

# Mission Hills Community Services District

1550 E Burton Mesa Blvd., Lompoc CA 93436-2100

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## **Directors:**

Steve Dietrich  
Walter Fasold  
Myron Heavin  
James Mac Kenzie  
Bruce Nix

## **M-I-N-U-T-E-S** **Regular Meeting** **October 18, 2017**

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order by President Fasold at 6:30 p.m. on Wednesday, October 18, 2017 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

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

**DIRECTORS ABSENT:** none

**STAFF PRESENT:** Michael Riley, Melissa Crouthers, and Casey Fowler

**OTHERS PRESENT:** Tarry Hetzel, Andy Padilla and Jeff Smith

3. **PLEDGE OF ALLEGIANCE:** Pledge of Allegiance.

### 4. **SPECIAL PRESENTATION:**

Allen Eschenbach from Glenn Burdette presented the Draft 2016/2017 Financial Statements. Board of Directors approved the financial statements with corrections.

### 5. **AGENDA REVIEW:**

**Agenda Item 5a.** Motion by President Fasold, second by Director MacKenzie that all resolutions and ordinances presented tonight be read in title only and all further readings be waived. Unanimous 5-0.

### 6. **COMMUNITY COMMENTS AND SUGGESTIONS:**

Tarry Hetzel provided information to the Board of Directors for possible funding through USDA Rural Development grants.

7. **CONSENT AGENDA:**

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

- Agenda Item 7a. Consideration of Approval of Minutes.**  
Approved Minutes of the Board of Directors Regular Meeting of September 20, 2017 and Special Minutes of October 4, 2017
- Agenda Item 7b. Reports on Water, Wastewater and Street Sweeping.**  
Street Sweeping Report, Water Reports and Wastewater Reports were reviewed.
- Agenda Item 7c. Consideration of the Manager's Project and Financial Reports.**  
September Profit and Loss Statement, Expenditures (year to date), Bank Account Summary, Disbursement Journal, Variation from Projected Income, Outstanding Issues in both Operational and Administrative, and the RNC Genter monthly statements were briefly reviewed and discussed.  
President Fasold requested the finance committee discuss and research the bonds with RNC Genter again and bring back any recommendations. It was also requested to bring back a valve replacement plan for the wastewater treatment plant.
- Agenda Item 7d. Committee Updates.**  
This section was not discussed at this meeting.

**Vote to approve the Calendar of Consent was 5-0**

8. **CORRESPONDENCE:** These items are placed on the agenda for informational purposes only. No action required.

9. **CONTINUED BUSINESS:**

- Agenda Item 9a. Continue Emergency Resolution to Repair Pond #1.**  
Recommended Action: District Board of Directors review the emergency action taken at its February 24, 2017 Special Board meeting and find that there is a continuing emergency requiring the immediate expenditure of funds in order to repair Pond #1. An updated Project Cost sheet was distributed at the meeting (see attachment.)  
**Motion by Director Fasold, second by Director Mac Kenzie that the emergency condition still exists, requiring immediate expenditure of funds to repair pond #1. 5-0 Unanimous.**
- Agenda Item 9b. Accept the Proposal from CPS HR Consulting to Recruit a General Manager.**  
Recommended Action: District Board of Directors review and approve the proposal from CPS HR Consulting to assist in the recruitment of a new General Manager with a cost not to exceed \$24,500. After discussion it was noted that this item can be brought back at a future meeting if needed. No motion made.

**10. NEW BUSINESS:** none

**11. GENERAL MANAGER ITEMS:** It was requested that the Energy Committee and a Special Meeting be set in November.

**12. BOARD MEMBER COMMUNICATIONS:** President Fasold discussed the CSDA conference that he attended.

**13. STAFF COMMUNICATIONS:** District Accountant Crouthers noted that it is open enrollment for the Districts Health Insurance and if anyone is interested to let her know ASAP to get the paperwork submitted.

**14. ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 8:40 p.m. to the next Regular Meeting to be held November 15, 2017 at the District office beginning at 6:30 pm.

Respectfully Submitted,

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Casey Fowler  
Secretary, Board of Directors

APPROVED AS TO FORM:

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Walt Fasold  
President, Board of Directors