



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

Minutes of May 19, 2022

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

President Cousineau 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, Office Supervisor/Board Secretary Kristen Gelos, Operations Manager Mike Wilcox and District Counsel Jeff Minnery.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no public comments.

4. CONSENT ITEMS

a. **Meeting Minutes:** Receive/approve minutes of regular meeting of April 21, 2022.

b. **Warrant Register:** Receive/approve April 2022 warrants.

c. **Treasurer's Report:** Receive/file April 2022 reports.

d. **Fiscal Report:** Receive/file April 2022 status reports.

e. **Office Report:** Receive/file April 2022 reports.

There were no public comments.

Director Barker made a motion to approve all consent items as presented. Director Burgess seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. PUBLIC HEARINGS

a. **Submittal for approval Resolution 22-03 Confirming Water and Sewer Standby Charges for Property within the District for Fiscal Year 2022/23.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Barker made a motion to approve Resolution 22-03. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- b. Submittal for approval Resolution 22-04 declaring drought conditions and implementing the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Barker made a motion to approve Resolution 22-04. Director Burgess seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Noes: Capps

6. DISCUSSION ITEMS

- a. Request to consider voting for a candidate for the open Local Agency Formation Commission (LAFCO) Alternate Special District Member Seat.**

Manager Duffield provided a brief summary of the item and answered any questions the Board had.

There were no public comments.

Director Barker made a motion to vote for candidate Devin Capps. Director Burgess seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

- b. Receive a presentation on flows and loads as well as sizing and growth projection methodology for the Water Reclamation Facility upgrade project and provide direction to staff.**

This item was moved after Item 9 – Operations Report.

Dylan Wade with WSC presented a power-point presentation and answered any questions the Board had.

There were no public comments.

The Board directed staff to apply a connections-based growth projection methodology to set flow and load design criteria for the 2,900 residential units identified in the County of San Luis Obispo's Land Use Ordinance Title 22 Section 22.104.030 Heritage Ranch Village Standards. This approach will result in an average daily flow for design purposes of approximately 300,000 gpd.

7. MANAGER REPORT

Manager Duffield provided a brief summary of the report and answered any questions the Board had.

There were no public comments.

The May 2022 report was received and filed.

8. DISTRICT ENGINEER REPORT

Manager Duffield provided a brief summary of the report and answered any questions the Board had.

There were no public comments.

The May 2022 report was received and filed.

9. OPERATIONS MANAGER REPORT

Operations Manager Wilcox provided a brief summary of the and answered any questions the Board had.

There were no public comments.

The May 2022 report was received and filed.

10. COMMITTEE AND DIRECTOR REPORTS

There were no Committee reports. Director Capps requested future agenda items related to 1) the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan language and comparison to the State regulations and, 2) update on the status of disinfection byproducts and associated work efforts.

There were no public comments.

11. ADJOURN TO CLOSED SESSION

There were no public comments on the closed session items.

The Board adjourned at 6:04 pm to meet in closed session for conference with labor negotiators.

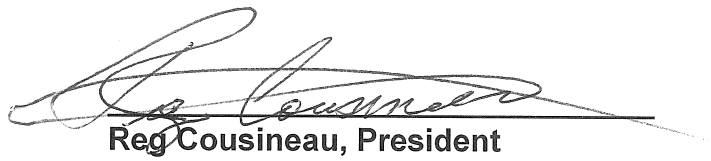
12. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:32 pm. There were no reportable actions from closed session.

13. ADJOURNMENT

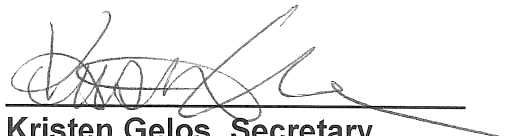
On a motion by Director Rowley and seconded by Director Burgess the meeting adjourned at 6:33 pm to the next scheduled regular meeting on Thursday, June 16, 2022.

APPROVED:

A handwritten signature in black ink, appearing to read 'Reg Cousineau', written over a horizontal line.

**Reg Cousineau, President
Board of Directors**

ATTEST:

A handwritten signature in black ink, appearing to read 'Kristen Gelos', written over a horizontal line.

**Kristen Gelos, Secretary
Board of Directors**