



## REGULAR BOARD OF DIRECTOR'S MEETING ESPARTO COMMUNITY SERVICES DISTRICT

DATE: May 15, 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 7:06 pm on May 15, 2024.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Forzaglia, Harden, Sotelo

Directors Absent: Pryor, Scott

Also Present: Brandy Burns, Clerk to the Board, Alex Lepley, General Manager

4. **ADOPTION OF CURRENT AGENDA**

**Motion by:** Director Harden

**Second by:** Director Sotelo

**Discussion:** GM Lepley requested to amend the agenda, adding and Emergency Item, Water Leak Highway 16/Yolo Ave as item #10. The amendment was accepted by Directors Harden and Sotelo.

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

None

7. **ADOPTION OF MINUTES FOR APRIL 17, 2024 REGULAR BOARD MEETING**

Adoption of Minutes for April 17, 2024 Regular Board Meeting

**Motion by:** Director Sotelo

**Second by:** Director Harden

**Discussion:** None

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

8. **APPROVAL OF CLAIMS**

Approve claims from: 4/17/24, 4/25/24, 4/30/24, 5/7, 5/9/24

**Motion by:** Director Sotelo  
**Second by:** Director Harden  
**Discussion:** None

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

9. **MANAGERS' REPORT**

A. Staffing

- a. Operator: Promoted Pool, Park and Field Maintenance Worker to Operator
- b. Pool, Park and Field Maintenance: Recruiting to fill Pool, Park and Field Maintenance position

B. Tuli Mem Pump Failure and Repair

- a. Pump for the pool failed. It was fixed and re-installed within one day.

C. Park Play Structure Demo

- a. Demo will begin after May 28, 2024. No firm date for completion of new structure.

10. **EMERGENCY LEAK REPAIR HIGHWAY 16/YOLO AVE**

There is a leak under Highway 16/Yolo Ave. in front of Ace Hardware. It needs to be repaired as soon as possible to avoid significant damage and creating a much larger project with higher cost to repair.

Cal Trans permits have been submitted. Quotes have been requested for engineering, construction and traffic control.

**Motion by:** Director Forzaglia to Approve Emergency Leak Repair on Highway 16/Yolo Ave.  
**Second by:** Director Harden  
**Discussion:** None

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

11. **MOU FOR MADISON CSD**

Review and approve MOU with Madison CSD for services provided by ECSD

**Motion by:** Director Harden

**Second by:** Director Sotelo

**Discussion:** Increasing fee from \$1300 per month to \$1775 per month due to increase in postage expense, labor and other costs. Beneficial partnership with neighboring district, utilizing equipment and occasionally personnel from each other in emergencies when needed. Not a significant amount of time to manage given the small size of the district. Relatively close proximity for customers.

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

12. **MOU FOR KNIGHTS LANDING CSD**

Review and approve MOU with Knights Landing CSD for services provided by ECSD

**Motion by:** Director Sotelo

**Second by:** Director Harden

**Discussion:** KLCSD approximately 3 times the size of Madison and takes much more staff time to support than does Madison CSD. Fees increasing from \$1,800 per month to \$2,650 due to increase in postage, labor and other costs.

ECSD Began supporting KLCSD when it was centrally managed by Madison to help Madison centralize billing. Board members discussed desire to be able to focus more time on ECSD given upcoming development projects and need to update internal policies, procedures and overall operational improvements. Board members did not feel there was a natural partnership between the districts, as there is with Madison, based on the distance between the districts, and, given the desire to free up staff time to focus on ECSD related projects, did not feel it was beneficial to continue providing services to KLCSD.

The motion to Approve MOU with Knights Landing CSD for Services Provided by ECSD failed.

ECSD will continue to provide services through June 30, 2024 when the current contract ends.

**Ayes: 0 No: 3 Abstain: 0 Motion: Failed**

**13. UPDATE ON ORCIUOLI SUBDIVISION**

Update on First Amendment to 2008 Agreement for Orciuoli subdivision

GM Lepley consulted with legal counsel and project committee members over the past weeks. Recommendations are to continue per the agreement with:

- Requiring a well to be built, with no credit of well fees towards required facility fees. Facility fees are for buy-in to existing infrastructure. New well is required to service the new development.
- Credit can be given towards excess capacity above and beyond the needs of the development and can be paid to developer over a period of time as fees are collected from new developments who will buy into existing infrastructure, including the excess capacity from the new well.
- Developer desires to build 25 homes in advance of building a new well, as well as apartments which are required by the county. Approval will be dependent on results of pending Facilities Master Plan stating that water capacity is available or developer hiring an engineer to determine if capacity is available.
- Developer will need to support formation of Community Facilities District for special assessment

**14. FUTURE AGENDA ITEMS**

- A. FYE 2025 Budget
- B. Compensation Policy
- C. Orciuoli Subdivision

**15. ADJOURN**

**Motion by:** Director Sotelo  
**Second by:** Director Harden  
**Discussion:** None

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

Meeting was adjourned at 7:47 pm.



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Brandy Burns  
Clerk to the Board



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Jeff Forzaglia  
Board Chair

