



## Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

### **BOARD MEETING AGENDA**

Thursday, December 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. OATH OF OFFICE ELECTED / APPOINTED BOARD MEMBERS**
- 3. ROLL CALL**
- 4. ELECTION OF BOARD OFFICERS**  
Election of a Board President and Vice President for 2025.
- 5. APPOINTMENTS TO DISTRICT COMMITTEES**  
Appointments to the District's committees for 2025 – 2026.
- 6. 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.*

## 7. 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 November 21, 2024.
- b. Warrant Register: Receive/approve November 2024 warrants.
- c. Treasurer's Report: Receive/file November 2024 report.
- d. Fiscal Report: Receive/file November 2024 status report.
- e. Office Report: Receive/file November 2024 report.
- f. District Engineer Report: Receive/file December 2024 report.
- g. Operations Manager Report: Receive/file December 2024 report.
- h. Board of Directors Calendar: Receive/file 2025 Calendar.

## 8. 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 90%-design submittal for the Water Resource Recovery Facility upgrade project.
- b. Request to approve the Report on Wastewater Rate Study prepared by Tuckfield & Associates dated December 2024, and direct staff to proceed with the public notification and hearing process for adoption of new sewer rates.
- c. Request to receive a summary of the granular activated carbon pilot study and authorize staff to begin the design of the DBP/Compliance-related project included in the current 5-Year Capital Improvements Program.

## 9. GENERAL MANAGER REPORT

## 10. COMMITTEE REPORTS

## 11. 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:

Heritage Ranch Community Services District  
Board of Directors Meeting December 19, 2024

- Adopt sewer rates – 2/20/25
- Recycled water workshop – tbd

## 12. ADJOURNMENT

The next regular Board of Directors meeting is scheduled for Thursday, January 16, 2025.

### 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.