



REGULAR BOARD OF DIRECTOR'S MEETING ESPARTO COMMUNITY SERVICES DISTRICT

DATE: June 21, 2023
TIME: 7:00 P.M.
MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

REGULAR MEETING MINUTES

1. **CALL TO ORDER**

The meeting was called to order by Director Forzaglia at 7:03 PM

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Forzaglia, Harden, Schaupp,

Directors Absent: Scott

Also Present: Manuel Quintana, General Manager and Board Clerk

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Fescenmeyer

Second by: Director Schaupp

Discussion: GM Quintana requested to amend the agenda by removing Item #14B – Central Park Update. Director's Fescenmeyer and Schaupp accepted the amendment.

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Director Fescenmeyer reported that the Friends of the Esparto Library would be hosting Bunco Friday June 23.

Director Schaupp attended the Groundwater Board meeting on Monday, June 19. Director Schaupp had to remove himself from a closed session discussion regarding the Hungry Hollow aquifer and a request from people in that area to ban all new wells, due to a conflict of interest based on his family's property ownership. Groundwater tables have come up. The board did not get to the SWRB report due to public comment on various topics.

Director Forzaglia attended the Esparto Advisory Committee meeting. Discussion focused on the Esparto Central Park and new playground. Director Forzaglia did not feel that the items proposed truly fit the needs of the community. Additionally, a new shade structure for the park was discussed. The structure would be similar to those at Tuli Mem and would cost approximately \$90,000. The committee felt this was too expensive.

COMMITTEE MEMBER AND DIRECTOR REPORTS – continued

Director Forzaglia brought up concerns regarding ADA accessibility in the EAC meeting. Yolo County representatives said they would take these comments, concerns and recommendations under consideration. Supervisor Barajas will be in the area to meet with the community and hear ideas the week of July 3. Director Forzaglia offered to share the slide show from the EAC meeting with the ECSD Board upon request.

7. **ADOPTION OF MINUTES FOR 05/17/2023 REGULAR BOARD MEETING**

Approve minutes for the 05/17/2023 Regular Board Meeting

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

Ayes: 3 No: 0 Abstain: 1 - Schaupp Motion: Passed

8. **ADOPTION OF MINUTES FOR 06/01/2023 SPECIAL BOARD MEETING**

Approve minutes for the 06/01/2023 Special Board Meeting

Motion by: Director Schaupp

Second by: Director Fescenmeyer

Discussion: None

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

9. **APPROVAL OF CLAIMS**

Approve claims from: 5/17/23, 5/25/23, 6/1/23, 6/7/23

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

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

10. **APPROVE FYE 2022 AUDIT**

Review and approve FYE 2022 Audit

Motion by: Director Schaupp

Second by: Director Fescenmeyer

Discussion: GM Quintana shared:

- The Auditor concluded that ECSD's current financials were a fair and accurate representation of the district's financial position. There were no significant findings or exceptions.
- The District's net position at the end of the year was \$1,998,925, an increase of \$43,259 due to current year operations. The portion of the District's net position that were unrestricted and available to meet ongoing obligations to citizens and creditors totaled a deficit of \$69,531. This was reduced from a deficit of \$625,846 in prior year, due to the reduced obligations to creditors from the USDA Loan being refinanced with the Bonds.
- The governmental activities (Street Light, Maint, Pool, Park) net position increased by \$11,028 due to operations and the business-type (Water, Sewer) net position increased by \$32,231 due to operations.

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

11. **APPROVE SALARY SCHEDULE FOR FY 2023-2024**
Review and approve Salary Schedule for FY 2023-2024

Motion by: Director Harden

Second by: Director Schaupp

Discussion: Personnel expenses were budgeted at 8.7% increase over prior year based on the Social Security COLA effective January 2023, plus step increase.

GM Quintana expressed concern regarding the sustainability of similar increases in the future and shared that the ECSD staff has been evaluating the current compensation policy and would like to meet with the Policy Committee to consider revisions to the Compensation Policy for the future.

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

12. **APPROVE FYE 2024 BUDGET**
Review and approve FYE 2024 Budget

Motion by: Director Schaupp

Second by: Director Harden

Discussion: GM Quintana highlighted budget proposals:

- Water and Sewer revenue based on current active connections, prior year actual usage and rates effective 7/1/2023.
- General expenses were budgeted at 5.1% higher than prior year budget based on annual CPI as of March 2023
- Personnel expenses were budgeted at 8.7% increase over prior year based on the Social Security COLA effective January 2023, plus step increase
- Allocation of personnel resources for 8305 MAINT has been reduced by 8% in order to stay within the \$45,000 budget received from assessments.
 - This amount is a set amount based on the assessments. It cannot be increased without a 218 vote.
- Allocation of personnel resources for 8307 EC PARK has been reduced by 3% in order to stay within the \$33,000 budget per contract with Yolo County.
- Proposed equipment purchases include new MXU's to replace aging and non-functioning MXU's. The plan is to proactively replace MXU's on a schedule.
- CCTV and cleaning of main sewer lines and alley 4.

