



HERITAGE RANCH COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES

August 20, 2026

1. CALL TO ORDER / FLAG SALUTE

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

2. ROLL CALL

Secretary Gelos called the roll. Director Swanson was absent. All other directors were in attendance.

Staff Present: General Manager, Scott Duffield, District Engineer, Doug Groshart, District Counsel, Craig Steele, and Operations Manager Roy Arnold.

3. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

There were no public comments.

4. CONSENT ITEMS

- a. Meeting Minutes: Receive/approve minutes of regular meeting of July 16, 2026.**
- b. Warrant Register: Receive/approve July 2026 warrants.**
- c. Treasurer's Report: Receive/file July 2026 report.**
- d. Fiscal Report: Receive/file July 2026 status report.**
- e. Office Report: Receive/file July 2026 report.**
- f. District Engineer Report: Receive/file August 2026 report.**
- g. Operations Manager Report: Receive/file August 2026 report.**
- h. Updates regarding disinfection byproducts.**

There were no public comments.

Upon a motion by Director Burgess, seconded by Director Yaffee, the Board approved Items 4(a) through 4(h) as presented following a voice vote:

Ayes: Barker, Burgess, Camou, Yaffee

Absent: Swanson

5. BUSINESS ITEMS

- a. Submittal for approval the updated Heritage Ranch Community Major Incident Management Plan dated August 1, 2026.**

There were no public comments.

Manager Duffield and Steve Negro provided a brief summary of the item and answered any questions from the Board.

Upon a motion of Director Yaffee, seconded by Director Camou, the Board approved the updated Heritage Ranch Community Major Incident Management Plan dated August 1, 2026 following a roll-call vote:

Ayes: Barker, Burgess, Camou, Yaffee
Absent: Swanson

b. Submittal for approval Resolution 26-10 Delegating Authority to the General Manager to Approve and Execute Construction Contract Change Orders Within Certain Limits.

There were no public comments.

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

Upon a motion of Director Burgess, with the amendment to add the wording “in any calendar month”, seconded by Director Camou, the Board approved Resolution 26-10 Delegating Authority to the General Manager to Approve and Execute Construction Contract Change Orders Within Certain Limits as amended following a roll-call vote:

Ayes: Barker, Burgess, Camou, Yaffee
Absent: Swanson

c. Receive and file Water Resource Recovery Facility Project updates.

There were no public comments.

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

The Board received and filed the Water Resource Recovery Facility Project updates.

6. GENERAL MANAGER REPORT

There were no public comments.

Manager Duffield presented the report and answered any questions from the Board.

The Board received and filed the General Manager report.

7. COMMITTEE / DIRECTOR REPORTS (oral reports)

There were no committee or director reports.

8. FUTURE AGENDA ITEMS

There were no public comments.

No additional future agenda items were requested.

9. ADJOURNMENT

Upon a motion by Director Burgess, seconded by Director Yaffee, the meeting was adjourned at 5:19 p.m.

Minutes submitted by: Kristen Gelos, *Secretary, Board of Directors*
Minutes approved by: Bill Barker, *President, Board of Directors*