



**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING**
Minutes of July 15, 2021

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

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

2. ROLL CALL

Secretary Gelos called the roll. Director Burgess was absent. All other Directors were present.

Staff present: General Manager Scott Duffield, Office Supervisor/Board Secretary Kristen Gelos, Operations Manager Mike Wilcox, District legal counsel Jeff Minnery.

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 June 17, 2021.
- b. **Warrant Register:** Receive/approve June 2021 warrants.
- c. **Treasurer's Report:** Receive/file June 2021 report.
- d. **Treasurer's Report:** Receive/file FY 2020/21 4th Quarter Report.
- e. **Treasurer's Report:** Receive/file FY 2020/21 Annual Report.
- f. **Fiscal Report:** Receive/file June 2021 status report.
- g. **Office Report:** Receive/file June 2021 report.

Director Barker made a motion to approve all consent items as presented. Director Cousineau seconded the motion. The motion passed by the following voice vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

5. PUBLIC HEARINGS

- a. **Submittal for approval Resolution 21-04 providing for collection of delinquent solid waste charges and penalties to be collected on the tax roll in the same manner as property taxes.**

President Capps opened the Public Hearing. Manager Duffield provided a brief summary of the report and answered any questions the board had. There were no public comments. President Capps closed the Public Hearing.

Director Barker made a motion to approve Resolution 21-04. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

b. Submittal for approval Resolution 21-05 providing for collection of delinquent water and sewer charges and penalties to be collected on the tax roll in the same manner as property taxes.

President Capps opened the Public Hearing. Manager Duffield provided a brief summary of the report and answered any questions the board had. There were no public comments. President Capps closed the Public Hearing.

Director Barker made a motion to approve Resolution 21-05. Director Cousineau seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

c. Submittal for approval Resolution 21-06 adopting a Fiscal Year 2021/22 Final Budget and Salary Schedule.

President Capps opened the Public Hearing. Manager Duffield provided a brief summary of the report and answered any questions the board had. There were no public comments. President Capps closed the Public Hearing.

Director Cousineau made a motion to approve Resolution 21-06. Director Barker seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Capps, Cousineau, Rowley

Absent: Burgess

d. Submittal for approval Resolution 21-07 declaring drought conditions and implementing the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan.

President Capps opened the Public Hearing. Manager Duffield provided a brief summary of the report and answered any questions the board had. There were no public comments. President Capps closed the Public Hearing.

Director Burgess arrived at 4:41pm and was present for item and vote.

Director Barker made a motion to approve Resolution 21-07. Director Rowley seconded the motion. The motion passed by the following roll call vote:

Ayes: Barker, Burgess, Capps, Cousineau, Rowley

6. DISCUSSION ITEMS

a. Request to receive a presentation on Director compensation and expenses and provide direction to staff.

District Counsel Jeff Minnery provided a power-point presentation of the item and answered any questions the Board had. There were no public comments.

The Board would like to move forward with revision to the current Ordinance and Policy to update Director compensation to more align with other nearby Districts. Board directed staff to make necessary revisions and bring back to the Board with a Public Hearing.

7. MANAGER'S REPORT

Manager Duffield provided a brief summary of the report and answered any questions the board had. There were no public comments.

The report was received and filed.

8. OPERATIONS REPORT

Interim Operations Manager Wilcox provided a brief summary of the report and answered any questions the board had. There were no public comments.

The report was received and filed.

9. COMMITTEE AND DIRECTOR REPORTS

None

10. ADJOURNMENT

On a motion by Director Burgess and seconded by Director Barker the meeting adjourned at 5:50 pm to the next scheduled regular meeting on Thursday, August 19, 2021.

APPROVED:

**Devin Capps, President
Board of Directors**

ATTEST:

**Kristen Gelos, Secretary
Board of Directors**

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/1/2021	SPECIAL DISTRICT RISK MANAGEMENT W/C INSURANCE 2021-22	18,354.32	\$ 18,354.32
7/2/2021	R. ARNOLD NET PAYROLL	2,291.94	\$ 2,291.94
7/2/2021	J. PRITCHETT NET PAYROLL	2,619.87	\$ 2,619.87
7/2/2021	M. HUMPHREY NET PAYROLL	2,000.06	\$ 2,000.06
7/2/2021	B. VOGEL NET PAYROLL	1,783.68	\$ 1,783.68
7/2/2021	K. GELOS NET PAYROLL	2,385.10	\$ 2,385.10
7/2/2021	D. BURGESS NET PAYROLL	184.70	\$ 184.70
7/2/2021	B. BARKER NET PAYROLL	92.35	\$ 92.35
7/2/2021	R. COUSINEAU NET PAYROLL	138.52	\$ 138.52
7/2/2021	S. DUFFIELD NET PAYROLL	3,650.55	\$ 3,650.55
7/2/2021	D. CAPPS NET PAYROLL	138.52	\$ 138.52
7/2/2021	M. WILCOX NET PAYROLL	2,143.32	\$ 2,143.32
7/2/2021	CALPERS 457 DEFFERED COMP PROGRAM PERS 457- DEFFERED COMP.	2,220.00	\$ 2,220.00
7/2/2021	INTERNAL REVENUE SERVICE		
7/2/2021	FEDERAL WITHHOLDING TAXES	1,844.38	
7/2/2021	FICA WITHIHOLDING	74.40	
7/2/2021	MEDICARE	721.76	\$ 2,640.54

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/2/2021	EMPLOYMENT DEVELOPMENT DEPARTMENT		
7/2/2021	SDI	291.45	
7/2/2021	STATE WITHHOLDING	653.33	\$ 944.78
7/2/2021	CALPERS RETIREMENT SYSTEM		
7/2/2021	PERS RETIREMENT	1,826.63	
7/2/2021	PERS RETIREMENT TIER 2	1,075.89	
7/2/2021	PERS RETIREMENT PEPRA	629.91	
7/2/2021	SURVIVOR BENEFIT	5.58	\$ 3,538.01
7/2/2021	CALPERS RETIREMENT SYSTEM		
7/2/2021	CALPERS UNIFORM ALLOWANCE	10.18	\$ 10.18
7/3/2021	CALPERS HEALTH BENEFITS		
7/3/2021	CALPERS HEALTH BENEFITS	9,761.37	
7/3/2021	EMPLOYEE PAID HEALTH BENEFIT	604.45	
7/3/2021	EMPLOYEE PAID HEALTH BENEFIT	604.45	\$ 10,970.27
7/7/2021	GREAT WESTERN ALARM		
7/7/2021	ALARM & ANSWERING SERVICE	274.50	\$ 274.50
7/7/2021	COUNTY OF SAN LUIS OBISPO		
7/7/2021	WATER PURCHASE	11,557.00	\$ 11,557.00
7/7/2021	RIVAL TECHNOLOGY INC.		
7/7/2021	COMPUTER/SOFTWARE	130.00	
7/7/2021	PROFESSIONAL SERVICES	662.70	\$ 792.70
7/7/2021	STREAMLINE		
7/7/2021	COMPUTER/SOFTWARE	2,400.00	\$ 2,400.00
7/7/2021	ALL WAYS CLEAN		
7/7/2021	STRUCTURES & GROUNDS	425.00	\$ 425.00
7/7/2021	BRIAN VOGEL		
7/7/2021	MEDICAL REIMBURSEMENT	661.13	\$ 661.13
7/7/2021	GREAT WESTERN ALARM		
7/7/2021	PROFESSIONAL SERVICES	85.00	\$ 85.00
7/7/2021	USA BLUEBOOK		
7/7/2021	LAB TESTING/CHEMICALS/SUPPLIES	1,001.82	
7/7/2021	LAB TESTING	274.96	\$ 1,276.78

