

**BOARD OF DIRECTOR'S
ESPARTO COMMUNITY SERVICES DISTRICT
JUNE 17, 2022
SPECIAL MEETING
MINUTES**

1. CALL TO ORDER

Chair Fescenmeyer called the meeting to order at 7:22 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Directors Present: Fescenmeyer, Schaupp, Scott

Also Present: Manuel Quintana, Assistant General Manager and Board Clerk

4. ADOPTION OF CURRENT AGENDA

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

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

5. PUBLIC COMMENT

None

6. COMMITTEE MEMBER AND DIRECTOR REPORTS

Director Schaupp received an email from the Director of Yolo County Flood Control that there is no liability set up for the Yolo Subbasin Groundwater Board. They voted to enforce the governor's mandate with no liability in place. This is an ongoing issue and there should be an update at the next meeting.

7. ADOPTION OF MINUTES FOR 5/18/2022 REGULAR BOARD MEETING

Motion by: Director Scott

Second by: Director Schaupp

Discussion: None

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

8. APPROVAL OF CLAIMS

Approve claims from: 4/14/2022, 5/19/2022, 5/26/2022, 6/3/2022, 6/9/2022

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

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

9. **SALARY SCHEDULE**
Review and approve salary schedule

Motion by: Director Schaupp

Second by: Director Scott

Discussion: GM Quintana explained that the base salaries were increased by 5.9% over prior year based on Social Security Index, with a 5% increase between each step.

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

10. **FY 2022-2023 BUDGET**
Review and approve 2022-2023 budget.

Motion by: Director Schaupp motioned to approve the budget.

Second by: Director Scott

Discussion:

- General expenses were budgeted at 8.5% higher than prior year budget
 - The Consumer Price Index increased 8.5 percent for the year ended March 2022, following a rise of 7.9 percent from February 2021 to February 2022. The 8.5-percent increase in March was the largest 12-month advance since December 1981.

*- U.S. Bureau of Labor Statistics:
<https://www.bls.gov/opub/ted/2022/consumer-prices-up-8-5-percent-for-year-ended-march-2022.htm#>*
- Personnel expenses were budgeted at 5.9% increase over prior year based on the Social Security COLA effective January 2022.

- <https://www.ssa.gov/cola/>
- Expenses for Tuli Mem budgeted for significant increase driven by propane cost to heat the pool. Estimating 8 months of heating at approximately \$2,272 per week, based on propane actuals for March through May 2022. This expense may vary based on propane market and whether the school and county decide to heat the pool during the off season or not.
 - ECSD is in process of updating the agreement with Yolo County for maintaining Tuli Mem Aquatic Center and Esparto Central Park. The updated agreement includes an increase in the budget. If the budget increase is not approved, ECSD will manage within allotted budget which may include less labor and utility resources allocated.
- Multiple Capital Improvement Projects (CIP), which have been delayed since 2020 due to COVID and supply issues, are planned to be implemented in 2022-2023. (See CIP and Reserve Account detail). Approximately \$2.7 million in CIP, with approximately \$1.48 million coming from reserves.

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

11. **MANAGERS' REPORT**

- A. 2022 CIPP Project Update
 - a. Sewer line project will not be completed by end of June due to contractor being unable to get materials by that time. It will be delayed by approx. 6 weeks and will be completed in early FY 2022-2023. It was decided to stay with this contractor as the next lowest bid was approximately \$30,000 more.
- B. Main St. Project Update
 - a. Main Street has been paved. Final completion date is still unknown.
 - b. ECSD was notified that ECSD will be responsible to adjust the height of 18 valve boxes along Main Street to bring them to grade. Cal Trans contractor adjusted the grade of the manholes and billed the district.

- C. Orciouli Subdivision Update
 - a. Second round of comments have been submitted to the county. Developer expects to start grading by September. Completion will be dependent on weather.
- D. Late Payments – Possible Mail Delays
 - a. Customer complained about late fees due to payment being received late when it was mailed by the 20th. We have had a few other similar situations.
 - b. Director Schaupp commented that there was prior discussion about not charging late fees if payments were postmarked by the 25th of the month. This will need to be reviewed and possibly discussed at a future meeting.

12. **FUTURE AGENDA ITEMS**

- A. Detention Basins
- B. LAFCO/Service Footprint
- C. Discontinuance Policy

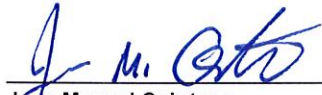
13. **ADJOURN**

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

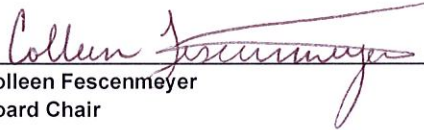
Ayes: 3 No: 0 Abstain: 0 Motion: Passed

Meeting was adjourned at 7:45 pm

ATTEST:



Jose Manuel Quintana
General Manager & Clerk to the Board



Colleen Fescenmeyer
Board Chair