



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

*Minutes of October 17, 2019*

**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 role. All 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.

**4. DISCUSSION ITEMS**

- a. Request to receive and file a letter from the Heritage Ranch Owners Association Board of Directors regarding the use of District property for their proposed new administrative office building, and provide direction to staff.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had. The Board received and discussed the request from the Heritage Ranch Owners Association (HROA) Board of Directors along with a preliminary site plan.

HROA Directors Tingley and Arend were present to provide additional information and answered any questions the Board had.

The direction to staff was to continue discussion with HROA.

- b. Request to receive an update on the Photovoltaic System Project, and provide direction to staff:**

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

The direction to staff was to schedule an Operations & Engineering Committee meeting for next week after the October 22<sup>nd</sup> deadline to submit proposals, as well as a special Board meeting the week of November 5<sup>th</sup> for contractor interviews.

**5. CONSENT ITEMS**

- a. Meeting Minutes:** Receive/approve minutes of regular meeting of September 19, 2019.

- b. Warrant Register:** Receive/approve September 2019 warrants.
- c. Treasurer's Report:** Receive/file September 2019 report.
- d. Treasurer's Report:** Receive/file FY2019/20 1<sup>st</sup> Quarter report.
- e. Fiscal Report:** Receive/file September 2019 status report.
- f. Manager's Report:** Receive/file September 2019 report.
- g. Staff Reports:** Receive/file September 2019 reports.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

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

Director Cousineau made a motion to approve items F and G as presented. Director Burgess seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

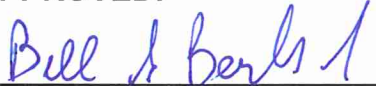
## 6. DIRECTORS/MANAGER COMMENTS

No comments

## 7. ADJOURNMENT

On a motion by Director Burgess and seconded by Director Capps, the meeting adjourned at 5:15 pm to the next scheduled meeting on Thursday, November 21, 2019.

### APPROVED:

  
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Bill Barker Jr., President  
Board of Directors

### ATTEST:

 FOR  
\_\_\_\_\_  
Kristen Gelos, Secretary  
Board of Directors