



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

Minutes of August 15, 2019

1. 4:30 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE

President Barker called the meeting to order at 4:30 pm and led the flag salute.

2. ROLL CALL

Secretary Gelos called the roll. Directors Burgess and Capps were absent. All other Directors were present.

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

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Mr. Dale Garnsey (Tract 447 customer), addressed the Board with concerns about his account being billed a minimum monthly charge.

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

Mr. Shaun Young (Tract 447 customer), addressed the Board with concerns about the standby and availability charges on his tax bill.

4. DISCUSSION ITEMS

a. Request to review and consider approval of a conditional will serve letter for DRC2019-00099, and provide direction to staff:

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

Director Rowley made a motion to approve a conditional will serve letter for DRC2019-00099. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

b. Submittal for approval Resolution 19-08 and 19-09, and receipt of draft technical specification section of contract documents, related to the photovoltaic system project:

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

Albert Peché of Peché and Associates provided a brief presentation to the board and answered any questions they had.

Director Cousineau made a motion to approve staff recommendation:

1. Approve Resolution 19-08 declaring its official intent to reimburse itself with the proceeds of a tax-exempt financing for certain expenditures undertaken or to be undertaken by the District; identifying such expenditures; and providing certain other matters in connection therewith; and
2. Approve Resolution 19-09 directing staff to proceed with planning for the issuance of certain obligations to finance certain solar energy generation facilities and appointing a municipal advisor in connection therewith; and
3. Receive draft technical specification section of contract documents and set the regularly scheduled September 19, 2019 meeting to consider approval of final contract documents.

Director Cousineau seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

- c. Request to 1) Receive and file a report from CSI Services evaluating the condition of Lift Stations 1-5; and 2) Direct staff to develop a lift station rehabilitation specification and contract documents:**

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

The report was received and filed. Board directed staff to work with the District Engineer to develop a lift station rehabilitation specification and contract documents.

- d. Submittal for Resolution 19-07 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act:**

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

Director Cousineau made a motion to approve Resolution 19-07. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

- e. Request to consider General Manager Compensation:**

District counsel provided a brief summary of the item and answered any questions the Board had.

Director Rowley made a motion to approve the proposed compensation for the General Manager. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

5. CONSENT ITEMS

- a. **Regular Meeting Minutes:** Receive/approve minutes of regular meeting of July 18, 2019.
- b. **Warrant Register:** Receive/approve July 2019 warrants.
- c. **Treasurer's Report:** Receive/file July 2019 report.
- d. **Treasurer's Report:** Receive/file FY18/19 4th Quarter report.
- e. **Fiscal Report:** Receive/file July 2019 status report.
- f. **Manager's Report:** Receive/file July 2019 report.
- g. **Staff Reports:** Receive/file July 2019 reports.

Director Rowley pulled item F & G (Manager and Staff Reports). Manager Rowley made a motion to approve items A – E as presented. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

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

Director Cousineau made a motion to approve item F-G as presented. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

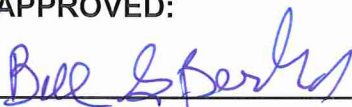
6. DIRECTORS/MANAGER COMMENTS

No comments

7. ADJOURNMENT


On a motion by Director Cousineau and seconded by Director Rowley the meeting adjourned at 6:01 pm to the next scheduled meeting on Thursday, September 19, 2019 at 4:00 pm.

APPROVED:



Bill Barker Jr., President
Board of Directors

ATTEST:



Kristen Gelos, Secretary
Board of Directors