



REGULAR BOARD OF DIRECTOR'S MEETING  
ESPARTO COMMUNITY SERVICES DISTRICT  
JULY 20, 2022  
MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Director Fescenmeyer at 7:04 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Forzaglia, Schaupp, Scott

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

4. **ADOPTION OF CURRENT AGENDA**

**Motion by:** Clerk Quintana

**Second by:** Director Fescenmeyer

**Discussion:** Agenda amended to remove Item 10, Induction of New Board Members, as it is a duplicate of Item 5 below.

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

5. **INDUCTION OF NEW BOARD MEMBERS**

New Board Members Nick Harden, Jeff Forzaglia and Pierce Scott were sworn in and documents were notarized.

Director Scott was not officially sworn in when elected in September. All minutes since September 2021 will be reviewed to determine if any motions may be invalid and need to be re-affirmed.

6. **PUBLIC COMMENT**

None

7. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Director Fescenmeyer recommended that we update committee member assignments due to changes in board members.

- Director Scott was assigned to the Ordinance Committee, joining Director Schaupp
- Director Forzaglia was assigned to the Budget Committee, joining Director Fescenmeyer

Director Harden introduced himself and shared his background.

Director Schaupp shared that Esparto Unified School District will have a new bond on the ballot.

Director Schaupp also reminded the new board members that they would need to complete AB 1234 Compliance Training, Sexual Harassment Training and their Form 700.

8. **ADOPTION OF MINUTES FOR 6/17/2022 SPECIAL BOARD MEETING**

Review and approve minutes for the 6/17/2022 Special Board Meeting

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

**Ayes:** 3 **No:** 0 **Abstain:** Director Forzaglia and Harden **Motion:** Passed

9. **APPROVAL OF CLAIMS**

Approve claims from: 6/16/22, 6/23/22, 6/28/22, 7/1/22, 7/7/22, 7/14/22

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

**Ayes:** 3 **No:** 0 **Abstain:** Director Forzaglia and Harden **Motion:** Passed

10. **INDUCTION OF NEW BOARD MEMBERS**

Removed from agenda as it is the same as item 5 above.

11. **RESOLUTION NO. 22-03 REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

Review and approve resolution requesting Yolo County to collect special assessment taxes. These taxes help to pay for maintenance of detention basins.

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

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

12. **AUTHORIZE GENERAL MANAGER TO OPEN BIDDING PROCESS FOR FY 2022 - 2023 BUDGETED AND APPROVED CAPITAL PROJECTS**

- A. Water System Plan
- B. Well 1 Swedge
- C. Sewer Line Improvement – Alley 1
- D. Video of Sewer Lines
- E. Test Well, including engineering
- F. New Well, including engineering

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

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

13. **MANAGERS' REPORT**

- A. 2022 CIPP Project Update
  - a. Preliminary CCTV and cleaning completed. Project should be completed by July 27, 2022.
- B. Main St. Project Update
  - a. Valve boxes were brought to up to grade. ECSD portion is complete.
  - b. GM Quintana will confirm if CalTrans portion is complete. Director Shaupp brought up concerns with the project which he will address with CalTrans.
- C. Current Groundwater Levels
  - a. Levels are approximately 17 feet below where they were in July of 2020.
  - b. We have ability to drop our pumps if necessary, but things are OK at this time.
- D. Street Light Maintenance Update
  - a. July 2021 PG&E notified us that they would no longer maintain streetlights.
  - b. ECSD has contracted with Bear Electric to repair lights that had issues. They repaired 10 out of 12 lights that were not working. There were 2 that will need to be revisited. Total cost was \$1,200.

- E. GIS Project Update
  - a. Websoft Developers is working to capture all of our assets – meters, water valves, hydrants, backflows, street lights, etc.
  - b. They will create a GIS Maintenance Management system. We will be able to pull up all assets on a map. This will also help us to establish a proactive maintenance management program.
- F. Accounts Receivable Update
  - a. A/R is trending down since March when we started implementing late fees, interest and Shut Offs. Details will be provided next meeting.
- G. Orciouli Park and Landscape Prop 218
  - a. Working with developer's engineer to calculate maintenance costs for the landscape, park and detention pond for this new development.

14. **FUTURE AGENDA ITEMS**

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

15. **CLOSED SESSION**

Pursuant to Government Code Section 54597

Evaluation of Performance  
Position: General Manager

Closed session from 7:53 pm to 8:33 pm. No action was taken.

16. **ADJOURN**

**Motion by:** Director Schaupp

**Second by:** Director Scott

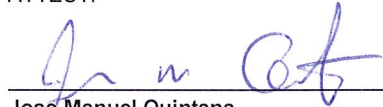
**Discussion:** None

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

Meeting was adjourned at 8:35 pm

---

ATTEST:



Jose Manuel Quintana  
General Manager & Clerk to the Board



Charlie Schaupp  
Board Member