



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

*Minutes of March 24, 2020*

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

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

**2. ROLL CALL**

Secretary Gelos called the role. Directors Barker was present. Directors Burgess, Cousineau and Rowley were present via teleconference. Director Capps was absent.

Staff present: General Manager Scott Duffield and Office Supervisor/Board Secretary Kristen Gelos.

**3. DISCUSSION ITEMS**

- a. **Submittal for approval Resolution No. 20-05, A Declaration of Emergency and Resolution of the Board of Directors of the Heritage Ranch Community Services District to Temporarily Authorize Increased Authority of the General Manager.**

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

Director Barker made a motion to approve Resolution 20-05 A Declaration of Emergency and Resolution of the Board of Directors of the Heritage Ranch Community Services District to Temporarily Authorize Increased Authority of the General Manager. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Cousineau, Rowley

Absent: Capps

**4. ADJOURNMENT**

On a motion by Director Cousineau and seconded by Director Rowley, the meeting adjourned at 4:15 pm to the next scheduled regular meeting on Thursday, April 16, 2020.

**APPROVED:**

  
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**Dan Burgess, President  
Board of Directors**

**ATTEST:**

  
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**Kristen Gelos, Secretary  
Board of Directors**