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/7/2021	BRENNTAG PACIFIC, INC		
7/7/2021	CHEMICALS	2,234.16	\$ 2,234.16
7/7/2021	PERRY'S ELECTRIC		
7/7/2021	FIXED EQUIP	5,795.82	\$ 5,795.82
7/7/2021	DEZURIK INC		
7/7/2021	MAINT. FIXED EQUIP	1,085.33	\$ 1,085.33
7/7/2021	C&N TRACTORS		
7/7/2021	VEHICLES	49.13	\$ 49.13
7/7/2021	FLUID RESOURCE MANAGEMENT		
7/7/2021	MAINTENANCE FIXED EQUIPMENT	15,800.00	\$ 15,800.00
7/7/2021	ABALONE COAST ANALYTICAL, INC.		
7/7/2021	LAB TESTING	68.00	
7/7/2021	LAB TESTING	961.00	
7/7/2021	LAB TESTING	2,039.00	\$ 3,068.00
7/7/2021	U.S. BANK		
7/7/2021	TELEPHONE	200.68	
7/7/2021	VEHICLES	333.47	
7/7/2021	SUPPLIES	102.88	
7/7/2021	SUPPLIES	32.04	
7/7/2021	OFFICE SUPPLIES	28.80	
7/7/2021	SUPPLIES	19.81	
7/7/2021	SUPPLIES	37.05	
7/7/2021	SUPPLIES	20.76	
7/7/2021	BOARD TRAINING & TRAVEL	54.23	\$ 829.72
7/7/2021	R&B COMPANY A CORE & MAIN COMPANY		
7/7/2021	SUPPLIES	193.05	
7/7/2021	SUPPLIES	46.40	\$ 239.45
7/7/2021	DATA PROSE LLC		
7/7/2021	JUNE BILLING	1,144.27	\$ 1,144.27
7/7/2021	RIVAL TECHNOLOGY INC.		
7/7/2021	COMPUTER/SOFTWARE	4,856.59	\$ 4,856.59
7/7/2021	KENWOOD ENERGY		
7/7/2021	PVS PROJECT	2,047.50	\$ 2,047.50

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/7/2021	COASTLINE EQUIPMENT		
7/7/2021	VEHICLES	813.35	\$ 813.35
7/7/2021	CENTRAL COAST MECHANICAL, INC.		
7/7/2021	STRUCTURES & GROUNDS	471.00	\$ 471.00
7/7/2021	STATE WATER RESOURCES CONTROL		
7/7/2021	LICENSES & PERMITS	95.00	\$ 95.00
7/7/2021	MOX, RUSSELL		
7/7/2021	US REFUND	12.91	\$ 12.91
7/9/2021	PG&E		
7/9/2021	ELECTRICITY	19,147.56	\$ 19,147.56
7/16/2021	R. ARNOLD		
	NET PAYROLL	2,508.04	\$ 2,508.04
7/16/2021	J. PRITCHETT		
	NET PAYROLL	2,703.67	\$ 2,703.67
7/16/2021	M. HUMPHREY		
	NET PAYROLL	2,001.19	\$ 2,001.19
7/16/2021	B. VOGEL		
	NET PAYROLL	2,256.51	\$ 2,256.51
7/16/2021	K. GELOS		
	NET PAYROLL	2,453.28	\$ 2,453.28
7/16/2021	S. DUFFIELD		
	NET PAYROLL	3,674.22	\$ 3,674.22
7/16/2021	M. WILCOX		
	NET PAYROLL	1,938.81	\$ 1,938.81
7/16/2021	CALPERS 457 DEFFERED COMP PROGRAM		
7/16/2021	PERS 457- DEFFERED COMP.	2,220.00	\$ 2,220.00
7/16/2021	INTERNAL REVENUE SERVICE		
7/16/2021	FEDERAL WITHHOLDING TAXES	1,950.87	
7/16/2021	MEDICARE	730.66	\$ 2,681.53

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/16/2021	EMPLOYMENT DEVELOPMENT DEPARTMENT		
7/16/2021	SDI	302.36	
7/16/2021	STATE WITHHOLDING	717.10	\$ 1,019.46
7/16/2021	CALPERS RETIREMENT SYSTEM		
7/16/2021	PERS RETIREMENT	1,866.64	
7/16/2021	PERS RETIREMENT TIER 2	1,120.44	
7/16/2021	PERS RETIREMENT PEPRA	642.56	
7/16/2021	SURVIVOR BENEFIT	5.58	\$ 3,635.22
7/17/2021	CALPERS RETIREMENT SYSTEM		
7/17/2021	SURVIVOR EMPLOYER PREM.FY20/21	239.20	
7/17/2021	SURVIVOR EMPLOYER PREM.FY20/21	109.20	
7/17/2021	SURVIVOR EMPLOYER PREM.FY20/21	62.40	\$ 410.80
7/20/2021	FERGUSON ENTERPRISES INC		
7/20/2021	SUPPLIES	39.33	\$ 39.33
7/20/2021	WALLACE GROUP		
7/20/2021	CONSULTING & ENGINEERING	496.07	
7/20/2021	PVS PROJECT	195.00	
7/20/2021	VERTICAL INTAKE PROJECT	1,405.00	
7/20/2021	WRF UPGRADE PROJECT	1,170.00	
7/20/2021	CONSULTING & ENGINEERING	1,316.25	\$ 4,582.32
7/20/2021	MCCLATCHY COMPANY LLC		
7/20/2021	ADVERTISING	91.59	\$ 91.59
7/20/2021	BRENNTAG PACIFIC, INC		
7/20/2021	CHEMICALS	3,237.10	\$ 3,237.10
7/20/2021	TYLER TECHNOLOGIES		
7/20/2021	COMPUTER/SOFTWARE	260.10	\$ 260.10
7/20/2021	FGL ENVIRONMENTAL		
7/20/2021	LAB TESTING	973.00	
7/20/2021	LAB TESTING	1,514.00	\$ 2,487.00
7/20/2021	COUNTY OF SAN LUIS OBISPO		
7/20/2021	PROFESSIONAL SVCS - X-CONNECT	242.20	\$ 242.20
7/20/2021	ROY ARNOLD		
7/20/2021	CELL & INTERNET ALLOWANCE	80.00	\$ 80.00

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/20/2021	ANTHONY'S TIRE STORE		
7/20/2021	VEHICLES	495.03	
7/20/2021	VEHICLES	780.00	\$ 1,275.03
7/20/2021	FLUID RESOURCE MANAGEMENT		
7/20/2021	PROFESSIONAL SERVICES	227.50	\$ 227.50
7/20/2021	SPRING STREET AUTO, INC.		
7/20/2021	VEHICLES	49.75	
7/20/2021	VEHICLES	49.75	\$ 99.50
7/20/2021	NAPA AUTO PARTS		
7/20/2021	SUPPLIES / VEHICLES	146.20	\$ 146.20
7/20/2021	ABALONE COAST ANALYTICAL, INC.		
7/20/2021	LAB TESTING	1,683.00	\$ 1,683.00
7/20/2021	ALPHA ELECTRICAL SERVICE		
7/20/2021	MAINTENANCE FIXED EQUIPMENT	403.50	\$ 403.50
7/20/2021	TELSTAR INSTRUMENTS INC.		
7/20/2021	PROFESSIONAL SERVICES	7,380.00	\$ 7,380.00
7/20/2021	KRISTEN GELOS		
7/20/2021	CELL & INTERNET ALLOWANCE	40.00	\$ 40.00
7/20/2021	JAMES A. PRITCHETT		
7/20/2021	CELL & INTERNET ALLOWANCE	80.00	\$ 80.00
7/20/2021	SCOTT DUFFIELD		
7/20/2021	CELL & INTERNET ALLOWANCE	40.00	\$ 40.00
7/20/2021	WESTERN EXTERMINATOR COMPANY		
7/20/2021	STRUCTURES & GROUNDS	92.00	
7/20/2021	STRUCTURES & GROUNDS	90.00	\$ 182.00
7/20/2021	MARK HUMPHREY		
7/20/2021	CELL & INTERNET ALLOWANCE	80.00	\$ 80.00
7/20/2021	SPRAGUE'S LAWN SERVICES		
7/20/2021	STRUCTURES & GROUNDS	125.00	\$ 125.00