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

13. **APPROVE VOTE ON ESPARTO FIRE PROTECTION DISTRICT ASSESSMENT**
Review assessment proposed by Esparto Fire Protection District and approve ECSD vote.

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: Esparto Fire Chief Curtis Lawrence provided a brief summary of the assessment and the key drivers behind the need for the assessment including personnel and equipment Chief Lawrence stated that the goal is to make this a long term sustainable financial plan. Chief Lawrence confirmed that this was a prop 218 assessment. The ballot is weighted based on the financial value. The only ballots that are counted are those that are returned and 50% + 1 must vote yes in order for this to pass.

Director Schaupp expressed concerns with prop 218 assessments in general and stated that his vote was NO.

Director Fescenmeyer expressed her support, noting that the current assessment has been static for many years and appreciation for all that the fire department does.

Director Forzaglia asked if funding could be obtained through future growth in the town. Chief Lawrence explained that future growth was factored into this proposal and assessment.

Ayes: 3 - Fescenmeyer, Harden, Forzaglia No: 1 - Schaupp Abstain: 0 Motion:

14. **MANAGERS' REPORT**

- A. CCTV Inspection Update
 - a. CCTV inspection completed on Alley 3, Alley 4 and the main line leaving town to the headworks.
 - b. There is a section of pipe that is broken and missing pieces, which will need to be replaced.
 - c. Approximately 2 blocks where there is major root intrusion and may require slip lining.
 - d. The main leaving town has a lot of sediment. The line will be cleaned and videoed again.
 - e. There is a section from last manhole to the headworks, approximately 120 feet from the headworks, in which the pipe material is unknown. The plan is to clean this and re-evaluate.
- B. Tuli Mem Park/Pool Update
 - a. Maintenance on the pool has been significant this year.
 - b. Chlorine sensors, backfill valves, showers, circulation pump for big pool
 - c. Evaluating an annual inspection contract with Knorr to assist in preventative maintenance planning
 - d. County is considering a rehab package for the Tuli Mem fields
 - e. County is also considering a play structure for Tuli Mem
- C. Alley 1 Sewer Line Replacement
 - a. GM Quintana stated that he would like to schedule a meeting with the Project Committee regarding the Sewer Line Replacement
- D. Automatic and in Office Credit Card Fees
 - a. Fees are 2.5%, same as online payments
- E. Election Update
 - a. Notice of Election, Resolution and Service Map have been filed with the Elections Office on June 13. Filing dates are July 17 through August 11.
 - b. Voters Choice cost is \$209,000 if we hold a stand-alone election. Cost will be shared if others are also holding elections.
 - c. All Mail Ballot is \$190,000, also shared if there are others holding elections.
 - i. Director Schaupp suggested inquiring about the possibility of changing the election years in order to combine with other major elections and reduce cost.

15. **FUTURE AGENDA ITEMS**

- A. Detention Basins
- B. LAFCO/Service Footprint – Expanding to include areas currently outside of district lines
- C. Orciouli Agreement
- D. Orciouli Landscape and Park Maintenance Prop 218
- E. Compensation Policy

16. **CLOSED SESSION**

Pursuant to Government Code § 54957

Evaluation of Performance

Title: General Manager

The Board went into closed session at 8:09 PM and returned from closed session at 9:30.

There was discussion regarding semi-annual performance evaluation of GM Quintana. Feedback was shared with GM Quintana.

The board requested the following items be added to future agenda:

Compensation Policy

Personnel Committee

17. ADJOURN

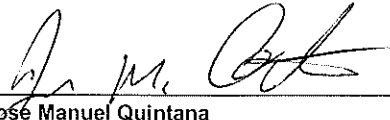
Motion by: Director Fescenmeyer

Second by: Director Schaupp

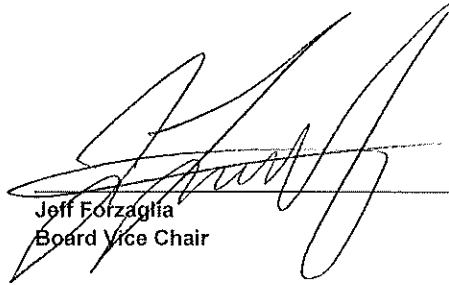
Discussion: None

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

The meeting was adjourned at 9:32 PM.



José Manuel Quintana
General Manager & Clerk to the Board



Jeff Forzaglia
Board Vice Chair

