



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of September 21, 2017

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

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

Manager Duffield called the roll. Director Burgess was absent. All other Directors were present.

Staff present: General Manager Scott Duffield and Operations Manager Jason Molinari.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Mr. Ralph Alison, a Heritage Ranch resident and active member of the Senior center, stated that for years the County has used the Senior Center for one of their polling places. However, with new laws going into effect, they will no longer be using the Senior Center. Instead, the County has reached out the CSD and will be using the Board Room for the polling place for the upcoming election.

3. CAMP ROBERTS – ARMY NATIONAL GUARD

No report given

4. DISCUSSION ITEMS

A. Guidelines for submission and Tabulation of Protests in Connection with Water and Sewer Rates: Manager Duffield provided a brief summary of the item.

Director Barker made a motion to receive and file the memorandum reaffirming previously established guidelines for submission and tabulation of protests in connection with water and sewer rates. Director Rowley seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

B. District Engineer Agreement: Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Barker made a motion to update the agreement with the Wallace Group to continue to provide professional engineering services to act in the capacity of District Engineer. Director Rowley seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

C. Code of Ordinances Policy Regarding Leak Adjustment: Manager Duffield provided a brief history of District policy regarding water leak forgiveness and answered any questions the Board had.

Director Barker made a motion to Approve Resolution 17-13 appealing Stage II Drought Water Use Regulations and restating water use regulations in compliance with Governor Brown's Executive Orders B-37-16 and B-40-17. Director Barker also moved to amend the District Code Section 5.210 adding a maximum adjustment of one hundred dollars per twenty-four month period. Director Capps seconded the motion. The motion passed by a roll call vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

D. Code of Ordinances Policy Regarding Development and New Construction: Manager Duffield gave a brief summary of the item and reviewed the current Policy.

The report was received and filed.

5. CONSENT ITEMS

A. Regular Meeting Minutes: Receive/approve minutes of regular meeting of August 17, 2017.

B. Warrant Register: Receive/approve August 2017 warrants.

C. Treasurer's Report: Receive/file August 2017 report.

D. Fiscal Report: Receive/file status report August 2017.

E. Manager's Report: Receive/file August 2017 report.

F. Staff Reports: Receive/ August 2017 reports.

Director Cousineau pulled item F (Staff Reports). Director Barker made a motion to approve items A, B, C, D, & E as presented. Director Rowley seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

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

Director Barker made a motion to approve item F as presented. Director Rowley seconded the motion. The motion passed by a voice vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

6. DIRECTORS/MANAGER COMMENTS

No comments.

7. ADJOURNMENT

On a motion by Director Barker and seconded by Director Rowley, the meeting adjourned at 5:26 pm to the next scheduled meeting on Thursday, October 19, 2017 at 4:00 pm.

APPROVED:

Reginald Cousineau, Board President

ATTEST:

Kristen Gelos, Board Secretary