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/20/2021	BRIAN VOGEL		
7/20/2021	CELL & INTERNET ALLOWANCE	80.00	\$ 80.00
7/20/2021	MIKE WILCOX		
7/20/2021	REIMBURSEMENT - FIXED EQUIP.	17.13	
7/20/2021	TRAVEL REIMBURSEMENT	258.72	
7/20/2021	REIMBURSEMENT - SUPPLIES	15.24	
7/20/2021	CELL & INTERNET ALLOWANCE	40.00	\$ 331.09
7/21/2021	AT&T		
7/21/2021	TELEPHONE/INTERNET	438.13	\$ 438.13
7/24/2021	CALPERS RETIREMENT SYSTEM		
7/24/2021	PERS RETIREMENT U/L	7,832.92	
7/24/2021	PERS RETIREMENT U/L	51.75	
7/24/2021	PERS RETIREMENT U/L	82.75	\$ 7,967.42
7/24/2021	J.B. DEWAR. INC.		
7/24/2021	FUEL & OIL	828.43	\$ 828.43
7/28/2021	CHARTER COMMUNICATIONS		
7/28/2021	INTERNET	89.99	\$ 89.99
7/30/2021	R. ARNOLD NET PAYROLL	2,416.87	\$ 2,416.87
7/30/2021	J. PRITCHETT NET PAYROLL	2,901.73	\$ 2,901.73
7/30/2021	M. HUMPHREY NET PAYROLL	2,173.42	\$ 2,173.42
7/30/2021	B. VOGEL NET PAYROLL	1,796.11	\$ 1,796.11
7/30/2021	K. GELOS NET PAYROLL	2,453.28	\$ 2,453.28
7/30/2021	S. DUFFIELD NET PAYROLL	3,674.22	\$ 3,674.22
7/30/2021	M. WILCOX NET PAYROLL	1,988.48	\$ 1,988.48

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021
WARRANT REGISTER**

DATE	NAME OF PAYEE	ITEM AMOUNT	WARRANT AMOUNT
7/30/2021	CALPERS 457 DEFFERED COMP PROGRAM		
7/30/2021	PERS 457- DEFFERED COMP.	2,220.00	\$ 2,220.00
7/30/2021	INTERNAL REVENUE SERVICE		
7/30/2021	FEDERAL WITHHOLDING TAXES	1,964.37	
7/30/2021	MEDICARE	735.46	\$ 2,699.83
7/30/2021	EMPLOYMENT DEVELOPMENT DEPARTMENT		
7/30/2021	SDI	304.33	
7/30/2021	STATE WITHHOLDING	722.85	\$ 1,027.18
7/30/2021	CALPERS RETIREMENT SYSTEM		
7/30/2021	PERS RETIREMENT	1,836.10	
7/30/2021	PERS RETIREMENT TIER 2	1,120.44	
7/30/2021	PERS RETIREMENT PEPRA	1,152.83	
7/30/2021	SURVIVOR BENEFIT	6.51	\$ 4,115.88
7/30/2021	SAN MIGUEL GARBAGE		
7/30/2021	DELINQUENT SOLID WASTE FEE	1.60	\$ 1.60
7/30/2021	PITNEY BOWES		
7/30/2021	POSTAGE	200.00	\$ 200.00
7/31/2021	SAN MIGUEL GARBAGE		
7/31/2021	DELINQUENT SOLID WASTE FEES	561.00	\$ 561.00
GRAND TOTAL FOR ALL WARRANTS			\$219,517.37

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
TREASURER'S REPORT
JULY 2021**

SUMMARY REPORT OF ALL ACCOUNTS

Beginning Balance:	\$ 5,012,265.58
Ending Balance:	\$ 4,983,218.15
Variance:	\$ (29,047.43)
Interest Earnings for the Month Reported:	\$ 3,760.35
Interest Earnings Fiscal Year-to-Date:	\$ 3,760.35

ANALYSIS OF REVENUES

Total operating income for water and sewer was:	\$175,057
Non-operating income was:	\$14,945
Franchise fees paid to the District by San Miguel Garbage was:	\$ 6,676.05
Interest earnings for the P.P.B. checking account was:	\$ 1.35
Interest earnings for the P.P.B. DWR Loan Services account was:	\$ -
Interest earnings for the P.P.B. DWR Reserve account was:	\$ -
Interest earnings for the P.P.B. SRF Loan Services account was:	\$ -
Interest earnings for the Western Alliance account was:	\$ -
Interest earnings for the LAIF account was:	\$ 3,759.00

ANALYSIS OF EXPENSES

Pacific Premier Bank checking account total warrants, fees, and Electronic Fund Transfers was:	\$265,860.40
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STATEMENT OF COMPLIANCE

This report was prepared in accordance with the Heritage Ranch Community Services District Statement of Investment Policy. All investment activity was within policy limits. There are sufficient funds to meet the next 30 days obligations. Attached is a status report of all accounts and related bank statements.

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
STATUS REPORT FOR ALL ACCOUNTS
MAY 2021**

BEGINNING BALANCE ALL ACCOUNTS **\$ 5,012,265.58**

OPERATING CASH IN DRAWER **\$300.00**

PACIFIC PREMIER BANK - CHECKING

BEGINNING BALANCE 5/31/2021	\$210,157.23	
DEPOSIT REVENUE & MISCELLANEOUS INCOME	\$207,145.62	
INTEREST EARNED	1.35	
TOTAL CHECKS, FEES AND EFT'S	(\$265,860.40)	
TRANSFER TO LAIF ACCOUNT	\$0.00	
TRANSFER FROM LAIF ACCOUNT	\$0.00	
ENDING BALANCE 6/30/2021		\$151,443.80

PACIFIC PREMIER BANK DWR LOAN REPAYMENT (1994-2029):

LOAN SERVICES ACCOUNT

BEGINNING BALANCE 5/31/2021	\$136.45	
QUARTERLY DEPOSIT	\$25,907.00	
INTEREST EARNED	\$0.00	
SEMI-ANNUAL PAYMENT	\$0.00	
ENDING BALANCE 6/30/2021		\$26,043.45

PACIFIC PREMIER BANK DWR RESERVE ACCOUNT

BEGINNING BALANCE 5/31/2021	\$113,433.62	
INTEREST EARNED	\$0.00	
ENDING BALANCE 6/30/2021		\$113,433.62

PACIFIC PREMIER BANK SDWSRF LOAN SERVICES ACCOUNT

BEGINNING BALANCE 5/31/2021	\$29,616.87	
QUARTERLY DEPOSIT	\$0.00	
INTEREST EARNED	\$0.00	
SEMI-ANNUAL PAYMENT	\$0.00	
ENDING BALANCE 6/30/2021		\$29,616.87

WESTERN ALLIANCE

PVS PROJECT CAPITALIZED INTEREST FUND

BEGINNING BALANCE 5/31/2021	\$18.34	
INTEREST EARNED	\$0.00	
INTEREST PAYMENT	\$0.00	
ENDING BALANCE 6/30/2021		\$18.34

LOCAL AGENCY INVESTMENT FUND (LAIF)

BEGINNING BALANCE 5/31/2021	\$4,658,903.07	
INTEREST EARNED	\$3,759.00	
TRANSFER FROM PACIFIC PREMIER CHECKING	\$0.00	
TRANSFER TO PACIFIC PREMIER CHECKING	\$0.00	
ENDING BALANCE 6/30/2021		\$4,662,662.07

ENDING BALANCE ALL ACCOUNTS		\$4,983,218.15
DIFFERENCE FROM LAST MONTH	Decrease	(\$29,047.43)

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2021/22 Budget**

OPERATING REVENUE	Budget FY 21/22	Actual July	Actual Year to Date	Percentage Year to Date	Variance Explanation
Water Fees	1,107,981	113,347	113,347	10%	
Sewer Fees	704,110	58,645	58,645	8%	
Hook-Up Fees	3,000	700	700	23%	
Turn on Fees	3,500	325	325	9%	
Late Fees	18,500	2,007	2,007	11%	
Plan Check & Inspection	10,000	0	0	0%	
Miscellaneous Income	500	33	33	7%	
TOTAL OPERATING	\$1,847,591	\$175,057	\$175,057	9%	

FRANCHISE REVENUE					
Solid Waste Franchise Fees	77,220	6,676	6,676	9%	
TOTAL FRANCHISE	\$77,220	\$6,676	\$6,676	9%	

TOTAL OPERATING \$1,924,811 \$181,733 \$181,733 9%

NON-OPERATING REVENUE					
Standby Charges	242,144	0	0	0%	
Property Tax	404,308	0	0	0%	
Interest	50,000	3,760	3,760	8%	
Connection Fees	70,580	11,185	11,185	16%	
TOTAL NON-OPERATING	\$767,032	\$14,945	\$14,945	2%	

