



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of March 15, 2018

1. 4:00 PM OPEN SESSION / FLAG SALUTE / ROLL CALL

President Rowley called the meeting to order at 4:00 pm and led the flag salute.

Secretary Gelos called the roll. All Directors were present.

Staff present: General Manager Scott Duffield, Office Supervisor Kristen Gelos, Operations Manager/Assistant General Manager Jason Molinari and District Engineer Steve Tanaka.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Heritage Ranch resident and senior center coordinator Ralph Allison made a comment in regards to San Luis Obispo County not being able to hold the annual election polling place at the Senior Center due to no internet connectivity. The County will be looking into the option of holding the polling place at the CSD instead.

3. DISCUSSION ITEMS

- a. Submittal for approval a resolution to supersede resolution 90-23 Authorizing the General Manager to Execute Checking and Inspection Agreements for Engineering and Other Costs:** Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Barker made a motion to adopt resolution 18-02 Authorizing the General Manager to Execute Checking and Inspection Agreements for Engineering and Other Costs. Director Burgess seconded the motion. The motion passed by a unanimous roll-call vote:

Ayes: Directors Barker, Burgess, Capps, Cousineau, Rowley

- b. Submittal for approval a resolution Initiating Proceedings and Establishing of a Water and Sewer Standby or Availability Charge or Assessment for Property within the District for FY 2018-2019:** Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Cousineau made a motion to adopt resolution 18-03 Initiating Proceedings and Establishing of a water and Sewer Standby or Availability Charge or Assessment for Property within the District for FY 2018-2019. Director Barker seconded the motion. The motion passed by a unanimous roll-call vote:

Ayes: Directors Barker, Burgess, Capps, Cousineau, Rowley

4. CONSENT ITEMS

- a. Regular Meeting Minutes:** Receive/approve minutes of regular meeting of February 15, 2018.
- b. Warrant Register:** Receive/approve February 2018 warrants.
- c. Treasurer's Report:** Receive/file February 2018 report.
- d. Fiscal Report:** Receive/file status report February 2018.
- e. Manager's Report:** Receive/file February 2018 report.
- f. Staff Reports:** Receive/file February 2018 reports.

Director Barker pulled items E and F (Manager's and Staff reports) and made a motion to approve items A, B, C and D as presented. Director Cousineau seconded the motion. The motion passed by a unanimous voice vote:

Ayes: Directors Barker, Burgess, Capps, Cousineau, Rowley

Manager Duffield provided a summary of the Manager's report and answered any questions the Board had. Operations Manager/Assistant General Manager Molinari provided a summary of the Operations Report and answered any questions the Board had.

Director Cousineau made a motion to approve items E and F as presented. Director Barker seconded the motion. The motion passed by a unanimous voice vote:

Ayes: Directors Barker, Burgess, Capps, Cousineau, Rowley

5. DIRECTORS/MANAGER COMMENTS

No comments.

6. ADJOURNMENT

On a motion by Director Barker and seconded by Director Burgess, the meeting adjourned at 5:00 pm to the next scheduled meeting on Thursday, April 19, 2018 at 4:00 pm.

APPROVED:

Martin Rowley, Board President

ATTEST:

Kristen Gelos, Board Secretary