

Mission Hills Community Services District Board of Directors
Regular Meeting
Wednesday, November 16, 2022
4:30 PM
1550 East Burton Mesa Blvd, Lompoc, CA - District Board Room

Agenda

Public may access the meeting via Zoom:

URL to sign in for video access

<https://zoom.us/j/9467006985?pwd=TnBqZGJXbWhCN UdJNXhMZGU3alhDZz09>

Meeting ID: 946 700 6985

To access the meeting via telephone:

Dial in 1 (669) 900-9128

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment on Closed Session**
4. **Closed Session**
 - A. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d)(1), Plaintiff is the City of Lompoc, Defendant is Mission Hills CSD

RECONVENE

Report out of Closed Session

5. **Public Comment** – Members of the public may address the Board on any item within the jurisdiction of the Board not included on this agenda for up to 3 minutes (Government Code Section 54954.3). **If you are unable to attend, you can submit comments in advance of the meeting to admin@mhcsd.org before 11:00 AM, Tuesday, November 16, 2022.**
6. **Consent Agenda** - Staff recommends Directors approve the Consent Agenda in one motion. Members of the public may comment on a consent item (3-minute maximum per speaker). Directors may pull a consent item for discussion or separate vote.
 - A. **Consideration of Approval of Minutes from:**
 - i) October 19, 2022

B. Activity Reports for October

- i) Administration includes Administrative Assistant, Account Receivables, Administrative Services Manager and General Manager Reports.
- ii) Water
- iii) Wastewater
- iv) Goals and Committee Updates

C. Financial Reports

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

7. Regular Business –

- A.** Discuss and Consider Awarding a Contract in the amount of \$598,110 to Crosno Construction Inc., for the Water Tank Rehabilitation Project
- B.** Discussion and Consideration of Approval of an Updated Employment Agreement with Brad Hagemann for the General Manager Position.
- C.** Discussion and Consideration of Adoption of Resolution Nos. 22-347 and 22-348 in Recognition of Board Members Karina Naughton and Bruce Nix for Their Outstanding Service to the Mission Hills Community Services District

8. Communications - Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide a reference to staff or other resources for information, direct staff to place a topic or report on a future committee or regular meeting agenda.

- A.** General Manager's Comments
- B.** Directors' Comments
- C.** Public Comments (up to 3 minutes for topics within the District's jurisdiction)

ADJOURN

Regular Board Meetings are held on the third Wednesday of each month beginning at 4:30 PM Copies of the staff reports, or written materials provided for Mission Hills CSD for Open Session agenda items may be obtained upon request and are also available at the Customer Service Counter of the District Office for public inspection and reproduction during regular business hours. Closed Session items are not available for public review.

In compliance with the Americans with Disabilities Act If you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact Board Secretary at 805.733.4366 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. (Agenda Prepared under Government Code Section 54954.2)

Board of Directors

Bruce Nix, President
Jim Mac Kenzie, Vice President
Karina Naughton, Director
Myron Heavin, Director
Steve Dietrich, Director



1550 East Burton Mesa Blvd, Lompoc
California, 93436-2100
805.733.4366
www.mhcsd.org

Brad Hagemann, General Manager

**Mission Hills Community Services District
Board of Directors Regular Meetings Minutes
Wednesday October 19, 2022
REGULAR MEETING**

1550 East Burton Mesa Blvd, Lompoc, CA - District Board Room

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order at 4:32 pm on Wednesday, October 19, 2022, at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

By roll call: Myron Heavin, Karina Naughton
James MacKenzie, Bruce Nix and Steve
Dietrich attended in person.

DIRECTORS ABSENT:

None

STAFF PRESENT:

Brad Hagemann, Lupe Huitron, Carol Reynolds,
Javier Rodriguez

OTHERS PRESENT:

Mark Starbuck

1. Call to Order-pm and Pledge of Allegiance

2. Roll Call

3. Public Comment on Closed Session

No public comment received.

4. Closed Session

A. Conference with Legal Counsel – Existing Litigation pursuant to Government Code Section 54956.9(d)(1), Plaintiff is the City of Lompoc, Defendant is Mission Hills CSD

B. Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b) Title” General Manager

RECONVENE – 6:50 pm

Reports out of Closed Session – No reportable action.

5. Public Comment – None

6. Consent Agenda

A. Approval of Minutes

- i) September 21, 2022

B. Activity Reports for September

- i) Administration includes Administration Assistant, Account Receivables, Administrative Services Manager and General Manager Reports.
- ii) Water
- iii) Wastewater Graphs
- iv) Goals and Committee Updates
- v) Consideration of adoption of Resolution to Authorize Remote Teleconferencing Meetings in Accordance with Newly Adopted Government Code Section 54953 (e) (AB 361)

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 Naughton and seconded by Director Heavin, to approve the Consent Agenda as presented. **Motion passed 5-0 vote.**

7. Discussion Items

A. Discuss and consider approving the Districts Updated Sanitary Sewer Management Plan (SSMP)

Motion made by President Nix and Second by Director Naughton to approve the Districts Updated Sanitary Sewer Management Plan (SSMP). **Motion passed 5-0**

B. Discuss and consider awarding a Professional Services Agreement to Qualified Accounting Firm for preparation of Financial Audit Report for the Districts FY 2021/22 and FY 2022/23 Finances.

Motion made by Director Naughton and Seconded by Director Nix to award a professional Services Agreement to Moss, Levy & Hartzheim, LLP for preparation of Financial Audit Report for the District FY 2021/22 and FY 2022/23 **Motion Passed 5-0**

8. Communications - Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide a reference to staff or other resources for information, direct staff to place a topic or report on a future committee or regular meeting agenda.

A. General Manager's Comments- General Manager briefly commented on the two applicants who will potentially be replacing the two current Board Members whose terms expire in December 2022.

B. Directors' Comments- None

C. Public Comments (up to 3 minutes for topics within the District's jurisdiction)-None

ADJOURNMENT: 7:26pm

With no further business to come before the Board, the meeting adjourned at 7:26pm.

Respectfully submitted:

Lupe Huitron

X

Bruce Nix, President

X

Lupe Huitron, Board Secretary

Administrative Assistant

- Scheduled Committee Meeting
- Reached with Santa Barbara County regarding the appointment and Outreach for Mission Hills Community Services District Vacancies. (Stayed connected and continue communicating with them)
- Assisted customers with payments
- Reached out to another Special District for clarification regarding the latest Brown Act law
- Draft agenda notices
- Assisted customers with payments
- Training with Asset Manager on Surplus Equipment
- Entered Surplus Equipment on website for Auction
- Answered questions from potential buyers on Surplus Website
- Took online webinars (How to handle unexpected Surge in PRA Requests)
- Spoke to Lee Patten with (JPJA Insurance) regarding the Park Safety Insurance requirements

Customer Service/Account Receivables

- **Monthly:** New Customer Move Ins & Move outs: 4
- Applied 10% late fee non pay Oct: 123 accounts
- Accounts **11** have entered Yr. or less payoff extension agreement \$ 17,616
- *(1 Owner account bal. \$2, 888 off since May)*
- Webinar Springbrook new feature: Billing Water Allocation is available if needed for Drought restrictions additional fees can be applied for over usage
- Residential accounts: **1 account approved payment \$ 439.00 CSD.CA.Gov** federal funded program low-income families qualify based on persons in the household up to \$ 2,000 payment.

Administrative Services Manager

- Participated in Financial Management for Special Districts Workshop
- Participated in Effectively Communicating Financial Information Workshop
- Participated in Fraud and Internal Controls Workshop
- Participated in Best Practices in Managing Special District Investments Workshop
- Participated in Economic Update, Are we really in a Recession Workshop
- Participated in Budgeting for Short- and Long-Term Needs Workshop
- Participated in Building a Strong Foundation Fiscal Policies and Internal Control Workshop
- Participated in Assessing Your District's Fiscal Health Workshop
- Participated in Budget Workshop
- Participated in Financial Statement Workshop
- Participated in Financial Policies and Internal Controls Workshop
- Participated in Reserve Policy Workshop
- Assisted Customers, Recorded Payments
- Participated in Financial Evaluation with CSDA Representative
- Worked with Coast Hills
- Worked with Five Star Bank
- Worked with Compuvision on Approved Projects
- Processed Accounts Payable
- Processed Payroll
- Completed Board Packet Reports
- Completed End of Month Reconciliations
- Reviewed Priorities on Operations with General Manager on Weekly Basis
- Attended Board Meeting
- Worked on Recruiting Replacement Board Members

General Manager Report

Well #7 Repair

Well #7 has been test pumped, disinfected, passed all coliform tests, connected to the new SCADA system and software and has been put on-line.

Lift Station PDR Status

The sewer lines were cleaned, flow monitoring equipment was installed, and we just received the flow monitoring data from Fluid Resource Management. Unfortunately, the flow monitoring data was not properly formatted so we sent it back to FRM. I anticipate FRM will provide the properly formatted data to us this week and then we will forward the flow data to Phoenix Engineering. Phoenix can then use the data to complete their Preliminary Design Report. I anticipate the Report will be available in approximately 8 weeks.

Operations Supervisor Position

I am pleased to announce that Javier Rodriguez has been promoted to the Operations Supervisor Position. Javier's tenure with the District and his overall experience and education makes him will qualified for this position. All Operations staff will report directly to Javier and he will oversee both the water and wastewater operations. Javier will remain at the designated Chief Plant Operator for the WWTP, but we anticipate one of our existing staff members will soon complete their requirements to obtain their Grade 2 wastewater certification.

Operations Staff Announcements

I am also happy to report that Mr. Jose Herrera has passed his Grade 2 Distribution Certification exam. In addition, Mr. Jose Acosta, Jr. accepted the District's offer to fill our vacant operator position. Jose comes to us from the City of Santa Barbara Water Department. Some of you may recall that Jose worked for the MHCSD from 2015 to 2019. Jose started on Monday, November 7th.

Director Appointment Status

As we discussed at the October Board meeting, the County Board of Supervisors has requested recommendations for filling the two upcoming Board vacancy positions. Mr. James Keeling and Mr. Matt Starbuck both expressed an interest in joining the Board and we provided the County with their applications. It is my understanding that the Board of Supervisors will consider the appointments at their November 29, 2022, Board meeting.

Brad Hagemann
General Manager

MISSION HILLS COMMUNITY SERVICES DISTRICT Water Reports – October 2022

Monthly Water Distributed: 14,393,000 gallons

Daily average: 464,300 gallons per day

Monthly Water Sold: 12,567,000 gallons sold for previous month

Monthly Wastewater Influent: 6,602,000 gallons

Wells

- Pro3 Automation reinstalled SCADA at Well 7.
- Received Lab results for Well 7, Well has been put into production.
- Well 6 gear head was replaced on the natural gas engine.
- Preventative maintenance was completed for Well 6.

Preventative Maintenance

- Valve exercise program was completed for 2022. All valves were inspected, exercised, located, and valve can painted. Most were in proper operating condition with a few that were found closed possibly causing water hammer and pressure issues in certain areas in the distribution system.
- Hydrant maintenance program was completed for 2022. All hydrants were flushed, painted, and lubed. Hydrant valves were inspected and exercised. Approximately 4 hydrants were replaced due to failure in body and or internal parts.

