



SPECIAL BOARD OF DIRECTOR'S MEETING ESPARTO COMMUNITY SERVICES DISTRICT

DATE: November 23, 2022
TIME: 7:00 P.M.
MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

SPECIAL MEETING MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Director Fescenmeyer at 7:10 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Harden, Schaupp, Scott

Directors Absent: Forzaglia

Also Present: Manuel Quintana, General Manager and Board Clerk

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Schaupp

Second by: Director Scott

Discussion: Amend Agenda to remove items 7 and 8 and move to December meeting agenda.

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

General Manager Quintana provided an update on the Highway 16 water leak. Project is complete. Cal Trans Permit pending completion of engineering plans from Laugenour Michel.

7. **ADOPTION OF MINUTES FOR 09/21/2022 REGULAR BOARD MEETING**

Item removed from agenda.

8. **ADOPTION OF MINUTES FOR 10/19/2022 REGULAR BOARD MEETING**

Item removed from agenda.

9. **APPROVAL OF CLAIMS**

Approve claims from: 10/20/22, 10/27/22, 11/3/2022, 11/10/2022

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

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

10. **ACCOUNT BILLING, FEES, PAYMENTS AND SHUTOFFS POLICY**
Approve Policy 2100 Account Billing, Fees, Payments, and Shutoff's Policy (4/5 Vote Required)
- Motion by:** Director Schaupp
Second by: Director Scott
Discussion: Policy 2100, Section 2100.2 (b), remove "water" so that all services are included and not just water.
- Ayes: 4 No: 0 Abstain: Motion: Passed**
- Roll call vote, all attending stated Aye. Director Forzaglia absent.
11. **ACCOUNTING POLICY MANUAL REVISION**
Approve Accounting Policy, Accounts Receivable Section 3.10 through 3.10.3 as Revised. (4/5 Vote Required)
- Motion by:** Director Schaupp
Second by: Director Scott
Discussion: None
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
- Roll call vote, all attending stated Aye. Director Forzaglia absent.
12. **2023 BENEFITS CONTRIBUTION SCHEDULE**
Approve 2023 Benefits Contribution Schedule
- Motion by:** Director Schaupp
Second by: Director Scott
Discussion: General Manager Quintana reviewed changes in cost of medical benefit plans available from CalPERS. ECSD has previously contributed 99% of the lowest cost plan. Recommendation is to continue contribution at 99% of lowest cost plan for medical. Dental and Vision contribution recommendation is 92% across all coverage categories.
- General Manager Quintana confirmed that employees are not eligible for the Cash-in-Lieu benefit if they are enrolled in any of the health benefit plans – Medical, Dental or Vision.
- Director Fescenmeyer requested to amend the verbiage on the benefits contribution schedule under the Cash-In-Lieu of Benefits from:
- "Cash-In-Lieu of Benefits – For Employees NOT Enrolled in Medical or Dental/Vision" to "Cash-In-Lieu of Benefits – For Employees NOT enrolled in Medical and Dental/Vision".
- Amendment was accepted by Director Schaupp and Director Scott
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
- Roll call vote, all attending stated Aye. Director Forzaglia absent.
13. **RESOLUTION NO. 22-04: FIXING EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES MEDICAL AND HOSPITAL CARE ACT FOR EMPLOYEE ORGANIZATION 001 MANAGEMENT**
Approve Resolution to Authorize Employer Benefit Contributions for CalPERS Employee Group 001 Management
- Motion by:** Director Schaupp
Second by: Director Scott
Discussion: None
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**

14. **RESOLUTION NO. 22-05: FIXING EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES MEDICAL AND HOSPITAL CARE ACT FOR EMPLOYEE ORGANIZATION 002 MISC**
Approve Resolution to Authorize Employer Benefit Contributions for CalPERS Employee Group 002 Miscellaneous

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

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

15. **MANAGERS' REPORT**

- A. New Billing Format
 - a. Moving from postcard format to letter statement in sealed envelope
- B. Christmas Party
 - a. December 16th at VFW hall
- C. Meters and Transmitters
 - a. Meters and Transmitters are on backorder for an undefined period of time.
 - b. GM Quintana will reach out to City of Woodland to see if they may have extra or another supplier.
- D. Almond Festival
 - a. Will have giveaways including pens and a few baskets to raffle.
 - b. Will have a kids art/coloring book
 - c. Director Schaupp recommended refrigerator magnets emphasizing water conservation and including our emergency after hours number
 - d. Chamber of Commerce has requested to use the ECSD dump truck for garbage. Last year ECSD only charged actual cost to dump the garbage and labor. It was agreed to allow Chamber to use the dump truck again this year.

16. **FUTURE AGENDA ITEMS**

- A. Detention Basins
- B. LAFCO/Service Footprint
- C. Orciuli Agreement
- D. Orciuli Landscape and Park Maintenance Prop 218
- E. Elect Board Chair and Vice Chair
- F. Board Member Elections for Vacant Seats in 2023

17. **ADJOURN**

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

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

ATTEST:



Jose Manuel Quintana
General Manager & Clerk to the Board



Colleen Fescenmeyer
Board Chair