



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of July 20, 2017

1. 4:00 PM OPEN SESSION / FLAG SALUTE

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

2. OATH OF OFFICE ELECTED/APPOINTED BOARD MEMBERS

Newly appointment Board of Director Devin Capps read the Oath of Office.

Secretary Gelos call the role. All Directors were present.

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

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No comments

4. CAMP ROBERTS – ARMY NATIONAL GUARD

No report given.

5. PUBLIC HEARINGS

A. Tax Liens for Properties in Arrears for Payment of Solid Waste Fees: Secretary Gelos made corrections to Exhibit A – list of tax liens.

Director Barker made a motion to adopt Resolution, 17-07 confirming report of District General Manager for delinquent solid waste charges and authorizing the San Luis Obispo County Auditor to assess amounts due as liens against the properties. Director Burgess seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

B. Final Budget for 2017/18: Director Burgess made a motion to adopt Resolution 17-08, adopting the 2017-2018 Fiscal Year Budget. Director Barker seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

A. Salary Schedule for 2017/18: Director Barker made a motion to adopt Resolution 17-09, adopting the 2017-2018 Salary Schedules. Director Rowley seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Director Burgess made a motion to appoint the current Operations Manager (Jason Molinari) to the new Assistant General Manager position and to increase Assistant General Manager salary range from 50 to 54 over the course of fiscal year 2017/18. Director Barker seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

B. Memorandum of Agreement for Development of a Unified Groundwater Sustainability Plan for the Paso Robles Basin in San Luis Obispo County: Director Barker made a motion to adopt Resolution 17-10, authorizing the General Manager to execute a memorandum of

agreement with the other GSAS in the Paso Robles Sub-Basin for the purposes of creating a unified groundwater sustainability plan. Director Rowley seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Director Barker nominated President Cousineau to represent the District Board of Directors along with General Manager Duffield for the Cooperative Committee.

- C. Consulting Contract with John D’Ornellas:** Director Burgess made a motion to adopt Resolution 17-11, exception to the 180-day wait period government code sections 7522.56 & 21224 as well as approve a consulting contract with former District Manager, John D’Ornellas. Director Rowley seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- D. Funding of Wastewater and Water Consulting:** Director Burgess made a motion to approve the addition of a capital project titled, “Wastewater and Water Consulting” for the 2017/2018 fiscal budget in the amount of \$20,000. Director Barker seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

7. CONSENT ITEMS

- A. Regular Meeting Minutes:** Receive/approve minutes of regular meeting of June 15, 2017.
- B. Warrant Register:** Receive/approve June 2017 warrants.
- C. Treasurer’s Report:** Receive/file June 2017 report.
- D. Manager’s Report:** Receive/file June 2017 report.
- E. Staff Reports:** Receive/ June 2017 reports.

Director Barker pulled items D & E (Manager’s and Staff Reports). Director made a motion to approve items A, B & C as presented. Director Burgess seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

Operations Manager Molinari provided a summary of the Operations Report and answered any questions the Board had. Manager Duffield provided a summary of the Manager’s Report and answered any questions the Board had.

Director Barker made a motion to items D & E as presented. Director Rowley seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

8. DIRECTORS/MANAGER COMMENTS

No comments.

9. ADJOURNMENT

On a motion by Director Barker and seconded by Director Burgess, the meeting adjourned at 4:45 pm to the next scheduled meeting on Thursday, August 17, 2017 at 4:00 pm.

APPROVED:

Reginald Cousineau, Board President

ATTEST:

Kristen Gelos, Board Secretary