

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

**REGULAR MEETING  
MAY 13, 2009  
MINUTES**

1. **CALL TO ORDER** Chairman Laurel Kieny called the meeting to order at 7:06 p.m.

2. **ROLL CALL**

**MEMBERS PRESENT** Laurel Kieny, Mike Goodin, and Terrie Bueno

**MEMBERS ABSENT** Joseph Moreland, and Barry Pomeroy

**STAFF PRESENT** Ron Loudon (General Manager), Anna McNamara (Administrative Assistant), and Dave Dauwalder (USDA Engineer, Nolte Engineering)

**OTHERS PRESENT** Melissa Jordan, Tracy McNamara, and Colleen Fescenmeyer

3. **APPROVAL OF AGENDA**

Director Mike Goodin made a motion to approve the agenda as written and was seconded by Director Terrie Bueno.

Discussion ensued.

Ayes: 3    Noes: 0    Absent: 2

4. **PUBLIC COMMENT**

Comment was made by the Public.

**CONSENT CALENDAR**

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- 5. a) APPROVAL OF MINUTES  
April 8, 2009

- b) APPROVAL OF CLAIMS  
Fund 466-0 – Regular monthly claims

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Director Mike Goodin made a motion to approve the Consent Calendar with the exception of the Lincoln Sinclair account 86-2272, in the amount of \$50.00, and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 3    Noes: 0    Absent: 2

- 6. BOARD REVIEWED THE PROCEDURES USED REGARDING MELISSA JORDAN'S ACCOUNT  
Discussion only.

Note: Chairman called a 10 minute recess at 8:53 p.m.

- 7. REVIEW OF DISTRICT SHUT-OFF POLICY AND PROCEDURES  
Discussion ensued.

It was the consensus of the Board to have the General Manager review the Shut-Off Policy and bring Draft Policy back to the Board at a later meeting.

- 8. MIKE GOODIN REQUESTS BOARD AUTHORIZATION TO HAVE KRONICK MOSKOVITZ TEIDEMANN & GERARD INVESTIGATE BOARD ADDRESS VERIFICATION  
Discussion ensued.

Director Mike Goodin announced his resignation from the Board of Directors of the Esparto Community Services District to be at the end of the meeting (May 13, 2009).

- 9. REVIEW OF WATER AND WASTEWATER PROJECTS  
Dave Dauwalder gave an overview of the time-lines regarding the Water and Wastewater Projects.

- 10. APPROVAL OF PPE'S:

- a) **PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 9 - ARGANAUT CONSTRUCTORS – USDA WASTEWATER Project – to then sign – Claims Sheet – Fund 472**

**Chairman Laurel Kieny made a motion to approve Partial Payment Estimate (PPE) USDA No. 9 – Fund 472 – in the amount of \$19,403.20, and was seconded by Director Mike Goodin.**

**No discussion.**

**Ayes: 3    Noes: 0    Absent: 2**

- b) **PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 13 – TIECHERT CONSTRUCTION – USDA WATER Project – to then sign – Claims Sheet – fund 471**

**Director Mike Goodin made a motion to approve Partial Payment Estimate (PPE) USDA No. 13 Teichert Construction – USDA Water Project – to then sign – Claims Sheet – Fund 471, in the amount of \$71,447.49, and was seconded by Director Terrie Bueno.**

**No Discussion.**

**Ayes: 3    Noes: 0    Absent: 2**

- c) **PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 12A USDA WASTEWATER – SOFT COST- NOLTE ENGINEERING – To then sign – Claims Sheet – Fund 472**

**Chairman Laurel Kieny made a motion to approve Partial Payment Estimate (PPE) USDA No. 12A USDA Wastewater – Soft Cost – Nolte Engineering, in the amount of \$10,496.59, and was seconded by Director Terrie Bueno.**

**No discussion.**

**Ayes: 3    Noes: 0    Absent: 2**

- d) **PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 14A USDA WATER – SOFT COSTS – NOLTE ENGINEERING – To then sign – Claims Sheet – Fund 471**

**Chairman Laurel Kieny made a motion to approve Partial Payment Estimate (PPE) USDA No. 14A USDA Water – Soft Costs – Nolte Engineering, Fund 471-0 in the amount of \$1,542.19, and was seconded by Director Mike Goodin.**

No discussion.

Ayes: 3      Noes: 0      Absent: 2

11. BOARD AUTHORIZED THE GENERAL MANAGER TO SIGN THE NEGOTIATED CHANGE ORDER NO. 3, AS AGREED TO BY THE GENERAL MANAGER  
Discussion ensued.

Director Mike Goodin made a motion to authorize the General Manager, and Nolte Engineering, to review Contract Change Order No. 3, and to make any adjustments as necessary, and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 3      Noes: 0      Absent: 2

12. CONSIDERATION OF ATTORNEY REQUEST FOR PROPOSALS FOR LEGAL SERVICES  
Item 12 to be brought back to a future agenda.

13. REVIEW OF DRAFT WORKING BUDGET  
Discussion only.

14. APPROVAL OF YOLO COUNTY AUDITOR AUTHORIZATION FORM 2009/2010  
Director Mike Goodin made a motion to approve the Yolo County Auditor Authorization Form 2009/2010, and was seconded Director Terrie Bueno.

No discussion.

Ayes: 3      Noes: 0      Absent: 2

15. MANAGER'S REPORT  
Manager reported on:
- a) Fuel usage by the General Manager of; \$150.11.
  - b) Notice from appraiser for the old Deterding property just South of the District office.
  - c) Submission of two more pre-grant applications.
  - d) Acceptance of one of the pre-applications; (200K – Meters).
  - e) The Manager will no longer be issuing Reports to the Board, only Manager's Recommendations.
  - f) Addressed concerns regarding invitation to the Wild Wings training

session.

- g) Start up of the Summer Youth Program, with the possibility of incorporating the ROP Training for the Youth experience through the High School.

The General Manager requested a consensus of the Board to update the PSOMAS Report (Esparto Facilities Plan) through a Grant application from Yolo County for forty thousand dollars, out of which the District has a \$8,000.00 matching fund.

It was the consensus of the Board to update the PSOMAS (Esparto Facilities Plan) report.

**16. FUTURE AGENDA AND WORKSHOP ITEMS**

- a) 2009/2010 Budget
- b) RFP's for Engineer's & Attorney's
- c) Contract with Valley Truck and Tractor
- d) Workshop; Strategic Plan
- e) Workshop; Rules and Regulations regarding the Series 2000 portion of the District Policy Manual
- g) Workshop; Rules and Regulations Workshops

**17. DISTRICT INFORMATION AND CORROSPONDENCE**

- a) Final Audit for 06/07
- b) Final Audit for 07/08
- c) Draft Fundable Projects List from 2009 American Recovery and Reinvestment Act (ARRA) Safe Drinking Water State Revolving Fund
- d) Simplified Budget Sheets

**13. ADJOURNMENT**

Director Mike Goodin made a motion to adjourn the meeting at 10:10 p.m. and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 3      Noes: 0      Absent: 2

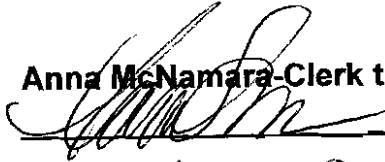
Laurel Kieny-Chairman of the Board



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Date: 6-10-09

Anna McNamara-Clerk to the Board



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Date: 6-15-09