



REGULAR BOARD OF DIRECTOR'S MEETING ESPARTO COMMUNITY SERVICES DISTRICT

DATE: April 16, 2025
TIME: 7:00 P.M.
MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

REGULAR MEETING AGENDA

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **ADOPTION OF CURRENT AGENDA**

5. **PUBLIC COMMENT**

This is the time for the public to address the Board on any subject relating to the Community Services District, but not relative to any subject on the present agenda. The Board reserves the right to impose a reasonable limit on time afforded any individual speaker.

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Reports by Committee Members and/or Director on information they have received and meetings they have attended which would be of interest to the Committee or the public. *Please note that under the California Open Meetings Law (Government Code Section 54954.2); discussion of the Committee Members' and/or Director reports is limited to asking clarifying questions. However, the Committee or any individual Committee Members may request that an item be placed on a future agenda for further discussion.*

7. **ADOPTION OF MINUTES FOR MARCH 19, 2025 REGULAR BOARD MEETING**

Approve minutes for the March 19, 2025 Regular Board Meeting

8. **APPROVAL OF CLAIMS**

Approve claims from: 3/19, 3/26, 4/2, and 4/10/2025

9. **ESPARTO FIRE DEPARTMENT PROPOSITION 218**

Chief Lawrence to provide an overview of the upcoming Proposition 218 for the Esparto Fire Department

10. **MANAGERS' REPORT**

- A. Tuli Mem Kick Off Meeting April 10th 2025
- B. Cemetery District
- C. Orciouli Update
- D. Cross Connection Ordinance

11. **APPROVE 2023-2024 AUDIT**

Approve 2023-2024 Audit

12. **APPROVE NEW UTILITY BILLING SYSTEM**

Approve new utility billing system to replace current system, CUSI, which will no longer be supported

13. **APPROVE ECSD MANAGEMENT OF ESPARTO CEMETERY DISTRICT**

Discuss and approve LAFCO request ECSD to assume management of the Esparto Cemetery District.

14. **APPROVE CROSS CONNECTION ORDINANCE**

Cross Connection Ordinance required in 2025.

15. **APPROVE POLICIES**

Policy #	Policy Name
Section 3100 - Employment Practices	
3100	Accommodations for Disability
3104	Disciplinary Action
3110	Employee Information/Emergency Data
3112	Employee Promotion
3116	Employee Status
3118	Equal Opportunity
3120	Grievance Procedure
3122	Hours of Work and Overtime
3126	Nepotism
3130	Performance Evaluation
3134	Recruitment and Hiring
3136	Separation from District Employment
3138	Temporary Reclassifications
3140	Unlawful Harassment
Section 3200 - Standards of Conduct	
3200	Dress Code and Personal Standards
3205	Housekeeping
3210	Outside Employment
3215	Receipt of Gifts
3220	Uniforms and Protective Clothing
Section 3300 - Communications	
3300	Internet, E-Mail and Electronic Communications
Section 3400 - Compensation & Benefits	
3400	Authorized Leave
3405	Bereavement Leave
3415	Compensation
3425	Family and Medical Leave
3430	Holidays
3435	Jury Duty
3440	Leave for Crime Victims and Family Members

Item # 15 Continued

Policy #	Policy Name
3445	Military Leave
3450	Pregnancy Disability Leave
3455	Rest & Meal Periods
3460	Sick Leave
3465	Time Keeping/Time Records
3470	Time off for Children - School Activities
3475	Time off to Vote
3480	Unauthorized Voluntary Absence
3485	Use of Make Up Time
3490	Vacations

16. FUTURE AGENDA

- A. Orciuoli Development Plans
- B. Amendment to Orciuoli Agreement
- C. Board Elections
- D. Facility Master Plan
- E. New Auditor

17. ADJOURN

I declare under penalty of perjury that the foregoing Agenda was posted on or before Friday, April 11, 2025 by 7:00 P.M. on the Bulletin Board at the east side of the Esparto Community Services District Office, 26490 Woodland Avenue, Esparto CA 95627.

If requested, this Agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act Of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Board Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Board Clerk as soon as possible and preferably at least 24 hours prior to the meeting. The Board Clerk may be reached at telephone number (530) 787-4502 or at the following address: Esparto Community Services District, P.O. Box 349, Esparto, CA 95627 (mailing), 26490 Woodland Avenue, Esparto, CA 95627 (physical).
Board Clerk - Esparto Community Services District – P.O. Box 349 – Esparto CA 95627.

ATTEST:

Brandy Burns
Clerk to the Board

Nick Harden
Board Chair