

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

**SPECIAL MEETING OF  
MARCH 16, 2011  
MINUTES**

1. **CALL TO ORDER** Chairperson Melissa Jordan called the meeting to order at 7:03 p.m.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

**MEMBERS PRESENT** Terrie Bueno, Colleen Fescenmeyer, Melissa Jordan, Laurel Kieny, and Joseph Moreland

**STAFF PRESENT** Matt Wheeler – Interim General Manager, and Anna McNamara – Administrative Assistant/Clerk to the Board

**PUBLIC**

Public present

4. **APPROVAL OF AGENDA**  
Director Colleen Fescenmeyer made a motion to approve the agenda as written and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

5. **PUBLIC COMMENT**  
No comment

13. **PAPER SCREENING COMMITTEE REPORT**

Discussion ensued.

Director Laurel Kieny made a motion the Board invite the top 8 ranked applicants back for interviews, and to have staff set the interviews as discussed during this item, and was seconded by Director Terrie Bueno.

Discussion ensued.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

Discussion ensued.

**14. REQUEST CHANGE OF REGULAR BOARD MEETING DATE CHANGE FOR APRIL**

Discussion ensued.

Director Terrie Bueno made a motion to change the Regular Meeting of April 13, 2011, from April 13, 2011 to April 6, 2011, and was seconded by Director Laurel Kieny.

Discussion ensued.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

**15. SSMP DOCUMENT**

Board members requested a copy of the Draft SSMO document for their review and comment prior to the next board meeting. Copies were provided to directors at the end of the meeting.

Information only.

**16. AUTHORIZE GENERAL MANAGER TO SOLICIT TEMPORARY SUPPORT STAFF HELP**

Discussion ensued.

Director Laurel Kieny made a motion to bring the item back to the April 6<sup>th</sup>, 2011 Regular Meeting with further information from the Interim General Manager, and was seconded by Chairperson Melissa Jordan.

Discussion ensued.

Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

**Note: It was the consensus of the Board to take a five minute break from 8:10 – 8:15 p.m.**

**17. PUBLIC WORKSHOP**

Discussion ensued.

Director Joseph Moreland made a motion to bring back the community concerns letter to a Public Workshop, with its own agenda and was seconded by Director Terrie Bueno.

Discussion ensued.

Director Joseph Moreland withdrew his motion if the board wanted to discuss the possibility of making a motion regarding the office hours, and Director Terrie Bueno accepted.

Discussion ensued.

Chairperson Melissa Jordan made a motion to have a future Public Workshop, to address the Public Concerns letter, and for to the Board to address any future possible agenda items at the next meeting, and was seconded by Director Terrie Bueno.

Discussion ensued.

Ayes: 4    Noes: 0    Abstain: 1 (Colleen Fescenmeyer)    Absent: 0

**Note: It was the consensus of the Board to have the Workshop on March 31, 2011 at 6:30 p.m.**

**18. ALMOND FESTIVAL**

It was the consensus of the Board and members of the Public who spoke on the topic, that the event went well and they thanked the staff.

Information only.

**19. MANAGER'S REPORT**

- a) ECSD Master Plan – County Project
- b) Subdivision Applications – Status Report Response letter will be sent to Mercy Housing
- c) Time Accounting

- d) Fremont Street bridge – inverted siphon video inspection scheduled

Discussion only.

**20. SPECIAL DISTRICT INSTITUTE SEMINAR**

No action was taken.

**21. FUTURE AGENDA ITEMS**

- a) CALPERS Discussion Update
- b) Rate Study and Workshops
- c) F.O.G. Control Ordinance
- d) Fremont Street bridge – inverted siphon update
- e) Interviewing and possible hiring of General Manger
- f) Temp help
- g) Office hours
- h) Errors and Omissions for USDA project
- i) Strategic Plan - if prepared
- j) Water tank or well
- k) SSMP: adoption of Final Document
- l) Possible closed session

**22. DISTRICT INFORMATION AND CORRESPONDENCE**

- a) Steve Kaiser break-down sheet for invoice
- b) Matt Wheeler break-down sheet for invoice
- c) Mentioned by Chairperson Melissa Jordan: at the ECAC meeting customers were concerned about water, and were directed to contact the Esparto Community Services District office General Manager.

**23. ADJOURNMENT**

Director Laurel Kieny made a motion to adjourn the meeting at 9:14 p.m., and was seconded by Director Terrie Bueno.

No discussion.


Ayes: 5    Noes: 0    Abstain: 0    Absent: 0

Melissa Jordan – Chairperson



Date 5-18-11

Anna McNamara-Clerk to the Board



Date 5-18-11