



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

REGULAR MEETING  
June 8, 2016  
MINUTES

**(1) CALL TO ORDER**

Chair Charles Schaupp called the meeting to order at 7:02 pm.

**(2) PLEDGE OF ALLEGIANCE**

All residents and members in attendance recited the pledge

**(3) ROLL CALL**

**Present:**

- Directors: Charles Schaupp, Anna Girk, Don England, Colin Crerar
- District Counsel: Tom Barth
- General Manager: Mel Smith
- Board Clerk: Mel Smith

**Absent:**

- Colleen Fescenmeyer

**Public:** Public present

**(4) APPROVAL OF AGENDA**

Chair Charles Schaupp called for a motion to approve the agenda.

**Motion by:** Director Anna Girk to approve the agenda as presented

**Second by:** Director Don England

**Discussion:** None

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

A handwritten signature in black ink, appearing to be the initials "CS", is located in the bottom right corner of the page.

(5) **PUBLIC COMMENTS**

Chair Charles Schaupp opened public comment  
Melissa Jordan indicated her concerns with the districts operation and guidance. She read two email messages into the record from Ralph Emerson, an applicant. Email one dated June 6, 2016 addressed to the General Manager and the Board of Directors and email two dated 6-8-2016 addressed to the General Manager. Both emails were audio recorded. Mr. Emerson addressed board governance, staff problems, ethical issues and the Brown Act.  
Chair Charles Schaupp responded to the issues.  
Discussion followed.

(6) **CORRESPONDENCE**

Chair Charles Schaupp called for correspondence – No Correspondence

(7) **APPROVAL OF MINUTES**

Chair Charles Schaupp called for a motion to approve the minutes of 5-11-16.

**Motion by:** Director Anna Girk to approve the minutes of 5-11-16

**Second by:** Director Colin Crerer

**Discussion:** None

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

(8) **CLAIMS: FUND 466**

Chair Charles Schaupp called for a motion to approve the claims of 5-11 and 5-20-16

**Motion by:** Director Anna Girk to approve the claims of 5-11 and 5-20-16

**Second by:** Director Don England

**Discussion:** None

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

7:20 pm – Director Colleen Fescenmeyer arrives.

(9) **CONSIDERATION AND POSSIBLE ACTION TO ADOPT RESOLUTION 16-01 SUPPORTING THE COUNTY OF YOLO APPLICATION TO DISSOLVE THE MADISON-ESPARTO REGIONAL COUNTY SERVICE AREA (MERCESA)**

General Manager indicated he had been contacted by the county's CAO's office requesting we put together a resolution that would coincide with what the county needs in order to move forward with the dissolution of MERCESA. They provided a sample of what was needed, so the resolution before you this evening supports what is needed to accomplish the dissolution. The district would receive the revenue and maintain the detention ponds and public landscaping as previously

agreed.

Funding for the maintenance would be by ECSD.  
Discussion followed.

**Motion by:** Director Colleen Fescenmeyer to approve Resolution 16-01  
**Second by:** Director Anna Girk  
**Discussion:** None

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

Chair Charles Schaupp read Resolution 16-01 into the record.

**(10) CONSIDERATION AND POSSIBLE ACTION TO ADOPT PROPOSED  
2016-2017 ANNUAL BUDGET**

General Manager referenced two budget documents, the first indicating the budget update as of 4-30-16 and the second being the proposed budget for the 2016-17 fiscal year. He estimated the year ending 6-30-16 would have a small surplus. He provided an explanation of the budget committee's process with regards to the 2016-2017 budget. The estimated operating budget of \$1.206 million with revenue of \$1.216 million to end with a surplus of \$10,782 for the fiscal year 2016-2017.

Each cost center was estimated with a surplus. He reference documents that provided historical data on the budgets ending fiscal years 2014, 2015 and estimated 2016 prior to projecting year end 2017.

After questions and discussion, Chair Charles Schaupp called for a motion on the proposed budget for 2016-2017.

**Motion by:** Director Don England to approve the proposed budget for fiscal year 2016-2017

**Second by:** Director Anna Girk

**Discussion:** No questions were brought forth. General Manager provided information on budget information being produced throughout the year. He referenced the five budget updates throughout the year and indicated the district has operated within our proposed budget for the last few years.

Chair Charles Schaupp made reference to the incoming revenue.

Discussion followed.

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

Board entered close session.

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**(11) Closed Session**

- a) Interview applicants for General Manager position; authorized by Gov. Code Section 54957 (b) (1)
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8:25 pm – Chair Charles Schaupp called the open meeting back to order.

**(12) REPORT OF CLOSED SESSION**

Chair Charles Schaupp announced that the board has decided to delay interviews until all applicants have been rescheduled.

No interviews tonight: interviews will be tentatively scheduled for our next regularly scheduled meeting on July 13, 2016, unless one or all of the interviewees are not available then a special meeting will be called.

**(13) MANAGERS REPORT**

- a) Well 5 (a) repair – well is back on line, cleaned and tested, two new swedges were installed, a new hole was identified at well bottom and pvc screen was installed. Pump was installed at top of screen.
- b) Parking Lot Design – General Manager indicated he had been working with a civil engineer on a design for the parking lot. The engineer has a draft design which I signed off on and requested he put it into a formal grading plan. Plan will be available at the July meeting.

**(14) FUTURE AGENDA ITEMS**

- a) Fix Parking Lot
- b) Calendar Update
- c) Solar Update/PG&E
- d) Add “visit our website” to bill
- e) GSA update
- f) Parking Lot Design

**(15) ADJOURNMENT**

Chair Charles Schaupp called for a motion to adjourn the meeting

**Motion by:** Director Anna Girk to adjourn the meeting

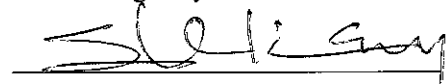
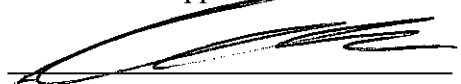
**Second by:** Director Colleen Fescenmeyer

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

Meeting adjourned at 8:30 pm

Charles Schaupp – Chair of the Board

Steve Knightley - Board Clerk



CHARLES SCHAUPP

STEVE KNIGHTLEY

Date: 13 July 2016

Date: 7/13/16