

# Heather Glen Community Services District (HGCS D)

Minutes of Board Meeting - March 24, 2022

Applegate Community Center, 18014 Applegate Road, Applegate, CA

1. **Call to Order** - Meeting was called to order at 4:10 p.m. with Board President Max Bailey, Board Members Gary Bundesen, Marc Krupin, Rhonda Rajaofera, and Charlie Williams present. Others present included Treasurer, Julie Gordon, Board Secretary, Linda McLean, as well as six residents of Heather Glen Estates.

2. **Pledge of Allegiance** (Led by Charles Williams)

3. **Minutes of Prior Board Meeting (December 9, 2021)**

Minutes were read aloud.

**Motion to Approve Minutes** as written: Marc Krupin Second: Rhonda Rajaofera

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

4. **Treasurer's Report**

Julie Gordon (JG) presented the written quarterly Treasurer's Report. Expenses in recent quarter mounted to over \$96,000, the largest quarterly expense in HGCS D history. But, income from outside sources: FAP grant, insurance proceeds resulting from claim for winter storm damage, and anticipated \$45,800 income from OES Grant balance it all out. Overall, the District is under very good management.

5. **Old Business:**

A. Gerry LaBudde was not in attendance. Agenda topics:

1. Progress report on installation and start up of Emergency Generator
2. Progress Report on F.A.P. Grant work
3. Report on repairs after winter storm damage at Water Treatment Plant (WTP)
4. Report on recent maintenance of redwood water tank. (President Max Bailey commented this was just ordinary maintenance.)

6a. **Regular New Business:**

A. **Entrance Lighting**

Marc Krupin reported that new light fixtures have been ordered and will be installed once received. Lights will have capacity to change colors as appropriate for various times of year. There will be some cost (unknown at this time.)

**B. Landscape Maintenance**

Maintenance workers have proceeded around perimeter of Heather Glen Estates cutting and spraying herbicide on undesirable plants (primarily Scotch Broom) to reduce fire risk. The work is nearly finished.

**C. Late Fees**

The board reviewed the Late Fee policy and agreed to increase Late Fee to 6% of amount outstanding when debt is 7 days past due (the same as PCWA late fee policy) not less than \$10.

**D. Social Activities Budget**

(1) Picnic in the Park to thank Neighbors Helping Neighbors is scheduled for May 14, approximately noon, at the Applegate Park. All food and simple beverages will be provided, however participants will be encouraged to bring additional beverages if desired. Budget for the event \$500, paid from the Management Account.

**Motion: Gary Bundesen. Second: Rhonda Rajaofera**

**MOTION PASSED. (See Resolution 2022-02)**

(2) Budget for holiday decorations at HGE Entrance was discussed, and Motion was made to budget \$1,500 per year (for six holidays,) to be paid from Management Account.

**Motion: Marc Krupin. Second: Rhonda Rajaofera.**

**MOTION PASSED (See Resolution 2022-03)**

**E. Age Restrictions**

Age Verification Form for all new homeowners (attached) was implemented in January 2022 with no objections or issues. It was agreed that long time residents who have verified age in the past would not be asked to verify age again for obvious reasons. If concerns arise about any existing households and prior verifications cannot be found, those households will be asked to complete and return the Age Verification form.

**6b. New Business**

(1) Board will develop correspondence to HGE Owners who have rented their homes, to confirm that the Owner remains fully responsible for Renter's compliance with HG CC&Rs. **(Concern was raised from the floor, by owner Ken Reid.)**

(2) Board approved an increase in compensation for the Board Secretary from \$600 per month to \$700 per month, effective April 1, 2022.

**Motion: Rhonda Rajaofera Second: Marc Krupin.**

**MOTION PASSED (See Resolution 2022-04)**

(3) With regard to District annual Christmas Party, Board approved that all members of the Board, plus the Special Advisor, would be invited with one guest each, to attend at District expense. (Estimated cost \$250)

**Motion:**

**Second:**

**Motion passed.**

**7. Adjournment** - The next Regular Meeting of the HGCSB Board is tentatively scheduled for Tuesday, June 21, 2022, at the Applegate Civic Center at 4 p.m.

Motion to Adjourn: Rhonda Rajaofera    Second: Charlie Williams

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