RESERVE REVENUE					
Capital Reserves	656,000	954	954	0%	
Operating Reserves	1,585,986	2,047	2,047	0%	
TOTAL RESERVE	\$2,241,986	\$3,001	\$3,001	0%	

TOTAL NON-OPERATING \$3,009,018 \$17,946 \$17,946 1%

TOTAL ALL INCOME	\$4,933,829	\$199,679	\$199,679	4%	
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**HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2021/22 Budget**

OPERATING EXPENSES

SALARIES AND BENEFITS	Budget FY 21/22	Actual July	Actual Year to Date	Percentage Year to Date	Variance Explanation
Salaries	810,774	70,455	70,455	9%	
Health Insurance	149,611	6,789	6,789	5%	
Health Insurance - Retirees	44,584	3,634	3,634	8%	
PERS	146,225	14,591	14,591	10%	
Standby	13,100	1,416	1,416	11%	
Overtime	15,600	2,723	2,723	17%	
Workers Comp. Ins.	18,355	18,354	18,354	100%	Paid Annually
Directors' Fees	9,000	600	600	7%	
Medicare/FICA	11,953	1,131	1,131	9%	
Car Allowance	3,000	250	250	8%	
SUI/ETT	1,500	0	0	0%	
Uniforms	5,000	0	0	0%	
TOTAL SALARIES & BENEFITS	\$1,228,702	\$119,943	\$119,943	10%	

UTILITIES

Electricity	121,527	0	0	0%	
Propane	1,025	0	0	0%	
Water Purchase	23,114	11,557	11,557	50%	Paid Semiannually
Telephone/Internet	10,800	968	1,468	14%	
TOTAL UTILITIES	\$156,466	\$12,525	\$13,025	8%	

MAINTENANCE & SUPPLIES

Chemicals	87,000	3,237	3,237	4%	
Computer/Software	29,450	2,790	2,790	9%	
Equip. Rental/Lease	2,500	0	0	0%	
Fixed Equip.	172,000	421	421	0%	
Fuel & Oil	10,000	828	828	8%	
Lab Testing	38,400	4,170	4,170	11%	
Office Supplies	1,500	0	0	0%	
Parks & Recreation	0	0	0	0%	
Struct./Grnds.	8,140	732	732	9%	
Small Tools/Equip.	3,000	0	0	0%	
Supplies	2,500	66	66	3%	
Meters/Equip.	12,000	0	0	0%	
Vehicles	6,000	1,509	1,509	25%	
TOTAL MAINT. & SUP.	\$372,490	\$13,754	\$13,754	4%	

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT - CONSOLIDATED BUDGET
2021/22 Budget**

GENERAL & ADMINISTRATION	Budget FY 21/22	Actual July	Actual Year to Date	Percentage Year to Date	Variance Explanation
Ads./Advertising	1,500	92	92	6%	
Alarm/Answering Service	4,000	275	275	7%	
Audit	10,000	0	0	0%	
Bank Charges/Fees	8,000	932	932	12%	
Consulting/Engineering	20,000	1,812	1,812	9%	
Dues/Subscription	9,850	0	0	0%	
Elections	0	0	0	0%	
Insurance	36,590	0	0	0%	
LAFCO	6,600	0	0	0%	
Legal/Attorney	15,000	0	0	0%	
Licenses/Permits	32,100	95	95	0%	
Plan Check & Inspection	10,000	0	0	0%	
Postage/Billing	15,000	200	200	1%	
Professional Service	44,300	8,512	8,512	19%	
Tax Collection	6,000	0	0	0%	
Staff Training & Travel	8,000	259	259	3%	
Board Training & Travel	1,000	0	0	0%	
TOTAL G & A	\$227,940	\$12,176	\$12,176	5%	

CAPITAL PROJECTS & EQUIPMENT

Structures/Improvements	2,021,986	2,770	2,770	0%	
Equipment	220,000	0	0	0%	
TOTAL CAPITAL EXPENSE	\$2,241,986	2,770	2,770	0%	

DEBT

State Loan Payment	103,629	0	0	0%	
State Loan Payment Phase II	58,740	0	0	0%	
Western Alliance Lease-PVS	152,849	0	0	0%	
TOTAL DEBT	\$315,218	\$0	\$0		

FUNDED DEPRECIATION	\$288,000	\$24,000	\$22,750	8%	
UNFUNDED DEPRECIATION	\$0	\$0	\$0	0%	

TOTAL EXPENSE	\$4,830,802	\$185,168	\$184,418	4%	
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CAPACITY CHARGES TRANSFER \$70,580 \$11,185 \$11,185 16%

SOLID WASTE FEES TRANSFER \$30,783 \$1,681 \$1,741 6%

FUND TOTAL	\$1,664	\$1,645	\$2,335		
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**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
JULY 2021 OFFICE REPORT**

Water & Sewer

On August 1st, we processed 1,927 bills for a total dollar amount of \$184,521 for water and sewer user fees for the month of July. The number of Automatic Drafts processed was 605 for a total dollar amount of \$52,253.

San Miguel Garbage Franchise Fees

Each month, the District receives franchise fees from the previous month. The breakdown is as follows:

Month of June

Garbage Collection (10%) - \$ 6,76.72

Roll-Off Collection (10%) - \$ 200.93

Total Franchise Fees Collected - \$ 6,677.65

Service Orders Completed

Staff completed a total of 23 service orders for the month of July. Below is a breakdown by job code.

OCCUPANT CHANGE	10	MISC.	2
LEAK	4	LOCK	1
USA	4	CALL OUT	2

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Scott Duffield, General Manager

DATE: August 19, 2021

SUBJECT: 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.

Recommendation

It is recommended that the Board of Directors:

1. Approve the introduction and first reading of an Ordinance revision by title only amending Chapter 2 Section 2.050 Compensation and Expenses; and
2. Set a public hearing for September 16, 2021 for final adoption.

Background

At the July meeting, your Board directed staff to present this item for consideration.

Discussion

In order to introduce the Ordinance revision, the Board should read by title only and waive further reading. The Ordinance revisions can be adopted at the next regular Board meeting of September 16, 2021, and will go into effect October 1, 2021.

Attached is the proposed amendment of the District Code of Ordinances Chapter 2 Section 2.050 Compensation and Expenses. The changes have been reviewed by District Counsel and recommended for board approval and adoption.

Fiscal Considerations

The annual Budget includes compensation for Director attendance at meetings and these changes are not anticipated to impact the Budget at this time.

Results

Setting the public hearing date to adopt the proposed Ordinance revision at the September 16, 2021 Board meeting will result in the Ordinance revision becoming effective October 1, 2021.

Attachments: Draft amended Code of Ordinance Chapter 2 Section 2.050 redline

File: Code of Ordinances

**Heritage Ranch Community Services District
Code of Ordinances Section 2.050 Proposed Revision
August 19, 2021**

Redlined version:

2.050 – Compensation and Expenses

Directors shall receive \$100.00 a day for ~~the first~~ District Board, ~~or~~ Committee, ~~or any other~~ meeting attended for the purpose of conducting District business or potential business, by him or her per calendar month and \$50.00 for each of the next two Board or Committee meetings attended by him or her per calendar month upon taking office and until that time that his/her term ends. ~~Maximum~~ daily stipend is \$100.00, and maximum monthly stipend is \$600.00 for attending ~~District Board or Committee~~ said meetings ~~shall be \$200.00~~. In addition to any stipend received pursuant to this section, Directors shall be allowed any actual and necessary expense incurred in the performance of their duties per standard District reimbursement procedures.

Clean version:

2.050 – Compensation and Expenses

Directors shall receive \$100.00 a day for a District Board, Committee, or any other meeting attended for the purpose of conducting District business or potential business. Maximum daily stipend is \$100.00, and maximum monthly stipend is \$600.00 for attending said meetings. In addition to any stipend received pursuant to this section, Directors shall be allowed any actual and necessary expense incurred in the performance of their duties per standard District reimbursement procedures.

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Scott Duffield, General Manager

DATE: July 15, 2021

SUBJECT: 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.

Recommendation

It is recommended that the Board of Directors consider approval of Resolution 21-08 revising Resolution 21-07 regarding implementation of the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan.

Background

At the July 15, 2021 meeting, your Board adopted Resolution 21-07 declaring drought conditions and implementing the Emergency Water Shortage Regulations and Staged Water Use Reduction Plan.

