



**BOARD OF DIRECTOR'S MEETING  
ESPARTO COMMUNITY SERVICES DISTRICT  
ESPARTO, CA 95627**

**NOTICE AND SPECIAL MEETING AGENDA (Revision 1)**

DATE: April 25, 2011  
TIME: 7:00 P.M.  
LOCATION: Ron Loudon Administrative / Control Building  
26490 Woodland Avenue, Esparto Ca 95627

**SPECIAL MEETING AGENDA**

- 1. 7:00 Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call
- ACTION: 4. 7:05 Approve Agenda
- INFO: 5. 7:10 Public Comment  
This is the time for the public to address the Board on any subject relating to the Community Services District, but not relative to any subject on the present agenda. The Board reserves the right to impose a reasonable limit on time afforded any individual speaker.

ACTION: 6. 7:20 CONSENT AGENDA

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- a) **Approval of Minutes**  
February 23, 2010 Public Workshop  
March 31, 2011 – Public Workshop  
April 02, 2011 – Special Meeting  
April 06, 2011 – Regular Meeting  
April 09, 2011 – Special Meeting

- b) **Approval of Claims**  
Fund 466-0 – Intermittent Claim

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**INFORMATION/**

**ACTION:** 7. 7:35 Resident Request for Waiver of Fees (Customer)  
Barbara Haug is requesting reimbursement for monthly fees and penalties incurred on her water & sewer bill due to special circumstances. October 2008 – September 2009

**INFORMATION/**

**ACTION:** 8. 7:50 General Manager Applicant Selection Update (Board Chair)  
Status Report by Board of Directors  
a) Schedule  
b) Next Steps  
c) Inviting Candidates to a Meal during or before Interview

**INFORMATION/**

**ACTION:** 9. 8:05 Requested Agenda Items by Public (Board Chair)  
a) Decrease Authorized Spending Limit of General Manager  
b) Utilize Field Staff for Bank Deposits in Woodland

**INFORMATION/**

**ACTION:** 10. 8:15 Temporary Staff Help (General Manager)  
a) Volunteer Help  
b) Part Time Employee  
b) Temp Agency  
c) Utilize Existing Staff

**INFORMATION/**

**ACTION:** 11. 8:30 Ron Loudon Plaque (Board Chair)  
a) Payment of Claim by All Action Awards  
b) Placement of Plaque at District Admin Building  
c) Other considerations

**INFORMATION:**

12. 8:45 Naming of District Office (Board Chair)  
Discussion regarding naming of District Administration & Operations Building

**CLOSED SESSION**

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- 13. a) Anticipated Litigation \$54956.9 (b) - 1 Case
- b) Employee Evaluation \$54957

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**REPORT OF CLOSED SESSION**

Due to closed session, additional items will be discussed as time permits.

INFORMATION: 14. District Business (General Manager)  
a) ECSD Revenue Ledger  
b) Overtime Report  
c) SSO Report

INFORMATION/  
ACTION: 15. Bank Signature Card (General Manager)  
Update Needed On Bank of the West Signature Card

INFORMATION/  
ACTION: 16. Fremont Street Sewer Siphon (General Manager)  
Update on Findings during Inspection.  
a) Pipe Condition  
b) Permanent Solution

INFORMATION/  
ACTION: 17. Manager's Report (General Manager)  
a) Development Projects  
b) New Storage Tank or Water Well  
c) District Budget  
d)

INFORMATION/  
ACTION: 18. CSDA Board of Directors (General Manager)  
Call for Nominations - Seat C

INFORMATION/  
ACTION: 19. Financial Transaction Report (General Manager)  
Special District Financial Transaction Report Will No Longer Be  
Prepared By County at No Cost to ECSD  
a) Pay County to Prepare Report at \$324.00  
b) Contract with an Accountant to Prepare Report  
c) Have District Staff Prepare Report

INFORMATION/  
ACTION: 20. Rate Study & Workshops (General Manager)  
Discuss Schedule & Process, Set Preliminary Dates for Milestones

INFORMATION/  
ACTION: 21. Strategic Plan Update (Director Bueno)

INFORMATION/  
ACTION: 22. Forensic Audit Status Update (General Manager)

- INFORMATION: 23. Future Agenda Items (General Manager)
- a) District Budget
  - b) CALPERS Benefits Discussion
  - c) FOG Control Ordinance
  - d) Preparations for a desk and field audit
  - e)
- INFORMATION: 24. District Information and Correspondence (General Manager)
- a) Yolo County District Ledgers
  - b) Matt Wheeler Engineering Invoice
  - c) Kaiser Invoice
  - d) Revenue Report
- ACTION: 25. Adjournment (Board Chair)

**With time permitting, we will continue the Public Workshop from March 31, 2011.**

**CONCLUSION OF MARCH 31, 2011 PUBLIC WORKSHOP:**

- I. Job Descriptions and Classifications (ECSD Board Chair)
  - a) Question about job classification changes / additions under previous General Manager
  - b) Was ECSD Board involved in approval of salary range for new classifications?
  - c) Request for General Manager to research education level requirements for similar positions at other agencies
  
- II. Contract Staff (ECSD Board Chair)
  - a) Request for information on current Legal Counsel's contract, duration, and selection process
  - b) District Engineer contract, duration, and selection process
  
- III. Follow Up (ECSD Board Chair)
  - a) Discuss next steps
  - b) Schedule next workshop (if applicable)
  - c) Future Board Agenda Items (list)
  
- 12. Adjournment (ECSD Board Chair)

I Declare Under Penalty Of Perjury That The Foregoing Agenda Was Posted On or Before Friday, April 22, 2011, By 9:00 P.M. On The Bulletin Board At The East Side Of The Esparto Community Services District Office, 26490 Woodland Avenue, Esparto Ca 95627

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