BOARD OF DIRECTOR'S MEETING
ESPARTO COMMUNITY SERVICES DISTRICT

DATE: August 20, 2025
TIME: 7:00 P.M.
MEETING LOCATION: **26490 Woodland Ave, Esparto CA 95627**

REGULAR MEETING MINUTES

1. **CALL TO ORDER**

The August 20, 2025 regular board meeting was called to order by Director Harden at 7:00 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Forzaglia, Harden, Pryor, Sotelo
Directors Absent: Scott
Also Present: Alex Lepley, General Manager, acting as Clerk to the Board in the absence of Brandy Burns

4. **ADOPTION OF CURRENT AGENDA**

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

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

5. **PUBLIC COMMENT**

None

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

None

7. **ADOPTION OF MINUTES FOR JULY 15, 2025 PERSONNEL COMMITTEE MEETING**

Approve minutes for the July 15, 2025 Personnel Committee Meeting

Motion by: Director Forzaglia
Second by: Director Pryor
Discussion: None
Ayes: 4 No: 0 Abstain: 0 Motion: Passed

8. **ADOPTION OF MINUTES FOR JULY 16, 2025 REGULAR BOARD MEETING**
Approve minutes for the July 16, 2025 Regular Board Meeting

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

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

9. **APPROVAL OF CLAIMS**
Approve claims from: 7/16/25, 7/23/25, 7/31/25, and 8/6/25

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

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

10. **MANAGERS' REPORT**

A. Issues Caused by Power Failure
   a. Generator: Generator kicked on but gave low pressure warnings and cut in and out due to a bad sensor. Operator on call was able to get it running.
   b. Server: Power issues caused the server to fail. IT consultant was able to get it back up, however, it is past its life span and out of warranty. IT consultant is recommending it be replaced.
   c. Billing System: Power failure and server failure happened in the middle of processing billing causing multiple issues within the billing system.

B. EPA Risk Assessment required every 7 years including cyber security, fire safety, chemical storage. GM Lepley has started the assessment which is due in 2026.

C. Cross Connection Control Plan has been approved. GM Lepley will need to go to local businesses to do a cross-connection control assessment to determine what is needed for compliance.

D. LAFCO MSR Review conducted for special districts every 5 years. Review is in process for ECSD.

11. **APPROVE RESOLUTION 25-06 REQUESTING COLLECTION OF CHARGES ON TAX ROLL**
Approve Resolution 25-06 Requesting Collection of Charges on Tax Roll. Annual resolution to request Yolo County to collect special assessment to fund maintenance of detention ponds.

Motion by: Director Forzaglia
Second by: Director Pryor
Discussion: Annual resolution to request Yolo County to collect special assessment to fund maintenance of detention ponds.

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

12. **APPROVE FACILITY MASTER PLAN**
Approve Facility Master Plan which includes plans for capital improvements from 2025 through 2045.

Motion by: Director Forzaglia
Second by: Director Pryor
Discussion: GM Lepley reviewed key elements of the Facility Master Plan including necessary capital improvements over the next 20 years. GM Lepley will plan to work with developers to help fund these improvements

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

13. **APPROVE ORCIUOLI DEVELOPMENT AMENDMENT**
Approve amendment to 2008 agreement for Orciuoli Subdivision

Motion by: Director Forzaglia
Second by: Director Pryor

Discussion: Castle Homes has signed the amended agreement. Castle Homes will build a new well on the property by the canal off of Highway 16 and provide a stand-by generator. 25 homes to be built prior to completion of well as long as test well has been completed. Hoping to break ground by next year.

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

14. **DISCUSS AND APPROVE NEW REGULAR BOARD MEETING SCHEDULE**

Discuss board meeting schedule and potentially changing the time of regular board meetings.

Motion by: Director Forzaglia to change the time of regular board meetings to every third Wednesday of the month at 5:30 pm.
Second by: Director Sotelo
Discussion: The board discussed alternative meeting times. Current time is 7:00pm. If meetings run long, board members are getting home late. After discussion on alternative times, the board agreed to change meeting start time to 5:30 pm. Meetings will still be held the third Wednesday of each month, only the starting time will change.

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

15. **FUTURE AGENDA**

A. Budget Revision
B. County Contract for Tuli Mem and Park
C. Pool Update
D. DPR Inspection

16. **CLOSED SESSION**

Conference with Labor Negotiators (Sec. 54957.6)
Agency designated representative: Alex Lepley
Employee organization: Unrepresented employees

GM Lepley provided an update on personnel actions related to Yolo County contracts for maintenance of Tuli Mem and Esparto Park.

17. **ADJOURN**

Motion by: Director Forzaglia
Second by: Director Pryor
Discussion: None
Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Meeting was adjourned at 7:39 pm.

Brandy Burns
Clerk to the Board

Nick Harden
Board Chair