

# Heather Glen Community Services District

Minutes of Board Meeting - June 24, 2021

Applegate Community Center, 18014 Applegate Road, Applegate, CA

1. **Call to Order** - Meeting was called to order at 4:05 p.m. with board members Max Bailey, Gary Bundesen, Rhonda Rajaofera, and Charlie Williams present. Others present included Treasurer Julie Gordon, Board Secretary Linda McLean, Special Advisor Chuck Robertson, and District Engineer, Gerry LaBudde (Hydros Engineering, Inc.) as well as ten (10) residents of Heather Glen Estates.

2. **Pledge of Allegiance**

3. **Minutes of Prior Board Meeting** (March 18, 2021)

Motion to approve minutes as written made by Gary Bundesen, Second: Charlie Williams

Votes in favor: 4 Opposed: 0. Motion PASSED.

4. **Treasurer's Report**

Julie Gordon (JG) presented the quarterly Treasurer's Report.  
Report was reviewed and accepted.

5. **Old Business:**

- A. Gerry LaBudde (HE) presented a detailed report on the public bidding process that was followed for the generator, and explained that only one bid was received. Mr. LaBudde reviewed the base bid from Norris Electric, Inc. in the amount of \$37,025 and recommended Board acceptance.
- B. Gerry LaBudde explained concerns about extensive lead time because of high demand for industrial size generators. Delivery of this unit may not occur until early 2022. He also discussed other details in the bid including \$900 for Performance Bond. Gerry provided (attached) spreadsheet with Four (4) Alternatives to expedite delivery. Board will review those Alternatives and, after more research, vote in a separate meeting.
- C. There was additional discussion about installing the transfer switch now, for ease of using temporary generators. However, consensus seemed to be that if temporary generator was needed, manual hook-up would be preferred.

MOTION to approve bid from Norris Electric, Inc. in the amount of \$37,025 made by Rhonda Rajaofera, Second by Gary Bundesen.

Votes in Favor: Four (4). MOTION: PASSED See Resolution #2021-02

**6. New Business:**

- A. Gerry LaBudde reported on WTP repairs completed which successfully stopped leak at Filter #2. He also showed photographs and explained that, due to corrosion, a major rehab of the filter plenum should be anticipated. Following this, Gerry listed six major facility/maintenance projects that should be anticipated for the future.
- B. Treasurer, Julie Gordon, requested information for budgeting. She also requested better detail on budget for electrical and electrical controls upgrades in 2020 FAP Grant (e.g. agreement with Commercial Pump, Inc.) She further requested copy of Award Letter on 2020 OES Grant.
- C. There was discussion of updating contact information for all residents and the ability to send notifications by email. One homeowner volunteered to assist with this project. Board declined based on possible privacy concerns. Board Secretary will prepare an insert for August invoices asking residents to update their contact information, especially to add an email address.

**7. Adjournment-**

Motion to Adjourn made by Rhonda Rajaofera, Second by Charlie Williams (?)

All in favor: 4. Opposed: 0. MEETING ADJOURNED - 4:46 p.m.

Next Meeting: Thursday, September 23, 2021 - 4:00 p.m.