**Mission Hills Community Services District**

**Regular Meeting Minutes**

4:30 PM Wednesday January 16, 2019

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, January 19, 2019 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

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

**DIRECTORS ABSENT:** none

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

**OTHERS PRESENT:** Rick Hoffmann and Chuck Beattie

1. **PLEDGE OF ALLEGIANCE:**
2. **SPECIAL PRESENTATION:** Rick Hofmann was here to discuss long term well planning perspectives and viable options to improve the District over the next few decades.
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 Nix to approve the Consent Agenda after review.

**Agenda Item 6a. Consideration of Approval of Minutes**Approved Minutes of the Special Meeting of December 12, 2018 with a small addition in the comments section and Regular Meeting of December 19, 2018

**Agenda Item 6b. Water Reports for December**

**Agenda Item 6c. Wastewater Reports for December**

**Agenda Item 6d. Administrative Reports for December**

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

December Profit and Loss Statement, Disbursements Journal, Budget to Actual, Bank Account Summary, and Variations from Projected Income statements were briefly reviewed and discussed.

**Agenda Item 6f. General Manager Discussion Items**

* Draft Budget Schedule had a change in meeting date for the Tour to Febraury 13 beginning at 9:00 am
* 4th Quarter MHCSD System Performance was discussed
* Guidelines for Elected Officials use of Social Media was explained and stated a policy will be created and brought back to the board for official approval
* Sustainable Groundwater Management Act Update was provided. General Manager Dreizler noted that additional funds will need to be used until the grant has been received towards the end of the project. Board had no objections
* Integrated Regional Water Management was briefly disscuesed and the General Manager was authrozied to participate in this program.

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:** none
2. **NEW BUSINESS:  
   Agenda Item 9a. Wastewater Pond Aeration Upgrade**

General Manager Dreizler explained two options for replacing existing surface wastewater pond aeration; One option was to purchase aerations equipment and install with staff, sub-contractors, and consultant assistance. The alternative option was to prepare bid documents using the public bid process as design-build. After discussion, the Board of Directors expressed concerns about purchasing the aeration system and wanted to obtain additional information. Direction was given to ask the supplier some follow up questions, find users of the equipment, visit a site, and inquire about satisfaction and maintenance costs.

Also noted, utilizing a competitive bid process for a “turnkey project” would minimize the impact on staff, and may extend the warranty on equipment. Staff indicated it would return within three months with an update on follow up questions and develop a draft competitive bid package. There was a motion by Director Heavin and seconded by Director Nix to approve the purchase equipment and labor to install wastewater pond aeration upgrades as a design-build project and allow the General Manager to sign project contracts. The motion failed by 0-5 vote.

Director Heavin made an alternative motion and seconded by Director Nix to have staff pursue a design-build project for aeration upgrades and bring back to the Board of Directors for approval. The motion failed by a 2-3 vote with Fasold, Dietrich, Naughton as no votes. District Board of Directors directed the General Manager to pursue a design-build bid package for aeration upgrades and bring back to the Board after getting additional information and making some inquiries with other sites that have used similar equipment.

**Agenda Item 9b. Approve Resolution 19-325 Updating Signatures with Local Agency Investment Fund (LAIF)**

It was noted that this resolution is needed to update Board of Directors signatures. Once approved this Resolution will rescind Resolution No. 18-319.Motion by Director Fasold, second by Director Naughton to approve Resolution 19-325 Authorizing investment of District Monies in the Local Agency Investment Fund. Roll call vote was 5-0.

**Agenda Item 9c. Approve Resolution 19-326 Updating Signatures with Coasthills Federal Credit Union**

It was noted that this resolution is needed to update Board of Directors signatures. Once approved this Resolution will rescind Resolution No. 18-320. Motion by Director Fasold, second by Director Heavin to approve Resolution 19-326 Authorizing Deposit of Monies and a Contract for Banking Services with Coasthills Federal Credit Union. Roll call vote was 5-0.

**Agenda Item 9d. Approve Resolution 19-327 Updating Signatures with RNC Genter Capital Management**

It was noted that this resolution is needed to update Board of Directors signatures. Once approved this resolution will rescind Resolution No. 18-321. Motion by Directors Fasold, second by Director to approve Resolution 19-327 Authorizing investment of District Monies with RNC Genter Capital Management as Fiduciary and TD Ameritrade as Trustee. Roll call vote was 5-0.

1. **COMMUNITY COMMENTS AND SUGGESTIONS:** None
2. **COMMUNICATIONS:**

* Proposed Committee Assignemnts were distributed by General Manager Dreizler. After discussion and review President Fasold assigned the following committee and assignments:

|  |  |  |
| --- | --- | --- |
| **Standing Committees** | **Committee Members** | **Alternate** |
| Operations: |  |  |
| 1. Water | Nix, Dietrich | Heavin |
| 1. Wastewater | Fasold, Nix | Naughton |
| 1. Energy | Heavin, Fasold | Nix |
| Personnel | Nix, Naughton | Fasold |
| Finance | Naughton, Heavin | Dietrich |
| **Ad-Hoc Committees** |  |  |
| 1. Development Agreement | Fasold, Dietrich | Naughton |
| **Proposed Representatives** |  |  |
| 1. VAFB IR Program | Dietrich |  |
| 1. ACWA/ JPIA | Undesignated |  |
| 1. SYRWCD – SGMA | Nix | Loch |

1. **ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 9:00 pm.

Respectfully Submitted,

Casey Fowler

Secretary, Board of Directors

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Walter Fasold  
President, Board of Directors