



Heather Glen Community Services District
Special Meeting Agenda - February 27, 2025

February 27, 2025 at 4:00 PM
Applegate Civic Center
18014 Applegate Road
Applegate, CA 95703

1. MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

- a. Review of Previously Missing Minutes of Meeting for September 2023
- b. Review & Approval of Revised Minutes of Meetings for June 18th, September 25th, and November 18th
- c. Review & Approval of Minutes of Meetings for December 5th and 6th
- d. Review & Approval of Minutes of Meeting for January 23rd

3. OLD BUSINESS

a. District Memberships

- i. California Rural Water Association (CRWA) membership
 1. HGCSD paid in 2024 to join the MemberGuard Program as conditional membership required to cover the gap in liability insurance for the county. CRWA membership is separate and is required for the MemberGuard Program membership.
 2. CRWA Membership Benefits & Cost
- ii. MemberGuard 2025-2026 Renewal - *due in April*
- iii. LAFCO
 1. LAFCO communication re: Correction of County/ Election Office re: HGE residences only voting change.
 2. LAFCO seat nomination
- iv. CSDA Board of Directors Seat Nomination Seat B

b. Past Dues / Water Shut Off Policy - Steve Adams / Marc Krupin

- i. Report on goals and design

c. Confirmation of Committees and Chairs

- i. Water & Sewer = Gary Bundesen / Marc Krupin
- ii. Roads/General Maintenance = Marc Krupin / Gary Bundesen
- iii. Finance/Budget = Cheryl Madden / Marc Krupin
- iv. Utilities (Internet/Fiber/Towers) = Steve Adams / Cheryl Madden
- v. Fire Protection/Weed Control = Cheryl Madden / Charlie Williams
- vi. Welcome Committee = Charlie Williams

4. NEW BUSINESS

- a. **Plans for 2025 CC&R & ByLaws review and revisions**
- b. **Review the Costs as an Employer for Road and Admin employees**
- c. **Committee Updates:**
 - i. **Roads / General Maintenance** - Marc Krupin / Gary Bundesen
 - 1. Review & Discussion of Road Cleaning and Maintenance Expenses, and Plans for 2025
 - ii. **Water / Sewer** - Gary Bundesen / Marc Krupin
 - 1. Review and Discussion of Future Updates / Changes to Water Bills
 - 2. Water & Sewer Responsibilities
 - iii. **Fire Protection** - Cheryl Madden
 - 1. 616 Sinclair Ct Evac route Update (i.e. Driveway bids)
 - 2. Project Updates
 - iv. **Utilities** - Steve Adams
 - 1. Fiber Optics Reminder & Vote on Fiber Project (*Special Guest, Scott Stanfield*)
- d. **Customer/Contact Privacy Policy (New Administrative Requirement)**
 - i. Discuss implementing a privacy policy for the district and clear data protection agreements to ensure privacy law compliance (i.e. CPRA and CCPA).

5. ADJOURNMENT

The next Regular Meeting of the HGCS D Board will be held on Thursday, March 27, 2025 at 4PM. Meeting to be held at the Applegate Civic Center.