



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING**

*Minutes of January 20, 2022*

**1. 4:00 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE**

President Cousineau called the meeting to order at 4:00 pm and led the flag salute.

**2. ROLL CALL**

Secretary Gelos called the roll. Directors Burgess and Capps were absent. All other Directors were present.

Staff present: General Manager Scott Duffield, Office Supervisor/Board Secretary Kristen Gelos, Operations Manager Mike Wilcox, District Engineer Doug Groshart and District Counsel Jeff Minnery.

**3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Tina Platt, HROA General Manager was seeking a copy of the original charter when the District was formed. In particular, the Roads Designation.

**4. CONSENT ITEMS**

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of December 16, 2021.
- b. **Warrant Register:** Receive/approve December 2021 warrants.
- c. **Treasurer's Report:** Receive/file December 2021 reports.
- d. **Treasurer's Report:** Receive/file FY2021/22 2<sup>nd</sup> quarter report.
- e. **Fiscal Report:** Receive/file December 2021 status reports.
- f. **Office Report:** Receive/file December 2021 reports.

There were no public comments.

Director Barker made a motion to approve all consent items as presented. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley  
Absent: Burgess, Capps

**5. DISCUSSION ITEMS**

- a. **Receive and file the Water Resource Recovery Facility project progress report.**

Dylan Wade from WSC provided an update on the Water Resource Recovery Facility upgrade project and answered any questions the Board had.

There were no public comments.

The item was received and filed.

**6. MANAGER REPORT**

Manager Duffield provided a brief summary of the report and answered any questions the board had.

There were no public comments.

The January 2022 report was received and filed.

**7. DISTRICT ENGINEER REPORT**

District Engineer Groshart provided a brief summary of the report and answered any questions the board had.

There were no public comments.

The January 2022 report was received and filed.

**8. OPERATIONS MANAGER REPORT**

Operations Manager Wilcox provided a brief summary of the report and answered any questions the board had.

There were no public comments.

The January 2022 report was received and filed.

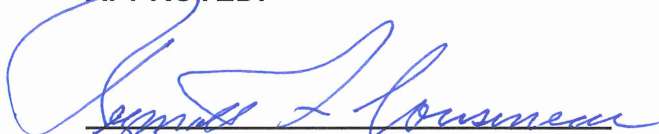
**9. COMMITTEE AND DIRECTOR REPORTS**

There were no reports.

**10. ADJOURNMENT**

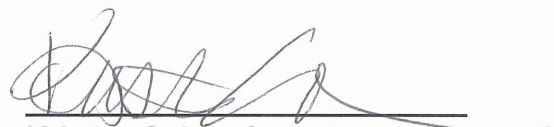
On a motion by Director Barker and seconded by Director Rowley the meeting adjourned at 4:45 pm to the next scheduled regular meeting on Thursday, February 17, 2022.

**APPROVED:**



**Rég Cousineau, President  
Board of Directors**

**ATTEST:**



**Kristen Gelos, Secretary  
Board of Directors**