



Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

BOARD MEETING AGENDA

Thursday, May 20, 2021

DISTRICT OFFICE, HERITAGE RANCH, CA

This is an in-person meeting; and, on a trial basis we have also made this meeting available by virtual means. The Heritage Ranch Community Services District will be practicing physical distancing guidance as instructed by the Governor, the Center for Disease Control, and County officials.

For access to the meeting by virtual means click the link below:

<https://us02web.zoom.us/j/85251551471>

Or Telephone:

Dial 1 669 900 9128

Meeting ID: 852 5155 1471

Additional numbers available: <https://zoom.us/u/adl8uxWv0D>

Board Members:

Devin Capps, President

Reg Cousineau, Vice President

Martin Rowley, Director

Bill Barker, Director

Dan Burgess, Director

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

2. ROLL CALL

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

This is an opportunity for members of the public to directly address the Board on items of interest that are within the subject matter jurisdiction of the Board and which do not appear on the agenda. The Board may discuss, but not take action on, any matter raised during the public forum. In order to facilitate the meeting and public participation during the public forum session of the meeting, the Board may limit the total amount of time allocated for public comment on a particular issue to

ten minutes and may limit the time allocated for public comment by an individual speaker to three minutes.

4. CONSENT ITEMS

The following items are considered routine and may be approved by one motion if no member of the Board wishes an item be removed. If discussion is desired, an item may be removed from the Consent Agenda by a Board member and will be considered separately. If an item is removed for discussion a motion must be made for approval.

- a. Meeting Minutes: Receive/approve minutes of regular meeting of April 15, 2021.
- b. Warrant Register: Receive/approve April 2021 warrants.
- c. Treasurer's Report: Receive/file April 2021 Report.
- d. Fiscal Report: Receive/file April 2021 status report.

5. PUBLIC HEARING

- a. Submittal for approval Resolution 21-03 Confirming Water and Sewer Standby Charges for Property within the District for Fiscal Year 2021/22.

(Action required: 1) open public hearing; 2) receive staff report; 3) open public comment; 4) close public comment; 5) discussion, motion, roll call vote)

6. DISCUSSION ITEMS

- a. Request to approve draft contract documents for the Raw Water Vertical Intake No. 1 - Phase 2, and direct staff to finalize the documents and advertise for bids.

(Action required: 1) receive staff report; 2) open public comment; 3) close public comment; 4) discussion, motion, roll call vote)

- b. Request to authorize the General Manager to advertise an RFQ/P for design services, and to apply for funding through the USDA and any other Federal or State funding programs, for the Water Reclamation Facility Upgrade project.

(Action required: 1) receive staff report; 2) open public comment; 3) close public comment; 4) discussion, motion, roll call vote)

- c. Request to approve a proposal from Tuckfield & Associates to perform a water and sewer rate study and to provide associated financial support in an initial amount of \$30,000 and direct the General Manager to execute an agreement for professional services.

(Action required: 1) receive staff report; 2) open public comment; 3) close public comment; 4) discussion, motion, roll call vote)

7. MANAGER’S REPORT

Receive/file May 2021 report.

8. STAFF REPORTS

Receive/file April 2021 reports.

9. COMMITTEE AND DIRECTOR REPORTS

This item is the opportunity for Committees or Directors to make brief reports or announcements, ask questions related to District business, request staff to report back on a particular matter, or place an item on a future agenda.

10. ADJOURNMENT

The next regular Board of Directors meeting is scheduled for Thursday, June 17, 2021.

(Action required: by motion and voice vote, adjourn meeting)

Notes:

- All comments concerning any item on the agenda are to be **directed to the Board President**.
- 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.