



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

REGULAR MEETING
July 2, 2014
MINUTES

(1) CALL TO ORDER

Chair Steve Knightley called the meeting to order at 7:00 pm.

(2) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(3) ROLL CALL

Present:

- Directors: Steve Knightley, Don England, Colleen Fescenmeyer, Anna Girk, Charles Schaupp
- District Counsel: Not present
- General Manager: Mel Smith
- Board Clerk: Mel Smith

Public: present

(4) APPROVAL OF AGENDA

Chair Steve Knightley called for a motion to approve the agenda.

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

Second by: Director Colleen Fescenmeyer

Discussion: None

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

(5) **PUBLIC COMMENTS**

Chair Steve Knightley opened public comments – none

(6) **CORRESPONDENCE**

Chair Steve Knightley called for correspondence –

- a) Yolo Elections – General Manager referenced the packet sent from Yolo County for each of the Directors to complete.

(7) **APPROVAL OF MINUTES**

Chair Steve Knightley called for a motion to approve the minutes of 6-18-14

Motion by: Director Colleen Fescenmeyer to approve the minutes of 6-18-14

Second by: Director Don England

Discussion: Question on the budget approval, simple majority or majority approval required.

Vote: Ayes: 3 No: 0 Abstain: 2 (Schaupp, Girk) **Motion:** Passed

(8) **CLAIMS: FUND 466**

Chair Steve Knightley called for a motion to approve the claims for 6-13-14 and 6-23-14

Motion by: Director Anna Girk to approve the claims of 6-13 and 6-23-14

Second by: Director Charles Schaupp

Discussion: Brief comment on the testing invoices for water and ponds. General Manager referenced the invoices and the correct application of the payments.

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

(9) **CUSTOMER BILL THARP TO PRESENT A CLAIM FOR DOUBLE BILLING**

Mr. Tharp presented his concern regarding how the bills were calculated prior to the metered rates and after. Confusion on how the water and services were billed prior to metered rates being implemented. Mr. Tharp questioned how he was paying for water usage in December, but sewer, street lights and basic water for January. He requested a written copy of the procedures explaining how the bills are calculated.

General Manager explained the billing process on how the bills are sent out and when they are due, both prior to the transition to metered rates and current billing procedures.

Discussion followed on billing procedures.

Director Charles Schaupp: clarified, the bills are considered split billing, each month the services are billed for the current month but the water usage is for the prior month.

Mr. Tharp requested a clarification of the billing method in writing.

Chair Steve Knightley: requested the General Manager to prepare a brief write up to clarify how the billing is done.

(10) MANAGERS REPORT

- a) Well 5(b) bid pack – General Manager explained the bid packet that was sent out to six well drilling contractors and placed on the Dodge Report which goes out through the internet to the State of California.
Questions: on the start date, penalties, casing and screen.
General Manager explained. Bids due July 16th.
- b) Sludge Survey – General Manager provided an explanation of the survey. He explained how the circulation on the top of the water helps to release the gases. Grid bees are working well.
- c) New Development – General Manager referenced calls requesting information on water and sewer mains regarding the two new commercial sites. Also receiving calls from prospective buyers for three residential projects that were approved prior to the economic crash requesting utilities information. Most interest is the Story Subdivision behind the Mercy Apartment Complex, a 78 unit project.

(11) FUTURE AGENDA ITEMS

- a) Balance Payment Plan
- b) Bluefin Website update
- c) Solar Array update
- d) Calendar update
- e) Grid Bees addition
- f) MERCSA update
- g) Sewer lateral update
- h) Open Well Bids

(11) ADJOURNMENT

Chair Steve Knightley called for a motion to adjourn the meeting

Motion by: Director Charles Schaupp to adjourn the meeting

Second by: Director Anna Girk

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

Meeting adjourned at 8:04 pm

Steve Knightley - Chair of the Board

Steve Knightley

Date: 7/16/14

Mel Smith - Board Clerk

Mel Smith

Date: 7-16-14