Distribution System Maintenance/Repair

- Replaced 9 Hersey meters to Kamstrup meters
- Repaired 1 service line leaks or main breaks
- Preventative Maintenance Program: **October**
 - Mainline Valve exercised: 10
 - Hydrant Maintenance and flush: 7

Recurring Tasks

- **Daily:**
 - Electronically monitor levels via SCADA System
- **Weekly:**
 - Electronically check CL2 levels
 - Reorganize shop and tool inventory
- **Quarterly:**
 - Clean and inspect the solar panel for backup battery (Jan, Apr, Jul, Oct)
- **As Needed:**
 - Weed abatement

Treatment Plant

- **Daily:**

MISSION HILLS COMMUNITY SERVICES DISTRICT Wastewater Report – October 2022

Total Plant Monthly Influent flow: 6,601,961 gallons

Average Daily Flow: 212,966 gallons per day

Compliance

- Submitted 3rd Quarter Self-Monitoring Report to Regional Water Quality Control Board.
- Updated CWIQS user registration Legally Responsible Official (LRO) submitter.
- Updated Geo-Tracker user registration
- Updated and submitted Wastewater CPO Acknowledgement Form to Wastewater Operator Certification Program.
- Wallace Group completed Chloride Reduction Program report and recommendations for TSO task #13.

Collection System/Lift Station

- Temporary flow meters were collected by FRM. Waiting on data from the flow meters to help determine the configuration of the pumps on the replacement lift station.
- Received new exhaust fan and will be installed at the lift station
- Lift station spare pump train has been rebuilt and delivered by Surface Pumps, Inc.

Wastewater Treatment Plant

- Purchased a Flo-Dar open channel flow meter from Ponton Industries.
- Local metal fabricator Mike Smith began the installation of the handrail system and lifting lugs for the pontoon boat.
- Removed unused surface aerators from wastewater ponds 1 and 2.
- Total Plant Effluent Recycle flow: 2,009,004 gallons.

Safety

- Inspect Fire Extinguishers at water treatment plant, shop, and vehicles.
- Perform Once Daily Visual Inspection at Wastewater Treatment Plant

- Electronically record bulk storage tank levels
- Determine daily filtration chemical rate.
- Record water produced from Wells 5,6, and 7
- **Weekly:**
 - Clean chlorine injection lines
 - Take and record Iron and Manganese treatment samples.
- **Monthly:** Complete State Water Resource Control Board (SWRCB) reports
- **Quarterly:** Remove weeds around shop and filtration plant (Feb, May, Aug, Nov)

Distribution System

- **Weekly:**
 - Collect and report weekly chlorine, phosphate, and PH results.
 - Sample “Bac-T” (coliform detection) every Wednesday
- **Monthly:**
 - Take distribution samples for State Water Board reports as needed.
 - End of month Residential and Commercial Meter Reads
 - Install new Kamstrup meters under Capital Improvement Project
 - Test and Inspect field equipment.
 - Mainline valve exercising
 - Hydrant flushing
- **Semi-Annually**
 - Complete dead-end flushing (Jun & Dec)

Safety

- Attend Weekly Safety Meetings
- Inspect Fire Extinguishers at water treatment plant, shop, and vehicles.
- Perform Daily Visual Inspection at Water Treatment Plant and Park

Influent Flows

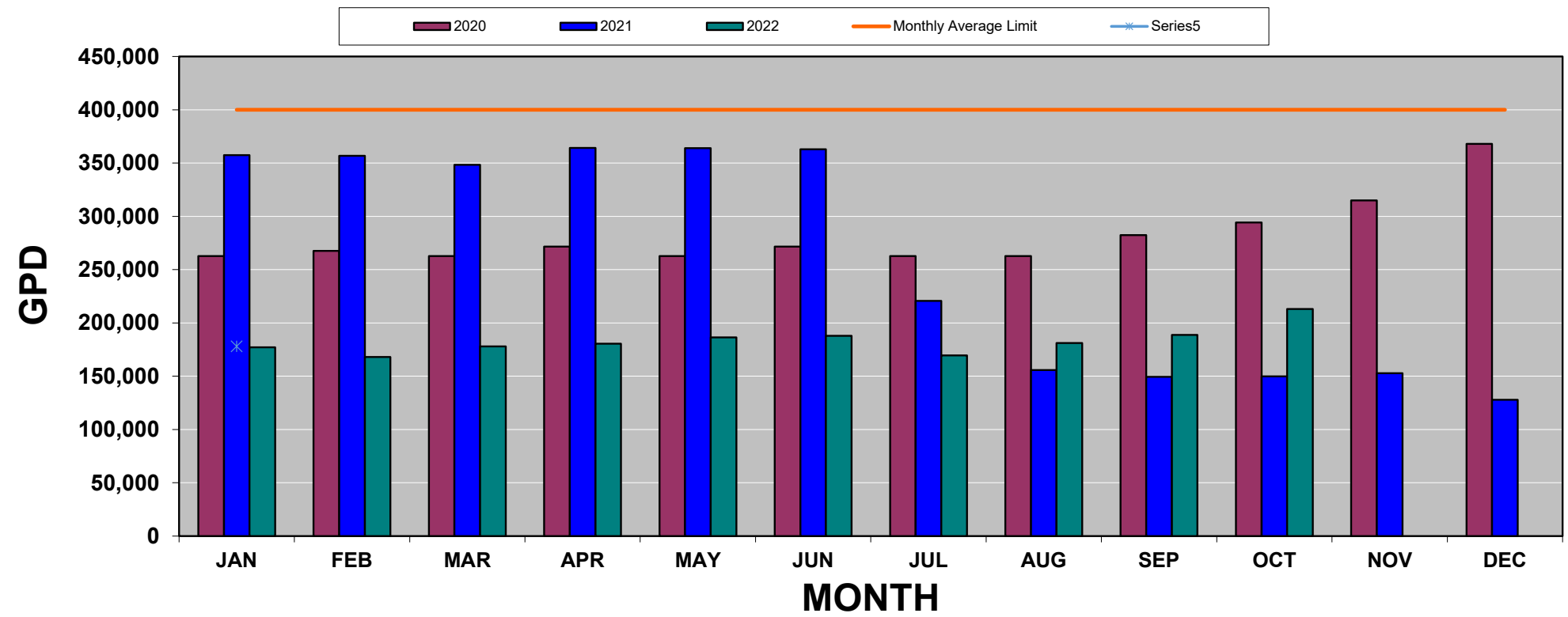
Date	WW Influent Daily Flow	Daily Recycle Flow
10/1/2022	148,601	55,871
10/2/2022	240,366	81,669
10/3/2022	117,046	66,919
10/4/2022	213,490	54,421
10/5/2022	234,790	58,593
10/6/2022	260,980	66,975
10/7/2022	287,035	66,085
10/8/2022	202,221	60,416
10/9/2022	199,534	62,457
10/10/2022	246,685	70,919
10/11/2022	178,058	60,418
10/12/2022	242,910	68,077
10/13/2022	273,841	66,190
10/14/2022	238,492	65,434
10/15/2022	180,478	64,721
10/16/2022	257,821	66,980
10/17/2022	274,571	66,904
10/18/2022	212,927	65,692
10/19/2022	217,752	77,937
10/20/2022	139,895	55,472
10/21/2022	162,721	65,200
10/22/2022	188,046	67,295
10/23/2022	255,804	62,874
10/24/2022	255,804	62,875
10/25/2022	238,481	63,025
10/26/2022	220,351	63,427
10/27/2022	192,466	62,376
10/28/2022	197,735	62,853
10/29/2022	138,184	56,294
10/30/2022	180,649	64,790
10/31/2022	204,227	75,845
Total Gal	6,601,961	2,009,004
Average GPD	212,966	64,807

MISSION HILLS CSD MONTHLY AVERAGE EFFLUENT FLOW (GPD)

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Monthly Average Limit	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
2020	262,783	267,663	262,783	271,543	262,783	271,543	262,783	262,783	282,404	294,317	314,989	367,896
2021	357,387	356,786	348,300	364,137	364,059	362,893	220,668	155,799	149,498	149,936	152,728	127,829
2022	177,041	168,115	177,989	180,559	186,491	187,850	169,490	181,125	188,697	212,966		

Flows from 2020 are estimated based on total monthly discharge reported in the 2020 Annual Volumetric Report.

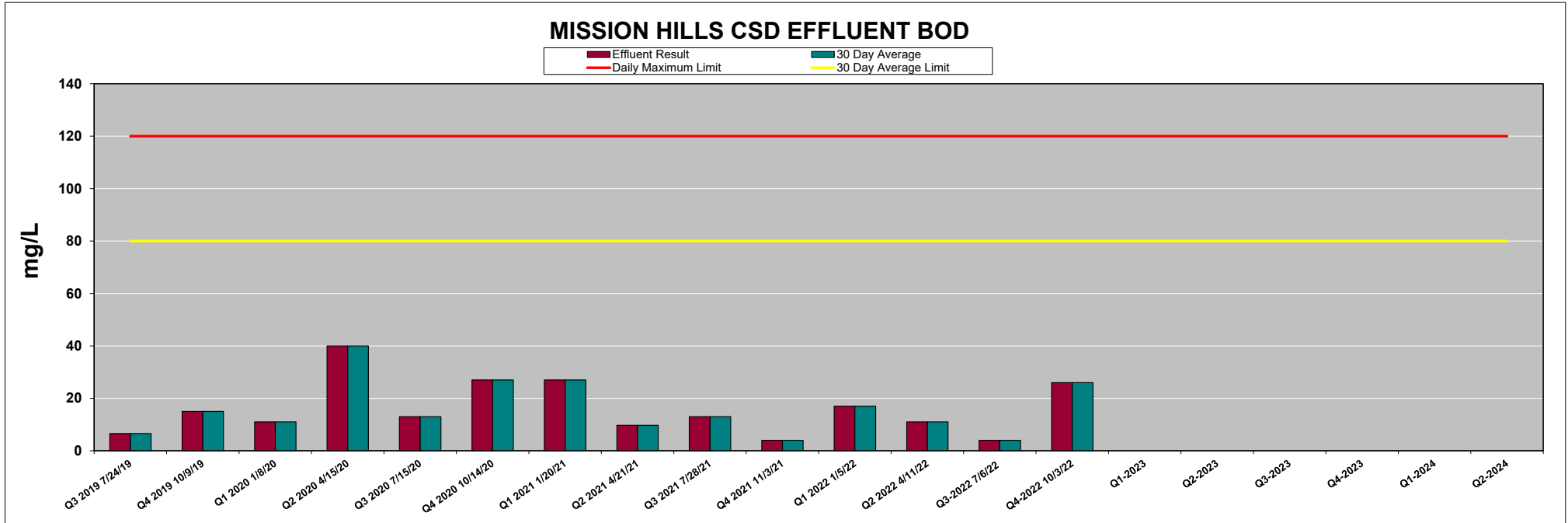
MISSION HILLS CSD MONTHLY AVERAGE EFFLUENT FLOW



MISSION HILLS CSD EFFLUENT BOD (mg/L)

