



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' SPECIAL MEETING**

Minutes of August 19, 2021

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

Vice President Cousineau called the meeting to order at 4:00 pm and led the flag salute.

2. ROLL CALL

Manager Duffield called the roll. Director Burgess and Director Capps were absent. All other Directors were present.

Staff present: General Manager Scott Duffield and Operations Manager Mike Wilcox.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no comments.

4. CONSENT ITEMS

- a. **Meeting Minutes:** Receive/approve minutes of regular meeting of July 15, 2021.
- b. **Warrant Register:** Receive/approve July 2021 warrants.
- c. **Treasurer's Report:** Receive/file July 2021 Report
- d. **Fiscal Report:** Receive/file July 2021 status report.
- e. **Office Report:** Receive/file July 2021 report.

Staff answered any questions the Board had. There were no public comments. Director Barker made a motion to approve all consent items as presented. Director Rowley seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Cousineau, Rowley
Absent: Burgess, Capps

5. DISCUSSION ITEMS

- a. **Request to approve the introduction and first reading of an Ordinance revision by title only amending Chapter 2 Section 2.050 Compensation and Expenses, and set a public hearing for September 16, 2021 for final adoption.**

Director Burgess arrived at the start of this item.

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

There were no public comments.

Director Burgess made a motion to approve the introduction and first reading of an Ordinance revision by title only amending Chapter 2 Section 2.050 Compensation and Expenses and set a public hearing for September 16, 2021 for final adoption. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

b. Request to consider approval of Resolution 21-08 amending Resolution 21-07 regarding implementation of the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan.

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

There were no public comments.

Director Rowley made a motion to approve Resolution 21-08 amending Resolution 21-07 regarding implementation of the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

c. Request to approve the purchase a Ford F550 cab and chassis from National Auto Fleet Group, and a service body with crane from PD Loader, for a not to exceed amount of \$136,500.

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

There were no public comments.

Director Burgess made a motion to approve the purchase a Ford F550 cab and chassis from National Auto Fleet Group, and a service body with crane from PD Loader, for a not to exceed amount of \$136,500. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

d. Request to approve the purchase of a 2021 Vermeer – Mclaughlin VX50-500 Vac Trailer from RDO Equipment Company for a not to exceed amount of \$83,500.

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

There were no public comments.

Director Rowley made a motion to approve the purchase of a 2021 Vermeer – Mclaughlin VX50-500 Vac Trailer from RDO Equipment Company for a not to exceed amount of \$83,500. Director Burgess seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley
Absent: Capps

e. Request to consider nominating a Director as a candidate for the open Integrated Waste Management Authority special districts alternate member seat.

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

There were no public comments.

Director Rowley made a motion to nominate Director Burgess as a candidate for the open Integrated Waste Management Authority special districts alternate member seat. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley
Absent: Capps

6. MANAGER REPORT

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

There were no public comments.

The August 2021 report was received and filed.

7. OPERATIONS REPORT

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

There were no public comments.

The August 2021 report was received and filed.

8. COMMITTEE AND DIRECTOR REPORTS

There were no reports.

9. ADJOURNMENT

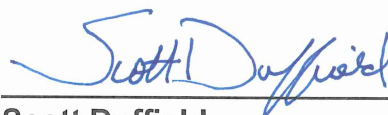
On a motion by Director Burgess and seconded by Director Barker the meeting adjourned at 5:47 pm to the next scheduled regular meeting on Thursday, September 16, 2021.

APPROVED:



**Reginald Cousineau, Vice President
Board of Directors**

ATTEST:



**Scott Duffield
General Manager**