



## Heritage Ranch Community Services District

4870 Heritage Road, Paso Robles, California 93446

(805) 227-6230 • (805) 227-6231

### **BOARD MEETING AGENDA**

Thursday, December 15, 2022

DISTRICT OFFICE, HERITAGE RANCH, CA

#### **Board Members:**

Bill Barker, Director

Dan Burgess, Director

Devin Capps, Director

Masen Yaffee, Director

Michael Camou, Director

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

**2. OATH OF OFFICE ELECTED / APPOINTED BOARD MEMBERS**

**3. ROLL CALL**

**4. PRESENTATIONS**

- a. Receive and adopt Resolutions 22-12 and 22-13 expressing appreciation to Reg Cousineau and Martin Rowley for their service to the Heritage Ranch Community Services District.

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

**5. ELECTION OF BOARD OFFICERS**

Election of a Board President and Vice President for 2023.

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

**6. APPOINTMENTS TO DISTRICT COMMITTEES**

Appointments to the District's committees for 2023 – 2024.

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

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

## **8. CONSENT ITEMS**

The consent agenda consists of routine matters on which there is generally no opposition or need for discussion. Examples of consent agenda items might include approval of minutes, financial reports, and Manager's report. Any matter may be removed from the consent agenda and placed on the regular agenda at the request of any member of the Board. The entire consent agenda may be approved by a single motion made, seconded and approved by the Board. 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 17, 2022.
- b. Warrant Register: Receive/approve November 2022 warrants.
- c. Treasurer's Report: Receive/file November 2022 reports.
- d. Fiscal Report: Receive/file November 2022 status reports.
- e. Office Report: Receive/file November 2022 reports.
- f. Manager Report: Receive/file December 2022 report.
- g. District Engineer Report: Receive/file December 2022 report.
- h. Operations Manager Report: Receive/file December 2022 report.
- i. Board of Directors Calendar: Receive/file 2023 Calendar.

## **9. DISCUSSION ITEMS**

- a. Request to approve the Report on Water and Sewer Rate Study prepared by Tuckfield & Associates dated December 9, 2022, and direct staff to proceed with the public notification and hearing process for adoption of new water and sewer rates.

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

## 10. ORAL INFORMATION REPORTS

Any member of the Board may make an oral report for the purpose of informing the Board of any matter of interest to the District. Unless the Board makes one of the determinations required under Section 2.210 of the District Code, there shall be no discussion or action on matters covered in such oral reports.

## 11. ADJOURNMENT

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

**(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.