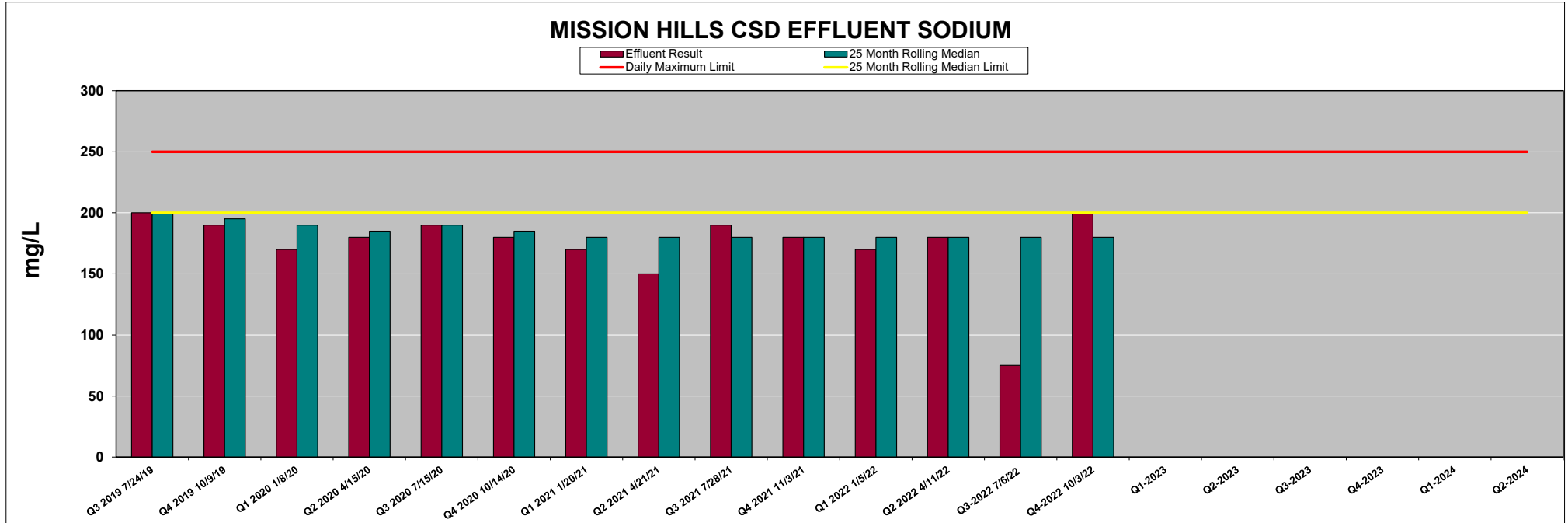
MONTH	7/24/2019	10/9/2019	1/8/2020	4/15/2020	7/15/2020	10/14/2020	1/20/2021	4/21/2021	7/28/2021	11/3/2021	1/5/2022	4/11/2022	7/6/2022	10/3/2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	
Daily Maximum Limit	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120
30 Day Average Limit	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80
Effluent Result	7	15	11	>40	13	27	27	10	13	<4.0	17	11	<4.0	26							
30 Day Average	7	15	11	>40	13	27	27	10	13	<4.0	17	11	<4.0	26							

Non-detect, estimated, and greater than (>) results are graphed at their reporting levels or as reported by lab.



MISSION HILLS CSD EFFLUENT SODIUM (mg/L)

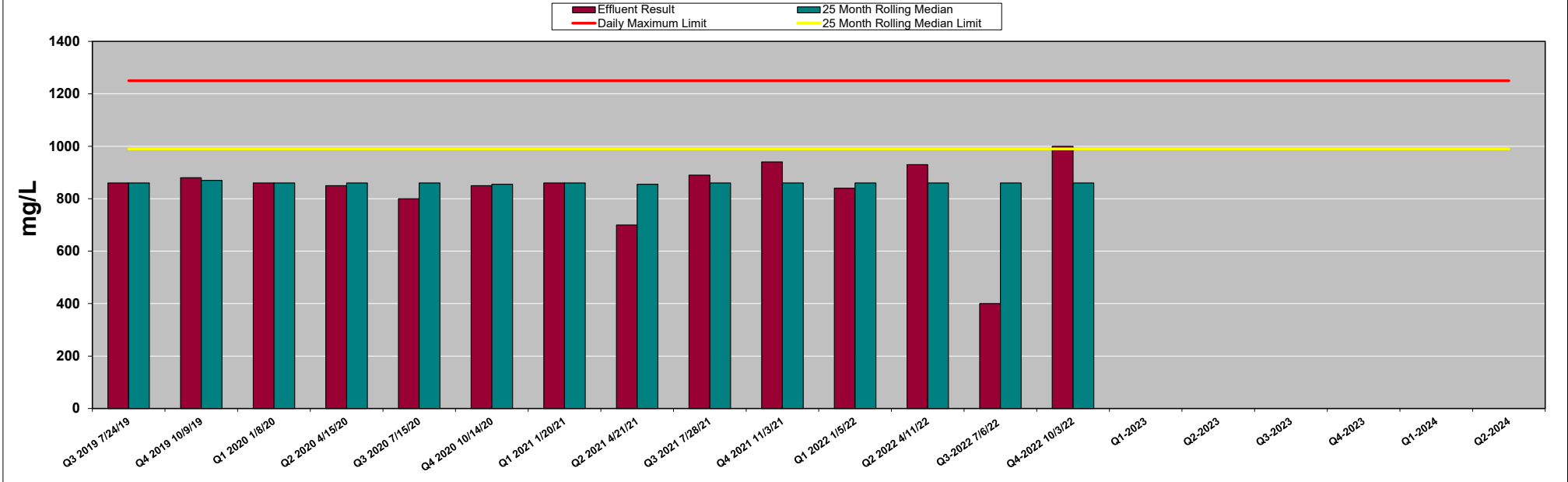
MONTH	7/24/2019	10/9/2019	1/8/2020	4/15/2020	7/15/2020	10/14/2020	1/20/2021	4/21/2021	7/28/2021	11/3/2021	1/5/2022	4/11/2022	7/6/2022	10/3/2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	
Daily Maximum Limit	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
25 Month Rolling Median Limit	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
Effluent Result	200	190	170	180	190	180	170	150	190	180	170	180	75	200							
25 Month Rolling Median	200	195	190	185	190	185	180	180	180	180	180	180	180	180							



MISSION HILLS CSD EFFLUENT TOTAL DISSOLVED SOLIDS (mg/L)

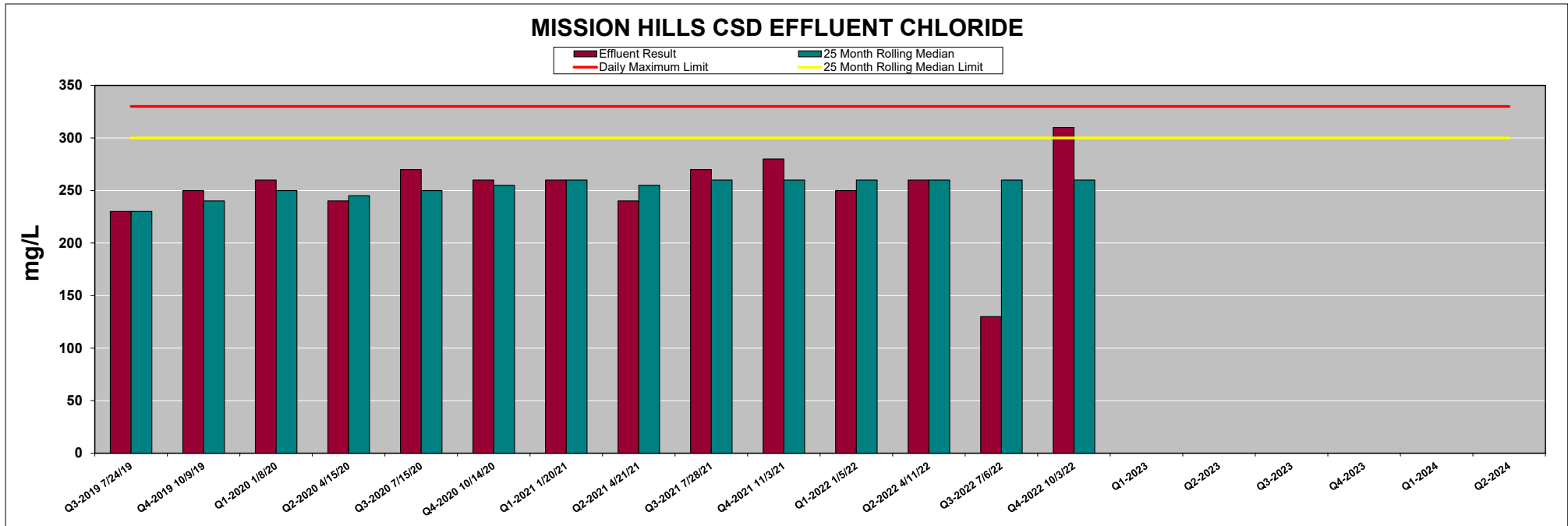
MONTH	7/24/2019	10/9/2019	1/8/2020	4/15/2020	7/15/2020	10/14/2020	1/20/2021	4/21/2021	7/28/2021	11/3/2021	1/5/2022	4/11/2022	7/6/2022	10/3/2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	
Daily Maximum Limit	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
25 Month Rolling Median Limit	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990
Effluent Result	860	880	860	850	800	850	860	700	890	940	840	930	400	1,000							
25 Month Rolling Median	860	870	860	860	860	855	860	855	860	860	860	860	860	860							

MISSION HILLS CSD EFFLUENT TOTAL DISSOLVED SOLIDS



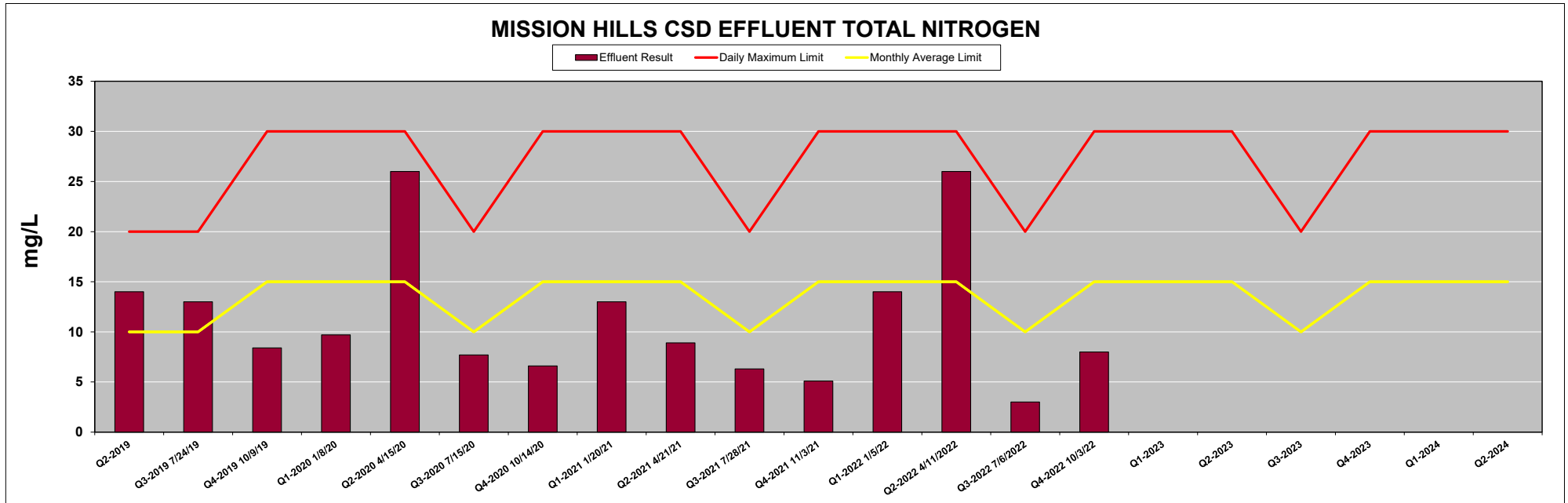
MISSION HILLS CSD EFFLUENT CHLORIDE (mg/L)

