



REGULAR BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT

DATE: March 20, 2024
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 7:05 pm on March 20,2024.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Directors Present: Forzaglia, Pryor, Sotelo

Directors Absent: Harden, Scott

Also Present: Brandy Burns, Clerk to the Board, Adrian Montes, Operator

4. ADOPTION OF CURRENT AGENDA

Motion by: Director Sotelo

Second by: Director Pryor

Discussion: Amend Item #8 – Remove claims for 3/8/24.

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

5. PUBLIC COMMENT

None

6. COMMITTEE MEMBER AND DIRECTOR REPORTS

Personnel Committee – will provide update on GM hiring process later in agenda – Item #10

7. ADOPTION OF MINUTES FOR FEBRUARY 21, 2024 REGULAR BOARD MEETING

Adoption of Minutes for February 21, 2024 Regular Board Meeting

Motion by: Director Sotelo

Second by: Director Pryor

Discussion: None

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

8. **APPROVAL OF CLAIMS**

Approve claims from: 02/29/24, 3/1/24, 3/14/24

Motion by: Director Sotelo

Second by: Director Pryor

Discussion: None

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

9. **MANAGERS' REPORT**

A. Alley 1 Sewer Project

- a. Project started 2/15/24. Approximately 1200 feet of line completing approximately 50 – 100 feet per day.
- b. Compaction tests good so far.
- c. Should be complete by end of March, weather dependent.

B. Orciuli Project

- a. Met with Dan Boatwright to understand his requests and concerns with the current draft of the First Amendment to the 2008 agreement
- b. Need to review with legal counsel and provide an updated amendment.
- c. Will provide updated amendment to developer based on developer and ECSD Board feedback.

C. ECSD Fencing and Acosta Glass Property Line

- a. ECSD fence was installed on Acosta Glass property
- b. Acosta Glass agreed to provide the labor to move and re-install the fence if ECSD purchased materials.
- c. Fence relocation completed.

10. **GENERAL MANAGER POSITION**

A. Update on candidates

- a. Five candidates applied but did not make it through minimum requirements automated screening. Did not have minimum qualifications
- b. Two candidates met minimum qualification requirements
 - i. One of the two qualified candidates job history was a concern and personnel committee did not want to move forward with an interview.
 - ii. One candidate to interview.
- c. Will re-post open position if necessary, pending results of interview.

B. Interview Schedule

- a. Will interview at regular board meeting April 17, 2024 during closed session.

11. **APPROVE UMPQUA ACCOUNT ACCESS AUTHORIZATION**

Approve Account Access to allow staff to make deposits, obtain account information, and other account administration without being an authorized account or check signer.

Motion by: Director Sotelo

Second by: Director Pryor

Discussion: Authorize Fiscal Services Associate and Administrative Services Manager for account administration.

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

12. **FUTURE AGENDA ITEMS**

- A. Orciuli Amendment
- B. Compensation Policy
- C. 2022-2023 Audit
- D. FYE 2024 Budget Revision
- E. GM Interviews

13. ADJOURN

Motion by: Director Sotelo
Second by: Director Pryor
Discussion: None

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

Meeting was adjourned at 8:19 pm.



Brandy Burns
Clerk to the Board



Jeff Forzaglia
Board Chair

