



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of July 16, 2020

This meeting was held virtually pursuant to the virtual meeting protocols as outlined in the President's Declaration of April 6, 2020.

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

President Burgess 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, District Engineer Steve Tanaka and District legal counsel Jeff Minnery and Jennifer Blackburn.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No comments

4. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of June 18 2020.
- b. **Warrant Register:** Receive/approve June 2020 warrants.
- c. **Treasurer's Report:** Receive/file June 2020 report.
- d. **Treasurer's Report:** Receive/file FY 2019/20 4th Quarter Report.
- e. **Treasurer's Report:** Receive/file FY 2019/20 Annual Report.
- f. **Fiscal Report:** Receive/file June 2020 status report.

Director Rowley made a motion to approve all consent items as presented. Director Cousineau seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. PUBLIC HEARINGS

- a. **Submittal for approval Resolution 20-10 providing for collection of delinquent solid waste charges and penalties to be collected on the tax roll in the same manner as property taxes.**

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

Director Cousineau made a motion to approve Resolution 20-10 providing for collection of delinquent solid waste charges and penalties to be collected on the tax roll in the same manner as property taxes. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

b. Submittal for approval Resolution 20-11 adopting a Fiscal Year 2020/21 Final Budget and Salary Schedule.

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

Director Barker made a motion to approve Resolution 20-11 adopting a Fiscal Year 2020/21 Final Budget and Salary Schedule. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

a. Submittal for approval Resolution 20-12 adopting the San Luis Obispo County Multi-Jurisdictional Hazard Mitigation Plan Update 2019.

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

Director Cousineau made a motion to approve Resolution 20-12 adopting the San Luis Obispo County Multi-Jurisdictional Hazard Mitigation Plan Update 2019. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

b. Request to approve draft contract documents for the Raw Water Vertical Intake No. 1 – Phase 1, and direct staff to finalize the documents to advertise for proposals.

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

Director Capps made a motion to approve draft contract documents for the Raw Water Vertical Intake No. 1 – Phase 1 and director staff to finalize the documents to advertise for proposals. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

c. Request to receive and file Photovoltaic System Project updates.

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

The report was received and filed.

7. MANAGER'S REPORT

The report was received and filed.

8. STAFF REPORTS

The reports were received and filed.

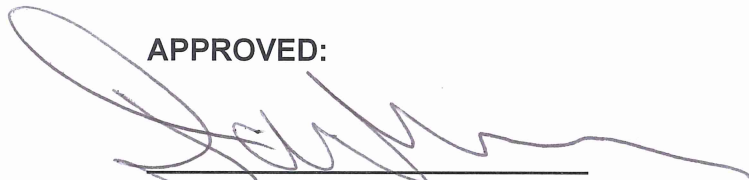
9. COMMITTEE AND DIRECTOR REPORTS

No comments

10. ADJOURNMENT

On a motion by Director Cousineau and seconded by Director Burgess, the meeting adjourned at 4:58 pm to the next scheduled regular meeting on Thursday, August 20, 2020.

APPROVED:



**Dan Burgess, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**