Discussion

Stage II Water Conservation Measures pursuant to Code of Ordinances Section 5.900 shall apply to all customers and property served by the District within the District's Water Service Area boundaries

The water conservation goals and water allocation procedures of this Ordinance are based on historical average water use per residential subdivision at Heritage Ranch. The development of Heritage Ranch preceded as a master planned community with construction of individual subdivisions (tracts). Each tract contains similar sized lots and similar water use patterns per residence. Tracts of similar sized lots/water use patterns are grouped together. The tracts have been placed in six groups. Some non-residential uses are still legally part of some of these tracts; e.g. the parks owned by HROA.

The Ordinance also states that non-residential uses shall receive a water allocation using a percent reduction methodology based on the average of the previous two years of water use. Stage II is a 15% reduction from the average use over the past two years.

Resolution 21-07 specified days and times allowed for outside irrigation which applies to all customers. The days are every other day with no outside watering on Mondays, and all outside irrigation may only occur between the hours of 8:00 pm and 7:00 am.

Resolution 21-08 would provide a variance from some outside irrigation provisions for several park areas owned and managed by the HROA.

Fiscal Implications

There are no additional direct fiscal impacts for this specific item other than the fiscal impacts due to mandatory conservation measures that could equate to reductions in water fund revenue.

Results

The Board may consider approving Resolution 21-08 excepting certain park areas from some of the outside watering restrictions established by the Code of Ordinances.

Attachments: Resolution 21-08

FILE: Water Conservation

**HERITAGE RANCH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 21-08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HERITAGE RANCH
COMMUNITY SERVICES DISTRICT AMENDING RESOLUTION 21-07 DECLARING
DROUGHT CONDITIONS AND IMPLEMENTING EMERGENCY WATER
SHORTAGE REGULATIONS AND STAGED WATER USE REDUCTION PLAN**

WHEREAS, the District adopted Resolution 09-07 on July 16, 2009, establishing Code of Ordinance Section 5.900, Emergency Water Shortage Regulation and Staged Water Use Reduction Plan; and

WHEREAS, Monterey County Water Resources Agency is projected to release water to the Nacimiento River at an average flow of about 273 cubic feet per second (cfs) for the remainder of July; and

WHEREAS, Monterey County Water Resources Agency is projected to release water to the Nacimiento River at an average flow of about 60 cubic feet per second (cfs) from August 2021, to the end of the calendar year; and

WHEREAS, these water releases will result in Nacimiento Reservoir reaching elevations that trigger implementation of Code of Ordinance Section 5.900, Emergency Water Shortage Regulation and Staged Water Use Reduction Plan; and

WHEREAS, the District intends to implement Code of Ordinance Section 5.900, Emergency Water Shortage Regulation and Staged Water Use Reduction Plan; and

WHEREAS, Resolution 21-07 was adopted to conserve a public water supply for the protection of the health, welfare, and safety of the residents of the Heritage Ranch Community Services District.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the Heritage Ranch Community Services District that:

This Resolution shall modify the following sections of Resolution 21-07 to read:

- (A) Section 2a. Outside irrigation is allowed only on Tuesdays, Thursdays and Saturdays in Zone 1 locations as follows: Tracts 0446, 0447, 0475, 0693, 1063, 1094, 1910, excepting Equestrian Park.
- (B) Section 2b. Outside irrigation is allowed only on Wednesdays, Fridays and Sundays in Zone 2 locations as follows: Tracts 0050, 0424, 0452, 0474, 0720, 0721, 0999, 1990, excepting Heritage Park and Gateway Park.
- (C) In all other respects, Resolution 21-07 will remain in full force and effect.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Heritage Ranch Community Services District on the 19th day of August 2021, by the following roll call vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED: _____
Devin Capps, President
Board of Directors

ATTEST: _____
Kristen Gelos, Secretary
Board of Directors

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Mike Wilcox, Operations Manager

VIA: Scott Duffield, General Manager

DATE: August 19, 2021

SUBJECT: 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 \$136,500.00.

Recommendation

It is recommended that the Board of Directors 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 \$136,500.00.

Background

The District's purchasing policy requires Board approval of any requisition for capital items in excess of \$1,000.

Discussion

The current service truck is a F550 which was purchased used in 2001. Over the last twenty years, the service truck has been an integral part of the maintenance and repair of the water and sewer systems. Some things the service truck is used for are:

- Mobilize the Vermeer vac trailer for both sewer and water repairs.
- Pull and install lift station pumps.
- Provide mandatory safety support for confined space entry.
- Set trench plates
- Load, unload and transport heavy material and equipment as needed.

Staff acquired service truck pricing from three sources, National Auto Fleet Group (a nationally negotiated contract), Downtown Ford (a CA State Contract), and Paso Robles Ford. **Table 1** summarizes the pricing from these sources.

Table 1

Attachment	Vendor	Make/Model	Base Price	Extended Warranty	Tax & Tire Fee	Total
A	National Auto Fleet Group	2022 F 550	\$54,342.30 +\$10.50 Tire Fee	\$2,500.00	\$4,754.95	\$61,607.75
B	Downtown Ford CA State Contract	2022 F 550	\$54,409.00	\$3,560.00	\$4,760.79	\$62,729.79
C	Paso Robles Ford	2022 F 550	\$56,002.40	\$4,660.00	\$4,900.21	\$65,562.61

The Service Body will be manufactured to accommodate needs specific to the District with special consideration given to an increase in quality and ruggedness. Most notably will be the accommodation to properly store parts, tools, and safety equipment for confined space entry. The Service Body crane will increase in size from a 3,000-pound to 5,000-pound lifting capacity allowing the District to provide full maintenance access to all lift stations, including Lift Station #10 (LS #10). Currently the District uses Fluid Resource Management (FRM) for maintenance activities at LS #10. The most recent removal and replacement of one of the pumps at LS #10 by FRM cost the District in excess of \$4,500 for FRM services alone.

Staff acquired service body pricing through a Sourcewell contract from PB Loader, and vendor direct from Scelzi Enterprises Inc. **Table 2** summarizes the pricing from these sources.

Table 2

Attachment	Vendor	Price f/Body & Upgrades	Discounts	Freight	Tax	Total
A	PB Loader	\$68,657.00	-\$1,102.00	\$1,200.00	\$5,640.84	\$74,395.84
B	Scelzi	\$73,552.00	\$0.00	\$0.00	\$6,385.31	\$79,937.31

Fiscal Considerations

The FY 2021/22 Budget includes \$220,000 allocated to replacing equipment, including a Service Truck.

Results

Approval of the recommended action will allow for the continued maintenance, repair and reliability of the District’s water and sewer systems.

Attachment: Service Truck and Service Body detailed proposals.

File: Equipment



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

8/2/2021

Quote ID: 28179 R1

Order Cut Off Date: TBA

Mike Wilcox
Heritage Ranch Community Services District Utilities
4870 Heritage Road
Paso Robles, CA 93446-4185

Dear Mike Wilcox,
National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2022 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 169" WB 84" CA, w/ Extended Warranty,) and delivered to your specified location, each for

	One Unit
Contract Price	\$54,342.30
Tax (8.7500%)	\$4,754.95
Extended Warranty 5yr 100k \$0 deductible	\$2,500.00
Tire Fee	\$10.50
Total	\$61,607.75

-per your attached specifications:

This vehicle(s) is available under the Sourcewell (Formerly known as NJPA) Contract Number 120716-NAF. Please reference this contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.
Sincerely,

Jesse Cooper-Account Manager
Office (855) 289-6572/ Fax: (831) 480-8497



Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle: www.NAFGETA.com

Use the upfitter of your choice: www.NAFGpartner.com

Vehicle Status: ETA@NationalAutoFleetGroup.com

General Inquiries: Fleet@NationalAutoFleetGroup.com

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

ENGINE	
Code	Description
99T	ENGINE: 6.7L 4V OHV POWER STROKE V8 TURBO DIESEL B20, -inc: Diesel Exhaust Fluid (DEF) tank, intelligent oil-life monitor and manual push-button engine-exhaust braking, 240 Amp Alternator, 4.10 Axle Ratio, Dual 78-AH 750 CCA Batteries
TRANSMISSION	
Code	Description
44G	TRANSMISSION: TORQSHIFT 10-SPEED AUTOMATIC, -inc: 10R140 w/neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery (STD)
TIRES	
Code	Description
TGJ	TIRES: 225/70RX19.5G BSW A/P, (STD)
PRIMARY PAINT	
Code	Description
Z1	OXFORD WHITE
PAINT SCHEME	
Code	Description
___	STANDARD PAINT
SEAT TYPE	
Code	Description
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar
AXLE RATIO	
Code	Description
X8L	LIMITED SLIP W/4.88 AXLE RATIO
ADDITIONAL EQUIPMENT	
Code	Description
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Remote Keyless Entry, Folding Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front Side Windows, 1-touch up/down driver/passenger window

