



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

Minutes of May 21, 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 roll. All Directors were present.

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

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No comments

4. PUBLIC HEARING

a. Submittal for approval Resolution 20-08 Confirming Water and Sewer Standby Charges for Property within the District for Fiscal Year 2020/21.

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

Director Cousineau made a motion to approve Resolution 20-08 Confirming Water and Sewer Standby Charges for Fiscal Year 2020/21. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. CONSENT ITEMS

a. Meeting Minutes: Receive/approve minutes of regular meeting of April 16 2020.

b. Warrant Register: Receive/approve April 2020 warrants.

c. Treasurer's Report: Receive/file April 2020 report.

d. Fiscal Report: Receive/file April 2020 status report.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

a. Request to approve a professional services agreement for auditing services with Moss, Levy & Hartzheim LLP.

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

Director Barker made a motion to approve the agreement for auditing services with Moss, Levy & Hartzheim LLP. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

b. Request to approve renewal of a conditional will serve letter for Vesting Tentative Tract Map 2879.

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

Director Barker made a motion to approve renewal of a conditional will serve letter for Vesting Tentative Tract Map 2879. Director Capps seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

c. Request to approve renewal of a conditional will serve letter for Vesting Tentative Tract Map 3110.

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

Director Barker made a motion to approve renewal of a conditional will serve letter for Vesting Tentative Tract Map 2879. Director Cousineau seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

d. Request to receive and file Photovoltaic System Project updates.

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

The report was received and filed.

7. MANAGER'S REPORT

The report was received and filed.

8. STAFF REPORTS

The reports were received and filed.

9. COMMITTEE AND DIRECTOR REPORTS

The Directors asked that we forward the water distribution system maps to them.

The Operations & Engineering Committee chairperson, Director Barker, requested that an informational item about granular activated carbon use in our water system be presented to the full Board of Directors instead of to just the Operations & Engineering Committee.

10. ADJOURNMENT

On a motion by Director Barker and seconded by Director Capps, the meeting adjourned at 5:16 pm to the next scheduled regular meeting on Thursday, June 18, 2020.

APPROVED:



**Dan Burgess, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**