



**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 Fescenmeyer
- 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 Fescenmeyer 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-leiw 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

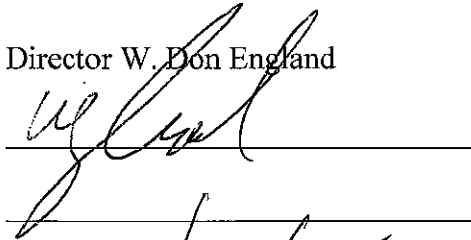
**Motion by:** Director Fescenmeyer to adjourn the meeting

**Second by:** Director Schaupp

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

Meeting adjourned at 8:30 pm.

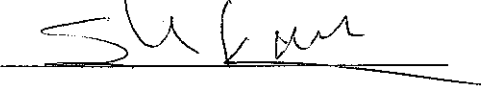
Director W. Don England



Date:

7/18/18

Steve Knightley - Board Clerk



Date:

7-18-18