17F	XL DECOR GROUP, -inc: Chrome Front Bumper
62R	TRANSMISSION POWER TAKE-OFF PROVISION, -inc: mobile and stationary PTO modes
67B	397 AMP ALTERNATORS
98R	OPERATOR COMMANDED REGENERATION
86A	PROGRAMMABLE ENGINE IDLE SHUTDOWN - 5 MINUTE
535	HIGH CAPACITY TRAILER TOW PACKAGE, -inc: Increases GCW from 32,500 lbs, to 40,000 lbs, axle ratios and model availability, See Supplemental Reference for vehicle height consideration
68M	GVWR: 19,500 LB PAYLOAD PLUS UPGRADE PACKAGE, -inc: upgraded frame, rear-axle and low deflection/high capacity springs, Increases max RGAWR to 14, 706, Note: See Order Guide Supplemental Reference for further details on GVWR
67X	EXTRA HEAVY-SERVICE SUSPENSION PACKAGE, -inc: pre-selected extra heavy-service front springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations), Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR), Note 1: May result in a deterioration of ride quality, Note 2: Vehicle ride height will increase w/the addition of this package
512	SPARE TIRE, WHEEL & JACK, -inc: Excludes carrier, 6-Ton Hydraulic Jack
63A	UTILITY LIGHTING SYSTEM, -inc: LED side-mirror spotlights
595	FOG LAMPS
942	DAYTIME RUNNING LAMPS (DRL), -inc: The non-controllable 942 Daytime Running Lamps (DRL) replace the standard Daytime Running Lamps (DRL) on/off cluster controllable
59H	CENTER HIGH-MOUNTED STOP LAMP (CHMSL)
61J	6-TON HYDRAULIC JACK
872	REAR VIEW CAMERA & PREP KIT, -inc: Pre-installed content includes cab wiring and frame wiring to the rear most cross member, Upfitters kit includes camera w/mounting bracket, 20' jumper wire and camera mounting/aiming instructions
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED)
18A	UPFITTER INTERFACE MODULE
OPTION PACKAGE	
Code	Description
660A	ORDER CODE 660A

2022 Fleet/Non-Retail Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA

WINDOW STICKER

2022 Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA

CODE	MODEL	MSRP
F5H	2022 Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA	\$44,690.00
OPTIONS		
99T	ENGINE: 6.7L 4V OHV POWER STROKE V8 TURBO DIESEL B20, -inc: Diesel Exhaust Fluid (DEF) tank, intelligent oil-life monitor and manual push-button engine-exhaust braking, 240 Amp Alternator, 4.10 Axle Ratio, Dual 78-AH 750 CCA Batteries	\$9,325.00
44G	TRANSMISSION: TORQSHIFT 10-SPEED AUTOMATIC, -inc: 10R140 w/neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery (STD)	\$0.00
TGJ	TIRES: 225/70RX19.5G BSW A/P, (STD)	\$0.00
Z1	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$0.00
X8L	LIMITED SLIP W/4.88 AXLE RATIO	\$360.00
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger side lock cylinder, upgraded door-trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Remote Keyless Entry, Folding Trailer Tow Mirrors w/Power Heated Glass, manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, Power Front Side Windows, 1-touch up/down driver/passenger window	\$915.00
17F	XL DECOR GROUP, -inc: Chrome Front Bumper	\$220.00
62R	TRANSMISSION POWER TAKE-OFF PROVISION, -inc: mobile and stationary PTO modes	\$0.00
67B	397 AMP ALTERNATORS	\$115.00
98R	OPERATOR COMMANDED REGENERATION	\$250.00
86A	PROGRAMMABLE ENGINE IDLE SHUTDOWN - 5 MINUTE	\$250.00
535	HIGH CAPACITY TRAILER TOW PACKAGE, -inc: Increases GCW from 32,500 lbs, to 40,000 lbs, axle ratios and model availability, See Supplemental Reference for vehicle height consideration	\$580.00
68M	GVWR: 19,500 LB PAYLOAD PLUS UPGRADE PACKAGE, -inc: upgraded frame, rear-axle and low deflection/high capacity springs, Increases max RGAWR to 14, 706, Note: See Order Guide Supplemental Reference for further details on GVWR	\$1,155.00
67X	EXTRA HEAVY-SERVICE SUSPENSION PACKAGE, -inc: pre-selected extra heavy-service front springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations), Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR), Note 1: May result in a deterioration of ride quality, Note 2: Vehicle ride height will increase w/the addition of this package	\$125.00
512	SPARE TIRE, WHEEL & JACK, -inc: Excludes carrier, 6-Ton Hydraulic Jack	\$350.00
63A	UTILITY LIGHTING SYSTEM, -inc: LED side-mirror spotlights	\$160.00
595	FOG LAMPS	\$130.00

942	DAYTIME RUNNING LAMPS (DRL), -inc: The non-controllable 942 Daytime Running Lamps (DRL) replace the standard Daytime Running Lamps (DRL) on/off cluster controllable	\$45.00
59H	CENTER HIGH-MOUNTED STOP LAMP (CHMSL)	\$0.00
61J	6-TON HYDRAULIC JACK	INC
872	REAR VIEW CAMERA & PREP KIT, -inc: Pre-installed content includes cab wiring and frame wiring to the rear most cross member, Upfitters kit includes camera w/mounting bracket, 20' jumper wire and camera mounting/aiming instructions	\$415.00
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED)	\$140.00
18A	UPFITTER INTERFACE MODULE	\$295.00
660A	ORDER CODE 660A	\$0.00

Please note selected options override standard equipment

SUBTOTAL	\$59,520.00
Advert/ Adjustments	\$0.00
Manufacturer Destination Charge	\$1,695.00
TOTAL PRICE	\$61,215.00

Est City: N/A MPG
 Est Highway: N/A MPG
 Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Standard Equipment

MECHANICAL

Engine: 7.3L 2V DEVCT NA PFI V8 Gas
Transmission: TorqShift 10-Speed Automatic -inc: 10R140 w/neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery
4.88 Axle Ratio
GVWR: 18,000 lbs Payload Package
50-State Emissions System
Transmission w/Oil Cooler
Electronic Transfer Case
Part-Time Four-Wheel Drive
78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
HD 240 Amp Alternator
Towing Equipment -inc: Trailer Sway Control
Trailer Wiring Harness
10950# Maximum Payload
HD Shock Absorbers
Front And Rear Anti-Roll Bars
Firm Suspension
Hydraulic Power-Assist Steering
40 Gal. Fuel Tank
Single Stainless Steel Exhaust
Dual Rear Wheels
Auto Locking Hubs
Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs and Brake Assist
Upfitter Switches

EXTERIOR

Wheels: 19.5" x 6" Argent Painted Steel -inc: Hub covers/center ornaments not included
Tires: 225/70Rx19.5G BSW A/P
Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Fender Flares
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Manual Folding

Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Front Splash Guards
Black Grille
Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting
Headlamps w/Delay-Off
Cab Clearance Lights

ENTERTAINMENT

Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
Radio w/Seek-Scan and Clock
Fixed Antenna
SYNC Communications & Entertainment System -inc: enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB port and steering wheel audio controls
2 LCD Monitors In The Front

INTERIOR

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
FordPass Connect 4G Mobile Hotspot Internet Access
Manual Air Conditioning
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
3 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Smart Device Remote Engine Start

Instrument Panel Covered Bin and Dashboard Storage
Manual 1st Row Windows
Systems Monitor
Trip Computer
Outside Temp Gauge
Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints
Air Filtration

