



REGULAR BOARD OF DIRECTOR'S MEETING ESPARTO COMMUNITY SERVICES DISTRICT

DATE: October 18, 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 7:02 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Forzaglia, Harden, Schaupp

Directors Absent: Scott

Also Present: Manuel Quintana, General Manager and Brandy Burns, Administrative Services Manager

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Schaupp

Second by: Director Harden

Discussion: Admin Services Manager Burns noted that there was a typographical error on Item #13. It should be Resolution No. 23-07, not Resolution No. 23-06.

Director Schaupp amended his motion to approve the agenda with an amendment to Item #13 changing it from Resolution No. 23-06 to Resolution No. 23-07.

Director Harden accepted the amendment.

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

GM Quintana shared that the county will be moving forward with rubber surface for the Esparto Park.

Director Fescenmeyer stated that she will not be at the November 15, 2023 meeting as she will be moving.

Director Schaupp stated that he may not be at the November meeting either.

7. **ADOPTION OF MINUTES FOR 08/16/2023 REGULAR BOARD MEETING**

Approve minutes for the 08/16/2023 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 09/20/2023 REGULAR BOARD MEETING**

Approve minutes for the 09/20/2023 Regular Board Meeting

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

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

9. **APPROVAL OF CLAIMS**

Approve claims from: 9/21/23, 9/27/23, 10/3/23, 10/5/23, 10/12/23

Motion by: Director Schaupp

Second by: Director Fescenmeyer

Discussion: None

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

10. **FINANCIAL UPDATE FYE 2024 Q1**

Administrative Services Manager Burns and GM Quintana shared an update on FYTD Actuals vs. Budget noting items that may need to be reviewed and/or revised at the end of Q2.

11. **APPROVE BENEFIT CONTRIBUTIONS FOR 2024**

Review and approve benefit contributions for Medical, Dental and Vision for 2024

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: Administrative Services Manager Burns reviewed the 2024 CalPERS Medical Insurance, Dental and Vision insurance rates along with the ECSD Benefits Contribution Schedule based on ECSD continuing to contribute 99% of the lowest cost plan as in prior years.

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

12. **APPROVE RESOLUTION 23-06 FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 001 MANAGEMENT**

Approve ECSD contributions to medical benefits for employees and retirees effective January 1, 2024.

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

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

13. **APPROVE RESOLUTION 23-07 FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 002 MISCELLANEOUS**
Approve ECSD contributions to medical benefits for employees and retirees effective January 1, 2024.

Motion by: Director Fescenmeyer

Second by: Director Harden

Discussion: None

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

14. **APPROVE REQUEST TO SHARE IN COST OF CONSULTING ENGINEER FOR ORCIOULI DEVELOPMENT**
Castle developers is proposing that Castle and ECSD share costs 50/50 for a consulting engineer and associated oversight, inspection, and permitting requirements for the new well associated with the Orciouli development.

Motion by: Director Fescenmeyer to **Approve sharing up to 50% of the cost for a Groundwater Consulting Engineer for the new well associated with the Orciouli Development**

Second by: Director Schaupp.

Discussion: GM Quintana shared the request from Castle Developers to share in the cost of hiring an engineer to oversee the project. ECSD is not required to share in the cost, however, if ECSD was to share in the cost, it would give ECSD the ability to better manage the project and ensure construction of the new well is to ECSD and state municipal water standards.

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

15. **GENERAL MANAGER WEEKLY WORK REPORTS**
Discuss content, delivery, and value of GM weekly work reports

Director Forzaglia sought feedback from board members on the value of the weekly reports from GM Quintana. All board members thought the reports were informative and valuable. GM Quintana will continue to provide the weekly reports.

16. **EMPLOYEE APPRECIATION - HOLIDAY PARTY**
Discuss Holiday Party or other options for Employee Appreciation

Motion by: Director Fescenmeyer to **Authorize General Manager to spend up to \$900 total for employee gifts.**

Second by: Director Schaupp

Discussion: GM Quintana followed up with ECSD staff after the September 20, 2023 board meeting and reported back to the board that the ECSD staff didn't feel a party was necessary, particularly given the busy time of year. The board discussed alternatives for employee appreciation including gift cards, wearable items and/or a BBQ in the summer.

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

17. **MANAGERS' REPORT**

A. Pool Update

- a. Facility has been closed down for season.
- b. GM Quintana had a post season meeting with Yolo County, Esparto Unified School District YMCA and WYORCA to discuss the season, share concerns and discuss potential solutions or changes for next season.

B. Almond Festival and Community Outreach

- a. GM Quintana recommended not having a booth at Almond Festival due to very low engagement from the community.
- b. GM Quintana informed the board that he was planning to participate in a Career Day at the high school.

- c. Homecoming parade and National Night Out were discussed as other potential community outreach events.

C. Project Updates

- a. Exterior of South office wall painted and sealed
- b. CCTV and cleaning of sewer line problem areas completed
- c. Alley 1 West Sewer Line Replacement agreement signed. Awaiting insurance verification.
- d. Facility Master Plan RFQ published. Deadline for submissions is October 27, 2023.
- e. Purchased budgeted items:
 - i. Chemical Feed Stations
 - ii. Chemical Feed Station Storage Shelter
 - iii. Dechlorination Diffuser
 - iv. Air Compressors for Utility Trucks
 - v. Air Compressors for Shops
 - vi. Booster Pump
 - vii. New Jetter
 - viii. Equipment Trailer
 - ix. 3 Chlorine Pumps

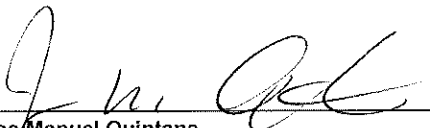
18. FUTURE AGENDA ITEMS

- A. Detention Basins
- B. Orciouli Landscape and Park Maintenance Prop 218
- C. Policies
- D. New Board Members
- E. Election of Board Chair, Vice Chair and Committees


19. ADJOURN

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

Meeting was adjourned at 8:13 PM.



Jose Manuel Quintana
General Manager & Clerk to the Board



Pierce Scott
Board Chair