



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

DATE: June 24, 2025  
TIME: 7:00 P.M.  
MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

### SPECIAL MEETING MINUTES

*June 18, 2025 Regular Board Meeting Cancelled Due to Lack of Quorum. Items moved to June 24, 2025*

1. **CALL TO ORDER**

The meeting was called order by Director Harden at 5:30 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Forzaglia, Harden, Pryor, Sotelo

Director Scott joined the meeting at the beginning of the Closed Session but was absent for all other topics.

Directors Absent:

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

4. **ADOPTION OF CURRENT AGENDA**

**Motion by:** Director Forzaglia

**Second by:** Director Pryor

**Discussion:** None

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

5. **PUBLIC COMMENT**

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Finance Committee met to review the proposed budget. Details were discussed during Item #15.

7. **ADOPTION OF MINUTES FOR MAY 21, 2025 REGULAR BOARD MEETING**

Approve minutes for the May 21, 2025 Regular Board Meeting

**Motion by:** Director Forzaglia

**Second by:** Director Sotelo

**Discussion:**

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

8. **APPROVAL OF CLAIMS**

Approve claims from: 5/21/25, 5/29/25, 6/3/25, and 6/11/25.

**Motion by:** Director Forzaglia

**Second by:** Director Pryor

**Discussion:** None

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

9. **MANAGERS' REPORT**

A. Orciuoli Development

- a. Revised agreement is with Thomas Baldacci from Castle Homes for review and approval. Will submit to county for final sign off once agreement is signed. Expecting to break ground in 2025.

B. Discharge Field

- a. Discharge field valve discovered on West side. All is graded properly. No need to re-grade.

10. **APPROVE ECSD VOTE ON ESPARTO FIRE PROTECTION DISTRICT PROP 218 BALLOTS**

Discuss Esparto Fire Protection District's Prop 218 initiative and approve ECSD vote of Yes or No

**Motion by:** Director Forzaglia

**Second by:** Director Pryor

**Discussion:** Board members unanimously approved a YES vote on Esparto Fire Protection District's Prop 218.

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

11. **APPROVE POLICY #3415 COMPENSATION**

Discuss and approve policy #3415 Compensation

**Motion by:** Director Sotelo

**Second by:** Director Pryor

**Discussion:** The board approved the policy with the amendment of section 3415.3.2.7 Longevity Pay to begin eligibility at 5 years of continuous service at step F of the same pay range.

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

12. **APPROVE RESOLUTION 25-04 PURCHASE OF UTILITY TRAILER**

Approve purchase of landscape utility trailer for hauling landscaping equipment and debris. Funds are available within 2024-2025 budget, however are currently allocated under Maintenance and Supplies instead of Equipment.

**Motion by:** Director Forzaglia

**Second by:** Director Pryor

**Discussion:** Purchase of a landscape utility trailer to be used for detention pond landscape maintenance. A utility trailer will make it easier to haul large tree limbs and branches vs. the back of a pick up or using the large dump truck. Funds are available within the overall budget under Maintenance and Supplies, however, this purchase will be charged to Equipment. Board acknowledged that the Equipment account would be overspent and the Maintenance and Supplies would be underspent at year end. Board unanimously voted to purchase a landscape utility trailer.

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

13. **APPROVE 2025-2026 MOU WITH MADISON CSD**  
Approve 2025-2026 MOU to provide administrative services for Madison CSD. Monthly charge increasing from \$1,775 to \$2,030 due to increased cost of labor and billing system.
- Motion by:** Director Forzaglia  
**Second by:** Director Pryor  
**Discussion:** New billing system will be \$9,600 per year. Allocation of cost to Madison is proportionate with customer base billed and supported. Additional increases due to postage increase.
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
14. **APPROVE 2025-2026 SALARY SCHEDULE**  
Approve 2025-2026 Salary Schedule with 2.5% increase based on SSI COLA.
- Motion by:** Director Sotelo  
**Second by:** Director Pryor  
**Discussion:** Most recent SSI COLA is 2.5%. Each step in the salary schedule would increase by 2.5% based on SSI COLA.
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
15. **APPROVE 2025-2026 BUDGET**  
Approve 2025-2026 Budget
- Motion by:** Director Forzaglia  
**Second by:** Director Pryor  
**Discussion:** Revenue based on rates remaining same as prior year. Rate study completion pending completion of Facility Master Plan. General expense increases based on CPI; personnel increases based on SSI COLA and eligible step increases; planned capital purchases and projects. Expected need of \$185,000 in expenses over expected revenue. Funds are marked as Reserve Funds Transferred in, and are available as cash in existing checking and money market accounts.
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
16. **APPROVE RESOLUTION 25-05 PURCHASE OF NEW UTILITY TRUCK WITH EQUIPMENT**  
Approve purchase of new utility truck, tool boxes and necessary equipment for the truck to replace the 2007 Chevy utility truck.
- Motion by:** Director Sotelo  
**Second by:** Director Pryor  
**Discussion:** 2007 Chevy is having increasingly significant maintenance issues. GM Lepley recommended replacing with a new gas vehicle instead of diesel given how and where it will be used. Board agreed that it was appropriate to replace the vehicle.
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
17. **ECSD REGULAR BOARD MEETING SCHEDULE**  
Discuss and approve meeting time for ECSD Regular Board Meetings
- Motion by:** Director Forzaglia to table this item until a future meeting.  
**Second by:** Director Pryor  
**Discussion:** No concerns with current meeting time. Motion made to table item.
- Ayes: 4 No: 0 Abstain: 0 Motion: Passed**
18. **FUTURE AGENDA**
- A. Cross Connection Control Plan
  - B. Facility Master Plan
  - C. Orcioli Development

19. **CLOSED SESSION**  
Pursuant to Government Code § 54957  
Evaluation of Performance  
Title: General Manager

General Manager performance discussed and evaluation completed. No additional actions taken.

20. **ADJOURN**

**Motion by:** Director Forzaglia  
**Second by:** Director Pryor  
**Discussion:** None

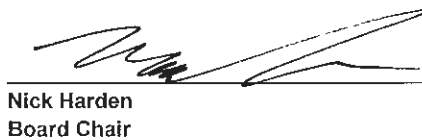
**Ayes: 5 No: 0 Abstain: 0 Motion: Passed**

Meeting adjourned at 7:23 pm.



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Brandy Burns  
Clerk to the Board



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Nick Harden  
Board Chair