MONTH	7/24/2019	10/9/2019	1/8/2020	4/15/2020	7/15/2020	10/14/2020	1/20/2021	4/21/2021	7/28/2021	11/3/2021	1/5/2022	4/11/2022	7/6/2022	10/3/2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	
Daily Maximum Limit	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330
25 Month Rolling Median Limit	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300
Effluent Result	230	250	260	240	270	260	260	240	270	280	250	260	130	310							
25 Month Rolling Median	230	240	250	245	250	255	260	255	260	260	260	260	260	260							



MISSION HILLS CSD EFFLUENT TOTAL NITROGEN (mg/L)

MONTH	7/24/2019	8/20/2019	10/9/2019	1/8/2020	4/15/2020	7/15/2020	10/14/2020	1/20/2021	4/21/2021	7/28/2021	11/3/2021	1/5/2022	4/11/2022	7/6/2022	10/3/2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024
Daily Maximum Limit	20	20	30	30	30	20	30	30	30	20	30	30	30	20	30	30	30	20	30	30	30
Monthly Average Limit	10	10	15	15	15	10	15	15	15	10	15	15	15	10	15	15	15	10	15	15	15
Effluent Result	14	13	8	10	26	8	7	13	9	6	5	14	26	3	8						



Top Goals

Established by Board of Directors

1. Wastewater TN (Total Nitrogen), Na (Sodium) & Chloride concentration reduction plan and compliance with RWQCB Time Schedule Order.

- Staff continues to carefully monitor and make adjustments as needed to the treatment system to keep the effluent total Nitrogen levels in compliance with the TSO and WDR standards. The most recent compliance monitoring results and process control monitoring results have been well below the permit limits. The next TSO milestones are: Develop and Implement valve repair program - due date 10/31/2022 (completed); and Develop a Chloride Reduction program – due date 11/30/2022 (in process). Staff has contacted our new permit writer at the RWQCB to introduce ourselves. We have scheduled a follow-up meeting later in November to coordinate our semi-annual report submittal due at the end of December.

2. Lawsuit with the City of Lompoc

The City completed their WWTP “compatibility” study and the consultant concluded that the additional WW from the BR Development will not negatively impact their WWTP. The City and Developer staff have provided a draft Development Agreement and a draft Wastewater Services Agreement. Staff is reviewing these agreements and will provide an oral report at the meeting.

3. Cost Reduction – Energy usage (solar) and other applicable initiatives

Please refer to the Energy Committee Update

4. Public Outreach – Implement regular information to the community.

Staff continues to look for ways to improve our public outreach. We consistently post updated information on the website to include agendas, board packets, Consumer Confidence Report, and the newsletter from the Santa Ynez River Water Conservation District. Operations and Admin staff frequently interact with our customers thus resulting in opportunities for public outreach and providing information to the community. [No Changes]

5. Pursue Grant Funding Opportunities for Capital Projects

Staff recently met with a representative from Provost & Pritchard Consulting Group regarding any Grant funding opportunities. The consultant provided a copy of the Urban Community Drought Relief Program Grant Summary and the Draft Guidelines and Proposal Package. Staff has recently discussed pursuing grant opportunities through the California Special Districts Association (CSDA). Staff will provide an oral update at the Board meeting on this program.

Committee	Completed Meeting Date	Summary of Discussion	Future Meeting Date	Topics for Discussion
<p>Wastewater</p> <p>Heavin & Mac Kenzie Alternative- Naughton</p>			TBD	TBD
<p>Finance</p> <p>Naughton & Nix Alternative- Dietrich</p>	10/14/2022	The Committee met on October 14th, the agenda items included District Investment Policy and District Reserve Policies. The Committee members will provide a report out at the Board meeting.	TBD	TBD
<p>Water</p> <p>Dietrich & MacKenzie Alternative- Nix</p>	<u>10/3/2022</u>	The Committee continued discussion of the Development Agreement for the Burton Ranch project and infrastrure costs as described in the NBS Capacity Fee Study approved by the Board in 2019. The Committee will provide an oral report update to the full Board at the meeting	TBD	TBD
<p>Energy</p> <p>Heavin & Nix Alternative- Naughton</p>	10/14/2022	The Energy Committee met on Oct. 14th to discuss the status of installing solar panels and/or battery back-up systems. District staff is now working with Chris Leonard from Watthub to determine the cost effectiveness of installing a solar/battery system that would support the WWTP.	TBD	TBD
<p>Personnel</p> <p>Naughton & Nix Alternative-Heavin</p>	10/7/2022	The Committee discussed the status of filling the upcoming Board member vacancies; staff recruitment for filling the recently vacated operations position; and restructuring the Operations Dept. to bring back the Operations Supervisor position.	TBD	TBD
<p>Western Management Area Committee for Groundwater Sustainability</p> <p>Heavin Alternative- Nix</p>	<u>8/31/2022</u>	The GM attended the August 31, 2022 WMA GSA Special Meeting and the next Meeting of the WMA GSA is scheduled for November 16, 2022. The meeting agenda notice for the November 16, 2022, is provided as an attachment to this report.	TBD	TBD

NOTICE AND AGENDA OF REGULAR MEETING

GROUNDWATER SUSTAINABILITY AGENCY
FOR THE WESTERN MANAGEMENT AREA
IN THE SANTA YNEZ RIVER GROUNDWATER BASIN

SPECIAL MEETING WILL BE HELD
REMOTE PARTICIPATION ONLY
AT 10:00 A.M., WEDNESDAY, NOVEMBER 16, 2022

Remote participation available via ZOOM

Pursuant to AB361, Directors may participate in this meeting via teleconference.
The public can only participate via teleconference. There will be no public meeting location.

To access the meeting via telephone, please dial: 1-669-900-9128
And/or via the Web at: <http://join.zoom.us>

“Join a Meeting” - Meeting ID: 850 0967 9615 - Meeting Passcode: 657124

- You do NOT need to create a ZOOM account or login with email for meeting participation.
- If your device does not have a microphone or speakers, you can call in for audio with the phone number and Meeting ID listed above to listen and participate.
- In the interest of clear reception and efficient administration of the meeting, all persons participating remotely are respectfully requested to mute their line after logging or dialing-in and remain muted at all times unless speaking.

Video/Teleconference Meeting During Coronavirus (COVID-19) State of Emergency: As a result of the COVID-19 pandemic, this meeting will be available via video/teleconference as recommended by Santa Barbara County Public Health and authorized by Government Code section 54953(e) (State Assembly Bill 361).

Important Notice Regarding Public Participation in Video/Teleconference Meeting: Those who wish to provide public comment on an Agenda Item, or who otherwise are making a presentation to the GSA Committee, may participate in the meeting using the remote access referenced above. **Those wishing to submit written comments instead, please submit any and all comments and materials to the GSA via electronic mail at bbuelow@syrwcd.com.** All submittals of written comments must be received by the GSA no later than **Tuesday, November 15, 2022**, and should indicate **“November 16, 2022 GSA Meeting”** in the subject line. To the extent practicable, public comments and materials received in advance pursuant to this timeframe will be read into the public record during the meeting. Public comments and materials not read into the record will become part of the post-meeting materials available to the public and posted on the SGMA website.

AGENDA OF REGULAR MEETING

- I. Call to Order and Roll Call
- II. Consider findings under Government Code section 54953(e)(3) to authorize continuing teleconference meetings under Resolution WMA-2021-001
- III. Additions or Deletions to the Agenda

- IV. Public Comment (Any member of the public may address the Committee relating to any non-agenda matter within the Committee’s jurisdiction. The total time for all public participation shall not exceed fifteen minutes and the time allotted for each individual shall not exceed five minutes. No action will be taken by the Committee at this meeting on any public item.) *Staff recommends any potential new agenda items based on issues raised be held for discussion under Agenda Item “WMA GSA Committee requests and comments” for items to be included on the next Agenda.*
- V. Review and consider approval of meeting minutes of August 31, 2022
- VI. Review and consider approval of Financial Statements and Warrant List
- VII. Update on WMA GSA written verification of new well permits under Executive Order N-7-22
- VIII. Receive update on SGMA Implementation Grant Funding Opportunity for the Basin
- IX. Update from WMA CAG
- X. Consider Resolution WMA-2022-003 for SYRWCD to make an application for grant funding for SGMA Implementation in the SY Basin.
- XI. Update on Governance for WMA
 - a) Received correspondence from Santa Ynez Water Group
- XII. Next Regular WMA GSA Meeting, Wednesday, December 14, 2022, at 10:00 A.M.
- XIII. WMA GSA Committee requests and comments
- XIV. Adjournment

[This agenda was posted 72 hours prior to the scheduled special meeting at 3669 Sagunto Street, Suite 101, Santa Ynez, California, and <https://www.santaynezwater.org> in accordance with Government Code Section 54954. In compliance with the Americans with Disabilities Act, if you need special assistance to review agenda materials or participate in this meeting, please contact the Santa Ynez River Water Conservation District at (805) 693-1156. Notification 24 hours prior to the meeting will enable the GSA to make reasonable arrangements to ensure accessibility to this meeting.]

