, and President Boyle

**Noes:** None

**Abstentions:** None

**Absent:** Director Vartabedian, Vacant



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Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read "Marcia Riley".

\_\_\_\_\_  
Marcia Riley – Office Manager / Secretary to the Board

