



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of January 17, 2019

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

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

2. ROLL CALL

Secretary Gelos called the roll. All Directors were present.

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

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Heritage Ranch Resident Sheriff Deputy Brandon Florentino provided us with a monthly report on his calls for service which pertain to the community.

4. DISCUSSION ITEMS

- a. Request to receive and file an update on the status of Nacimiento Reservoir and implementation of the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan:** Manager Duffield provided a summary of the item and answered any questions the Board had.

The Board directed staff to set public hearing for February 21, 2019 to update the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan based on the current Reservoir water level.

- b. Request to consider approval of the 1) Lift Station 1-5 Condition Assessment, 2) Lift Station 1 Electrical Controls Repair, and 3) authorize a corresponding budget adjustment of \$20,000 from reserves:** Manager Duffield provided a summary of the item and Operations Manager Molinari discussed the item more in detail and answered any questions the Board had.

Director Burgess made a motion to approve the 1) Lift Station 1-5 Condition Assessment for a not to exceed amount of \$10,000; and approve 2) Lift Station 1 Electrical Controls Repair for a not to exceed amount of \$10,000; and authorize a budget adjustment of \$20,000 from reserves. Director Cousineau seconded the motion. The motion passed by a unanimous Roll-Call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. CONSENT ITEMS

- a. Regular Meeting Minutes:** Receive/approve minutes of regular meeting of December 20, 2018.
- b. Warrant Register:** Receive/approve December 2018 warrants.
- c. Treasurer's Report:** Receive/file December 2018 report.
- d. Fiscal Report:** Receive/file December 2018 status report.
- e. Manager's Report:** Receive/file December 2018 report.
- f. Staff Reports:** Receive/file December 2018 reports.

Director Barker pulled items E and F (Manager and Staff Reports). Director Burgess made a motion to approve items A – D 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 E (Manager's Report) and answered any questions the Board had. Operations Manager Molinari provided a brief summary of item F (Operation's Report) and answered any questions the Board had.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DIRECTORS/MANAGER COMMENTS

The Board thanked Manager Duffield for all of his work in completing the Basin Boundary Modification. Director Capps asked if there was any update on the solar project.

7. ADJOURNMENT

On a motion by Director Cousineau and seconded by Director Capps, the meeting adjourned at 5:00 pm to the next scheduled meeting on Thursday, January 17, 2019 at 4:00 pm.

APPROVED:



Bill Barker, Board President

ATTEST:



Kristen Gelos, Board Secretary