



**BOARD OF DIRECTOR'S MEETING  
ESPARTO COMMUNITY SERVICES DISTRICT  
ESPARTO, CA**

REGULAR MEETING  
October 1, 2014  
MINUTES

**(1) CALL TO ORDER**

Chair Steve Knightley called the meeting to order at 7:04 pm.

**(2) PLEDGE OF ALLEGIANCE**

All residents and members in attendance recited the pledge

**(3) ROLL CALL**

**Present:**

- Directors: Steve Knightley, Don England, Anna Girk
- District Counsel: Not present
- General Manager: Mel Smith
- Board Clerk: Mel Smith

**Absent:**

- Director Colleen Fescenmeyer
- Director Charles Schaupp

**Public:** None Present

**(4) APPROVAL OF AGENDA**

Chair Steve Knightley called for a motion to approve the agenda.

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

**Second by:** Director Don England

**Discussion:** None

**Vote:** Ayes: 3 No: 0 Abstain: 0 **Motion:** Passed

(5) **PUBLIC COMMENTS**

Chair Steve Knightley opened public comment – no public present

(6) **CORRESPONDENCE**

Chair Steve Knightley called for correspondence – General Manager referenced the magazines that are sent from CSDA for the directors information.

(7) **APPROVAL OF MINUTES**

Chair Steve Knightley called for a motion to approve the minutes of 9-3-14

**Motion by:** Director Anna Girk to approve the minutes of 9-3-14 as presented

**Second by:** Director Don England

Discussion: None

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

(8) **CLAIMS: FUND 466**

Chair Steve Knightley called for a motion to approve the claims for 8-29, 9-8, 9-15 & 9-22.

7:12 pm – Director Colleen Fescenmeyer arrived

**Motion by:** Director Anna Girk to approve the claims for 8-29, 9-8, 9-15 & 9-22

**Second by:** Director Don England

**Discussion:** Question on the payment for Well 5(b) and the Grid Bees, is this the total on both?

General Manager: this is the total payment for the Grid Bees but not for Well 5(b).

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

(9) **BUDGET UPDATE: YEAR END 2013-14**

General Manager indicated the year ended with a negative of \$13,115.50.

Revenue side was about as expected. Expenses were as expected with the exception of legal fees, which were over budget.

Chair Steve Knightley: questioned if the attorney has made a motion in court to recover the legal fees if we prevail?

General Manager: indicated this is not done until the end.

Expense side: payoff of the CDBG loan and the test well for Well 5(b) increased

the expenses for the year.

Bottom line was \$13,000 negative for the year.

Chair Steve Knightley: indicated we had a surplus last year so it balances out.

General Manager went on to provide information on the individual accounts.

Discussion followed.

**(10) BUDGET UPDATE: 8-31-14**

General Manager: almost too early to get projections on some categories. The estimated year end on a lot of the accounts is just the budgeted amounts. Revenue accounts are shown the same way as we are only two months into the new year. An equation can be used to estimate some projected totals but not on the Revenue side due to the metered rates.

Question: Other income, acct 82-7700, estimate show 120 but year to date shows a negative, why?

General Manager: not sure what entry county made to cause that.

Question and discussion followed.

Question: on how employee salaries are charged to each category.

General Manager: explained where the salaries for each employee are charged

Chair Steve Knightley: referenced the increase in the budget for legal expenses.

Chair Steve Knightley: asked if the budget adjustment for Well 5(b) was made.

General Manager: confirmed it was made.

Discussion continued.

**(12) MANAGERS REPORT**

- a) MERCSA update – General Manager indicated he was contacted by Christine Crawford, LAFCO indicating she wanted to put the municipal services review off until next year and until after the 218 process has been completed. The reason is due the information received from the state LAFCO stating that our charter does not provide for us to operate a park. We would need to amend our charter.

Chair Steve Knightley: asked the General Manager to look into amending the charter and place it on as a future agenda item. He also questioned the 218 process and the cost to the community?

Discussion followed.

- b) Well 5(b) update – Well is built, continuing to pump and purge, water has cleaned up pretty good, still getting some drilling mud. Jason purchased a kit to test for Iron; levels have been continually dropping, today's test was .03 which is below the MCL

Chair Steve Knightley: will we have to retest for everything or just for the items that were out of line on the last test.

General Manager: we will have to retest for everything to confirm all is okay.

Discussion followed



Chair Steve Knightley: suggested a write up be place on the website regarding the new Well 5(b). Something to let the community know what is taking place.

Chair Steve Knightley: Questioned the water pressure drop on Sunday and Monday, what was the problem?

General Manager: the SCADA equipment failed and the booster pumps did not kick in. Mike was on call and made manual corrections over the weekend and the SCADA was fixed on Monday.

Discussion followed

**(14) FUTURE AGENDA ITEMS**

- |                           |                      |
|---------------------------|----------------------|
| a) Sewer Lateral update   | e) Fix Parking Lot   |
| b) Bluefin Website update | f) Face Book         |
| c) Solar Array update     | g) Amend Charter     |
| d) Calendar update        | h) Well 5(b) website |

**(15) ADJOURNMENT**

Chair Steve Knightley called for a motion to adjourn the meeting

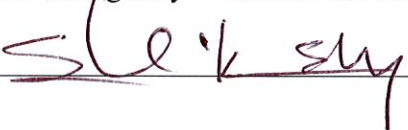
**Motion by:** Director Colleen Fescenmeyer to adjourn the meeting

**Second by:** Director Don England

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

Meeting adjourned at 8:00 pm

Steve Knightley – Chair of the Board

  
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Date: 11/5/14

Mel Smith - Board Clerk

  
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Date: 11-5-14