Mission Hills Community Services District
Profit & Loss Prev Year Comparison
October 2022

	A	B	C	D	E	F	G	H	J	L	M
1											
2								Oct 22	Oct 21	\$ Change	Explanation
3							Ordinary Income/Expense				
4							Income				
5							4005 · 48 hour notice fees	300.00	150.00	150.00	
6							4025 · Construction hydrant meter	350.00	450.00	-100.00	
7							4045 · Late fees	1,937.89	0.00	1,937.89	Late Fees 2022
8							4060 · Reconnection fees	350.00	0.00	350.00	
9							4075 · Returned check fees	0.00	25.00	-25.00	
10							4085 · Sewer basic charges	83,922.54	84,128.35	-205.81	
11							4095 · Street sweeping charges	1,507.44	1,508.76	-1.32	
12							4105 · Water basic charges	60,150.12	60,328.16	-178.04	
13							4115 · Water usage charges	51,385.02	53,006.16	-1,621.14	Slightly Lower Consumption
14							Total Income	199,903.01	199,596.43	306.58	
15							Gross Profit	199,903.01	199,596.43	306.58	
16							Expense				
17							6000 · Salaries and wages				
18							6005 · Wage expense	54,674.16	43,656.29	11,017.87	Fully Staffed
19							6010 · Payroll tax expense	4,460.59	3,624.40	836.19	Fully Staffed
20							Total 6000 · Salaries and wages	59,134.75	47,280.69	11,854.06	
21							6050 · Employee benefits				
22							6060 · Disability insurance	264.63	0.00	264.63	
23							6065 · Health insurance	11,922.86	9,098.92	2,823.94	More Employees On Insurance
24							6075 · Retirement expenses	1,420.73	1,109.91	310.82	
25							6090 · Vacation & Sick Leave	2,396.64	1,644.07	752.57	More Vacation Taken 2022
26							6095 · Benefit Administration	0.00	89.82	-89.82	
27							Total 6050 · Employee benefits	16,004.86	11,942.72	4,062.14	
28							6100 · Director fees	1,250.00	1,500.00	-250.00	
29							6110 · Depreciation expense	28,189.70	31,054.00	-2,864.30	Slightly Less Depreciation
30							6140 · Vehicle expenses				
31							6145 · Tractor and equipment	0.00	0.00	0.00	
32							6150 · Vehicle fuel	0.00	843.11	-843.11	
33							6155 · Vehicle maintenance	0.00	178.06	-178.06	
34							Total 6140 · Vehicle expenses	0.00	1,021.17	-1,021.17	
35							6190 · Dues and memberships	201.00	8,117.00	-7,916.00	Timing of Payment CSDA Membership 2021
36							6200 · Office expenses				
37							6210 · Cash (over) / short	0.00	-4.10	4.10	
38							6220 · Licenses and fees	90.00	0.00	90.00	
39							6230 · Office supplies	160.19	479.67	-319.48	
40							6235 · Postage expense	708.33	570.00	138.33	
41							6245 · Office Equipment	169.17	220.48	-51.31	
42							Total 6200 · Office expenses	1,127.69	1,266.05	-138.36	
43							6300 · Operating supplies and expenses				
44							6310 · Miscellaneous supplies	803.45	992.75	-189.30	
45							6325 · Portable equipment	0.00	374.32	-374.32	
46							6330 · Shop supplies	0.00	346.74	-346.74	
47							6335 · Small tools and appliances	729.38	1,111.70	-382.32	
48							6340 · Chemicals				
49							6342 · Bioremediation	0.00	2,117.36	-2,117.36	Less Chemicals 2022
50							6344 · Chlorine	0.00	1,310.93	-1,310.93	Less Chemicals 2022
51							6345 · Corrosion inhibitor	0.00	5,331.04	-5,331.04	Less Chemicals 2022
52							Total 6340 · Chemicals	0.00	8,759.33	-8,759.33	
53							Total 6300 · Operating supplies and ex	1,532.83	11,584.84	-10,052.01	
54							6350 · Safety expenses				
55							6375 · Other safety expenses	0.00	87.44	-87.44	
56							Total 6350 · Safety expenses	0.00	87.44	-87.44	
57							6410 · Contractual services				
58							6420 · Cleaning service	200.00	259.00	-59.00	
59							6425 · Office equip maintenance	187.53	203.07	-15.54	
60							6430 · Internet access	163.35	159.73	3.62	
61							6435 · Landscaping services	258.71	1,707.70	-1,448.99	Lift Station Cleared 2021
62							6437 · Pest Control	110.00	50.00	60.00	
63							6445 · Security expense	112.50	112.50	0.00	
64							6449 · SCADA Support	0.00	1,360.00	-1,360.00	
65							6450 · Software support	1,290.50	1,992.50	-702.00	
66							6452 · Credit Card Processing	208.82	355.93	-147.11	
67							6453 · Software Subscriptions	236.76	264.72	-27.96	
68							6455 · Street sweeping services	1,414.60	1,286.00	128.60	

Mission Hills Community Services District
Profit & Loss Prev Year Comparison
October 2022

	A	B	C	D	E	F	G	H	J	L	M
1											
2								Oct 22	Oct 21	\$ Change	Explanation
69							6470 · Other contractual services	6,353.50	17,401.09	-11,047.59	Manhole Flow Monitoring 2021
70							Total 6410 · Contractual services	10,536.27	25,152.24	-14,615.97	
71							6475 · Professional services				
72							6476 · Financial Management Fees	1,590.00	2,206.00	-616.00	
73							6480 · Accounting services	0.00	9,890.00	-9,890.00	
74							6490 · Legal services	3,183.70	45,287.35	-42,103.65	Less Legal Fees 2022
75							Total 6475 · Professional services	4,773.70	57,383.35	-52,609.65	
76							6500 · Printing and publication	261.00	0.00	261.00	
77							6505 · Equipment lease and rentals	698.68	598.43	100.25	
78							6525 · Research and monitoring				
79							6530 · Lab & Testing Expenses	354.35	0.00	354.35	
80							6535 · Monitoring expense	2,043.30	912.90	1,130.40	
81							Total 6525 · Research and monitoring	2,397.65	912.90	1,484.75	
82							6600 · Travel and meetings				
83							6605 · Director training	50.00	0.00	50.00	
84							6610 · Meals	40.00	391.83	-351.83	
85							6620 · Staff training	175.00	1,898.78	-1,723.78	
86							Total 6600 · Travel and meetings	265.00	2,290.61	-2,025.61	
87							6650 · Utilities				
88							6655 · Cell phones	185.82	186.19	-0.37	
89							6660 · Dump fees	0.00	847.60	-847.60	
90							6665 · Electrical	9,879.43	11,903.45	-2,024.02	
91							6670 · Natural gas	2,482.24	4,077.92	-1,595.68	
92							6685 · Telephone	157.29	459.68	-302.39	
93							6691 · Trash & Recycling	292.02	223.54	68.48	
94							Total 6650 · Utilities	12,996.80	17,698.38	-4,701.58	
95							6720 · Repairs and maintenance				
96							6730 · Distribution expense	172.19	8,831.72	-8,659.53	Installation of 12" Water Meter 2021
97							6740 · Hydrants	2,863.39	0.00	2,863.39	
98							6745 · Lift station expenses	172.91	0.00	172.91	
99							6770 · Telemetry	330.00	0.00	330.00	
100							6795 · Other repairs and mainten	0.00	801.66	-801.66	
101							Total 6720 · Repairs and maintenance	3,538.49	9,633.38	-6,094.89	
102							Total Expense	142,908.42	227,523.20	-84,614.78	
103							Net Ordinary Income	56,994.59	-27,926.77	84,921.36	
104							Other Income/Expense				
105							Other Income				
106							7006 · Market Appreciation/(Depr)	-365.72	-5,235.78	4,870.06	
107							7010 · Interest income	6,833.52	1,853.56	4,979.96	
108							Total Other Income	6,467.80	-3,382.22	9,850.02	
109							Net Other Income	6,467.80	-3,382.22	9,850.02	
110							Net Income	63,462.39	-31,308.99	94,771.38	

Mission Hills Community Services District
Disbursements Journal
October 2022

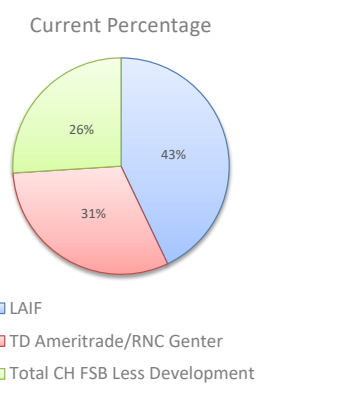
A	B	C	G	I	K	M	N	
1			Date	Num	Name	Amount	Description	
2	1000 · FSB - Operating 1535412							
3			10/06/2022	33000	ACWA Joint Powers Insurance A	-4,197.93	Work Comp Audit	
4			10/06/2022	33001	ACWA/JPIA *Medical Insurance	-12,809.44	Monthly Med, Dental, Vision, Life Ins	
5			10/06/2022	33002	American Industrial Supply	-122.21		
6			10/06/2022	33003	Brenntag Pacific, Inc	-8,349.79	Chemicals	
7			10/06/2022	33004	Carmel & Naccasha LLP	-1,473.70		
8			10/06/2022	33005	Comcast	-163.35		
9			10/06/2022	33006	De Lage Landen Financial Servi	-204.67		
10			10/06/2022	33007	Hach Company	-189.25		
11			10/06/2022	33008	Inklings Printing Company	-1,222.35		
12			10/06/2022	33009	Jon's Lawn Mowing	-230.00		
13			10/06/2022	33010	Judith H. Smith Consulting	-2,625.00	Employee Manual Review	
14			10/06/2022	33011	Kamstrup Water Metering LLC	-2,352.21		
15			10/06/2022	33012	Linde Gas & Equipment Inc	-41.72		
16			10/06/2022	33013	Michael Smith	-700.00	Removal & Welding Plate	
17			10/06/2022	33014	O'Connor Pest Control	-110.00		
18			10/06/2022	33015	Quadient Leasing USA, Inc.	-396.14		
19			10/06/2022	33016	Smith Alarms & Electronics, Inc.	-112.50		
20			10/06/2022	33017	SoCalGas	-23.38		
21			10/06/2022	33018	SP Maintenance Services, Inc.	-1,414.60		
22			10/06/2022	33019	Staples Business Credit	-280.11		
23			10/06/2022	33020	State Water Resources Control	-90.00		
24			10/06/2022	33021	Ultrex Inc	-166.31		
25			10/06/2022	33022	Underground Service Alert of SC	-115.00		
26			10/06/2022	33023	Valley Rock Landscape Supply	-46.47		
27			10/06/2022	33024	Waste Management	-292.02		
28			10/13/2022	33025	ACWA	-50.00		
29			10/13/2022	33026	ACWA Joint Powers Insurance A	-26,434.47	Auto & Liab Ins	
30			10/13/2022	33027	American Industrial Supply	-113.86		
31			10/13/2022	33028	Clinical Labs of San Bernardino	-633.00		
32			10/13/2022	33029	Compuvision	-43.75		
33			10/13/2022	33030	Core & Main	-172.19		
34			10/13/2022	33031	County of Santa Barbara- Gen S	-4,564.61	Vehicle Maintenance & Fuel	
35			10/13/2022	33032	East Mesa Oaks HOA	-33.94		
36			10/13/2022	33033	Hach Company	-354.35		
37			10/13/2022	33034	Inklings Printing Company	-261.00		
38			10/13/2022	33035	Oilfield Environmental & Complia	-40.10		
39			10/13/2022	33036	Wallace Group	-3,200.50	SSMP Assistance	
40			10/14/2022	33037	Fluid Resource Management	-105.00		
41			10/14/2022	33038	Refund	-115.00		
42			10/14/2022	33039	Refund	-27.36		
43			10/14/2022	33040	Pro3 Automation Inc	-1,670.00		
44			10/14/2022	33041	Refund	-84.56		
45			10/14/2022	33042	Refund	-9.46		
46			10/19/2022	33043	California Water Environment As	-201.00		
47			10/19/2022	33044	Compuvision	-1,095.00		
48			10/19/2022	33045	Home Depot	-864.56		
49			10/19/2022	33046	Reimbursement/Board Sec Seminar	-1,143.35		
50			10/19/2022	33047	Juana Garcia Rodriguez Janitorial	-200.00		
51			10/19/2022	33048	Pro3 Automation Inc	-2,882.20		
52			10/19/2022	33049	Smith Alarms & Electronics, Inc.	-112.50		
53			10/19/2022	33050	Stantec	-2,046.25		
54			10/24/2022	33051	California Special Districts Asso	-40.00		
55	Total 1000 · FSB - Operating 1535412						-84,226.16	
56	1060 · CHCU - General 4163							
57			10/01/2022	EFT	Pitney Bowes	-109.88		
58			10/01/2022	EFT	SoCalGas	-2,988.09	Utility Bill	
59			10/01/2022	EFT	Tierzero	-133.90		
60			10/03/2022	EFT	Verizon	-185.82		
61			10/03/2022	EFT	Right Networks	-118.38		
62			10/05/2022	EFT	PG&E	-4,861.06	Utility Bill	
63			10/17/2022	EFT	PG&E	-7,463.36	Utility Bill	

