



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

REGULAR MEETING  
May 16, 2012  
MINUTES

**(1) CALL TO ORDER**

Vice Chair Colleen Fescenmeyer called the meeting to order at 7:08 pm.

**(2) PLEDGE OF ALLEGIANCE**

All residents and members in attendance recited the pledge

**(3) ROLL CALL**

**Present:**

- Directors: Anna Girk, Steve Knightley, Colleen Fescenmeyer
- District Counsel: Not Present
- General Manager: Mel Smith
- Board Clerk: Mel Smith

**Absent:**

- Melissa Jordan
- Trish Roath

**Public:** No public present

**(4) APPROVAL OF AGENDA**

Vice Chair Colleen Fescenmeyer called for a motion to approve the agenda.

**Motion by:** Director Anna Girk to approve the agenda as presented  
**Second by:** Director Steve Knightley  
Public Comments: none  
Discussion: none

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

**(5) PUBLIC COMMENTS**

Vice Chair Colleen Fescenmeyer opened public comments- None received

**(6) CORRESPONDENCE**

General Manager indicated he had received a letter today from the County auditor referencing budget formats, will bring back at next meeting.

**(7) APPROVAL OF MINUTES**

May 2, 2012

Vice Chair Colleen Fescenmeyer called for a motion to approve the minutes

**Motion by:** Director Anna Girk made a motion to approve minutes.

Due Directors absent from meeting of May 2, there is not enough Directors present this evening to approve the minutes.

**Amended Motion:** Director Anna Girk made a motion to move the approval of May 2 minutes to later in the agenda after Item 19.

**Second by:** Director Steve Knightley

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

**(8) CLAIMS: FUND 466-0 REGULAR MONTHLY**

Vice Chair Colleen Fescenmeyer called for a motion to approve the claims.

**Motion by:** Director Anna Girk to approve the regular monthly claims with corrections

**Second by:** Director Steve Knightley

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

**(9) BUDGET UPDATE AS OF 4-30-12**

General Manager presented information on the budget indicating it was generally in good shape. He also indicated it appears the district would meet the budget at year end.

Board discussion followed

A budget subcommittee was appointed by acting Chair Colleen Fescenmeyer to work with the General Manager on the Budget. Appointee's, Director Anna Girk and Director Colleen Fescenmeyer. Both Directors volunteered and were agreeable to being appointed to the Budget Subcommittee.

**(10) BOARD APPROVAL OF RECOMMENDED JOURNAL ENTRY ADJUSTMENTS**

Board Discussion - after considerable discussion on the recommended journal entry adjustments, the following motion was made:

**Motion by:** Director Steve Knightley to direct the General Manager to move forward with the redistribution of the GENE account into the SWRE and WTRE accounts with the final objective of zeroing out the GENE account by redistributing all GENE transactions into the SWRE and WTRE accounts. Motion also to include approving the revenue and expenditure reallocations as presented.

**Seconded by:** Director Anna Girk

**Vote:** Ayes: 3 No: 0 Abstain: 0 Motion: Passed

**(11) WELL 4 RETROFIT**

General Manger presented an update.

Indicated he studied the situation, designed a retrofit for this well. Original reason for shut down was sand and loss of production. Old well column was full of holes causing the production to decline by pumping water back into the well. He went on to explain the procedure for repairing the well and stress the importance of monitoring all wells in production.

**(12) WELL 5 UPDATE**

Well 5 was being used as primary well, production now cut back on this well and Well 6 was increased and now running almost full time. Well 1 at Fire Station is our other active well.

**(13) TEST WELL UPDATE**

No update at present

**(14) 15 ACRE SOLAR FIELD**

General Manager indicated he was still working with two contractors on a bid proposal for the 15 acre solar field.

Board discussion followed

**(15) CAL TRANS HWY 16**

No Discussion

**(16) COMMITTEE REPORTS**

Nothing to Report

**(17) DEVELOPMENT UPDATES**

General Manager stated no development projects in the works other than Mercy.

Mercy project on schedule

Board discussion followed

**(18) MANAGER REPORT**

a) Report of Planning Commission meeting re: Esparto Aquatic Park

General Manager gave a report on the meeting. The project was on the Planning Commission agenda only to approve a neg dec. Approval of the neg dec would trigger the funds for this project. General Manager gave an explanation of the different types of neg dec associated with the EIR process required by CEQA.

General Managers objection was to the answers provided in Section 16 which refers to the water. A box was checked indicating there would be no significant impact on this project regarding water. He went on to indicate the district does not have the water capacity to service the irrigation or the swimming pool for this project.

The district did not receive a Request for Comments form in order to be able to provide valuable information. The District still has the opportunity to secure necessary mitigation for an additional well or for whatever may be necessary to participate in this project when it goes through the LAFCO annexation process without incurring the cost of filing an appeal with the County.

Board Discussion followed

**(19) FUTURE AGENDA ITEMS**

- a) Meeting Schedule
- b) Solar Bee
- c) Rate Study
- d) MOU w/Madison
- e) CSA Roles
- f) Budget Appropriation Amendments
- g) Job Descriptions (6-6-12)
- h) Community Outreach (6-6-12)
- i) Research Impact Fees
- j) LAFCO process to merge some of MERCSA
- k) Errors & Omissions
- l) Personnel (6-6-12)

**(7) APPROVAL OF MINUTES**

May 2, 2012

Vice Chair Colleen Fescenmeyer stated there was still not enough Directors present to approve the minutes of May 2. A vote of three is required.

**Motion by:** Director Anna Girk to move the minutes of May 2, 2012 to the agenda of June 6, 2012

**Second by:** Director Steve Knightley

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

**(20) ADJOURNMENT**

Vice Chair Colleen Fescenmeyer entertained a motion to adjourn.

**Motion by:** Director Steve Knightley to adjourn the meeting

**Second by:** Director Anna Girk

**Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed**

Meeting adjourned at 9:23 pm.

Melissa Jordan - Chair of the Board

Mel Smith - Board Clerk

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Date \_\_\_\_\_

Date \_\_\_\_\_

