



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

REGULAR MEETING
November 8, 2017
MINUTES

(1) CALL TO ORDER

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

Absent:

- Colin Crerar

Public: present

(4) APPROVAL OF AGENDA

Chair Don England called for a motion to approve the agenda.

Motion by: Director Charles Schaupp to approve the agenda as presented

Second by: Director Anna Girk

Discussion: Item 9, Surface Tablets: General Manager indicated the internet was down so live training is not available. Plan to give directors their tablets and have them come in individually for instruction.

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

(10) REVIEW BALANCE SHEET AND P& L'S

General Manager indicated information was not available at this time, still waiting on final totals from County. He referenced last month's report was through September. When final totals have been received the directors tablets will be updated with the information.

7:15 pm: Director Colleen Fescenmeyer has joined the meeting.

(11) CONSIDER CHANGES TO BOARD STIPEND POLICY. PAY FOR SUBCOMMITTEE ATTENDANCE

General Manager indicated the subcommittee met and discussed a change to the board stipend and payment for subcommittee meetings. He referenced all stipends are paid through payroll. Subcommittee recommendations were to raise the monthly stipend for board members to \$150.00 per month, nonattendance not included, directors perform considerable work aside from board meetings. Stipend for subcommittee to be \$150.00 per meeting, this is to include all necessary prep work for the subcommittee meeting.

Discussion followed. Several concerns were noted. It was decided by the board to table this issue to the January meeting for further discussion.

(12) ADOPT UPDATED CalPERS RETIRMENT PLANS TO DISTRICT POLICY

General Manager referenced the form from CalPERS; he did not have an opportunity to review the entire document, what was reviewed was not what the board agreed too. Chair Don England reviewed the document and was not pleased with the manner in which it was written. General Manager will contact the CalPERS representative and notified them the document was unacceptable as written. Board agreed to table this topic for confirmation and further discussion prior to signing the document. Scheduled for January meeting.

(13) JOB DESCRIPTIONS AND ACCOUNTING PROCEDURES FROM SUBCOMMITTEE

General Manager indicated the subcommittee met and came to an agreement on taking on another position, Fiscal Services Clerk. We now have a temporary employee doing the job which has helped to evaluate the job duties. He also referenced two other job descriptions which also need to be adopted by the board. Tabled until January.

(14) MANAGERS REPORT

- a) Staff update – as of last week nothing to report, you are all aware next week is Jason's last week; he is currently assisting the new aquatic center. Dillion is the acting operator under Mike and will be filling in on some of Janson's duties.

Luis has assumed the maintenance of the detention ponds, park and also Fire Station, everyone is pleased with his work, he is doing a great job. The temp is still on the front desk, moving forward on park reservation system, looking into different options on how to reserve

(16) ADJOURNMENT

Chair Don England called for a motion to adjourn the meeting

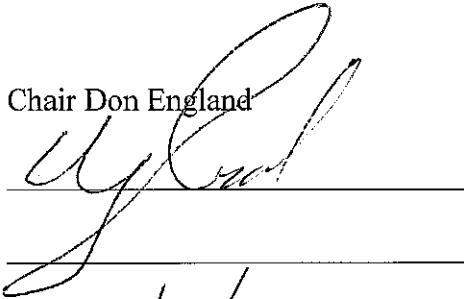
Motion by: Director Anna Girk to adjourn the meeting

Second by: Director Charles Schaupp

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

Meeting adjourned at 7:45 pm.

Chair Don England



Date: 1/17/18

Steve Knightley - Board Clerk



Date: _____