



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

September 18, 2025

### **1. CALL TO ORDER / FLAG SALUTE**

President Camou called the meeting to order at 4:05 p.m. and led the flag salute.

### **2. ROLL CALL**

Manager Duffield called the roll. All directors were in attendance.

Staff Present: General Manager, Scott Duffield, District Engineer, Doug Groshart, Operations Manager, Brian Vogel.

### **3. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

There were no public comments.

### **4. CONSENT ITEMS**

- a. Meeting Minutes: Receive/approve minutes of regular meeting of August 21, 2025.**
- b. Warrant Register: Receive/approve August 2025 warrants.**
- c. Treasurer's Report: Receive/file August 2025 report.**
- d. Fiscal Report: Receive/file August 2025 status report.**
- e. Office Report: Receive/file August 2025 report.**
- f. District Engineer Report: Receive/file September 2025 report.**
- g. Operations Manager Report: Receive/file September 2025 report.**
- h. Updates regarding disinfection byproducts.**

There were no public comments.

Director Yaffee pulled items B and G and made a motion to approve items A, C-F and H as presented. The motion was seconded by Director Barker. The board approved items A, C-F, and H as presented.

Upon the motion of Director Barker and seconded by Director Yaffee, the board approved items B and G as presented.

### **5. BUSINESS ITEMS**

- a. Discussion regarding a request 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 for staff.**

There were no public comments.

Upon the motion of Director Barker, and seconded by Director Burgess, the board tabled the item following a roll call vote:

Ayes: Directors Barker, Burgess, Camou  
Noes: Directors Swanson, Yaffee

- b. Submittal for approval Resolution 25-11 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.**

There were no public comments.

Upon the motion of Director Barker, and seconded by Director Burgess, the board approved Resolution 25-11 following a roll call vote:

Ayes: Directors Barker, Burgess, Camou, Swanson, Yaffee

- c. Request to consider voting for a candidate for the vacant Alternate Special District seat on the San Luis Obispo Local Agency Formation Commission.**

There were no public comments.

Upon the motion of Director Barker, and seconded by Director Swanson, the board voted for Owen Davis following a voice vote:

Ayes: Directors Barker, Burgess, Camou, Swanson, Yaffee

## **6. GENERAL MANAGER REPORT**

There were no public comments.

Manager Duffield presented the item and answered questions from the board.

The report was received and filed.

## **7. COMMITTEE / DIRECTOR REPORTS (oral reports)**

There were no committee / director reports.

## **8. FUTURE AGENDA ITEMS**

There were no public comments.

The board determined to add the following to a future agenda: None.

## **9. ADJOURNMENT**

Upon a motion by Director Barker, and seconded by Director Burgess, the meeting adjourned at 5:00 p.m.

**Minutes submitted by:** Kristen Gelos, *Secretary, Board of Directors*

**Minutes approved by:** Michael Camou, *President, Board of Directors*