



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

**WORKSHOP  
FEBRUARY 23, 2010  
MINUTES**

- 1. CALL TO ORDER** Melissa Jordan called the Workshop to order at 7:01 p.m.
- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**  
The Board, Staff and Public recited the Pledge of Allegiance to the Flag
- 3. PUBLIC WORKSHOP: ADDRESS PUBLIC CONCERNS LETTER**  
Public Concerns Letter was addressed.
- 4. ADJOURNMENT**  
Meeting was adjourned at 9:40 p.m.

~~Melissa Jordan – Chairperson of the Board~~

  
Date 5-11-11

~~Anna McNamara – Clerk to the Board~~

  
Date 5-13-11

# Esparto Community Services District

## Public Workshop

### General Notes

Workshop held on 2-23-11, from 7:00-9:40 p.m.

- Request for meetings to be at 6:00 p.m.
- Add special district association link on web-site.
- Who, besides the Administrative Assistant, received a job classification change under Ron's tenure?
- Did the Board approve the salary change, and what did the Board base this on?
- Request for a Desk Audit: Request of an independent, third party study, which reviews the current job functions which are stated in the duty statement for each position, to ensure that what is in the duty statement is actually being done and would mean someone would be shadowing that person.
- Job performance concerns.
- Wishes the Board to rescind the spending level from 5K to 1K for the General Manager.
- Wants accountability in finances.
- Wants to know what outside entities education levels are for similar positions – requests the General Manager to perform the research.
- Wants a full forensic audit done, public is willing to spend the money on it even if it is expensive.
- Time clocks.
- Revisit budget.
- Concerned about P & L statements.
- Distraction factor, change to office hours.
- Review of overtime.
- Create job descriptions for summer program, and accountability.
- Web-site, English and Spanish-post all information on web-site.
- Forensic audit.
- Auditor's Office recommending the District get its own auditor – controller.
- Facebook, Twitter; posting possibilities.
- Audit was approved by four of the five board members (one was absent: Joseph Moreland, during the July 14, 2011 regular meeting.
- Purchase of a program to track finances in house.
- Public concerns about their 'units' on their blue billing cards.
- Workshop audio will be kept on record for future reference.