



## Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

### **BOARD MEETING AGENDA**

Thursday, December 19, 2019

DISTRICT OFFICE, HERITAGE RANCH, CA

#### **Board Members:**

Bill Barker, President

Dan Burgess, Vice President

Devin Capps, Director

Reg Cousineau, Director

Martin Rowley, Director

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

#### **2. ROLL CALL**

#### **3. ELECTION OF BOARD OFFICERS**

Request to elect a Board President and Vice President for 2020.

**(Action required: 1) receive staff report; 2) open public comment; 3) close public comment; 4) discussion, motions, voice votes)**

#### **4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

It is the policy of the Board to refer concerns from members of the Public to the District Manager for investigation and resolution, if appropriate. Presentations are limited to three minutes. In compliance with the Brown Act the Board may not take action on any matter that is not on the agenda. The public will be offered an opportunity to comment on agenda items when the items are presented.

#### **5. 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, 2019, prepared by Crosby Company.

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

- b. Request to approve draft Design-Build contract documents for the Photovoltaic System Project and direct staff to advertise for proposals.

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

- c. Request to approve a lease agreement with the Heritage Ranch Owners' Association for the purpose of establishing parcel contiguity for the Photovoltaic System Project water treatment plant site.

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

## **6. 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 November 21, 2019.
- b. Warrant Register: Receive/approve November 2019 warrants.
- c. Treasurer's Report: Receive/file November 2019 report.
- d. Fiscal Report: Receive/file November 2019 status report.
- e. Manager's Report: Receive/file November 2019 report.
- f. Staff Reports: Receive/file November 2019 reports.

## **7. DIRECTORS/MANAGER COMMENTS**

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

## **8. ADJOURNMENT**

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

The next regular Board of Directors meeting is scheduled for Thursday, January 16, 2020.

### **Notes:**

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

Heritage Ranch Community Services District  
Board of Directors Meeting December 19, 2019

- 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 at the District Office, 4870 Heritage Road, Paso Robles, CA.
- 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.