



REGULAR BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT

JULY 21, 2021
MINUTES

1. **Call to Order**

Chair England called the meeting to order at 7:05 pm

2. **Pledge of Allegiance**

3. **Roll Call**

Present:

- Directors: Schaupp, England, Fescenmeyer, Girk
- General Manager and Board Clerk: Steve Knightley
- Assistant General Manager: Manuel Quintana
- General Counsel: Tom Barth

Absent:

- Directors: Fostine

4. **Approval of Agenda**

Director England called for a motion to approve the agenda.

Motion by: Director Fescenmeyer motioned to approve the agenda

Second by: Director Girk

Discussion: None

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

5. **Public Comment**

No public comments

6. **Correspondence**

No correspondence updates

7. **Approval of Minutes from 06/16/2021 Scheduled Board Meeting**

Motion by: Director Girk

Second by: Director England

Discussion: None

Vote: Ayes: Girk, England No: 0 Abstain: Schaupp, Fescenmeyer Motion: Passed

8. **Approval of Minutes from 06/30/2021 Regular Board Meeting**

Motion by: Director Girk
Second by: Director Schaupp
Discussion: None

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

9. **Approval of Claims 07/01/2021, 07/06/2021, 07/07/2021, 07/15/2021**

Motion by: Director Fescenmeyer
Second by: Director Schaupp
Discussion: None

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

10. **Financial Update YTD Budget vs. Actual**

General Manager, Steve Knightley, shared updates on the district finances including Balance Sheet, Profit and Loss Budget to Actual, and Check Register.

11. **Discuss and Approve Resolution 21-08 Approval of Authorized Signatories for Bank Accounts**

Motion by: Director Schaupp
Second by: Director Girk
Discussion: None

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

12. **Board Members** (Topic amended to Discussion Item only, no action)

Discussion: Board members expressed concerns regarding lack of attendance and participation in meetings by Director Fostine. Discussed potential of vacancy after 3 months of non-attendance. It was recommended by counsel, Tom Barth, for Director England to reach out to Director Fostine regarding the absences and intentions to attend future meetings.

13. **Managers Report**

- A. Well 1 Update
 - a. SCADA is still outstanding. Working with Telstar to complete.
- B. Water Conservation
 - a. Website updated to include water conservation tips for customers.
 - b. Considering sending mailer to customers with water conservation tips.
- C. New Sub-Developments
 - a. No updates on progress at this time
- D. USDA Loan / Bond Update
 - a. Closed today 7/21/2021.
 - b. Will provide update on total savings achieved next meeting.
- E. Madison CSD
 - a. Operator resigned in Madison.
 - b. Current Madison GM does not have all necessary certifications.
 - c. Manuel Quintana and Alex Lepley will be consulting, as a private individuals not an ECSD employees, to help support and provide oversight where certifications are needed.

14. **Closed Session: 7:55 PM – 8:04 PM**

- A. Review employee related matters with Board
As authorized by Gov. Code Section 54597 A(2)

15. **Future Agenda Items**

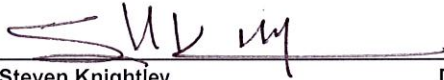
- A. Meter & SCADA Updates – completed and can remove from future agendas
- B. Review / Update Strategic Plans
- C. Sewer Line Mapping
- D. Street Light Ownership/Yolo Avenue
- E. Impact Fund Projects – remove from future agendas
- F. Drought Update requested for future agenda item

16. **Adjournment**

Motion by: Director Girk
Second by: Director Fescenmeyer
Discussion: None

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

Meeting adjourned at 8:07 PM



Steven Knightley Date
General Manager & Clerk to the Board

Don England Date
Board Chair