



Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

BOARD MEETING AGENDA

Thursday, September 19, 2024

DISTRICT OFFICE, HERITAGE RANCH, CA

Board Members:

Bill Barker, Director

Dan Burgess, President

Michael Camou, Director

Tom Swanson, Director

Masen Yaffee, Vice President

1. 4:00 PM OPEN SESSION / CALL TO ORDER / FLAG SALUTE
2. ROLL CALL
3. 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.

4. PUBLIC HEARINGS

Public comment. Members of the Public wishing to speak on Public Hearing 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.

- a. Hearing to consider approval of an Ordinance to provide informal bidding procedures.

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.

The consent agenda consists of routine matters on which there is generally no opposition or need for discussion. Any matter may be removed from the consent agenda and placed on the business agenda at the request of any member of the Board.

Staff recommends the entire consent agenda be approved by a single motion:

- a. Meeting Minutes: Receive/approve minutes of regular meeting of August 15, 2024.
- b. Warrant Register: Receive/approve August 2024 warrants.
- c. Treasurer's Report: Receive/file August 2024 report.
- d. Fiscal Report: Receive/file August 2024 status report.
- e. Office Report: Receive/file August 2024 report.
- f. District Engineer Report: Receive/file September 2024 report.
- g. Operations Manager Report: Receive/file September 2024 report.
- h. Updates regarding disinfection byproducts.
- i. Amendment to General Manager Employment Agreement.

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. Receive the 50%-design submittal for the Water Resource Recovery Facility upgrade project, and direct staff to use the engineer's opinion of probable costs to inform the sewer rate study.
- b. Request to approve the purchase of a trailer mounted air compressor for a not to exceed amount of \$30,000.
- c. Request to approve draft contract documents for the Raw Water Vertical Intake No. 2 - Phase 1, and direct staff to finalize the documents and advertise for proposals.
- d. Request to recommend a candidate to the County Board of Supervisors for appointment to the Board of Directors.

7. GENERAL MANAGER REPORT

8. COMMITTEE REPORTS

9. FUTURE AGENDA ITEMS

As determined by the majority of the Board. Upcoming or future agenda items and tentative dates include but are not limited to:

- Approve sewer rate study and set public hearing – 11/21/24
- Adopt WRRF Finance and Reimbursement Resolutions – 11/21/24
- Receive Fiscal Year End 2023/24 Financial Statement – 12/19/24
- Recycled water workshop – tbd

10. ADJOURN TO CLOSED SESSION

Public comment. Members of the public wishing to speak on Closed Session 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. Public employee performance evaluation (Government Code §54957) Title:
District Counsel

11. RECONVENE TO OPEN SESSION

The Board will reconvene to Open Session and announce any reportable action from Closed Session.

12. ADJOURNMENT

The next regular Board of Directors meeting is scheduled for Thursday, October 17, 2024.

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.