



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

REGULAR MEETING
July 1, 2015
MINUTES

(1) CALL TO ORDER

Chair Colleen Fescenmeyer called the meeting to order at 7:30 pm.

(2) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(3) ROLL CALL

Present:

- Directors: Charles Schaupp, Colleen Fescenmeyer, Steve Knightley
- District Counsel: Tom Barth
- General Manager: Mel Smith
- Board Clerk: Mel Smith

Absent:

- Don England
- Anna Girk

Public: Public present

(4) APPROVAL OF AGENDA

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

Motion by: Director Charles Schaupp to approve the agenda as presented

Second by: Director Steve Knightley

Discussion: None

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

(5) PUBLIC COMMENTS

Chair Colleen Fescenmeyer opened public comment – no public comments received.

(6) CORRESPONDENCE

Chair Colleen Fescenmeyer called for correspondence

- a) SDRMA Ballot – General Manager indicated he received a copy of the candidate’s statement. If the board wishes to study the statements, participate and vote we can put this on the next agenda.

- b) MSR – General Manager indicated he received a notice and draft on the MSR indicating a 30 day comment period; the 30 days would end prior to our next meeting. He will provide a hard copy to each Director for their review. Chair Colleen Fescenmeyer suggested we consider a special meeting to review the draft and make comments.

- c) Director Charles Schaupp indicated he received a letter on the well report. Also, we are losing the opportunity to communicate the states required reduction of 25% to our rate payers by not including a notice on our monthly billings.

(7) APPROVAL OF MINUTES

Chair Colleen Fescenmeyer called for a motion to approve the minutes of 6-3-15.
Tabled till next meeting.

(8) CLAIMS: FUND 466

Chair Colleen Fescenmeyer called for a motion to approve the claims for 6-8, 6-15 and 6-22-15

Motion by: Director Steve Knightley to approve the claims for 6-8, 6-15 and 6-22-15

Second by: Director Charles Schaupp

Discussion: Questions on late fees and finance charges, question on the cost of the solar equipment and where the funds are being spent. General Manager provided an explanation.

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

(9) ZACH PEHLING TO ATTEND BOARD MEETING FOR DISCUSSION OF FY 2014-15 AUDIT

General Manager introduced auditor Zach Pehling who is present this evening to address the board’s questions on the 2014-15 audit. He went on to indicate the board had questions when he presented this two months back. One question he

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recalled was the failure of the General Manager to include a document. Mr. Pehling directed the board to the issue and explained. Question regarding the benefit plan regarding the risk management note and the pension plan. Mr. Pehling addressed the concerns regarding CalPERS and the cost to the district. He referenced the annual required contributions. Question on what OPEC is, Mr. Pehling explained.

(10) COST CENTER ALLOCATIONS FOR FY 2015-16 ADOPTED BUDGET

General Manager indicated the budget was already approved but without cost centers. The budget in your packets now has the cost centers allocated as required by the county. So we need to approve the cost centers to complete the budget.

Question regarding the lighting on Main Street, nothing in the 2016 budget to cover the cost, are we still looking at that issue. General Manager stated it was unknown, funds were turned over to the county Public Works Division to do that project. Some discussion followed.

Chair Colleen Fescenmeyer called for a motion to approve the cost centers.

Motion by: Director Steve Knightley to approve the revised cost centers of the budget.

Second by: Director Charles Schaupp

Discussion: none

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

(11) CONSIDER ADOPTING NEW POLICY MANUAL INDEX AND NEW POLICY NO. 6060 TITLED EQUIVALENT DWELLING UNITS

Chair Colleen Fescenmeyer opened discussion. Question on whether a 4/5th vote is needed for the index. Discussion followed.

Motion by: Director Steve Knightley to adopt the table of contents and Policy No. 6060, Equivalent Dwelling Units

Second by: Director Charles Schaupp

Discussion: Question regarding mobile home parks; Senior versus Family Park. No family park at present, why is the rate different for senior versus family park. General Manager: They impact our system differently than a family park.

Chair Colleen Fescenmeyer: Read Policy No. 6060 Equivalent Dwelling Units into the record.

A roll call vote was taken

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

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(12) Closed Session

- a) Conference with legal counsel: Existing Litigation: Emerald Homes, authorized by Gov. Code Section 54986.9(b) (1 case)
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8:55: Chair Colleen Fescenmeyer called the regular meeting back to order.

(13) REPORT OF CLOSED SESSION

Chair Colleen Fescenmeyer indicated direction was given to the General Manager and Legal Counsel.

(14) MANAGERS REPORT

- a) Election Info, 470 form: completed and given to General Manager
- b) AB 1234 Webinar: General Manager indicated he had only heard of one class on Nov. 18 through CSDA. But discovered another training class through the Fair Political Practice web site while searching for a form. They have an AB 1234 class you can take on line at your convenience. www.fppc.ca.gov, click on local agency 1234 training.

(15) FUTURE AGENDA ITEMS

Discussion regarding adding comments to the monthly billing.

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| a) Add Well 5 (b) to website | f) Cal Pers Payoff |
| b) Calendar Update | g) SDRMA Ballot |
| c) Groundwater Sustainability Agency GSA | h) LAFCO MSR special meeting Thursday, July 23 |
| d) Sewer Lateral update | |
| e) Fix Parking Lot | |

(16) ADJOURNMENT

Chair Colleen Fescenmeyer called for a motion to adjourn the meeting

Motion by: Director Steve Knightley to adjourn the meeting

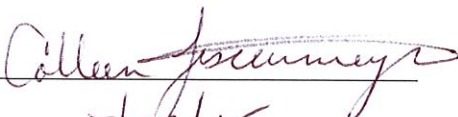
Second by: Director Charles Schaupp


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

Meeting adjourned at 9:05pm

Colleen Fescenmeyer – Chair of the Board

Mel Smith - Board Clerk


Date: 7/23/15


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