



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

*March 20, 2025*

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

President Camou called the meeting to order and led the flag salute.

**2. ROLL CALL**

Secretary Gelos called the roll.

Directors present: Bill Barker, Dan Burgess, Michael Camou, Tom Swanson, and Masen Yaffee

Staff present: General Manager, Scott Duffield, District Engineer, Doug Groshart, Operations Manager, Brian Vogel and District Counsel, Jeff Minnery via Zoom.

**3. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

There were no public comments.

**4. CONSENT ITEMS**

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of February 20, 2025.
- b. **Warrant Register:** Receive/approve February 2025 warrants.
- c. **Treasurer's Report:** Receive/file February 2025 report.
- d. **Fiscal Report:** Receive/file February 2025 status report.
- e. **Office Report:** Receive/file February 2025 report.
- f. **District Engineer Report:** Receive/file March 2025 report.
- g. **Operations Manager Report:** Receive/file March 2025 report.
- h. **Updates regarding disinfection byproducts.**
- i. **Submittal for approval Resolution 25-02 Initiating Proceedings and Establishing of Water and Sewer Standby Charges for Property within the District for Fiscal Year 2025/26.**
- j. **Request to approve receipt of a Grant of Easement for Sewer Line between the Heritage Ranch Owners Association and Heritage Ranch Community Services District related to the Snug Harbor Storage Facility Project.**

There were no public comments.

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

Ayes: Barker, Burgess, Camou, Swanson, Yaffee

## **5. BUSINESS ITEMS**

- a. Request to consider voting for candidates for two Regular Special District seats on the San Luis Obispo Local Agency Formation Commission.**

There were no public comments.

Director Burgess made a motion voting Ed Eby for seat term through December 2026. Director Camou Seconded the motion. The motion passed unanimously.

Director Yaffee made a motion voting Navid Fardanesh for seat term through December 2028. Director Swanson seconded the motion. The motion passed unanimously.

- b. Request to consider voting for a candidate for the Special Districts Representative seat on the San Luis Obispo County Integrated Waste Management Authority.**

There were no public comments.

Director Barker made a motion voting for Navid Fardanesh. Director Camou Seconded the motion. The motion passed unanimously.

- c. Request to ratify the purchase of a sewer snake with camera head and digital recording monitor with batteries and charger for a not to exceed amount of \$16,000 and authorize a corresponding budget adjustment from reserves.**

There were no public comments.

Director Barker made a motion to approve purchase and authorize a budget adjustment from reserves. Director Swanson seconded the motion. The motion passed unanimously.

## **6. GENERAL MANAGER REPORT**

There were no public comments.

Report was received and filed.

## **7. COMMITTEE REPORTS**

There were no public comments.

There were no committee reports.

**8. FUTURE AGENDA ITEMS**

There were no public comments.

The Board determined to add the following to a future agenda: None

**9. ADJOURNMENT TO CLOSED SESSION**

There were no public comments.

On a motion by Director Burgess and seconded by Director Barker, the Board adjourned to closed session at 4:40pm.

**a. Public employee performance evaluation (Government Code §54957)  
Title: District Counsel**

**b. Conference with Labor Negotiators (Government Code §54957.6)  
Unrepresented employee: General Manager**

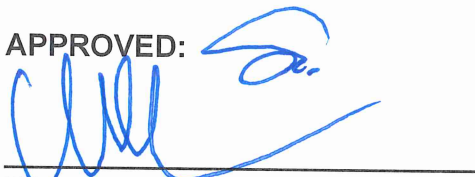
**10. OPEN SESSION**

The Board reconvened to Open Session at 4:55 pm. Reportable action: Table item a. to the April regular meeting. Directed District Counsel to prepare a draft Amendment extending the General Manager's Employment Agreement for negotiation.

**11. ADJOURNMENT**

On a motion by Director Yaffee and seconded by Director Barker the meeting adjourned at 4:58 pm to the next scheduled meeting on Thursday, April 17, 2025.

APPROVED:



Michael Camou, President  
Board of Directors

ATTEST:



Kristen Gelos, Secretary  
Board of Directors