



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**

Minutes of September 20, 2018

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

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/Board Secretary Kristen Gelos, Operations Manager/AGM Jason Molinari, District Counsel Jeff Minnery and District Engineer Steve Tanaka.

There were no public comments.

2. ADJOURN TO CLOSED SESSION

Pursuant to Government Code §54956.9(e)(3), the Board of Directors adjourned to closed session at 4:01 pm along with District Counsel regarding receipt of a claim pursuant to the Government Claims Act.

3. OPEN SESSION

The Board of Directors reconvened to Open Session at 4:15 pm. The Board announced that they rejected the claim 4-0 with one abstention.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comments.

5. DISCUSSION ITEMS

- a. **Receive and file a draft update to the District Standard Specifications and Drawings and set October 18, 2018 for considering adoption of a final draft:** Manager Duffield provided a brief summary of the item. District Engineer, Steve Tanaka discussed some of the items being updated and answered any questions the Board had.

The report was received and filed.

- b. **Receive and file the Paso Robles Subbasin Groundwater Sustainability Plan Draft Outline and Chapters:** Manager Duffield provided a brief summary of the item and answered any questions the Board had.

The report was received and filed.

- c. **Submittal for approval Resolution 18-11 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act:** Manager Duffield provided a brief background and summary of the item and answered any questions the Board had.

Director Burgess made a motion to adopt Resolution 18-11 fixing the employer contribution. Director Barker seconded the motion. The motion passed by a unanimous roll call vote:

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

6. PRESENTATIONS

- a. **Presentation recognizing Kristen Gelos for ten years of service with the District:** Manager Duffield provided a brief background of Mrs. Gelos' time with the District. The Board of Directors thanked Mrs. Gelos for her continued service.

7. CONSENT ITEMS

- a. **Regular Meeting Minutes:** Receive/approve minutes of regular meeting of July 19, 2018.
- b. **Warrant Register:** Receive/approve July and August 2018 warrants.
- c. **Treasurer's Report:** Receive/file July and August 2018 report.
- d. **Treasurer's Report:** Receive/file FY 2017/18 annual report.
- e. **Fiscal Report:** Receive/file status report July and August 2018.
- f. **Manager's Report:** Receive/file August 2018 report.
- g. **Staff Reports:** Receive/file August 2018 reports.

Director Cousineau pulled items F and G (Manager and Staff Reports). Director Barker made a motion to approve items A – E 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 brief summary of item F (Manager's Report) and answered any questions the Board had. Operations Manager Molinari presented a power point presentation explaining the Districts treatment processes while focusing on the recent lower reservoir levels and its effects on water quality.

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

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

8. DIRECTORS/MANAGER COMMENTS


Manager Duffield stated that there would be vacancy on the Board of Directors for the upcoming election. Duffield explained the process of filling the vacancy. The Board directed staff to proceed with the posting of the vacancy. This will open the vacant seat to members of the public who may submit letters of interest to the current Board for appointment consideration.

Director Capps expressed interest in the vacant seat and asked that the Board consider him through the appointment process.

9. ADJOURNMENT

On a motion by Director Burgess and seconded by Director Barker, the meeting adjourned at 5:50 pm to the next scheduled meeting on Thursday, October 18, 2018 at 4:00 pm.

APPROVED:



Martin Rowley, Board President

ATTEST:



Kristen Gelos, Board Secretary