



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

December 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. ROLL CALL

Secretary Gelos called the roll.

Directors present: Bill Barker, Dan Burgess, Michael Camou, Devin Capps and Masen Yaffee.

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

3. ELECTION OF BOARD OFFICERS

Director Capps nominated Director Yaffee for President. Director Yaffee declined. The motion did not pass. Director Barker nominated Director Burgess for President and Director Yaffee for Vice President. Both directors accepted the nomination. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

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 November 16, 2023.

b. Warrant Register: Receive/approve November 2023 warrants.

c. Treasurer's Report: Receive/file November 2023 Report.

d. Fiscal Report: Receive/file November 2023 status report.

e. Office Report: Receive/file November 2023 report.

f. District Engineer Report: Receive/file December 2023 report.

g. Operations Manager Report: Receive/file December 2023 report.

h. Board of Directors Calendar: Receive/file 2024 Calendar.

There were no public comments.

Director Barker 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 23-09 adopting the 2023 County Joinder Amendment to the Second Amended and Restated Joint Powers Agreement of the Integrated Waste Management Authority.

There were no public comments.

Manager Duffield and IWMA Executive Director Peter Cron provided a brief summary of the item and answered any questions the board had.

Director Yaffee made a motion approving Resolution 23-09. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

b. Discussion and consideration to advertise a Request for Proposals for General Legal Counsel.

There were no public comments.

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

Director Barker made a motion to advertise a Request for Proposals. Director Yaffee seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

c. Discussion and direction regarding disinfection byproducts.

There were no public comments.

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

7. GENERAL MANAGER REPORT

There were no public comments.

Report was received and filed.

8. FUTURE AGENDA ITEMS

There were no public comments.


The Board determined to add the following to a future agenda:

- Remote meeting policy

9. ADJOURNMENT


On a motion by Director Capps and seconded by Director Yaffee the meeting adjourned at 5:20 pm to the next scheduled meeting on Thursday, January 18, 2024.

APPROVED:



**Dan Burgess, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**