

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

Minutes of June 16, 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

Manager Duffield called the roll. All Directors were present.

Staff present: General Manager Scott Duffield, Operations Manager Mike Wilcox, and District Counsel Jeff Minnery.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Director Capps spoke and handed out information on THMs.

4. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of May 19, 2022.
- b. **Warrant Register:** Receive/approve May 2022 warrants.
- c. **Treasurer's Report:** Receive/file May 2022 reports.
- d. **Fiscal Report:** Receive/file May 2022 status reports.
- e. **Office Report:** Receive/file May 2022 reports.
- f. **Approve amendment to the Memorandum of Understanding Between Heritage Ranch Community Services Employees Association and Heritage Ranch Community Services District for FY 2022/23 – 2023/24.**

Director Barker pulled item f for discussion.

There were no public comments on items a - e.

Director Barker made a motion to approve items a – e as presented. Director Burgess seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Manager Duffield answered a Director question regarding item f.

There were no public comments on item f.

Director Barker made a motion to approve item f as presented. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. PUBLIC HEARINGS

- a. **Hearing to consider protests to proposed solid waste rate adjustments and, if a majority protest is not received, recommendation to approve Resolution 22-05 adopting solid waste rate adjustments.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had. Manager Duffield reported that two written protests were received, but were not validated.

There were no public comments.

Director Capps made a motion to approve Resolution 22-05. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

- a. **Request to adopt the Preliminary FY 2022/23 Budget, and schedule a public hearing for July 21, 2022, to consider adoption of a Final FY 2022/23 Budget.**

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

There were no public comments.

Director Burgess made a motion to adopt the Preliminary FY 2022/23 Budget, and schedule a public hearing for July 21, 2022 to consider adoption of a Final FY 2022/23 Budget. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- b. **Submittal for approval Resolution 22-06 requesting consolidation of the District's biennial election with the November 8, 2022 Consolidated General Election.**

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

There were no public comments.

Director Barker made a motion to approve Resolution 22-06. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

7. MANAGER REPORT

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

There were no public comments.

The June 2022 report was received and filed.

8. 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 June 2022 report was received and filed.

9. OPERATIONS MANAGER REPORT

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

There were no public comments.

The June 2022 report was received and filed.

10. COMMITTEE AND DIRECTOR REPORTS

There were no Committee reports.

There were no public comments.

11. ADJOURN TO CLOSED SESSION

a. Pursuant to Government Code §54957(b)(1): Annual evaluation of performance of a public employee: General Manager.

There were no public comments on the closed session item.

The Board adjourned at 5:40 pm to meet in closed session for the annual evaluation of performance of a public employee: General Manager.

12. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:10 pm. District Counsel Minnery reported that there were no reportable actions from closed session.

a. Request to consider compensation for the General Manager.

Manager Duffield answered any questions the Board had.

There were no public comments.

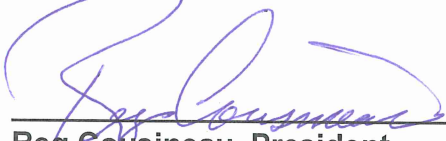
Director Barker made a motion to adjust the Manager's base salary to \$181,400 per year effective June 26, 2022, and to direct District Counsel Minnery to draft Amendment No. 2 to the Manager's Employment Agreement. Director Burgess seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

13. ADJOURNMENT

On a motion by Director Barker and seconded by Director Rowley the meeting adjourned at 6:15 pm to the next scheduled regular meeting on Thursday, July 21, 2022.

APPROVED:



**Reg Cousineau, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**