

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of December 16, 2021

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

President Capps 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, District Engineer Doug Groshart 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 November 18, 2021.
- b. **Warrant Register:** Receive/approve November 2021 warrants.
- c. **Treasurer's Report:** Receive/file November 2021 reports.
- d. **Fiscal Report:** Receive/file November 2021 status reports.
- e. **Office Report:** Receive/file November 2021 reports.
- f. **Board of Directors Calendar:** Receive/file 2022 Calendar.
- g. **Conflict Waiver:** Receive/approve a conflict waiver from Jeff Minnery, District Counsel regarding SLO County Integrated Waste Management Authority.

There were no public comments.

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

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

5. PUBLIC HEARINGS

- a. **Hearing to adopt Ordinance No. 21-1 amending Chapter 8 Solid Waste Department.**

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

There were no public comments.

Director Cousineau made a motion to adopt Ordinance No. 21-1 amending Chapter 8 Solid Waste Department. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

a. Request to accept and direct staff to file the Independent Auditor's Report and Financial Statements for the Year Ended June 30, 2021, prepared by Moss, Levy & Hartzheim LLP.

Adam Guise of Moss, Levy & Hartzheim provided a summary and answered any questions the board had.

There were no public comments.

Director Barker made a motion to accept and file the Independent Auditor's Report and Financial Statements for the Year Ended June 30, 2021. Director Cousineau seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

b. Request to receive and file the Photovoltaic System Project final report.

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

There were no public comments.

The report was received and filed.

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 December 2021 report was received and filed.

8. DISTRICT ENGINEER REPORT

District Engineer Groshart provided a brief summary of the report and answered any questions the board had. Dylan Wade from WSC provided an update on the Water Resource Recovery Facility upgrade project and answered any questions the Board had.

There were no public comments.

The December 2021 report was received and filed.

9. OPERATIONS MANAGER REPORT

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

There were no public comments.

The December 2021 report was received and filed.

10. COMMITTEE AND DIRECTOR REPORTS

There were no reports.

The Directors along with two members of the HROA Skate Park Focus Group commented on their interest in discussing future Skate Park ideas with the Board. President Capps appointed an Ad Hoc Committee consisting of Directors Capps and Rowley to engage with the HROA Skate Park Focus Group.

11. ELECTION OF BOARD OFFICERS

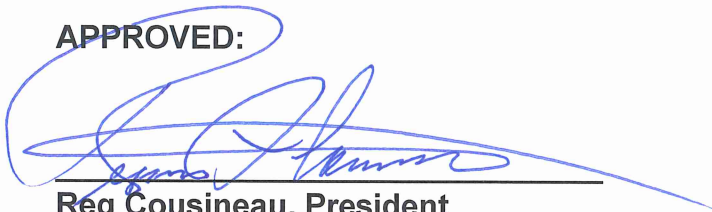
Director Burgess nominated Director Cousineau for Board President and Director Rowley for Vice President. Both Directors accepted their nomination. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

12. ADJOURNMENT

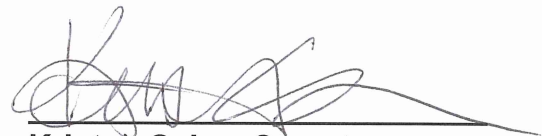
On a motion by Director Barker and seconded by Director Burgess the meeting adjourned at 5:40 pm to the next scheduled regular meeting on Thursday, January 20, 2022.

APPROVED:



**Reg Cousineau, President
Board of Directors**

ATTEST:



**Kristen Gelos, Secretary
Board of Directors**