Mission Hills Community Services District
Disbursements Journal
October 2022

	A	B	C	G	I	K	M	N
				Date	Num	Name	Amount	Description
64				10/17/2022	EFT	PG&E	-217.16	Utility Bill
65				10/17/2022	EFT	PG&E	-1,459.36	Utility Bill
66				10/17/2022	EFT	PG&E	-188.93	Utility Bill
67				10/17/2022	EFT	PG&E	-540.50	Utility Bill
68				10/21/2022	EFT	PG&E	-10.12	Utility Bill
69				10/31/2022	EFT	Right Networks	-118.38	
70	Total 1060 · CHCU - General 4163						-18,394.94	
71	1070 · CHCU - Payroll 4155							
72				10/01/2022	EFT	AFLAC	-100.23	
73				10/06/2022	1349	Matrix Trust Company	-4,641.65	401K/457
74				10/12/2022		Payroll	-20,110.12	
75				10/13/2022	1350	Matrix Trust Company	-4,631.89	401K/457
76				10/14/2022	E-pay	EDD	-1,698.65	
77				10/14/2022	E-pay	IRS USATAXPYMT	-6,247.92	
78				10/14/2022	EFT	CA State Disbursement Unit/Exp	-299.07	
79				10/26/2022		Payroll	-18,123.46	
80				10/26/2022		Payroll	-1,099.62	
81				10/28/2022	E-pay	EDD	-1,458.00	
82				10/28/2022	E-pay	IRS USATAXPYMT	-5,535.88	
83				10/28/2022	EFT	CA State Disbursement Unit/Exp	-299.07	
84	Total 1070 · CHCU - Payroll 4155						-64,245.56	
85	1075 · CHCU - ACH 4130							
86				10/06/2022	EFT	Springbrook (ACH Services)	-208.82	
87	Total 1075 · CHCU - ACH 4130						-208.82	
88	TOTAL						-167,075.48	

	A	B	C	D	E	F	G	H	I	J	K
1	Variation From Projected Income										
2	Fiscal Year Ending 6-30-2023										
3											
4		Water			Wastewater						
5	Billing Month	Projected Income*	Actual Income	Variation	Projected Income	Actual Income	Variation	Total (Loss) / Gain	Current Year Units Sold	Last Year Units Sold	Previous 5 Year Average Units Sold
6	Jul-22	\$ 114,125	\$ 115,954	\$ 1,829	\$ 83,750	\$ 84,284	\$ 534	\$ 2,363	22,621	23,039	22,132
7	Aug-22	\$ 117,875	\$ 116,411	\$ (1,464)	\$ 83,750	\$ 84,012	\$ 262	\$ (1,202)	25,390	25,038	24,000
8	Sep-22	\$ 116,250	\$ 123,135	\$ 6,885	\$ 83,750	\$ 84,083	\$ 333	\$ 7,218	20,829	21,488	22,252
9	Oct-22	\$ 112,000	\$ 111,535	\$ (465)	\$ 83,750	\$ 83,923	\$ 173	\$ (292)	16,801	18,786	20,494
10	Nov-22	\$ 110,125	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		17,377	20,745
11	Dec-22	\$ 100,625	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		11,828	15,537
12	Jan-23	\$ 89,125	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		12,272	12,405
13	Feb-23	\$ 94,375	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		16,772	14,913
14	Mar-23	\$ 91,000	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		19,671	13,658
15	Apr-23	\$ 90,625	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		17,723	13,480
16	May-23	\$ 102,750	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		23,118	18,271
17	Jun-23	\$ 111,125	\$ -	\$ -	\$ 83,750	\$ -	\$ -	\$ -		22,524	20,430
18											
19	Total	\$ 1,250,000	\$ 467,035	\$ 6,785	\$ 1,005,000	\$ 336,302	\$ 1,302	\$ 8,087	85,641	229,636	218,317
21									Year to Date Monthly Averages		
22	YTD avg	100%	37%		100%	33%			21,410	19,136	18,193
23									Yearly Average	19,136	18,193
24											
25		* Projected Income is calculated by using current year and previous 5 year average monthly units sold.									
26											
27		Units Sold by Calendar Year (1 Unit = 1 HCF = 748 Gallons)									

	A	AM	AN	AO	AP
1	Bank Account Summary				
2					
3		7/31/2022	8/31/2022	9/30/2022	10/31/2022
31					
32	LAIF	\$1,740,868	\$1,740,868	\$1,740,868	\$1,746,792
33					
34	TD Ameritrade/RNC Genter	\$1,275,353	\$1,272,832	\$1,267,141	\$1,265,349
35					
36	Coast Hills FCU				
37	Checking	\$509,281	\$403,898	\$385,477	\$506,532
38	Development	\$0	\$0	\$0	\$0
39	Investment Checking	\$202	\$202	\$202	\$202
40	Savings	\$0	\$0	\$0	\$0
41	Payroll	\$62,923	\$33,096	\$18,384	\$14,140
42	ACH (Sweep Account)	\$1,000	\$2,522	\$2,910	\$3,570
43	Total Coast Hill FCU	\$573,406	\$439,717	\$406,972	\$524,444
44					
45	Five Star Bank				
46	Operating	\$369	\$150,380	\$150,393	\$77,085
47	Development	\$261,437	\$261,459	\$261,481	\$261,503
48	Money Market	\$455,694	\$456,275	\$456,837	\$457,552
49	ACH (Sweep Account)	\$0	\$0	\$0	\$0
50	Payroll	\$0	\$0	\$0	\$0
51	Total Five Star Bank	\$717,500	\$868,114	\$868,711	\$796,140
52					
53	Combined Balance	\$4,307,127	\$4,321,532	\$4,283,693	\$4,332,724
54					
55	Monthly Change	\$1,238	\$14,404	-\$37,839	\$49,031
56					
57	Fiscal Year Monthly Change To Date				
58	\$26,835				
59					
60	INVESTMENT STRATEGY				
61	Along with resuming active management, the Finance Committee and Staff recommend a balanced distribution of monies as stated below				
62	between TD Ameritrade, LAIF and Coast Hills				
63	Credit Union/Five Star Bank. This distribution will				
64	allow the District to maximize yields on				
65	investments, while meeting operating and capital				
66	cash needs				
67					
68	Recommended Investment Strategy:				
69	01. Coast Hills CU/Five Star Bank: \$300,000				
70					
71	Goal of about 10%				
72	02. TD Ameritrade: 50% of balance of unrestricted cash				
73					
74	Goal of about 45%				
75	03. LAIF: 50% of the balance of unrestricted cash				
76	Goal of about 45%				
77					
78					



	B	C	D	E	F	G	H	L	M
1	Mission Hills Community Services District								4
2	Budget to Actual Comparison								0.33
3	JUL 22 -OCT 22								8
4		Budgeted	Prorated Budget	Actual		Remainder		% of Budget	Explanation
5	Income	Fiscal Year 22-23	JUL 22 -OCT 22	JUL 22 -OCT 22	Difference	Budgeted Amount		33%	
6	Late Fees/Charges	\$ 50,000	\$ 16,667	\$ 11,702	\$ (4,965)	\$ 38,298		23%	Lower Than Budgeted
7	Water Service	\$ 1,250,000	\$ 416,667	\$ 467,035	\$ 50,369	\$ 782,965		37%	Slightly Higher Than Budgeted
8	Sewer Service	\$ 1,005,000	\$ 335,000	\$ 336,302	\$ 1,302	\$ 668,698		33%	On Track With Budget
9	Street Sweeping	\$ 18,000	\$ 6,000	\$ 6,020	\$ 20	\$ 11,980		33%	On Track With Budget
10		\$ 2,323,000	\$ 774,333	\$ 821,059	\$ 46,726	\$ 1,501,941		35%	Revenue is 2% Above Budget
11									
12									
13		Budgeted	Actual		Remainder				
14	Expense	Fiscal Year 22-23	JUL 22 -OCT 22	JUL 22 -OCT 22	Difference	Budgeted Amount			
15	Salaries & Wages	\$ 705,000	\$ 235,000	\$ 254,106	\$ (19,106)	\$ 450,894		36%	Slightly Higher Than Budgeted
16	Employee Benefits	\$ 250,000	\$ 83,333	\$ 83,833	\$ (499)	\$ 166,167		34%	Slightly Higher Than Budgeted
17	Director Fees	\$ 16,500	\$ 5,500	\$ 1,875	\$ 3,625	\$ 14,625		11%	Less Meetings Than Budgeted
18	Depreciation	\$ 375,000	\$ 125,000	\$ 112,759	\$ 12,241	\$ 262,241		30%	Depreciation Slightly Lower Than Budgeted
19	Election Expense	\$ 3,000	\$ 1,000	\$ -	\$ 1,000	\$ 3,000		0%	No Election Expense
20	Vehicle Expense	\$ 23,000	\$ 7,667	\$ 12,079	\$ (4,412)	\$ 10,921		53%	More Maintenance Than Budgeted
21	Insurance	\$ 25,000	\$ 8,333	\$ 11,875	\$ (3,542)	\$ 13,125		47%	Timing of Paying Insurance
22	Memberships	\$ 30,000	\$ 10,000	\$ 6,755	\$ 3,245	\$ 23,245		23%	Lower Than Budgeted
23	Office Expenses	\$ 25,000	\$ 8,333	\$ 7,930	\$ 403	\$ 17,070		32%	Slightly Lower Than Budgeted
24	Operating Supplies	\$ 25,000	\$ 8,333	\$ 5,246	\$ 3,087	\$ 19,754		21%	Lower Than Budgeted
25	Chemicals	\$ 100,000	\$ 33,333	\$ 23,322	\$ 10,011	\$ 76,678		23%	Lower Than Budgeted
26	Safety	\$ 5,000	\$ 1,667	\$ 648	\$ 1,019	\$ 4,352		13%	Lower Than Budgeted
27	Contractual Services	\$ 125,000	\$ 41,667	\$ 43,705	\$ (2,038)	\$ 81,295		35%	Slightly Higher Than Budgeted
28	Professional Services	\$ 125,000	\$ 41,667	\$ 23,022	\$ 18,645	\$ 101,978		18%	Lower Than Budgeted
29	Printing & Publication	\$ 5,300	\$ 1,767	\$ 1,483	\$ 283	\$ 3,817		28%	Lower Than Budgeted
30	Equipment Lease	\$ 13,500	\$ 4,500	\$ 3,286	\$ 1,214	\$ 10,214		24%	Lower Than Budgeted
31	Monitoring	\$ 36,000	\$ 12,000	\$ 6,812	\$ 5,188	\$ 29,188		19%	Lower Than Budgeted
32	Travel/Meetings/Meals	\$ 15,000	\$ 5,000	\$ 607	\$ 4,393	\$ 14,393		4%	Lower Than Budgeted
33	Utilities	\$ 220,000	\$ 73,333	\$ 70,508	\$ 2,825	\$ 149,492		32%	Slightly Lower Than Budgeted
34	Government Fees	\$ 35,000	\$ 11,667	\$ 4,221	\$ 7,446	\$ 30,779		12%	Lower Than Budgeted
35	Repairs & Maintenance	\$ 80,000	\$ 26,667	\$ 25,950	\$ 717	\$ 54,050		32%	Slightly Lower Than Budgeted
36	Miscellaneous Expenses	\$ 25,000	\$ 8,333	\$ -	\$ 8,333	\$ 25,000		0%	Uncollectables or Write Offs
37		\$ 2,262,300	\$ 754,100	\$ 700,022	\$ 54,078	\$ 1,562,278		31%	Expenses Are 2% Below Budget
38									
46	Resolution 15-229 - Budget Preparation and Approval Process								
47	C.3. - Whenever a budgeted expense line item has circumstances where a projected expense exceeds a 5% variance of the total budget,								
48	the GM will be required to seek a super majority approval from the BoD before the expense is finalized, when possible.								
49					5% =	\$ 113,115.00			



