



Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

BOARD MEETING AGENDA

Thursday, September 21, 2023

DISTRICT OFFICE, HERITAGE RANCH, CA

We have made this meeting available by virtual means pursuant to protocols outlined in Assembly Bill 2449, which can be found on our website:

<https://heritageranchcsd.ca.gov/board-meetings>

Please click the link below to join the meeting:

<https://zoom.us/j/91866284536?pwd=a2xMemVhamIRdndzcnpsUzlwEJadz09>

Meeting ID: 918 6628 4536

Passcode: 548963

Or Telephone:

1 669 444 9171 US

Meeting ID: 954 4969 3194

Board Members:

Bill Barker, President

Dan Burgess, Vice President

Devin Capps, Director

Masen Yaffee, Director

Michael Camou, Director

- 1. 4:00 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE**
- 2. DIRECTOR REQUEST FOR REMOTE ATTENDANCE**

The Board shall consider approval of a request by Director Capps and Director Burgess to attend this meeting remotely pursuant to AB 2449. AB 2449 imposes requirements on when a Board member may participate remotely. Specifically, it only allows a Board member to participate remotely under its provisions if there is “just cause” by providing a general description of the circumstances, or there are “emergency circumstances”, meaning a physical or family medical emergency that prevents a Board member from attending in person. The Board member may only participate remotely upon approval by the governing Board after the Board is provided with a general description of the circumstances.

3. ROLL CALL

4. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

This Public comment period provides an opportunity for members of the Public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes. When recognized by the Presiding Officer, proceed to the podium, and state your name for the record.

5. CONSENT ITEMS

Public comment. *Members of the Public wishing to speak on Consent Items may do so when recognized by the Presiding Officer. If a member of the Public wishes to speak at this time, Public comment is limited to three (3) minutes. When recognized by the Presiding Officer, proceed to the podium, and state your name for the record.*

- a. Meeting Minutes: Receive/approve minutes of regular meeting of July 20 and special meeting of August 22, 2023.
- b. Warrant Register: Receive/approve July and August 2023 warrants.
- c. Treasurer's Report: Receive/file July and August 2023 reports.
- d. Fiscal Report: Receive/file July and August 2023 status reports.
- e. Office Report: Receive/file July and August 2023 reports.
- f. District Engineer Report: Receive/file September 2023 report.

6. BUSINESS ITEMS

Public comment. *Members of the Public wishing to speak on Business Items may do so when recognized by the Presiding Officer. If a member of the Public wishes to speak at this time, Public comment is limited to three (3) minutes. When recognized by the Presiding Officer, proceed to the podium, and state your name for the record.*

- a. Submittal for approval Resolution 23-08 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act.
- b. Receive a letter of interest from Assurance Development / Vertical Bridge on behalf of T-Mobile and consider approval of the letter of interest to start the process to pursue placement of a cell tower on District property.
- c. Receive updates regarding disinfection byproducts and provide direction to staff.
- d. Request to receive the draft procurement document for the packaged-Membrane Bioreactor equipment for the Water Resource Recovery Facility Upgrade project and direct staff to finalize the document and advertise for bids once USDA's review is complete.

7. GENERAL MANAGER REPORT

8. FUTURE AGENDA ITEMS

As determined by the majority of the Board. Upcoming or future agenda items and tentative dates if know include:

- Approve Notice of Intent to apply for USDA funding – 10/19/23
- Receive WRRF 60% design – 10/19/23
- Approve publishing WRRF environmental document – 11/16/23
- Review human resources policy and Memorandum of Understanding with District Counsel – tbd
- Recycled water workshop – tbd

9. ADJOURNMENT

The next regular Board of Directors meeting is scheduled for Thursday, October 19, 2023.

Notes:

- All comments concerning any item on the agenda are to be directed to the Presiding Officer.
- Any document pertaining to an open session item on this agenda which is distributed to the Board of Directors is available for public review at the time the subject writing or document is distributed or at least 72 hours before the meeting date whichever occurs first on the District's website at:
<https://heritageranchcsd.ca.gov/board-meetings>.
- Copies of the staff reports or written materials relating to each open session item on this agenda are available for public inspection and reproduction at District cost.
- In compliance with the Americans with Disabilities Act (ADA), the Heritage Ranch Community Services District is committed to including the disabled in all its services, programs and activities. If you need special assistance to participate in this meeting, please contact the Board Secretary at 805-227-6230 at least 72 hours prior to the meeting to enable the District to make reasonable arrangements to insure accessibility to the meeting.