



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

DATE: June 19, 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 7:00 pm on June 19, 2024.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Forzaglia, Pryor, Scott, Sotelo

Directors Absent: Harden

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

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Scott

Second by: Director Pryor

Discussion: None

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Finance Committee update to be included in items #11 and 12.

7. **ADOPTION OF MINUTES FOR MAY 15, 2024 REGULAR BOARD MEETING**

Review and approve minutes for May 15, 2024 Regular Board Meeting

Motion by: Director Scott

Second by: Director Pryor

Discussion: None

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

8. **APPROVAL OF CLAIMS**

Approve claims from: 5/15, 5/23, 5/30, 6/6, 6/13/2024

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** None

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

9. **MANAGERS' REPORT**

- A. New Pool, Park and Field Maintenance Employee
  - a. Alejandro Pulido, local resident, hired for Pool, Park and Field Maintenance Worker
- B. Highway 16/Yolo Ave Leak
  - a. Leak has been repaired, asphalt has been replaced, waiting on final sign off from Cal Trans.
  - b. Went fairly smooth and expect it to come in well under expected costs.
- C. Cal OES Workshop
  - a. GM Lepley attended a workshop with many others from Yolo County including Fire Department Staff, Nursing Staff, Veterinary Staff going over emergency power shut off scenarios.
- D. State Water Inspection
  - a. Annual state inspection from State Water Resources Control Board completed today.
  - b. All recommendations from last year were implemented.
  - c. No additional recommendations for this year.

10. **MOU FOR KNIGHTS LANDING CSD**

Extend MOU for Knights Landing Service District through September 1, 2024

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** Notice was given to KLCSD on May 16, 2024 that the contract would not be renewed. The contract ends June 30, 2024. KLCSD asked for additional time to enable them to prepare to take the billing. The board agreed to extend the contract through September 1, 2024.

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

11. **APPROVE FYE 2024 BUDGET REVISIONS**

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** Revisions to include updates, per contract, for Tuli Mem and Esparto Park as well as the Emergency Leak Repair on Highway 16/Yolo Ave in front of Ace Hardware.

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

12. **APPROVE FYE 2025 BUDGET**

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** Basis for general increases was CPI at 3.4% and SSA Cola at 3.2%. Capital Improvement Plans including equipment purchases and projects were reviewed. Overall budget down from prior year due to prior year's major sewer line replacement project.

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

13. **APPROVE ALLOCATION OF UNRESTRICTED MONEY TO RESERVE ACCOUNTS**

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** Approximately \$883,000 in unrestricted funds not currently in reserves to allocate, pending confirmation from Yolo County on Cash in Treasury balance. Funds to allocated based on Reserve Policy 2150.

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

14. **CLOSED SESSION**

Pursuant to Government Code § 54957

Evaluation of Performance

Title: General Manager and Administrative Services Manager

**Motion by:** Director Scott to provide a bonus to Alex Lepley and Brandy Burns for performing duties of General Manager in the absence of a General Manager from December 2023 through April 2024.

**Second by:** Director Pryor

**Ayes: 4 No: 0 Abstain: 0 Motion: Passed (via roll call vote)**

15. **FUTURE AGENDA ITEMS**

- A. Orciuoli Subdivision
- B. Yolo County Contract for Tuli Mem and Park
- C. Renew Esparto Fire Protection District Lease for Fuel Storage
- D. Approve 2024-2025 Salary Schedule
- E. Lawsuit Tuli Mem Irrigation

16. **ADJOURN**

**Motion by:** Director Scott

**Second by:** Director Pryor

**Discussion:** None

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

Meeting was adjourned at 8:11 PM.

  
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Brandy Burns  
Clerk to the Board

  
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Jeff Forzaglia  
Board Chair