BOARD MEETING  
ESPARTO COMMUNITY SERVICES DISTRICT  
ESPARTO, CA

REGULAR MEETING  
JUNE 20, 2018  
MINUTES

(1) CALL TO ORDER

Chair Don England 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: Charles Schaupp, Colin Crerar, Don England, Colleen Fescemeyer
- District Counsel: Not Present
- General Manager: Steve Knightley
- Board Clerk: Steve Knightley

Public: None

(4) APPROVAL OF AGENDA
Director England called for a motion to approve the agenda.

Motion by: Director Crerar approve the agenda as presented  
Second by: Director Schaupp  
Discussion: Item 7 tabled until next meeting in July

Vote: Ayes: 4 No: 0 Abstain: 0 Motion: Passed
(5) **PUBLIC COMMENTS**
Director Schaupp opened public comment – none

(6) **CORRESPONDENCE**
Chair Don England called for correspondence – Directory Schaupp updated the board about groundwater meeting.

(7) **APPROVAL OF MINUTES – Tabled for July meeting**

Motion by: Director Anna Girk to approve the minutes of 4-25-18
Second by: Director Colin Crerar
Discussion: None

Vote: Ayes: 0  No: 0  Abstain: 0  Motion: Failed

(8) **CLAIMS: FUND 466**
Direct England called for a motion to approve the claims of 5-18-18, 5-25-18, 6-1-18, and 6-15-18

Motion by: Director Schaupp to approve the claims above
Second by: Director England
Discussion: None

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

(9) **APPROVAL OF 2018-2019 BUDGET**
Director Fesenmeyer presented as worked on with Director Girk. General Manger explained capital purchases as transfers-in. Discussed new generator for Well 7 and sewer project to be completed.

Motion by: Director Schaupp to approve the 2018-2019 Budget
Second by: Director Crerar
Discussion: None

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

(10) **APPROVAL OF JOB DESCRIPTIONS FOR OFFICE MANAGER & PARK & FIELDS MAINTENANCE WORKER**

Director Schaupp directed director Fesenmeyer and Girk to work on Budget
Motion by: Director Schaupp to approve the claims above
Second by: Director England
Discussion: None

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

(11) REVIEW AND APPROVE UPDATED BOARD STIPEND AMOUNT

Motion by: Director Anna Girk to approve the new policy to include in-lieu pay
Second by: Director Colin Crerar
Discussion: None

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

(12) STREET LIGHTING LS2 MAINTENANCE
We are working on transfer of ownership of the LS2 streetlights back to PGE for the Purpose of repairs, but, the upgrade to LED will need to be re-applied for.

(13) MANAGERS REPORT
  a) The gas station is going to move the new property across from Dollar General per the County.

  b) General Manager will provide SDRMA free login details for accessing training such as AB1234.

  c) Ravine Bar and Grill – Moving forward, Caltrans permit holding up the install date, but, will be installed by the end of June.

(14) FUTURE AGENDA ITEMS
  a) Meter & SCADA Updates
  b) Board Stipend
  c) Job Description Updates
  d) Review/update Strategic Plans
  e) Park tree/reservations
  f) Gas station
  g) Tower in park for ATT
(15) ADJOURNMENT

Director Schaupp called for a motion to adjourn the meeting.

Motion by: Director Fescenmeyer to adjourn the meeting
Second by: Director Schaupp

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

Meeting adjourned at 8:30 pm.

Director W. Don England

Date: 7/18/18

Steve Knightley - Board Clerk

Date: 7-18-18