



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of September 16, 2021

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

President Capps 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, Operations Manager Mike Wilcox and District Counsel Jeff Minnery.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no comments.

4. CONSENT ITEMS

a. **Meeting Minutes:** Receive/approve minutes of special meeting of August 12, 2021.

b. **Meeting Minutes:** Receive/approve minutes of regular meeting of August 15, 2021.

There were no public comments.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. PUBLIC HEARINGS

a. **Hearing to conduct a second reading and adopt an Ordinance revision by title only amending Chapter 2 Section 2.050 Compensation and Expenses by approval of Resolution 21-09.**

President Capps opened the public hearing. Manager Duffield provided a brief summary of the item and answered any questions the board had.

There were no public comments.

President Capps closed the public hearing.

Director Burgess made a motion to approve Resolution 21-09. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

- a. **Submittal for approval Resolution 21-10 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.**

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 21-10. 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 21-11 declaring certain items to be surplus property and authorizing disposal.**

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

There were no public comments.

Director Cousineau made a motion to approve Resolution 21-11. Director Burgess seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- c. **Request to approve media replacement and other maintenance items on the four filters at the Jim McWilliams Water Treatment Plant (WTP) at an estimated cost of \$200,000 and authorize a corresponding budget adjustment from reserves.**

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 media replacement and other maintenance items on the four filters at the WTP and authorize a corresponding budget adjustment from reserves. Director Rowley Seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- d. **Request to consider approval of maintenance of the District parking lot, and the Heritage Village Seniors Parking lot, at an estimated cost of \$20,000 and authorize a corresponding budget adjustment from reserves.**

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

Kris Barker, President of the Heritage Village Seniors, thanked the board for adding this item to the agenda. Barker also brought to the Board's attention

some necessary maintenance with specifics to the ramp from the parking lot in front of the Senior Center.

Director Burgess made a motion to approve maintenance of the District parking lot and the Heritage Village Seniors parking lot and authorize a corresponding budget adjustment from reserves. Director Barker 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 September 2021 report was received and filed.

8. OPERATIONS REPORT

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

There were no public comments.

The September 2021 report was received and filed.

9. COMMITTEE AND DIRECTOR REPORTS

There were no reports.

10. ADJOURNMENT

On a motion by Director Barker and seconded by Director Burgess the meeting adjourned at 5:15 pm to the next scheduled regular meeting on Thursday, October 21, 2021.

APPROVED:



**Devin Capps, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**