

# **Minutes**

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## **HGCSD Board Meeting March 23, 2023**

(Applegate Civic Center, 18014 Applegate Road, Applegate)

- **Call meeting to order, 4:06 p.m.** Those present included Board President Max Bailey, Vice President Rhonda Rajaofera, Board Members Gary Bundesen, Marc Krupin, and Mike Naus, Treasurer Julie Gordon, Board Secretary Linda McLean, and 8 residents of Heather Glen Estates
- **Pledge of Allegiance** Led by resident Charlie Williams

### **1 MINUTES FROM PREVIOUS MEETING**

Minutes of Board Meeting December 08, 2022 were read aloud. Motion to approve minutes as written made by Marc Krupin, Second by Gary Bundesen

Votes in favor: 3      Against: 0      MOTION PASSED

**2 TREASURER'S REPORT** - Treasurer submitted financial report for First Quarter 2023 noting that expenditures were exceptionally high. This was attributed to unprecedented costs related to inflation, snow storm in February/March 2023, exceptional repair costs for normal operations, and costs associated with new reporting requirements to an assortment of government agencies.

**3 REPORTS FROM BOARD AND STANDING COMMITTEES** - None

**4 SPECIAL REPORTS** - None

**5 CORRESPONDENCE** - None

### **6. UNFINISHED BUSINESS**

#### **A. Update on new fiber-optic based internet service**

Location for the transmission device was chosen. It will be mounted on an unobtrusive tower installed along right-of-way running behind homes on Sinclair Court. Pouring a small concrete pad for this has been delayed due to weather. (This interim installation is only intended to provide an upgraded internet service to a limited number of homes until such time as responses are received on grant proposals that have been prepared by, submitted by, D.A. Comm to appropriate sources of funds.) On a side note, D.A. Comm upgraded existing transmission equipment at 621 Dundee Court to enable equipment at 18655 Douglas Drive to serve as a relay site for homes farther down the hill along Douglas Drive.

## **B. Spray Field Improvement Project**

During winter 2023, six inch (6) valve which is central to the new runoff control system was left open due to confusion on the part of the pond maintenance contractor. As a result, large amounts of rain water from hillside drained into the pond, creating risk of over-filing the pond. A meeting of board members and all parties occurred. Contractor Cascade Gardens installed a four inch (4”) diversion valve so the rain water coming off the hillside flows into original concrete ditch intended to carry rain water away from the pond to a nearby field. A letter will be written to Inspector Guy Childs, State Water Quality Control Board to inform them that the project has been completed and any issues that were found have been resolved. Also, Grounds Manager will be asked to spread Rye Grass seed in the area both for aesthetics and for erosion control.

## **7 NEW BUSINESS**

**A. Comprehensive Snow Removal Plan** - After discussion, it was agreed that HGCS D would continue to use Marty Moore for clearing major roads in Heather Glen Estates — Douglas Drive, Dundee Court, Dunvegan Drive, and Sinclair Court. A letter will be written to Placer County Public Works (Roads Supervisor) reporting that Heather Glen Drive — which is a County maintained road — was not plowed until approximately four days after the snowstorm, which is not in a timely manner. This caused health and safety concerns as this is an age restricted senior community and it is essential that emergency vehicles, especially ambulances, are at all times able to access homes in the community in the event of an emergency

## **B. Community creation of an Emergency Response Plan**

A letter will be written to all residents asking if the community wants to form a focus group to look at the question of community response planning. There was discussion about reacting quickly at first indication that an evacuation order could be imminent, planning well in advance where someone intends to go, communicating evacuation routes, making lists of phone numbers of persons who would need assistance, etc. Max Bailey will create a letter to all residents inviting people to spearhead — or join — a committee to discuss these important questions. If successful, the committee will formulate and communicate that plan to the 80 households who are Members of HGCS D.

## **C. Possible upgrades to the HGCS D.Net website**

The board is interested to know if certain improvements, or upgrades, to the [HGCSNet](http://HGCSNet) website would be useful or desirable to the community. Some of the ideas being discussed would be:

- Creating a “Members Only” section of the website with:
  - Phone and email contact information for neighbor
  - Lists of recommended contractors
  - eCommerce (paying your bill on-line)
  - Even suggestion of a “Recipe Club”
- Public Information section of the website with links to:
  - Placer County Emergency Alerts ([placer.ca.gov/Alerts](http://placer.ca.gov/Alerts))
  - Road Conditions (CalTrans)
  - Fire information and updates (CalFire, YubaNet.com, et al.)

**D. Revisions to the Collections Policy on delinquent customer accounts**

Treasurer will be directed to add language on monthly water bills saying that payment is due by the 25th of each month. Most residents know this and it is explained in the Welcome Packet all new owners receive, but just as a reminder, it should be clearly stated on the water bill.

Current collections policy will be revised. Current policy is that accounts 90 days past due receive a 10-day shut off notice. New policy will be that any account 60 days past due will receive a 14-Day Shut Off Notice. If the balance owing on the account is not paid in full within that 14 days, or a satisfactory payment plan is in place, the water service will be shut off. A \$100 restoration fee. Motion: Marc Krupin. Second: Gary Bundesen

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

**8 ADJOURNMENT**

The next Regular Meeting of the HGCS Board is tentatively scheduled for the fourth Thursday in June, i.e. June 22, 2023. Meeting to be held at the Applegate Civic Center commencing at 4pm.

Motion to Adjourn: Gary Bundesen Second: Rhonda Rajaofera

Votes in Favor: 4 Opposed: 0. MOTION PASSED

MEETING ADJOURNED: 5:21 p.m.