SAFETY

Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters



QUOTATION
NO. 10845R1

DATE: 7/2/2021
TERMS: NET 30
F.O.B: FRESNO
MFG PRODUCT: SEE BELOW
INSTALL: SEE BELOW

HERITAGE RANCH

QTY	PART NO.	DESCRIPTION	PRICE	EXTENSION
1		PB LOADER CONTRACT NO. 052417-PBL SOURCEWELL CONTRACT - LISTED PRICES		
		SERVICE BODY & ACCESSORIES PB LOADER HEAVY DUTY 133"L X 50"H DUAL-WHEEL STEEL SERVICE BODY, THREE (3) VERTICAL COMPARTMENTS, ONE (1) HORIZONTAL COMPARTMENT, MASTERLOCKING, 12" REAR STEP BUMPER, RECEIVER ADAPTER, 7-WIRE ROUND PIN TRAILER SOCKET, ALUMINUM GRAVEL GUARDS, HEADACHE RACK, NON-SKID SURFACE ON CARGO AREA, INNER TAILGATE, & REAR BUMPER, SIX (6) TIE DOWNS IN CARGO AREA, FUEL FILL CUTOUT, AIR HOSE CUTOUT, FOUR (4) 5" WORK LIGHTS, COMPARTMENT LIGHTING, LED TAILLIGHTS, INSTALLATION, PAINT WHITE.		\$36,363.00
1	7050-60	PREMIER MODEL 150 COMBO PINTLE AND 2" BALL		\$399.00
		SUB TOTAL:		\$36,762.00
		3% SOURCEWELL DISCOUNT:		(\$1,102.00)
1		NON-LISTED UPGRADE READING MASTER MECHANIC BODY MODEL #MM225 - 132" LONG - 46" TALL BOXES - 52" W X 132" L CARGO SPACE - VISE AND VISE MOUNT - WORK BENCH BUMPER 20" W/ STORAGE COMPARTMENT - 2" RECEIVER AND TRAILER CONNECTION - PINTLE AND 2" COMBO HITCH - SET OF SIX TIE DOWN IN CARGO SPACE EVENLY SPACED - REDI-SAFE NON-SKID SURFACE ON CARGO FLOOR, WALLS AND TAILGATE - FLEXIBLE STEP AND GRAB HANDLE FOR CARGO ACCESS - ACCESSORY TRACK IN CARGO AREA, TWO TRACKS MOUNT PASSENGER SIDE CARGO WALL AND TWO TRACKS MOUNTED DRIVER SIDE CARGO WALL - MASTER LOCKING SYSTEM - TOOL HOLDER FOR 5 TOOLS MOUNT IN CARGO AREA - LADDER RACK - EXPANDED METAL HEAD BOARD - BODY PAINTED WHITE - LED LEGAL LIGHTING, WIRING, BACKUP ALARM - INSTALLATION LIGHTS - SET OF FOUR 5" LED WORK LIGHTS - WHELEN L31 AMBER BEACON DRIVER SIDE COMPARTMENTS - FIRST VERTICAL 46"H X 28.5" W X 22" D W/ TWO SHELVES - SECOND VERTICAL 46"H X 28.5" W X 22" D W/ TWO SHELVES - THIRD HORIZONTAL 22"H X 48"W X 22" D W/ ONE DRAWER - FORTH VERTICAL 46" H X 26" W X 22" D W/ TWO SHELVES PASSENGER SIDE COMPARTMENTS - FIRST VERTICAL 46"H X 32"W X 22"D W/ TWO SHELVES - SECOND VERTICAL 46"H X 25"W X 22"D W/ SEVEN DRAWERS - THIRD HORIZONTAL 22"H X 48"W X 22"D W/ ONE DRAWER - FORTH VERTICAL 46"H X 26"W X 22"D WL TWO STORAGE HOOKS COMPRESSOR ACCESSORIES - FILTER-LUBRICATION REGULATOR 1/2" - HOSE REEL 1/2" X 50' CRANE: MODEL #PSC5025E - 500LB ELECTRIC CRANE W/ 15' LEAD & 95FT OF CABLE - MANUAL OUT MANUAL DOWN OUT RIGGERS		\$31,895.00
		8.35% SALES TAX:		\$5,640.84
		FREIGHT:		\$1,200.00
		TOTAL NET PRICE:		\$74,395.84
		NOTES: 1. LEAD TIME FOR BODY PRODUCTION IS 90-120 DAYS. WITH AN ADDITIONAL 60 DAYS TO INSTALL AFTER RECIEPT OF CHASSIS AND BODY. LEAD TIME SUBJECT TO CHANGE AFTER RECEIPT TO ORDER. 2. PB LOADER REQUIRES A 84" CAB TO AXLE. REQUIREMENT MUST BE MUTUALLY AGREED UPON WITH PB LOADER PRIOR TO ORDERING THE CHASSIS. PB LOADER WILL NOT BE RESPONSIBLE FOR FRAME CHANGES DUE TO INSUFFICIENT CHASSIS FRAME SPACE. 3. WE REQUIRE THE CHASSIS DEALER TO PROVIDE: - PROVISIONS FOR PTO - CAB DASH MOUNTED PTO SWITCH - ENGINE AND TRANSMISSION INTERFACE - OPTION SWITCHES IN DASH 4. DELIVERY DATE FOR CHASSIS TO PB LOADER MUST BE MUTUALLY AGREED UPON. <small>Delivery times are approximate.</small>		

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Mike Wilcox, Operations Manager

VIA: Scott Duffield, General Manager

DATE: August 19, 2021

SUBJECT: Request to approve the purchase of a 2021 Vermeer – Mclaughlin VX50-500 Vac Trailer from RDO Equipment Company for a not exceed amount of \$83,500.00.

Recommendation

It is recommended that the Board of Directors approve the purchase a 2021 Vermeer – Mclaughlin VX50-500 Vac Trailer from RDO Equipment Company for a not exceed amount of \$83,500.00.

Background

The District's purchasing policy requires Board approval of any requisition for capital items in excess of \$1,000.

Discussion

The current Vermeer E-550 Vac Trailer was purchased used in 2004. Over the last seventeen years, the Vac Trailer has been an integral part of the maintenance and repair of the water and sewer systems. The Vac Trailer is used to:

- Locate water and sewer mains.
- Locate and repair water leaks.
- Perform USA's.
- Draw down and evacuate manholes and lift stations prior to confined space entry.

Staff acquired Vac Trailer pricing through a Sourcewell Cooperative Purchasing agreement. Sourcewell provides Cooperative Purchasing agreements that combine the buying power of 50,000 government, education, and nonprofit organizations into pre-negotiated purchasing agreements.

Cooperative Purchasing is "Procurement conducted by, or on behalf of, one or more Public Procurement Units" as defined by the American Bar Association Model

Procurement Code for State and Local Governments. By purchasing through a Cooperative Purchasing agreement, the District does not need to seek multiple bids.

Vermeer is represented locally and throughout the State of California by RDO. Founded in 1968, RDO Equipment Co. sells and supports agriculture, construction, environmental, positioning, surveying, and irrigation equipment from manufacturers including John Deere, Vermeer, and Topcon. With more than 75 locations across the United States, including partnerships in Russia, Ukraine, and Australia, RDO Equipment Co. is a total solutions provider.

Fiscal Considerations

The FY 2021/22 Budget includes \$220,000 allocated to replacing equipment, including a Vac Trailer.

Results

Approval of the recommended action will allow for the continued maintenance, repair and reliability of the District's water and sewer system.

Attachment: Vac trailer detailed proposal

File: Equipment



Investment Proposal (Quote)

RDO Equipment Co.
 2714 Vineyard Place
 Fowler CA, 93625
 Phone: (559) 834-5096 - Fax: (559) 834-5067



Proposal for:
 HERITAGE RANCH
 4870 HERITAGE ROAD
 PASO ROBLES, CA, 93446
 SAN LUIS OBISPO

Investment Proposal Date: 6/22/2021
Pricing Valid Until: 7/22/2021
Deal Number: 1458225
Customer Account#: 0838909
Account Manager: Joe Belo
Phone: (559) 834-5096
Fax:
Email: JBelo@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	1M9FE1229MS284509 X986554	9	New 2021 MCLAUGHLIN VX50-500	\$75,289.00
			Other INSTALL 2 100 GALLON WATER TANKS CUSTOMER HAS REQUESTED	\$2,500.00
Equipment Subtotal:				\$77,789.00

Purchase Order Totals

Balance:	\$77,789.00
CA STATE TAX:	\$4,667.34
CA COUNTY TAX:	\$194.47
CA SPECIAL TAX:	\$777.89
Sales Tax Total:	\$5,639.70
PrePaid Tax License:	\$52.00
CA Tire Fee:	\$7.00
Sub Total:	\$83,487.70
Cash with Order:	\$0.00
Balance Due:	\$83,487.70

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	1M9FE1229MS284509	2021 MCLAUGHLIN VX50-500	None

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Scott Duffield, General Manager

DATE: August 19, 2021

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

Recommendation

It is recommended that the Board of Directors consider nominating a Director as a candidate for the open Integrated Waste Management Authority special districts alternate member seat.

