

Independence Ranch Community Services District

6289 Hawk Ridge Place, San Miguel, CA 93451

www.iranchcsd.org

REGULAR BOARD MEETING

Thursday, February 11, 2021

6:30 PM, Warbirds Meeting Hall

4251 Dry Creek Rd., Paso Robles, CA 93446

www.iranchcsd.org

SPECIAL NOTE RE: TELECONFERENCE/AUDIO CALL IN

THERE WILL BE NO ZOOM VIDEO OR AUDIO CALL IN AT THIS TIME. BOARD IS WORKING ON GETTING NEW ACCOUNT SET UP AND COORDINATING WITH WARBIRD TECHNOLOGY OPTIONS FOR FUTURE MEETINGS TO HAVE ELECTRONIC / PHONE ACCESS

THOSE ATTENDING THE MEETING IN PERSON ARE REQUESTED TO COMPLY WITH STATE AND LOCAL GUIDANCE FOR OFFICE WORKSPACES FOR WEARING A FACE COVERING (ATTACHED)

A G E N D A

- 1. 6:30 PM OPEN SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL**
- 2. APPROVAL of AGENDA**
- 3. PUBLIC COMMENT**
Members of the public may address the Board on items other than those scheduled on the agenda. PLEASE BEGIN BY STATING YOUR NAME AND ADDRESS. **EACH PERSON AND SUBJECT IS LIMITED TO A 3-MINUTE DISCUSSION.** Any person or subject requiring more than three minutes or action by the Board may be scheduled for a future Board meeting. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.
- 4. APPROVAL of MINUTES FOR: [Regular Meeting January 14, 2021](#)**
- 5. MANAGER REPORT:** None given by prior Interim G.M. Dan Gilmore
- 6. APPROVAL OF TREASURER'S REPORT AND FINANCIALS**
- 7. APPROVAL OF WARRANT REGISTER**

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8. DISCUSSION ITEMS (Board and Community)

- A. **Road Maintenance:** On-going item to determine and prioritize road maintenance tasks and report on tasks completed to date. Discuss any known damages from current storm and appointing a date/time where 2 or more of us can do physical assessment of same. **Possible Board Action.**
- B. **District Revenues:** Discussion of new ideas for Revenue such as Grants and approaching Businesses that travel our roads for share of cost, as well as discussion of ability to get some or all of previous road loan forgiven due to early breakdown in roads. Take community comments and input on revenue streamline ideas. **Possible Board Action.**
- C. **Applications for General Manager:** Discussion of details and action items for Applications for New General Manager for IRANCH CSD (i.e. creation of requirements for posting and review of Mark Kenyon's previous document, posting of same for next meeting, who will be contact to collect the Applications and process of allowing 5 minutes per Applicant to speak to the Community and Board Members on their reasons for applications and qualifications they would like to share at the next meeting, Allowing time for Q&A from community for each applicant equal or less than 3 minutes per question). **Possible Board Action.**
- D. **Secretarial / Website /ZOOM Assistance Short Term: (See Attachment for Zoom)** Discussion of hiring or ability to accept a community volunteer short term to assist in the Secretarial, website management, and setting up New Zoom account . Discussion of costs associated to this to have phone call-in ability until a new G.M. can be found/hired. **Possible Board Action**
- E. **Community Requests:** Discussion of procedure and process of taking and acting on requests/complaints from Community Members. **Possible Board Action**
- F. **Mailer to Community:** Discussion on a Mailer/Letter going out to Community Property Owners about status of G.M., collection of contact information (phone and email specifically), giving notice of correct website address and general information on what we are trying to get straightened out in Board functions in the interim period and going forward. Assignment of preparing same. **Possible Board Action.**

9. **DIRECTOR / MANAGER COMMENTS:** This is the opportunity for board members or staff to make brief comments or suggestions.

10. **ADJOURNMENT** The next regular board of directors meeting is scheduled for **Thursday, March 11, 2021.**

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11. **CLOSED SESSION DISCUSSION ITEMS:**

- A. **Tasks #4, #5, #6, #7 in Agenda:** Discussion of Who and Process of how we will handle said tasks while finding a new G.M. **Possible Board Action.**
- B. **Bank Account Signors:** Discussion of who is the most available Board Member to be added to the Bank Signor Card. **Possible Board Action.**
- C. **BY LAWS AND EXISTING CSD DOCUMENTATION:** Discussion of collecting and consolidating these documents for review and preparation of upload onto website as is needed. Possible setting of Special Closed Session Meeting and Notice of same for Board to go through them and organize.
- D. **New Agenda Items Process:** Discuss and set process for new upcoming Agenda items to be gathered in timely fashion to accommodate posting to website.