



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of August 20, 2020

This meeting was held virtually pursuant to the virtual meeting protocols as outlined in the President's Declaration of April 6, 2020.

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

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

2. ROLL CALL

Secretary Gelos called the role. Director Capps was absent during roll call (arrived at 4:06pm). All other Directors were present.

Staff present: General Manager Scott Duffield, Office Supervisor/Board Secretary Kristen Gelos, District Engineer Steve Tanaka and District legal counsel Jeff Minnery and Jennifer Blackburn.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No comments

4. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of July 16 2020.
- b. **Warrant Register:** Receive/approve July 2020 warrants.
- c. **Treasurer's Report:** Receive/file July 2020 report.
- d. **Fiscal Report:** Receive/file July 2020 status report.

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

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

5. DISCUSSION ITEMS

- a. **Submittal for approval Resolution 20-13 approving the Raw Water Vertical Intake No. 1 Project and declaring it to be categorically exempt from CEQA; and awarding Phase 1 of the Project to the lowest responsive bidder.**

Director Capps arrived at 4:06 and at the start of this item.

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve Resolution 20-13 approving the Raw Water Vertical Intake No. 1 Project and declaring it to be categorically exempt from CEQA; and awarding Phase 1 of the Project to the lowest responsive bidder. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- b. Request to approve the purchase and installation of improvements to the 2MG Tank mixing system in an amount not to exceed \$25,000 and authorize a corresponding budget adjustment from reserves.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Rowley made a motion approve the purchase and installation of improvements to the 2MG Tank mixing system in an amount not to exceed \$25,000 and authorize a corresponding budget adjustment from reserves. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- c. Request to receive and file Photovoltaic System Project updates.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

The report was received and filed.

- d. Submittal for approval Resolution 20-14 fixing the 2021 employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve Resolution 20-14 fixing the 2021 employer contribution at an equal amount for employees and annuitants under the Public Employee's Medical and Hospital Care Act. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. MANAGER'S REPORT

The report was received and filed.

7. STAFF REPORTS

The reports were received and filed.

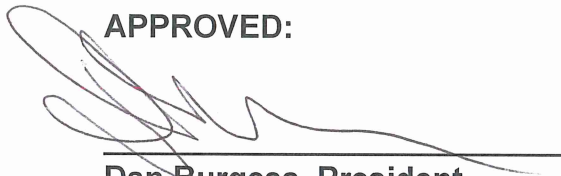
8. COMMITTEE AND DIRECTOR REPORTS

No comments

9. ADJOURNMENT

On a motion by Director Barker and seconded by Director Rowley, the meeting adjourned at 5:12 pm to the next scheduled regular meeting on Thursday, September 17, 2020.

APPROVED:



**Dan Burgess, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**