Background

The San Luis Obispo County Integrated Waste Management Authority (IWMA) is a government entity formed through a Joint Powers Authority governed by a 13-person Board of countywide elected officials from San Luis Obispo County and the Cities of Arroyo Grande, Atascadero, Grover Beach, Morro Bay, Paso Robles, Pismo Beach, San Luis Obispo and the Community Service Districts.

These jurisdictions formed the IWMA in 1994 to plan and implement regional solid waste and hazardous waste programs. The IWMA Board oversees the IWMA office and its mission to manage hazardous waste, universal waste, solid waste, green/food waste, and recycling for San Luis Obispo County.

San Luis Obispo County special districts are currently represented on the IWMA Board by one Director and one Alternate Director as shown below:

- Robert Enns, Cayucos Sanitary District – Director
- vacant – Alternate Director

Discussion

The Manager understands there has not been a formal selection process for the special district seat on the IWMA Board; it is now being established by the CDSA SLO Chapter Board.

The recommendation is that your Board of Directors consider nominating a Director as a candidate for the open Integrated Waste Management Authority special districts alternate member seat.

If a Director desires to be nominated for the open Commissioner seat, a nomination must be made and approved by your Board. Any nomination along with the candidate's statement of qualifications will be forwarded to the CSDA SLO Chapter Board president. The Manager has been informed if more than one nomination is received, then voting will take place with ballots due no later than October 31st.

Fiscal Considerations

If a Director from your Board is on the IWMA Board, then actual costs incurred to attend IWMA Board meetings may be reimbursed and/or a stipend may be paid to that Director. The current Budget accomodates this type of training and travel.

Results

This item will provide for the selection of the IWMA special district alternate member open seat. The term of this seat is through December 2022.

FILE: IWMA

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

Manager Report For the Month of August 2021

In addition to normal operations and administrative duties, below are updates for several areas of work:

In addition to normal operations and administrative duties, below are updates for several areas of work:

Administration

- The Manager attended bi-weekly Special District Managers meetings.
- The Auditor started work for the FY 2020/21 audit and was onsite for one full day with three staff members. Kristen is very engaged in this process, and it takes a lot of her time when they are here and when they have questions when they are elsewhere.
- The Operations & Engineering Committee convened to review the qualifications of consultants that submitted for the Water Reclamation Facility Upgrade design services.

Operations

- Prepared and submitted the Water Treatment Plant Monthly Report.
- Submitted the Wastewater Treatment Plant Self-Monitoring Report.
- Prepared and submitted the Disinfection Byproduct Monthly Report.
- Additional updates regarding operations can be found in the Operations Report.

Solid Waste

- The Manager attended the monthly IWMA Local Task Force meeting, as well as a special Local Task Force meeting.
- As was mentioned in previous reports, there are several ongoing work efforts related to solid waste:
 - Amendment to the IWMA JPA and MOA of which we are a part of the MOA

- Amendment to Franchise Agreements for SB 1383 requirements
- Amendment to Code of Ordinances for SB 1383 requirements
- Fee increase(s) for increased IWMA costs and/or increased solid waste operation costs

It is not known for sure, but most likely the District will be able to apply for a waiver for most of the SB 1383 requirements based on low population density. The last bullet may depend on how the future of IWMA plays out and which, if any, SB 1383 requirements we are ultimately required to implement. The Manager will continue to track solid waste initiatives and report to your Board.

Reservoir Status

- As reported by Monterey County Water Resources Agency (MCWRA), as of July 9, 2021, the reservoir was at approximately 712.4 feet in elevation, 14% of capacity, or 54,350-acre feet of storage. MCWRA water releases were shown as 60 cfs.
- Stage II water conservation is in effect as approved by your Board last month and includes outdoor watering restrictions with the goal of 15% conservation.

Capital Improvement Program and Projects

Projects / equipment replacement planned for this fiscal year and their status include:

- Vertical Intake: The Notice to Proceed was issued on July 12, 2021, with a Contract Time of 90 Work Days.
- Water Reclamation Facility Upgrade project:

The current schedule for selection of a consultant for engineering services is:

Item	Date	Status
Proposals Due	7/20/21, 3 p.m. local time	✓
District Review of Proposals	7/20/21 through 7/27/21	✓
Interviews	8/12/21	✓
District Selection of Consultant	8/12/21 – 8/19/21	
Consultant Notice of Contract Award / Begin Contract Negotiations	8/20/21	

- Lift Station 1-5 rehabilitation design phase: Development of contract documents by the District Engineer is on hold.

- PVS: PG&E performed their upgrade work on July 27th. The contractor is also now complete with their portion of the upgrade work as well. Formal completion of the project is anticipated soon. A final project report will be given to your Board soon thereafter.
- Water and Wastewater Rate Study: A consultant contract was approved by your Board at the May 2021 meeting. The Notice to Proceed is on hold pending onboarding of a design services consultant for the wastewater project.
- Rebuild Treated Water Pumps at PS 3 & 4: Not yet commenced.
- Pump Station Covers: Not yet commenced.
- Vehicle / Equipment replacement: See separate agenda items.

Development

- Nothing significant to report.

Public Relations and Community

- The Manager and President Capps met with two members of a focus group led by HROA Director Tingley that is looking into the possibility of adding a BMX/Skate Park.

Human Resources

- Currently recruiting for one Treatment Operator I/II/III, and one District Engineer.

Board Member & Staff Information and Learning Opportunities

- Nothing significant to report.

* * *

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

Operations Report For the Month of August 2021

In addition to normal operations duties, below are other tasks / updates for several areas of work:

Water treatment

- Staff worked alongside Chris Beebe and Greg Nieckarz from Beebe Water Systems on Thursday 8/5/21 to conduct an eight-hour trial run at the WTP with a new coagulant. This is the same coagulant that tested well in jar tests at our lab during a visit from Guy Schott, CA Waterboards. Although the trial did not go as expected, plans are underway to conduct another trial in the weeks to come. The trial confirmed that floc large and heavy enough to fall out during the overall hold time in the Plate Settler is not being produced. More tests are being conducted to identify a coagulant aide that will fix this problem by building floc more quickly.
- During the above coagulant trial, continuous testing was performed on the Oxidation-reduction Potential (ORP) of our water at various locations throughout the filtration process. Staff discovered that the injection of Powder Activated Carbon is stripping Oxygen from the water before it is allowed to facilitate the decomposition of organics. Basically, the Carbon is cancelling out the effect of Potassium Permanganate, our artificial oxidizer. The Carbon is currently turned off.
- Staff continues to collect pricing for the materials and parts necessary to perform a filter renovation project. This project will likely happen the second and third quarters of this fiscal year when water demands are lower. Correct filtration and organic removal are essential to controlling of DBP's in our distribution system. New media with the proper percentages of media gradations and angularity will dramatically improve filtration performance.

Water distribution

- Staff sampled for Disinfection By-products (DBP's) this quarter with mixed results with one sample location below limits and one sample location above limits. Staff continues a robust flushing system and is adjusting the system along with the treatment process changes to address DBPs.

Wastewater collection

- Staff has four grinder pumps in the shop for rebuild, two each for lift stations #8 & #9.

Wastewater treatment

- Nothing significant to report.

Vehicles and equipment

- The fleet is now current with smog certifications for 2021. Nothing significant to report other than age and normal wear and tear other than the jumping jack compactor is no longer in service. Staff is maintaining the other two road repair tools to the best of our abilities, hopeful that they last until a replacement budget is developed.