



## **BUCKINGHAM PARK WATER DISTRICT**

2880 Eastlake Drive, Kelseyville, CA 95451

### **OFFICIAL MEETING MINUTES**

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

Monday, May 20<sup>th</sup>, 2024 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:**

Vice President Thomas Brandon called the meeting to order at 5:06pm

**2.0 ROLL CALL OF BOARD MEMBERS:**

Present: Vice President Thomas Brandon, Director Joan DeVito, Director Lisa Vartabedian, Director John Maurer

Absent: President Mark Boyle

**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 May 20<sup>th</sup>, 2024 Agenda

4.2 Approval of February 26<sup>th</sup>, 2024 Minutes

The May 20<sup>th</sup>, 2024 Agenda, and February 26<sup>th</sup> 2024 Meeting Minutes were approved by the following vote:

**Ayes:** Director Maurer, Director Vartabedian Director DeVito, and Vice President Brandon

**Noes:** None

**Abstentions:** None

**Absent:** President Boyle

**5.0 APPEALS:**

5.1 Appeal 1 Carrying Charge

**Appeal 1: Request to waive carry charge was denied by the following vote:**

**Ayes:** Director Vartabedian, Director Maurer, Director DeVito and Vice President Brandon

**Noes:**

**Abstentions:**

**Absent:** President Boyle



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

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

Managements Report February 2024

The Managements Reports for February 2024 was approved by the following vote:

**Ayes:** Director Vartabedian, Director Maurer, Director DeVito, and Vice President Brandon

**Noes:** None

**Abstentions:** None

**Absent:** President Boyle

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

##### **7.1 APPROVE / DISAPPROVE NEW UTILITY BILLING SOFTWARE**

New Utility Billing Software

The New Utility Billing Software, Ampstun Billing, was approved by the following vote:

**Ayes:** Director Vartabedian, Director Maurer, Director DeVito, and Vice President Brandon

**Noes:** None

**Abstentions:** None

**Absent:** President Boyle

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

None

*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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#### 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:

Vice President Brandon made a motion to adjourn the public board meeting at 6:24p.m. The motion carried by the following vote:

Ayes: Director Maurer, Director Vartabedian, Director DeVito and Vice President Brandon

Noes: None

Abstentions: None

Absent: President Boyle

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read "Marcia Riley", is written over a horizontal line.

Marcia Riley—Office Manager / Secretary to the Board

