**Mission Hills Community Services District**

**Regular Meeting Minutes**

4:30 PM Wednesday September 19, 2018

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order at 4:30 pm on Wednesday, September 19, 2018 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

**DIRECTORS PRESENT:** By roll call: Walt Fasold, Bruce Nix, Myron Heavin, James Mac Kenzie, and Steve Dietrich

**DIRECTORS ABSENT:** none

**STAFF PRESENT:** Loch Dreizler, Melissa Crouthers, and Casey Fowler

**OTHERS PRESENT:** Derek Hansen, Laurie Tamuira, Karina Naughton, Ron Herbig, Chris Smith, Tony Koeijmans, Keith Hearien and a resident from Via Dona

1. **PLEDGE OF ALLEGIANCE:**
2. **SPECIAL PRESENTATION:** none
3. **AGENDA REVIEW:** Motion by Director Fasold, second by Director Heavin that all resolutions and ordinances presented tonight be read in title only and all further readings be waived. Unanimous 5-0.
4. **CONSENT AGENDA:**

Motion by Director Fasold, second by Director MacKenzie to approve the Consent Agenda after review.

**Agenda Item 6a. Consideration of Approval of Minutes**Approved Minutes of the Regular Meeting of August 15, 2018 with minor revisions, and Special Meeting of August 29, 2018.

**Agenda Item 6b. Reports on Water, Wastewater and Street Sweeping.**  
Street Sweeping Report, Water Reports and Wastewater Reports were reviewed.

**Agenda Item 6c. Consideration of the Manager’s Project and Financial Reports.**

August Profit and Loss Statement, Disbursements Journal, Bank Account Summary, Variations from Projected Income statements, were briefly reviewed and discussed. District Accountant Crouthers noted that after a finance committee meeting it was decided to allow the bonds to go to maturity, then have them

transferred to our bank account with TD Ameritrade, from there they will be transferred to our LAIF account which has a much higher interest rate.

Vote to approve the Calendar of Consent was 5-0

1. **CORRESPONDENCE:**

**Agenda Item 7a. Committee Meeting Updates**General Manager Dreizler gave a brief update regarding the committee meetings that have occurred over the past month and what tentative meetings are scheduled for the next month.

1. **CONTINUED BUSINESS:**

**Agenda Item 8a**. **2018 Conflict of Interest Biennial Review**

Administrative Assistant Fowler explained that this is a process to help control conflict of interest between an agency and any staff member by adopting and publishing conflict of interest codes, then submitting them to the County of Santa Barbara. It was noted that the District has Resolution 12-205 and Policy 1002 in place and that both of them are up to date. At this time no modifications are needed.   
Motion by Director Fasold, second by Director Mac Kenzie to approve the biennial review and note that no amendments are needed at this time and direct staff to submit the required documentation. Motion to approve was 5-0.

**Agenda Item 8b. Capacity Charge Study**

General Manager Dreizler started by asking for the NBS Study to be approved, but to amend the proposed motion to remove “begin the public notice/ ordinance approval process.” He also asked to remove the last paragraph of the staff report beginning with “With board approval and direction…” Mr. Dreizler then went on to explain the history of this project, and the Capacity Charges being presented tonight. He reminded the Board that this study is recommended to be reviewed annually and even more so when new capital facilities are planned or undertaken.

The proposed capacity charges define the maximum amount that could be charged for new connections, and the District’s Board retains the option to set a lower charge during the ordinance approval process.

Public Comment period:

At this time it was noted that the District received two letters to be presented for public comment (see attached) from McCarthy Homes and the Burton Ranch Developers. General Manager Dreizler wanted to clarify that there were inaccuracies in the letters.

Public comment was received from Derek Hansen, Lauri Tamuira, and Tony Koeijmans with a request to allow the developers a review and comment period before the board approves the study.

Public comment period ended:

A Break was called at 6:14 pm

The meeting was reconvened at 6:21

It was decided that in an effort of goodwill the board will defer action on this agenda item and allow the developers to review the capacity charge study and have written comments to the General Manager within two weeks (October 3, 2018). After the review of these concerns/ comments the General Manager will decide how to proceed from there.

**Agenda Item 8c. Introduce Ordinance 18-84, updating fees to connect to District Facilities.**

This agenda Item was tabled until further notice.

**10.** **COMMUNITY COMMENTS AND SUGGESTIONS:**

**NEW BUSINESS:** none

1. **COMMUNITY COMMENTS AND SUGGESTIONS:**

* Chris Smith asked about compliance with the Districts Water and Wastewater
* Ron Herbig asked about the possible new developments coming into the district and also asked if we are working on another rate study right now.
* A resident from Via Dona stated that he was here to closely follow what will be happening with the supportive housing development and plans to attend future MHCSD meetings.

1. **COMMUNICATIONS:**

General Manager Dreizler commented:

* Vandenberg Village Rotary will be holding a BBQ fundraiser here on October 20, 2018 in an effort to raise money for new playground equipment.
* Supervisor Hartmann will be here October 25 at 12:30 for a meeting and tour of our district
* The November Board Meeting is scheduled for the evening before Thanksgiving and asked if we would like to move this meeting date. It was recommended to hold the second Wednesday of November instead of the Third.

District Accountant Crouthers noted that the Audit is going very smooth and that they are in the final quality control portion. They will be here in October to present the draft audit then included in the agenda for acceptance.

1. **CLOSED SESSION**:

Closed session began at 7:00 pm for conference with real property negotiators

1. **RECONVENE TO OPEN SESSION:**

The meeting was reconvened at 7:15 pm. Reportable action was to continue negotiations on parcel number 097-700-034.

1. **ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 7:15 pm.

Respectfully Submitted,

Casey Fowler

Secretary, Board of Directors

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Walter Fasold  
President, Board of Directors