

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES**

*April 20, 2023*

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

President Barker called the meeting to order at 4:06 pm and led the flag salute.

**2. ROLL CALL**

Secretary Gelos called the roll after item 3. Director Request For Remote Attendance.

Directors present: Bill Barker, Dan Burgess, Michael Camou, Masen Yaffee. Devin Capps attended meeting remotely pursuant to AB 2449.

Staff present: General Manager Scott Duffield, District Engineer Doug Groshart, Operations Manager Mike Wilcox and District Counsel Ty Green.

**3. DIRECTOR REQUEST FOR REMOTE ATTENDANCE**

Director Yaffee made a motion to approve Director Capps to attend this meeting remotely. Director Burgess seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

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

CJ Rudolph spoke.

**5. PUBLIC HEARINGS**

- a. Hearing to consider protests to proposed water and sewer service rate increases and, if no majority protests exist, recommendation is to approve a resolution adopting adjusted water and sewer service rates effective June 1, 2023.**

Public comment: Scott Keller and CJ Rudolph spoke.

Manager Duffield presented the item and Clayton Tuckfield answered any questions the board and public had.

Secretary Gelos reported a total of seven un-verified written protests of the proposed water and sewer rates were received.

Director Burgess made a motion to approve Resolution 23-02. Director Capps seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

## 6. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of March 16, 2023.
- b. **Warrant Register:** Receive/approve March 2023 warrants.
- c. **Treasurer's Report:** Receive/file March 2023 Report.
- d. **Treasurer's Report:** Receive/file FY 2023 3<sup>rd</sup> quarter report.
- e. **Fiscal Report:** Receive/file March 2023 status report.
- f. **Office Report:** Receive/file March 2023 report.
- g. **Manager Report:** Receive/file April 2023 report.
- h. **District Engineer Report:** Receive/file April 2023 report.
- i. **Operations Manager Report:** Receive/file April 2023 report.

There were no public comments.

Director Yaffee pulled item B. Director Capps pulled items G, H, and I.

Director Burgess made a motion to approve items A, C, D, E and F as presented. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

Manager Duffield provided a brief summary of the Manager report and answered any questions the board had.

District Engineer Groshart provided a brief summary of the Engineer report and answered any questions the board had.

Operations Manager Wilcox provided a brief summary of the Operations report and answered any questions the board had.

Director Camou made a motion to approve items B, G, H, and I as presented. Director Yaffee seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

## 7. BUSINESS ITEMS

- a. **Request to approve a rate adjustment for solid waste services provided by San Miguel Garbage Company based on the Consumer Price Index and schedule a public hearing for June 15, 2023 for adoption of the adjusted rates.**

Public comment: CJ Rudolph, Juan Lopez, and Peggy Keller spoke.

Manager Duffield provided a brief summary of the item and answered any questions the board had.

Aron Kardashian of San Miguel Garbage Company was present and answered any questions the board had.

Director Burgess made a motion to approve a rate adjustment and schedule a public hearing for June 15, 2023. Director Capps seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

**b. Request to approve Amendment No. 1 to a Contract for Supply of Nacimiento Water with San Luis Obispo County Flood Control and Water Conservation District.**

Public comment: CJ Rudolph and Sam Poppen spoke.

Manager Duffield provided a brief summary of the item and answered any questions the board had.

Director Burgess made a motion to approve Amendment No. 1. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

**c. Request to consider approval of a draft Development Agreement with Snug Harbor and direct the General Manager in consultation with the District Counsel to finalize and execute the agreement and issue a final will serve letter once all requirements of the agreement are satisfied.**

Public comment: CJ Rudolph spoke.

Manager Duffield provided a brief summary of the item and answered any questions the board had.

Director Burgess made a motion to approve a Conditional Will Serve with Snug Harbor. Director Yaffee seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

Director Burgess made a motion directing the General Manager in consultation with the District Counsel to finalize and execute the Development Agreement and issue a final will serve letter once all requirements of the agreement are satisfied. Director Camou seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

**d. Receive and file a report on cost of Water Resource Recovery Facility project alternatives and provide direction to staff.**

Public comment: CJ Rudolph spoke.

Manager Duffield and District Engineer Groshart provided a brief summary of the item and answered any questions the board had.

Director Burgess made a motion directing staff to continue with the design of a packaged-MBR with WSC, using current flows and loads with a reasonable allowance for increases, and continue to “value engineer” with staff and the Board. Director Yaffee seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Camou, Capps, Yaffee

#### **8. ORAL INFORMATION REPORTS**

There were no public or Director comments.

#### **9. FUTURE AGENDA ITEMS**

Public comment: CJ Rudolph spoke.

The determination by the majority of the Board was to add the following items to future agenda: Median Household Income Study

#### **10. ADJOURN TO CLOSED SESSION**

There were no public comments.

The board adjourned at 6:54 pm to meet in closed session with Legal Counsel for existing litigation and Real Property Negotiations.

- a. **Conference with Legal Counsel – Existing Litigation (Government Code §54956.9). One Case: (Ryan Brink v. Heritage Ranch Community Services District, 23CVP-0090)**
- b. **Conference for Real Property Negotiations pursuant to Government Code §54956.8. Property: APNs 012-191-073, 012-361-018, 012-361-004. Agency Negotiators: District Counsel, Ty Green and General Manager, Scott Duffield.**

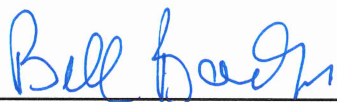
#### **11. RECONVENE TO OPEN SESSION**

The board reconvened to open session at 7:12 pm. District Counsel Green reported that there were no reportable actions from closed session.

#### **12. ADJOURNMENT**

On a motion by Director Burgess and seconded by Director Camou the meeting adjourned at 7:13 pm to the next scheduled special meeting on Thursday, May 18, 2023.

**APPROVED:**



**Bill Barker, President  
Board of Directors**

**ATTEST:**



**Kristen Gelos, Secretary  
Board of Directors**