



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

Minutes of February 20, 2020

1. 4:00 PM OPEN SESSOIN / 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, all other Directors were present.

Staff present: General Manager Scott Duffield, Operations Supervisor/AGM Jason Molinari, Office Supervisor/Board Secretary Kristen Gelos and District Engineer Steve Tanaka.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Sheriff Deputy Florentino provided the Board and public with a monthly report on calls for service which pertain to the community.

Heritage Ranch resident Ralph Allison notified the board that he will no longer be managing the long-time ranch community board E-vents. The Board thanked him for all his years. Mr. Allison would like to see it continue and is searching for someone to take over.

4. PUBLIC HEARINGS

a. Hearing to conduct a second reading and adopt an Ordinance by title only amending Chapter 3 of the District Code of Ordinances to comply with Senate Bill 998 regarding discontinuance of residential water service.

Director Cousineau made a motion to approve Resolution 20-03 amending the District Code of Ordinances Chapter 3 modifying discontinuance of service procedures. 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. 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.

- b. Request to approve Addendum No. 1 to the agreement for professional services with Kenwood Energy related to development and delivery of a photovoltaic system project in a not to exceed amount of \$36,400.**

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

Director Barker made a motion to approve Addendum No. 1 the agreement for professional service with Kenwood Energy related to development and delivery of a photovoltaic system project in a not to exceed amount of \$36,400. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

- c. Request to approve an agreement for professional services with MKN & Associates, Inc. for water treatment plant assistance in a not to exceed amount of \$9,515.**

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

Director Barker made a motion to approve an agreement for professional services with MKN & Associated, Inc for water treatment plant assistance in a not to exceed amount of \$9,515. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

- d. Request to approve an agreement for professional services with Cleath-Harris Geologists, Inc. for services associated with the vertical well project in a not to exceed amount of \$14,900.**

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

Director Cousineau made a motion to approve an agreement for professional services with Cleath-Harris Geologists, Inc for services associated with the vertical well project in a not to exceed amount of \$14,900. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

6. CONSENT ITEMS

- a. Meeting Minutes:** Receive/approve minutes of regular meeting of January 16, 2020.
- b. Warrant Register:** Receive/approve January 2020 warrants.

- c. **Treasurer's Report:** Receive/file January 2020 report.
- d. **Fiscal Report:** Receive/file January 2020 status report.
- e. **Manager's Report:** Receive/file January 2020 report.
- f. **Staff Reports:** Receive/file January 2020 reports.

Director Barker pulled items E & F (Manager and Staff reports).

Director Barker made a motion to approve consent items (a-d) as presented. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

Manager Duffield provided a summary of item E (Manager's Report) and answered any questions the Board had. Operations Manager Molinari provided a summary of item F (Staff report) and answered any questions the Board had.

Director Barker made a motion to approve consent items (E and F) as presented. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

7. COMMITTEE AND DIRECTOR REPORTS

Director Burgess suggested to move this item on future agendas to be before discussion items.

8. ADJOURNMENT

On a motion by Director Barker and seconded by Director Cousineau, the meeting adjourned at 5:45 pm to the next scheduled regular meeting on Thursday, March 19, 2020.

APPROVED:



**Dan Burgess, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**