



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES**
September 21, 2023

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

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

2. DIRECTOR REQUEST FOR REMOTE ATTENDANCE

Director Barker made a motion to approve Directors Burgess and Capps to attend this meeting remotely. Director Yaffee seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

3. ROLL CALL

Manager Duffield called the roll.

Directors present: Bill Barker, Michael Camou, Masen Yaffee. Dan Burgess and Devin Capps attended meeting remotely pursuant to AB 2449.

Staff present: General Manager, Scott Duffield, District Engineer, Doug Groshart, Operations Manager, Mike Wilcox and District Counsel, Josh George.

4. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

There were no public comments.

5. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of July 20 and special meeting of August 22, 2023.
- b. **Warrant Register:** Receive/approve July and August 2023 warrants.
- c. **Treasurer's Report:** Receive/file July and August 2023 Report.
- d. **Fiscal Report:** Receive/file July and August 2023 status report.
- e. **Office Report:** Receive/file July and August 2023 report.
- f. **District Engineer Report:** Receive/file September 2023 report.

There were no public comments.

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

Ayes: Barker, Burgess, Camou, Capps, Yaffee

6. BUSINESS ITEMS

- a. **Submittal for approval Resolution 23-08 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.**

There were no public comments.

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

Director Burgess made a motion to approve Resolution 23-08. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

- b. **Receive a letter of interest from Assurance Development / Vertical Bridge on behalf of T-Mobile and consider approval of the letter of interest to start the process to pursue placement of a cell tower on District property.**

Public comments: Sam Poppen spoke.

Director Yaffee made a motion for staff, in coordination with District Counsel, to approve the letter of interest to start the process to pursue placement of a cell tower on District property. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

- c. **Receive updates regarding disinfection byproducts and provide direction to staff.**

There were no public comments.

Report was received and filed.

- d. **Request to receive the draft procurement document for the packaged-Membrane Bioreactor equipment for the Water Resource Recovery Facility Upgrade project and direct staff to finalize the document and advertise for bids once USDA's review is complete.**

There were no public comments.

Director Barker made a motion to finalize the document and advertise for bids once USDA's review is complete. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

7. GENERAL MANAGER REPORT

There were no public comments.

Report was received and filed.

8. FUTURE AGENDA ITEMS

There were no public comments. There were no future agenda items added. President Barker called for a motion to adjourn due to the meeting no longer being productive.

9. ADJOURNMENT

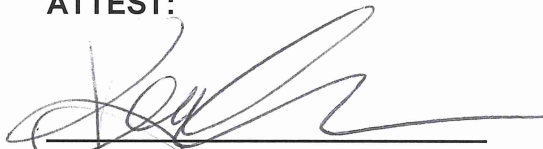
On a motion by Director Yaffee and seconded by Director Camou the meeting adjourned at 5:35 pm to the next scheduled meeting on Thursday, October 19, 2023.

APPROVED:



**Bill Barker, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**