



BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT
ESPARTO, CA 95627
NOTICE / AGENDA

DATE: JUNE 1, 2011
TIME: 7:00 P.M.
LOCATION: ESPARTO CSD ADMINISTRATIVE CONTROL BUILDING - 26490 WOODLAND AVENUE, ESPARTO CA 95627

SPECIAL MEETING AGENDA

- 1. Call to Order
 - 2. Pledge of Allegiance
 - 3. Roll Call
 - Action: 4. Approval of Agenda
 - Information: 5. 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

CONSENT CALENDAR

- Action: 6. a. Claims: Fund 466-0 - Regular Monthly
- b. Updated Yolo County Authorization
- c. Updated letter to the Bank of the West:
- Revisions to the signature card

CLOSED SESSION

- 7. §54956.9 Conference with Legal Counsel
- Anticipated Litigation

Report of Closed Session:

- Information: 8. Manager's Report (General Manager)
- Information/
Action: 9. 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: 10. ECSD Board Meeting Dates & Times (General Manager)
 - a) Approval of Resolution No. 11-08 - A Resolution of the Esparto Community Services District Amending District Policy 5010.10 and District Ordinance No. 1 Setting the Date, Time, and Place for Regular Board Meetings
 - b) Signing of Resolution 11-08
 - c) Signing of Ordinance No. 1
- Information/
Action: 11. USDA Loan Debt Service Reserve Accounts (General Manager)
 - a) Discussion r.e. USDA Loan Conditions requiring a 10-year debt service reserve account.
 - b) Resolution No. 11-09 – Establish Water Loan Debt Service Reserve Account and Transfer \$17,466.00 from General Fund to Water Loan Reserve Account.
 - c) Resolution No. 11-10 – Establish Sewer Loan Debt Service Reserve Account and Transfer \$8,127.00 from General Fund to Sewer Loan Reserve Account.
- Information/
Action: 13. Draft Budget (General Manager)
- Information/
Action: 14. Well Update (General Manager)
- Information/
Action: 15. HWY 16 Road Widening (Caltrans) Project Update (General Manager)
- Information/
Action: 16. Yolo County Grand Jury Report (General Manager)
- Information/
Action: 17. Election (Board Chair)

- Information/
Action: 18. Board Training (General Manager)
a) Compliance Training Group – AB 1825: Sexual Harassment
b) Special District Institute – Administration (1 of a 3 part Certification)
- Information/
Action: 19. Rate Study & Workshops (General Manager)
Discuss Schedule & Process, Set Preliminary Dates for Milestones
- Information/
Action: 20. Strategic Plan Update (Director Bueno)
- Information/
Action: 21. Forensic Audit Status Update (General Manager)
- Information: 22. Consumer Confidence Report (General Manager)
- Information/
Action: 23. Audio Tape Retention (Public Requested Item)
- Information/
Action: 24. Move Public Comment (Public Requested item)
Discussion regarding moving Public Comment period on agenda items to after initial Board Discussion, so members of the public can be more informed on the topics prior to input.
- Information: 25. Future Agenda Items (General Manager)
a) District Budget
b) FOG Control Ordinance
c) Preparations for a desk and field audit
d) Fremont Street Siphon
e)
f)
g)
- Action: 26. Adjournment

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)

Adjournment (ECSD Board Chair)

I Declare Under Penalty Of Perjury That The Foregoing Agenda Was Posted On or Before Friday, May 27th, 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

If Requested, This Agenda Can Be Made Available In Appropriate Alternative Formats To Persons With Disabilities, As Requested By Section 202 Of The Americans With Disabilities Act Of 1990 And The Federal Rules And Regulations Adopted In Implementation Thereof. Persons Seeking An Alternative Format Should Contact The Board Clerk For Further Information. In Addition, A Person With A Disability Who Requires A Modification Or Accommodation, Including Auxiliary Aids Or Services, In Order To Participate In A Public Meeting Should Telephone Or Otherwise Contact The Board Clerk As Soon As Possible And Preferably At Least 24 Hours Prior To The Meeting. The Board Clerk May Be Reached At Telephone Number (530) 787-4502 or At the Following Address: Esparto Community Services District, P.O. Box 349, Esparto, CA 95627 (Mailing), 26490 Woodland Avenue, Esparto, Ca 95627 (Physical).

Interim General Manager – Esparto Community Services District – P.O. Box 349 – Esparto Ca 95627
Mel Smith, Interim General Manager