



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

**SPECIAL BOARD MEETING
May 18, 2011
BOARD MINUTES**

(1) CALL TO ORDER

Chair Melissa Jordan called the meeting to order at 7:05 pm

(2) ROLL CALL

Directors:

- Present: Directors Terrie Bueno, Colleen Fescenmeyer, Melissa Jordan, Joseph Moreland, Laurel Kieny

Public: Public present

(3) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(4) AGENDA

Chair Melissa Jordan called for a motion to approve the agenda.

Motion by: Director Terrie Bueno to approve the agenda,

Second by: Director Joseph Moreland

Discussion followed

Amendment to Motion by: Director Terrie Bueno to approve the agenda and move Item 20 forward to replace Item 7 on the agenda, move all subsequent items one place lower in the agenda.

Vote: Ayes, 5 No, 0 Abstain, 0 **Motion:** Passed

CONSENT AGENDA

(6.)

(a) Approval of Minutes

April 06, 2011 - Regular Meeting

April 25, 2011 - Special Meeting

April 28, 2011 - Special Meeting

(b) Approval of Claims

Fund 466-0 - Intermittent

Motion By: Director Laurel Kieny to approve the Consent Calendar as presented,

Second by: Director Terrie Bueno. Discussion: None

Vote: Ayes, 5 No, 0 Abstain, 0 **Motion:** Passed

(5) PUBLIC COMMENTS

Chair Melissa Jordan opened and received public comments

(20) ITEM 20 MOVED TO ITEM 7 - ECSD REGULAR MEETINGS

Resolution to change regular meeting schedule to first and third Wednesday of each month.

Motion by: Director Terrie Bueno to approve resolution No. 11-08.

Second by: Director Joseph Moreland

Public Comments Received

Discussion followed

Friendly Amendment:

Amend Policy 5010.1 of the Esparto Community Service District to read as follows: The time and location of the regular meetings of the Esparto Community Service District Board of Directors shall be reflected in Ordinance 1.

Items 2 & 3: regular meetings of The Esparto Community Services District is hereby amended as follows:

- Item 2, Ordinance #1, section 1 The regular meeting of the Board of Directors of the Esparto Community Services District shall hereafter be held on the first and third Wednesdays of each calendar month at the hour of 7:00 pm.
- Item 3, Ordinance #1, section 3 all meetings of the Board shall be held at the District Administrative Office, located at 26490 Woodland Ave., Esparto Ca, unless it shall adjourn or affix another place of meeting in a notice to be given thereof or unless prevented by fire, flood or other disaster.
- Item 4, The Board Clerk shall certify the passage in adoption of this resolution, the GM of The Esparto Community Services District shall enter it into the book of original resolutions and revise the districts policy manual and ordinances accordingly.

Discussion followed

Vote: Ayes, 3 No, 2 (Directors Bueno, Kieny) Abstain, 0 **Motion:** Passed

(7) DISTRICT INFORMATION AND CORRESPONDENCE (General Manager)

Chair Melissa Jordan recognized Interim General Manager Matt Wheeler

Information presented

Discussion followed

- (a) Engineering invoice presented by Matt Wheeler Engineering for March and April 2011.

Discussion followed

- (b) Kaiser Invoice for March and April

- (c) Yolo County District Ledgers

Discussion: none

(8) DISTRICT BUSINESS

Information only:

- (a) **ECSD Revenue Ledger**
Discussion followed
- (b) **Overtime ledger**
Discussion followed
- (c) **SSO Report** - No report

(9) MANAGERS REPORT

Discussion followed

March:

- (a) **Development Projects**
Informational
- (b) **New Storage Tank or Water Well**
Public Comments Received
Discussion followed

Break: 8:22 pm, Chair Melissa Jordan suspended meeting until 8:30 pm

Meeting Resumed: 8:30 pm, Chair Melissa Jordan called the meeting back to order

Continued Discussion followed, (b) New Storage Tank and Water Well

- (c) **District Budget**
Public Comments Received:
Discussion followed
 - Finance Committee appointed, Director Terrie Bueno and Director Colleen Fescenmeyer

April:

- (a) **Priority List Spreadsheet**
Information only
- (b) **Major Projects**
Information only
- (c) **Volunteer Staff**
Discussion followed
Public Comments Received
Additional Discussion:

May:

- (a) **Cal Trans, HWY 16 Widening Project**
Report presented
Public Comments Received
Discussion followed

(10) INTERIM GENERAL MANAGER POSITION

Motion by: Chair Melissa Jordan that the Board consider entering into negotiations with Mel Smith to act as full time Interim General Manager while the Board pursues employment of a permanent General Manager.

Second by: Director Joseph Moreland

Discussion followed

Vote: Ayes, 3 No, 2 (Directors Bueno, Kieny) Abstain, 0 **Motion:** Passed

Chair Melissa Jordan announced the Board will now go into Closed Session

CLOSED SESSION

(11) a) Public Employment: General Manager §54954.5 (e)

Reopen regular meeting: 9:59 pm, Chair Melissa Jordan called the meeting back to Order.

Motion by: Director Colleen Fescenmeyer to extend the meeting,

Seconded by: Director Terrie Bueno

Vote: Ayes, 4 No, 1 Abstain, 0 **Motion:** Passed

Report of Closed Session:

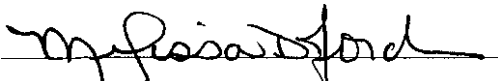
Action: Mel Smith to assume the position of full time Interim General Manager beginning May 19, 2011. Matt Wheeler will be restored to position of District Engineer as of June 1, 2011.

Motion to Adjourn:

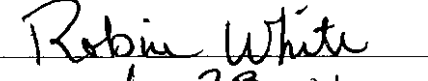
Vote: Yes, 4 No, 1 Abstain, 0 **Motion:** Passed

Meeting Adjourned: 10:02 pm

Melissa Jordan-Chairman of the Board


Date 6-23-11

Robin White - Board Clerk


Date 6-23-11