



**MISSION HILLS COMMUNITY SERVICES
DISTRICT**

Regular Meeting Minutes

4:30 pm Wednesday, August 19, 2020

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order at 4:34 pm on Wednesday, August 19, 2020, at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

By roll call: Bruce Nix, Myron Heavin, Karina Naughton, Steve Dietrich, and Walt Fasold

DIRECTORS ABSENT:

None

STAFF PRESENT:

Loch Dreizler, Carol Reynolds, and Kayla Marie Barker

OTHERS PRESENT:

Thomas Murray – Mission Hills resident present via telephone at 6:15 pm

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call**
3. **Adjourn to Closed Session – No closed session**
4. **Regular meeting at 4:34 pm**
5. **Public Comment:** No public comments were made.
6. **Presentations:** No given.
7. **Consent Items:**
 - A. Approval of Minutes from:
 - i) July 15, 2020, Regular Board Meeting Minutes

ii) August 12, 2020, Special Meeting Minutes

B. Activity Reports for July:

- i) Administration
- ii) Water & Wastewater
- iii) Water Distribution Graph
- iv) Wastewater Treatment Plant Performance Graphs

C. Financial Reports:

- i) Profit and Loss
- ii) Disbursements Journal
- iii) Variation from Projected Income
- iv) Bank Account Summary
- v) Budget to Actual

Approved Consent Items:

Motion made by Director Nix and second by Director Heavin, to accept the consent calendar as presented.

AYES: 5- Nix, Heavin, Naughton, Dietrich, and Fasold

NOES: 0

Abstain: 0

Absent: 0

8. Discussion Items:

Discussion Item 8A. Committee Updates

Recommendation to review previous committee meetings and proposed meeting dates.

Director Heavin mentioned he would like the August 15, 2020 power outage that occurred in the community to be discussed at the next Energy Committee meeting. Director Heavin appreciated staff members of the District that took the time to assist with the outage.

Proposed Committee Meeting Dates:

- Finance Committee scheduled Wednesday, September 9, 2020, at 8:15 am.
- Water Committee scheduled Thursday, August 27, 2020, at 9:00 am.
- Next Development Agreement Committee TBD.
- Wastewater Committee scheduled Wednesday, August 26, 2020, at 2:00 pm.
- Personnel Committee scheduled Wednesday, September 9, 2020, at 9:15 am.
- Energy Committee scheduled Wednesday, August 26, 2020, at 9:00 am.
- Western Management Area Committee for Groundwater Sustainability is scheduled on August 27, 2020, at 10:00am.

Discussion Item 8B – Approve 218 Rate Study Logistics

Recommendation for the District Board of Directors to review and discuss rate study calendar, formulation of a separate committee, and Request for Proposal (RFP)

The General Manager contacted Tuckfield & Associates, a consultant who performed the Rate Study for the District in 2015. He received a preliminary estimated cost from Tuckfield & Associates between \$35,000 and \$40,000.

Director Fasold believes there is incalculable value to hire Tuckfield & Associates as a Special Service because they are familiar with the structure of the District and can save time spent and would be a cost advantage for the District. Director Nix concurred. The Board agreed on the following motion:

Motion made by Director Fasold and seconded by Director Heavin to authorize the General Manager to sign a contract for Special Services up to \$40,000 with Tuckfield & Associates to update the rates via the Proposition 218 process. Confirm contract approval with Legal Counsel

AYES: 5 - Nix, Heavin, Dietrich, Naughton, and Fasold

NOES: 0

Abstain: 0

Absent: 0

Discussion Item 8C- Update on Cloud Server Migration

Director Fasold asked Staff to provide an update on the cloud server migration's progress. Migration is about 95% completed except for the phone and security camera system that is dependent on the land-based server.

Discussion Item 8D – Wastewater Treatment Draft Pond Optimization

The Wastewater Committee is meeting with Howard Kolb and Steve Harris on August 26, 2020.

Director Fasold anticipates having a productive meeting and determining obtainable strategies with the expertise of Mr. Kolb, Mr. Harris, and Staff.

Director Dietrich emphasized the importance of compliance while maintaining the District's independence from a regional treatment plant. The District remains one of the lowest cost water districts in the region, and our Board's efforts have focused on maintaining those affordable rates.

Steve Harris's book, Wastewater Lagoon Troubleshooting: An Operators Guide – two copies will be purchased for the director's reference.

9. Communications:

A. Directors Comments – Director Heavin put together a PowerPoint Presentation on the District's accomplishments for the General Manager, Director Heavin, and Director Fasold to review at a date to be determined.

Director Fasold would like to see the District's top five goals for review and discussion at each regular Board meeting.

Director Fasold expressed his disappointment about the timing and methods used for

delivering the ratepayer notice. The General Manager expressed his understanding of the decision-making process and acknowledged Director Fasold's disappointment. A mass-mailing was scheduled for delivery to ratepayers the Friday following this meeting.

B. Update on Defensible Space at Well #6 – General Manager reported Well #6 had been cleaned within the District's property fence line. The County Fire Department visited Mission Hills CSD to talk with the General Manager, informing him of their plan to remove vegetation on the county's side of the fence.

C. Public Comment (up to 3 minutes for topics within the District's jurisdiction) - No public comments made.

ADJOURNMENT:

With no further business to come before the Board, the meeting adjourned at 7:25 pm

Respectfully Submitted,



Bruce Nix, President



Kayla Marie Barker, Board Secretary