



MISSION HILLS COMMUNITY SERVICES DISTRICT
Closed and Regular Meeting Minutes
4:30 PM Wednesday, November 20th, 2019

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order at 4:40 pm on Wednesday, November 20th, 2019, at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

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

DIRECTORS ABSENT:

STAFF PRESENT:

Loch Dreizler, Carol Reynolds, and Kayla Cunningham

OTHERS PRESENT:

Ron Herbig, Lisa Palmer, and Derek Hansen,
and Kevin Maxwell Telfer

PLEDGE OF ALLEGIANCE

1. **4:00 PM Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Adjourn to Closed Session** (Time Closed Began 4:00 PM & Time Open: 4:39 PM)

Conference with Legal Counsel – Anticipated Litigation under Government Code §54956.9(d)(4) - Initiation of Litigation (One case)

Comment to the Public out of Closed Session – There was no reportable action out of the closed session. Also, there were no comments from the public out of closed session.

5. **Reconvene to Regularly Scheduled Meeting**
6. **Public Comment:** No public comment about items not on the Agenda.
7. **Presentations:** No special presentation's given.
8. **Consent Items:**

Consent Item 8A. Approval of Minutes

Director Heavin asked for the removal of one sentence provided in the draft minutes from October 16th, 2019.

Consent Item 8B. Activity Reports for October 2019:

Cordial discussion ensued

Consent Item 8C. Financial and Expenditures Report for October 2019

Cordial discussion ensued

Approval of Consent Items

Motion and Second by Fasold and Heavin, to approve the Consent Agenda after review and discussion - motion passed 4-0-1. Director Naughton absent.

9. Discussion Items:

Discussion Item 9A. Aeration Equipment Purchase

Recommendation for the Board of Directors reviews and discuss the Aeration upgrade for Wastewater Treatment Plant.

“Motion to approve equipment purchase for wastewater pond aeration upgrade for up to \$250,000. This purchase is for equipment and materials, as indicated in the attached Scope of Work. Allow General Manager to sign equipment purchase documents.” The motion received 4-0-1 — motion and Second by Heavin and Dietrich. Director Naughton was absent.

Discussion Item 9B. Committee Updates – Summary of Committee Meetings

- Proposed agenda for Committee Meetings as followed: Development Committee: Waiting on Burton Ranch Developers to come up with a proposed date to meet.
- The proposed Wastewater Committee will be meeting on December 11, 2019, at 8:30 AM to review Aeration and Optimization.
- The proposed Water Committee will be meeting on December 11, 2019, at 10:30 AM to talk about, Water Pressure Model – review Cannon’s meeting notes from October.
- Proposed Finance Committee meeting on December 4, 2019, at 8:30 AM to review Customer Policy alignment with SB 998 and the Uniform Construction Cost Account Act.
- The Western Management Area Committee for Groundwater Sustainability will be on February 26, 2020.

Discussion Item 9C – Fiscal Year Ended June 30, 2019 Draft Audited Financial Statements

Recommendation for the Board of Directors to review, discuss, and approve the Fiscal Year Ended June 30, 2019 Draft Audited Financial Statements presented by Glenn Burdette Attest Corporation.

“Motion to approve the Fiscal Year Ended June 30, 2019 Draft Audited Financial statements report to the County Auditor and the State Controller every year.” General Manager’s recommendation is to wait until MHCSO receives the response from Mark Hensley. The exact Board Memo will come back to the Board next month for the Board to approve.

Discussion Item 9D – Well #7 O&M – Maintenance and Repairs

Item added to Agenda by a 4-0-1 vote determining a need to take immediate action and that the need for action came to the attention of the district after posting the agenda. District G.M presented a brief history of Well #7. G.M. to meet with Fisher Pumps on November 21st, 2019, to receive a quote on a crucial acidized wash to be performed on Well #7. Initially, there was a three-year maintenance plan for the PVC Wells, trading off every year between Well’s 5, 6, and 7. Well #5 was next up, but because of the lack of Well #7 production, seven is now a priority. Capital Improvement funds will be transferred from Well #5 rehabilitation funds.

Discussion Item 9E – Uniform Public Construction Cost Accounting Act –

Topic to be further discussed during the Operations Committee – Finance Meeting, December 4th, 2019.

10. Communications:

- A. Director Comments** – General Manager announced District Board Secretary spent a week training in Seaside, CA, at the CSDA Board Secretary Conference.
- B. 2020 CSDA Member Services Committee** – District's G.M selected to be on the State Committee for Membership Services. This opportunity will give the G.M a different insight on CSDA and make him more aware of grant and scholarship opportunities for the District's future.
- C. ACWA JPIA President's Special Recognition Award** – MHCS D earned a President's Special Recognition Award for not having any workman's compensation and liability submissions for the last fiscal year.

ADJOURNMENT:

With no further business to come before the Board, the meeting adjourned at 5:54 PM

Respectfully Submitted,

Kayla Barker, Board Secretary

Walt Fasold President, Board of Directors