MISSION HILLS COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Mission Hills Community Services District Board of Directors

FROM: Brad Hagemann, General Manager

DATE: November 16, 2022

SUBJECT: Discussion and Consideration of awarding a construction contract to Crosno Construction Inc., for the Water Tank Rehabilitation Project

Recommendation:

Staff recommends that the Board of Directors award the Water Tank Rehabilitation Project to Crosno, Inc., in accordance with their bid of \$598,110.00

Fiscal Impact:

The approved fiscal year 2022/2023 Capital Improvement Program budget includes funding the Water Tank Rehabilitation Project. Staff recommends the Board utilize these funds to move forward with this project.

Discussion:

In early October, 2022, the Mission Hills Community Services District circulated an invitation for bids for the Water Tank Rehabilitation Project. The invitation for bids was circulated via the usual outlets for a project of this type that included, posting at the Builders Exchange, posted with ASAP Printing, posted on the District's website and contacting local tank installation and repair companies. Sealed bids for the project were required to be submitted on October 26, 2022, no later than 2 PM.

On October 13, 2022, the District conducted a mandatory pre-bid conference for contractors that were interested in bidding on the project. During the pre-bid conference, District staff and Advanced Technical Services (ATS) staff summarized the bid documents, responded to comments and conducted a field visit to the job site. ATS submitted an addendum to the bid documents on October 19, 2022, to address the questions that came up at the pre-bid conference.

On October 26, 2022, the District received timely sealed bids from two contractors, Crosno Construction Inc. and Spiess Construction Inc. Both contractors are well qualified and have extensive experience in the tank construction and repair business. In fact, Spiess Construction initially built the existing tanks for the District back in the mid-1980s. The bid amounts were Crosno - \$598,110 and Spiess - \$816,200. Staff announced at the meeting that Crosno was the apparent low bidder on for the project, subject to detailed bid review by ATS and District staff. Staff determined that the apparent low bidder (Crosno) met the requirements of the bid documents and recommends that the Board award the contract to Crosno. The Bid Comparison Summary is provided as an attachment to this staff report.

Attachment:

1. Bid Comparison Summary.

**MISSION HILLS COMMUNITY SERVICES DISTRICT
TANK REHABILITATION PROJECT
BID COMPARISON**

	Engineer's Estimate		Crosno Construction, Inc.		Spieß Construction, Inc.
1	Mobilization & Construction Coordination	\$ 20,000	\$ 7,930		\$ 54,100
2	Removal and Disposal of Hazardous Materials	\$ 10,000	\$ 11,850		\$ 34,800
3	Replace Roof Vents	\$ 16,000	\$ 29,770		\$ 70,300
4	Replace Roof Hatches	\$ 16,000	\$ 11,730		\$ 35,200
5	New Exterior Ladders and Doors	\$ 40,000	\$ 41,570		\$ 44,000
6	New Roof Guardrails and New Ladder Safety Devices	\$ 30,000	\$ 23,580		\$ 39,250
7	East Tank Roof - Install Welded Patch Plates	\$ 89,100	270 \$ 75 \$ 20,250	270 \$ 145	\$ 39,150
8	East Tank Roof Coatings - Spot Repair	\$ 120,000	300 \$ 79 \$ 23,640	300 \$ 115	\$ 34,500
9	West Tank - Flexible Pipe Connection	\$ 38,000	\$ 56,270		\$ 39,750
10	East Tank - Flexible Pipe Connection	\$ 38,000	\$ 61,850		\$ 39,750
11	Disinfection	\$ 16,000	\$ 9,570		\$ 8,100
12	Demobilization	\$ 10,000	\$ 6,100		\$ 14,100
13	Warranty Repairs				
14	Alternate Bid Item, East Tank - Spot Repair Interior Coatings	\$ 32,000	\$ 18,170		\$ 35,750
15	Alternate Bid Item, East Tank - Exterior Coating	\$ 202,000	\$ 275,830		\$ 327,450
	Total:	\$ 677,100	\$ 598,110		\$ 816,200



MISSION HILLS COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors
FROM: Personnel Committee/Board of Directors
DATE: November 16, 2022
SUBJECT: Public Employment – General Manager

Recommendation / Proposed Motion

- Recommendation: Consider approving the Updated Employment Agreement for the District General Manager.
- **Alternatives Considered**

Initiate the recruitment process for a new District General Manager

Budget Resource

The approved FY 2022/23 budget includes adequate resources for the General Manager position.

Discussion

The existing Employment Agreement for the General Manager was adopted on November 17, 2021 and the Agreement expires in November 2022. At the October 19, 2022 Board meeting, the Board of Directors initiated the annual General Manager performance review and concluded the review process during the November 2, 2022, Special Meeting. The Board directed staff to prepare an updated draft General Manager Employment Agreement for consideration at the November 16, 2022, Regular meeting. The draft updated GM Employment Agreement is provided as an attachment to this staff report in “strikeout/underline format” to highlight the proposed changes included in the Draft Agreement.

EMPLOYMENT AGREEMENT

This **Employment Agreement** (“Agreement”) made and entered into this 16th day of November, 2022, by and between the **Mission Hills Community Services District** (hereinafter referred to as “**District**,” “**Employer**” or “**MHCSD**”) and **Bradley E. Hagemann** (hereinafter referred to as “**Employee**”), who understand as follows:

WITNESSETH:

WHEREAS, Employer desires to employ the services of Employee as General Manager; and

WHEREAS, it is the desire of Employer to provide certain benefits, establish certain conditions of employment and to set working conditions of Employee; and

WHEREAS, it is the desire of Employer to receive and retain the services of Employee and to provide for him to remain in such employment; to make possible full work productivity by assuring his morale and peace of mind; to act as a deterrent against malfeasance, misfeasance or substandard performance on his part; and to provide for terminating his services at such time as he may be unable to fully discharge his duties or when Employer may otherwise desire to terminate his employment; and

WHEREAS, Employee desires to accept employment as General Manager.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. Duties of General Manager

District hereby agrees to employ Employee as General Manager. Employee agrees to perform the functions and duties specified in the District’s job description for the position of General Manager, which is attached hereto as Exhibit “A” and incorporated by reference herein, and to perform other legally permissible and proper duties and functions as the District Board of Directors shall from time to time assign. Employee shall perform the statutorily required duties of a general manager of a community services district, as set forth in Government Code Section 61051, which provides as follows:

- (a) The implementation of the policies established by the board of directors for the operation of the district.
- (b) The appointment, supervision, discipline, and dismissal of the district’s employees, consistent with the employee relations system established by the board of directors.
- (c) The supervision of the district’s facilities and services.
- (d) The supervision of the district’s finances.

2.

Term of Agreement

This Agreement commences ~~upon its execution by the parties on~~ November 16, 2022 and shall remain in effect for a one (1) year period, unless extended by the parties or earlier terminated as set forth herein.

- A. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, subject only to the provisions set forth in Section 3 of this Agreement.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his position with Employer subject to the provisions of Section 3. CB.

3. Termination and Severance Pay

- A. Employer may terminate this Agreement without cause, for any reason or for no reason, on ~~one (1) months'~~ sixty (60) days' notice to Employee. If this Agreement is terminated by Employer or by operation of law, Employee shall continue to work and receive his salary and other compensation during the notice period. In the alternative and at its sole discretion, Employer may terminate Employee at anytime during the notice period and in that event Employer agrees to pay Employee a lump sum cash payment equal to the remaining salary for the notice period, provided, however, Employer shall have no obligation to provide such notice, or severance pay in the event Employee is terminated for good cause. For the purpose of this Agreement, "good cause" shall include, but not necessarily be limited to, any of the following:
 - 1. A material breach of the terms of this Agreement;
 - 2. A failure to perform his duties in a professional and responsible manner consistent with generally accepted standards of the profession;
 - 3. Conduct unbecoming the position of General Manager or likely to bring discredit or embarrassment to the MHCS D.

"Good cause" shall not mean a mere loss of support or confidence by a majority of the Board of Directors of the MHCS D

- B. In the event Employee voluntarily resigns his position with the District, Employee shall give District a minimum ~~thirty (30)~~ sixty (60) days written notice in advance, unless the parties otherwise agree. Should Employee fail to give such period of notice, then Employee shall pay to District as liquidated damages the sum of \$50 per working day, for the difference between the number of actual days of prior notice and ~~thirty (30)~~ sixty (60) days. In the event

Employee voluntarily resigns his position with District, the Employee shall be entitled only to all salary earned, but not paid as of the date of resignation; and payment for any accrued vacation or other benefits as provided in the District's Employee Manual.

4. Devotion to District Business and Hours of Work

MHCS D understands that the employee is working as a part-time (approximately 17 hours/week) independent contractor for the Avila Beach Community Services District and the employee desires to continue with that relationship. Employee shall devote approximately 24 hours/week to the MHCS D General Manager position and shall not engage in any outside business, educational, professional, charitable, or other activities, whether for compensation or otherwise, that would conflict or materially interfere with performance of the General Manager duties, without written prior approval of the Board of Directors.

