



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of May 16, 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.

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

2. ROLL CALL

Secretary Gelos called the roll. Directors Burgess and Capps were absent. All other Directors were present.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Heritage Ranch resident Mr. Poppen thanked the CSD for participating in the community outreach meeting. He also inquired about flushing hydrants at the marina.

4. PUBLIC HEARINGS

Submittal for approval Resolution 19-04 Confirming Water and Sewer Standby or Availability Charges or Assessments for Property within the District for Fiscal Year 2019/20: Manager Duffield provided a brief summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve Resolution 19-04 Confirming Water and Sewer Standby or Availability Charges or Assessments. Director Rowley seconded the motion. The motion passed by the following roll-call vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

5. PRESENTATIONS

- a. Presentation to recognize James Pritchett for ten years of service with the District:** Manager Duffield provided a brief background of Mr. Pritchett's time with the District. The Board thanked him for his service.

6. DISCUSSION ITEMS

- a. Request to review and consider approval of a conditional will serve letter for Vesting Tentative Tract Map 2879:** Manager Duffield provided a summary of the item and answered any questions the Board had.

Director Cousineau made a motion to approve a conditional will serve letter for Vesting Tentative Tract Maps 2879 and 3110. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley

Absent: Burgess, Capps

- b. Request to review and consider approval of a conditional will serve letter for Vesting Tentative Tract Map 3110:** Motion and second was made together with item a.

- c. **Request to receive and file the second draft of the FY 2019/20 Budget, and provide direction to staff:** Manager Duffield provided a summary of the second draft budget for FY 2019/20 and answered any questions the Board had.

The report was received and filed.

7. CONSENT ITEMS

- a. **Regular Meeting Minutes:** Receive/approve minutes of regular meeting of April 18, 2019.
- b. **Warrant Register:** Receive/approve April 2019 warrants.
- c. **Treasurer's Report:** Receive/file April 2019 report.
- d. **Treasurer's Report:** Receive/file FY 18/19 3rd Quarter report.
- e. **Fiscal Report:** Receive/file April 2019 status report.
- f. **Manager's Report:** Receive/file April 2019 report.
- g. **Staff Reports:** Receive/file April 2019 reports.

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

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

Manager Duffield provided a summary of item F (Manager's Report) and answered any questions the Board had.

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

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

8. DIRECTORS/MANAGER COMMENTS

No comments

9. WORKSHOP – Photovoltaic System Project Kickoff Meeting

Tim Holmes with Kenwood Energy provided a powerpoint presentation of the data he had collected as well as informed the Board of the next steps in the project.

10. ADJOURNMENT

On a motion by Director Cousineau and seconded by Director Rowley the meeting adjourned at 5:47 pm to the next scheduled meeting on Thursday, June 20, 2019 at 4:00 pm.

APPROVED:



Bill Barker, Board President

ATTEST:



Kristen Gelos, Board Secretary