



HERITAGE RANCH COMMUNITY SERVICES DISTRICT

4870 Heritage Road, Paso Robles, California 93446
(805) 227-6230 • (805) 227-6231

BOARD MEETING AGENDA

Thursday, November 20, 2025

DISTRICT OFFICE, HERITAGE RANCH, CA

Board Members:

Bill Barker, Vice President
Dan Burgess, Director
Michael Camou, President
Tom Swanson, Director
Masen Yaffee, Director

1. **4:00 P.M. 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. **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 Director.

Staff recommend the consent agenda be approved by a single motion:

- a. Meeting Minutes: Receive/approve minutes of regular meeting of October 16, 2025.
- b. Warrant Register: Receive/approve October 2025 warrants.

- c. Treasurer's Report: Receive/file October 2025 report.
- d. Fiscal Report: Receive/file October 2025 status report.
- e. Office Report: Receive/file October 2025 report.
- f. District Engineer Report: Receive/file November 2025 report.
- g. Operations Manager Report: Receive/file November 2025 report.
- h. Updates regarding disinfection byproducts.

5. 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. Submittal for approval Resolution 25-12 adopting the 2019 San Luis Obispo County Integrated Regional Water Management Plan and finding that the project is exempt from Section 21000 et seq. of the California Public Resources Code.
- b. Submittal for approval Resolution 25-13 adopting an amended Salary Schedule for Fiscal Year 2025/26 deleting two Treatment Operator III positions, adding one Operations Manager - Wastewater position, and adding one Administrative Assistant position.

6. GENERAL MANAGER REPORT

7. COMMITTEE / DIRECTOR REPORTS (oral reports)

8. 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:

- Award WRRF construction contract – 12/18/25
- Approve WRRF interim financing – 1/15/26
- Receive FYE 2025 Financial Statement – tbd
- Adopt Multi-Jurisdictional Hazard Mitigation Plan Update – tbd

9. ADJOURNMENT

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.*

The next regular Board of Directors meeting is scheduled for Thursday, December 18, 2025.

Notes:

- All comments concerning any item on the agenda are to be directed to the Presiding Officer.

Heritage Ranch Community Services District
Board of Directors Meeting November 20, 2025

- 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.