

**BOARD MEETING
ESPARTO COMMUNITY SERVICES DISTRICT
ESPARTO, CA**

REGULAR MEETING
June 14, 2017
MINUTES

(1) CALL TO ORDER

Chair Charles Schaupp called the meeting to order at 7:07 pm.

(2) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(3) ROLL CALL

Present:

- Charles Schaupp, Colleen Fescenmeyer, Don England, Anna Girk
- District Counsel: Not Present
- General Manager: Steve Knightley
- Board Clerk: Steve Knightley

Absent:

- Colin Crerar

Public: No public present

(4) APPROVAL OF AGENDA

Chair Charles Schaupp called for a motion to approve the agenda.

Motion by: Director Anna Girk to approve the agenda as presented

Second by: Director Colleen Fescenmeyer

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(5) **PUBLIC COMMENTS**

Chair Charles Schaupp opened public comment – no public comments

(6) **CORRESPONDENCE**

Chair Charles Schaupp called for correspondence

- Final SGMA GPA agreement that will be signed 6-19-17 per Resolution 17-06 – General Manager referenced the final GPA document will be signed on Monday by all the agency's after which the Yolo Sub Basin will be created and a board established. The existing SGMA board will be nominated. General Manager put in his name to serve on the board but needs an alternate. Charles volunteered to be the primary Board member and Steve Knightley the alternate.

(7) **APPROVAL OF MINUTES**

Chair Charles Schaupp called for a motion to approve the minutes of 4-12-17 and 5-17-17

Motion by: Director Anna Girk to approve the minutes of 4-12-17

Second by: Director Colleen Fescenmeyer

Discussion: None

Vote: Ayes: 3 No: 0 Abstain: 1 (England) **Motion:** Passed

Motion by: Director Don England to approve the minutes of 5-17-17

Second by: Director Colleen Fescenmeyer

Discussion: None

Vote: Ayes: 3 No: 0 Abstain: 1 (Girk) **Motion:** Passed

(8) **CLAIMS: FUND 466**

Chair Charles Schaupp called for a motion to approve the claims for 5-18-17, 5-25-17 and 6-8-17

Motion by: Director Anna Girk to approve the claims of 5-18, 5-25 and 6-8 of 2017

Second by: Director Don England

Discussion: Director Colleen Fescenmeyer noted spelling errors on the claims of 5-18-17, General Manager to correct.

Questions on credit received, damaged door at new yard. General Manager explained and also noted that the restroom in the new building is now usable.

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(9) NOMINATION AND ELECTION OF NEW BOARD OFFICERS

Chair Charles Schaupp opened the nominations for board officers.

Chair: Chair Charles Schaupp opened nominations for Chair

- Director Don England nominated himself for chair

No other nominations were received.

Vote: Directors Schaupp, Fescenmeyer and Girk all voted yes.

Vice Chair: Chair Charles Schaupp opened nominations for Vice Chair

- Director Anna Girk nominated herself for Vice Chair

No other nominations were received.

Vote: Directors Schaupp, Fescenmeyer and England all voted yes.

Chair Don England assumed control of the meeting as new Chair.

(10) APPROVE ROW EASEMENT SALE TO PG&E FOR 1x10'X10' PLOT TO ACCOMMODATE GUY WIRE ANCHOR AT WWTP DISCHARGE FIELD FOR \$500. ADDITIONALLY, APPROVE GENERAL MANAGER TO EXECUTE NECESSARY DOCUMENTS TO COMPLETY TRANSACTION.

General Manager indicated this was on the agenda because he assumed this would be okay, however, upon checking he discovered this plot was within two feet of the new monitoring well. Meeting next week with PG&E to come up with an alternative. He indicated this will be brought back to the board when another proposal has been received.

(11) BUDGET UPDATE 4-30-17

Estimated year end, end of June, still shows us in the black by \$35,712.58. He made special note to the addition of funds to the Building & Land Reserve Account. The funds received this year from Cal Trans, Mercy Housing and MERCOSA were Substantial and even with the new Well and purchase of the new yard, we were not able to spend a portion of these funds. He indicated these funds need to transferred to restricted funds. He mentioned the funds can be reallocated to other reserve accounts or remain in the current account. This can all be discussed more in-depth at our next meeting.

(12) RATE INCREASE WORKSHOP AND SUB-COMMITTEE UPDATE

General Manager indicated we need to look at our budget before moving forward. We must do a 218 vote to eliminate the negative tier rate. As of 2014 it is illegal to have negative tiered rates. He indicated he had other options to cover the operational deficit which will be discussed at the next meeting.

(13) COUNTY ELECTIONS RESOLUTION #17-07 CALLING FOR AN ELECTION

General Manager indicated the forms for re-election were not available at the County until 7/17/17. He referenced there are two regular open seats and one appointment up for election. The current directors who wish to be re-elected need to complete the election form and the General Manager will return them to the election department. If there is no one contesting the re-elections or no other applicants, the existing members can re take the oath of office. Someone will have to be present at our meeting to administer the oath.

Discussion followed.

After discussion it was noted that Resolution 17-07 should state three members for 4 year terms. General Manager will make the changes.

Chair Don England read the resolution into the record with the changes.

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 Motion: Passed

(14) MANAGERS REPORT

- a) Alley Cleanup: 45 people came to participate, 60% of the work was completed. They plan to schedule two more days to complete the work. In terms of funding the Reservation Board is interested in funding us directly to accomplish some projects that need to be done. They want the funds to be spent locally.
- b) Well 7: PG&E has been too busy to come out and make their inspection so we have not received our power meter yet. We are scheduled to receive the meter on July 11 and then we can finalize the requirements for the well.
- c) Monitoring well: moving forward, have the permits, will be done by the end of June.
- d) Other: replacement fence at new yard will be done on June 26. Camera's up at the Waste Water Plant and here, but are not operable as yet as we have no power, given the way they are directed we will have good coverage.

(15) FUTURE AGENDA ITEMS

- a) Meter & SCADA Updates
- b) Street Lighting
- c) Budget
- d) Park Update
- e) Sewer Line Update
- f) Pool Update/Gas Station
- g) Well 4 to flood control
- h) Madison update

(16) ADJOURNMENT

Chair Don England called for a motion to adjourn the meeting

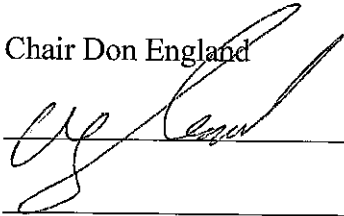
Motion by: Director Charles Schaupp to adjourn the meeting

Second by: Director Anna Girk

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

Meeting adjourned at 7:50 pm.

Chair Don England



Date: 7/12/17

Steve Knightley - Board Clerk



Date: 7/12/17

