



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

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

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

Secretary Gelos called the role. All Directors were present.

Staff present: General Manager Scott Duffield, Office Supervisor/Board Secretary Kristen Gelos, Operations Manager/AGM Jason Molinari.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Heritage Ranch's new Resident Deputy Brandon Florentino wanted to introduce himself. Florentino said he would be attending any future meetings to provide us with a monthly report on his calls for service which pertain to the community.

3. DISCUSSION ITEMS

- a. Request to receive and file Paso Robles Subbasin Groundwater Sustainability Plan Draft Chapters:** Manager Duffield and Director Cousineau provided a brief summary of the item and answered any questions the Board had.

The report was received and filed.

- b. Request to consider approval of replacing the Water Treatment Plant influent and effluent actuators at an estimated code of \$48,990 and authorize a corresponding budget adjustment from reserves:** Manager Duffield provided a brief summary of the item and answered any questions the Board had. Director Barker stated he would like to increase the budget adjustment to include estimated staff labor costs and not pull from the personnel budget for the project time.

Director Capps disagreed with increasing the budget adjustment to include staff labor costs. He stated staff's labor is already accounted for in the personnel budget and staff would not be working any more than their regular schedules.

Director Barker made a motion to approve replacing the Water Treatment Plant influent and effluent actuators and authorized a corresponding budget adjustment of \$55,000. Director Burgess seconded the motion. The motion passed by the following roll-call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- c. Submittal for approval Resolution 18-12 declaring certain items to be surplus property and authorizing disposal:** Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Burgess made a motion to approve Resolution 18-12 declaring certain items to be surplus property and authorizing disposal. Director Barker seconded the motion. The motion passed by the following roll-call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

4. CONSENT ITEMS

- a. **Regular Meeting Minutes:** Receive/approve minutes of regular meeting of October 18, 2018.
- b. **Warrant Register:** Receive/approve October 2018 warrants.
- c. **Treasurer’s Report:** Receive/file October 2018 report.
- d. **Treasurer’s Report:** Receive/fil FY 2018/19 1st Quarter report.
- e. **Fiscal Report:** Receive/file October 2018 status report.
- f. **Manager’s Report:** Receive/file October 2018 report.
- g. **Staff Reports:** Receive/file October 2018 reports.

Director Rowley pulled items F and G (Manager and Staff Reports) and made a motion to approve items A – E as presented. Director Cousineau seconded the motion. The motion passed by a unanimous voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Manager Duffield provided a brief summary of item F (Manager’s Report) and answered any questions the Board had. Operations Manager Molinari provided a brief summary of item G (Operation’s Report) and answered any questions the Board had.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. DIRECTORS/MANAGER COMMENTS

Director Capps would like to see what it would take for the District to take over all Heritage Ranch parks under the District’s Park & Recreations. Director Barker supported the idea and offered his opinion on how to go about starting the conversation with the Heritage Ranch Owner’s Association.

Director Burgess said the District needs to move forward with the Solar project and added some ideas for the project, including the possibility of creating covered parking/storage facility.

6. ADJOURNMENT

On a motion by Director Barker and seconded by Director Burgess, the meeting adjourned at 5:26 pm to the next scheduled meeting on Thursday, December 20, 2018 at 4:00 pm.

APPROVED:

Martin Rowley, Board President

ATTEST:

Kristen Gelos, Board Secretary