Employee's work schedule will include at least two days per week in the office and work remotely one day per week. Employee agrees to being available to attend all necessary meetings during evenings and weekends. In recognition of the amount of work time required outside of regular business hours, it is also agreed the General Manager does not have a fixed schedule and Employee will have discretion to work as needed to accomplish the duties and responsibilities assigned to the General Manager.

5. Salary

District agrees to pay Employee for his services rendered pursuant to this Agreement an annual salary of ~~\$120,000~~ \$126,600 (\$101.50/hr rate), payable in equal installments at the same time as other employees of District are paid.

6. Other Compensation

Employee shall receive the following benefits:

- A. Employee will receive medical, dental, vision care, EAP and life insurance consistent with all other all District employees.
- B. Use of a District provided automobile to commute to and from home and the District office and to attend other District related business. District vehicle shall not be used for any travel not related to District business.

- C. Employer agrees to match up to 3% of Employee's salary per payroll period of his contributions to the Employer sponsored 457 Plan. In addition, Employer agrees to match up to 6.2% of Employee's salary per payroll period of his contributions to the Employer sponsored 457 Plan in lieu of Social Security. Alternatively, the Employee may participate in Social Security.
- D. Upon commencement of this Agreement, Employee's leave bank shall be credited with ~~one week (40 hours)~~ 30 hours of vacation time. He will accrue vacation/administrative leave of four weeks per year, based upon 3.69 hours per pay period over 26 pay periods per year.
- E. Sick leave shall accrue at the rate of ten (10) days per year (1.85 hours per pay period) starting with the effective date of this Agreement.
- F. Upon leaving his employment with the District, Employee will be entitled to payment of accrued vacation and sick leave in accordance with the District's Employee Manual.
- G. Employee shall be provided \$50 per month as reimbursement for cell phone use unless District chooses to provide him with a cell phone for his use for District related business.
- H. Upon request by Employee, he shall be provided with a laptop computer, which shall be configured to allow Employee access necessary for him to work remotely as needed.

7. Professional Development

As part of its normal budget process and reserving the right to establish appropriate priorities and funding amounts, Employer shall consider requests for funds for certain items, activities and materials deemed necessary and desirable for Employee's continued professional development, participation, growth and advancement. Those items, activities and materials shall include:

- A. Professional dues and subscriptions necessary for full participation in appropriate and relevant associations and organizations;
- B. Travel and subsistence expenses for professional meetings and similar functions (e.g., conferences, workshops, seminars, meetings, etc.) to foster professional development or represent the MHCS D;
- C. Other items, activities and materials as may be agreed upon from time to time between Employee and Employer.

8.

Performance Review

Employee shall receive an annual performance review no later than thirty (30) days after the anniversary date of hire. The annual performance review shall be in accordance with specific criteria developed jointly by the Board of Directors and Employee. Such criteria may be added to or deleted as the Board of Directors may from time to time determine in consultation with Employee. As part of the annual performance review, District will consider adjustment in compensation based upon performance.

9.

Abuse of Office or Position

Notwithstanding anything to the contrary in this Section, pursuant to the requirements set forth in Government Code Section 53243.2, if Employee is convicted of a crime involving an abuse of Employee's office or position, all of the following shall apply: (a) if Employee is provided with administrative leave pay pending an investigation, Employee shall be required to fully reimburse District such amounts paid; (b) if District pays for the criminal legal defense of Employee (which would be in its sole discretion, as it is generally not obligated to pay for a criminal defense), Employee shall be required to fully reimburse District such amounts paid; and (c) if this Agreement is terminated, any severance pay and benefits related to the termination that Employee may receive from District shall be fully reimbursed to District or shall be void if not yet paid to Employee. For purposes of this Section, abuse of office or position means either: (i) an abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority; or (ii) a crime against public justice.

10.

General Provisions

- A. The terms of this Agreement are intended by the parties as the final expression of their agreement and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this Agreement constitutes the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial or arbitration proceeding, if any, involving this Agreement. Any amendments to this Agreement must be in writing and executed by both parties.
- B. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
- C. This Agreement shall be governed by the laws of the State of California. Employee and the District agree that venue for any dispute shall be in Santa Barbara County, California.
- D. The parties acknowledge that they understand the significance and consequences of this Agreement. The parties also acknowledge that they have been given full opportunity to review and negotiate this Agreement and

execute it only after full reflection and analysis, and that they have had an opportunity to review this document and its application and meaning with their respective attorneys and advisors. This Agreement shall not be interpreted against the party who prepared the initial draft because all parties participated in the drafting of this Agreement by having ample opportunity to review and submit suggested changes or corrections for incorporation into the final version of this Agreement.

- E. Employee may not assign this Agreement in whole or in part.
- F. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. The text herein shall constitute the entire Agreement between the parties. Any amendments to this Agreement must be in writing and executed by both parties. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

11. Effective Date

This Agreement shall be effective on November ~~16~~, 202~~2~~4.

In Witness Whereof, Employer and Employee have signed and executed this Agreement, both in duplicate, the day and year first above written.

Employee:

Employer:

Bradley E. Hagemann
President

~~Myron Heavin~~Bruce Nix, MHCS Board



MISSION HILLS COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors
FROM: Brad Hagemann, General Manager
DATE: November 16, 2022
SUBJECT: **Approve Resolution No 22-347 – Commending Ms. Karina Naughton**

Recommendation / Proposed Motion

- Recommendation: Approve Resolution No. 22 - 347
- Proposed Motion(s): Approve a Resolution No. 22-347 in the Matter of Recognizing and Commending Ms. Karina Naughton for Her 4 Years of Service to the Mission Hills Community Services District

Policy Reference

None

Budget Resource

No Costs to District

Alternatives Considered

None

Background/Discussion

The Board of Directors of Mission Hills Community Services District wishes to recognize and commend Ms. Karina Naughton for her 4 years of service to the District.

Attachments(s):

1. Resolution No. 22-347



MISSION HILLS COMMUNITY SERVICES DISTRICT

RESOLUTION No. 22-347

RESOLUTION COMMENDING

Karina Naughton

**FOR SERVICE TO THE MISSION HILLS COMMUNITY
SERVICES DISTRICT**

WHEREAS, The Mission Hills Community Services District wishes to recognize and commend Karina Naughton for 4 years of service on the Board of Directors from November 6, 2018, to December 2, 2022; and

WHEREAS, DIRECTOR NAUGHTON shared and employed her capabilities as a certified public accountant, by serving as the District's Finance Officer during her four years of service; and

WHEREAS, DIRECTOR NAUGHTON also served on various Board Committee's including the Finance Committee, Personnel Committee, Energy Committee and was the alternate Director for Wastewater Committee; and

WHEREAS, DIRECTOR NAUGHTON has shared her accounting expertise with the Mission Hills Community Services District Directors and staff, providing input and review of annual financial audits, evaluation of investment accounts and providing input on accounting operating procedures at the District; and

WHEREAS, DIRECTOR NAUGHTON spearheaded the effort to conduct a financial review of the District's accounting policies and practices illustrating her ability to articulate technical accounting matters to staff, Board Members and the public. Her tenure as the Financial Director has strengthened the operational transparency of the District operations.

WHEREAS, DIRECTOR NAUGHTON's term with the District will expire on December 6th, 2022, after faithfully serving the District Board of Directors for 4 years.

NOW THEREFORE BE IT RESOLVED that the Mission Hills Community Services District, Santa Barbara County, does hereby recognize and commend, **KARINA NAUGHTON** for her 4 years of dedicated service and commitment to the District. The Board of Directors hereby adopts this Resolution as a public statement of their recognition for Director Naughton’s service.

On Motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit,

AYES:

NOES:

ABSENT:

PASSED AND ADOPTED by the Board of Directors of the Mission Hills Community Services District in Santa Barbara County, California, this 16th day of November 2022 by a unanimous vote of all members present.

Bruce Nix, President

James Mac Kenzie, Vice President

Steve Dietrich, Director

Myron Heavin, Director

Attest: Brad Hagemann, General Manager



MISSION HILLS COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors
FROM: Brad Hagemann, General Manager
DATE: November 16, 2022
SUBJECT: **Approve Resolution No 22-348 – Commending Mr. Bruce Nix**

Recommendation / Proposed Motion

- Recommendation: Approve Resolution No. 22 - 348
- Proposed Motion(s): Approve a Resolution No. 22-348 in the Matter of Recognizing and Commending Mr. Bruce Nix for His Years of Service to the Mission Hills Community Services District

Policy Reference

None

Budget Resource

No Costs to District

Alternatives Considered

None

Background/Discussion

The Board of Directors of Mission Hills Community Services District wishes to recognize and commend Mr. Bruce Nix for his over 30 years of service to the District.

Attachments(s):

1. Resolution No. 22-348



MISSION HILLS COMMUNITY SERVICES DISTRICT

RESOLUTION No. 2022-348

RESOLUTION COMMENDING

Mr. Bruce Nix

**FOR SERVICE TO THE MISSION HILLS COMMUNITY
SERVICES DISTRICT**

WHEREAS, DIRECTOR BRUCE NIX has been a resident, businessman and leader in our community for many years. For over 30 years Director Nix has served tirelessly on the Mission Hills Community Services District Board of Directors being voted to serve as Board President by his peer's numerous times; and

WHEREAS, DIRECTOR NIX has demonstrated his capabilities as an active Board Member of the Board of Directors, serving as a committee member for Finance, Facilities, Personnel, Energy, Sewer, Operations, ACWA/JPIA, Water, Wastewater and served as the Board representative on the Santa Ynez River Water Conservation District; and

WHEREAS, DIRECTOR NIX'S leadership has been instrumental in the success of various Capital Improvement Projects for the benefit of all District members, always looking for the most practical, cost effective and fiscally responsible solution to the problem; and

WHEREAS, DIRECTOR NIX's knowledge of the formation and history of the will be greatly missed; and

WHEREAS, DIRECTOR NIX's term with the District will expire on December 6th, 2022, after faithfully serving with common sense and practicality on the District Board of Directors for over 30 years.

NOW THEREFORE BE IT RESOLVED that the Mission Hills Community Services District, Santa Barbara County, does hereby recognize and commend, **BRUCE NIX** for his years of dedicated service and commitment to the District and the community and acknowledges his achievements that will be recognized and appreciated for many years to come. The Board of Directors hereby adopts this Resolution as a public statement of their recognition for Director Nix's service.

On Motion by Director _____, seconded by Director _____, and on the following roll call vote, to wit,

AYES:

NOES:

ABSENT:

PASSED AND ADOPTED by the Board of Directors of the Mission Hills Community Services District in Santa Barbara County, California, this 16th day of November 2022 by a unanimous vote of all members present.

James Mac Kenzie, Vice President

Myron Heavin, Director

Steve Dietrich, Director

Karina Naughton, Director

Attest: Brad Hagemann, General Manager



MISSION HILLS COMMUNITY SERVICES DISTRICT

COMMUNICATIONS- Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide a reference to staff or other resources for information, request the Board President consider placing an item on a future committee meeting or regular meeting.

- A. General Manager Comments
- B. Director's Comments
- C. Public Comments

LAST PAGE OF BOARD PACKET