

Mission Hills

Community Services District

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

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Directors:

Walter Fasold
Danny Hayes
James Mac Kenzie
Tim Naughton
Bruce Nix

M-I-N-U-T-E-S Special Meeting February 18, 2015

The Special Meeting of the Board of Directors of the Mission Hills Community Services District was called to order by President Mac Kenzie at 6:30 p.m. on Wednesday, February 18, 2015 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

By roll call: Walter Fasold (arrived at 6:45), Danny Hayes, James Mac Kenzie, Tim Naughton, and Bruce Nix

DIRECTORS ABSENT:

None

STAFF PRESENT:

Michael Riley, Melissa Stevens, and Casey Fowler

OTHERS PRESENT:

none

3. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance.

4. SPECIAL PRESENTATION:

none

5. AGENDA REVIEW:

Agenda Item 5a. Move that all resolutions and ordinances presented tonight be read in title only and all further readings be waived. **Motion by Director Mac Kenzie, second by Director Nix. Unanimous 4-0**

6. COMMUNITY COMMENTS AND SUGGESTIONS: none

7. CONSENT AGENDA:

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

Agenda Item 7a. **Consideration of Approval of Minutes.**
Approved Minutes of the Board of Directors Regular Meeting held January 14, 2015.

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 Expenditure Reports.
January 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 statement.

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.

Agenda Item 8a. Report/ Update from the Finance Committee regarding the Committee Meeting held on January 28, 2015.

Director Naughton began by saying that the meeting with RNC Genter was very informative and helped to better understand realistic expectations on the bond performance. RNC Genter stated that realistically we could expect a 1 – 2% return of investment in the next year. Director Fasold added that RNC Genter suggested staying where we were for a least another year before deciding if changes needed to be made. He went on to say that it seems RNC Genter is doing a good job for us with the tight restrictions placed on them by the District's Investment Policy.

9. CONTINUED BUSINESS:

Agenda Item 9a. Consider the Introduction of Ordinance No. 15-81 Amending Ordinance No. 00-62 regarding Fixing the Day and Time of Regular Meetings of the District's Board of Directors.

Recommended Action: District Board of Directors introduce the attached ordinance amending Section 1 of Ordinance No. 00-62 fixing the day and time of regular meetings of the District's Board of Directors to the third Wednesday of every month. No public comments were made.

Motion by Director Nix, second by Director Fasold to introduce Ordinance No. 15-81, Amending Ordinance No. 00-62 Regarding Fixing the Day and Time of Regular Meetings of the District's Board of Directors. Unanimous by roll call vote.

10. NEW BUSINESS: Administrative Assistant Fowler stated that Staff had received a Notice of Exception form from Stantec after the agenda was published, and that the Board needs to take action on this item to continue moving forward with the bid process for the sewer line replacement project. **Motion by Director Fasold, second by Director Naughton to add Agenda Item 10a. Under new business. Unanimous by roll call vote.**

Agenda Item 10a. Adopt Resolution No. 15-227 Approving a Sewer Replacement Project and Adopting a Notice of Exemption.

Recommended Action: District Board of Directors review, discuss and adopt Resolution No. 15-227 approving a sewer replacement project and adopting a Notice of Exemption. General Manager Riley informed the Board that this is a standard form that must be completed in order to move forward. Once the Resolution is approved the documents will be filed accordingly.

Motion by Director Fasold, second by Director Nix to Adopt Resolution 15-227 Approving the Sewer Replacement Project and Adopting a Notice of Exemption. Unanimous by roll call vote.

11. GENERAL MANAGER ITEMS

The following item(s) were placed on the agenda by the District Manager in order to receive feedback and/or request direction from the Board. No formal action can be taken.

- The Scada system is almost fully repaired. Aquasierra is here this week installing the repaired pieces of equipment and anticipate being completed by the end of the week.
- The Board was told that the Form 700's were sent to them electronically this year and that if they have any problems to please talk to staff.

12. BOARD MEMBER COMMUNICATIONS:

Director Hayes stated that he had heard the new home development by the church has been placed on hold while the City and the County figure out some issues. It appears the delay could be up to if not longer than a year away, which is important for us to follow as this was going to count for additional revenue for the District.

Director Fasold noted that they street sweeper appears to be doing a better job at the intersections however this past job they did they left a trail of dirt about a foot off the gutter. He was not sure if there was a leak somewhere on the truck but he knew the dirt was not there until after the truck went by.

13. STAFF COMMUNICATIONS: none

14. CLOSED SESSION: Began at 7:35 pm

**Agenda Item 14a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8:**

Property: APN 097-380-009, Lompoc, California

Agency negotiator: Michael Riley and Casey Fowler

Negotiating party: Kelly Duran with Union Oil Company

Under negotiation: Price, terms and conditions of potential purchase of property.

Agenda Item 14b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8:

Property: 3348 Via Feliz, Lompoc, California
Agency negotiator: Casey Fowler
Negotiating party: David Panel
Under negotiation: Price, terms and conditions of potential purchase of easement.

Agenda Item 14c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8:

Property: 3344 Via Feliz, Lompoc, California
Agency negotiator: Casey Fowler
Negotiating party: Andrew Combs
Under negotiation: Price, terms and conditions of potential purchase of easement

- 15. RECONVENE TO OPEN SESSION:** The meeting was reconvened at 8:15. President Mac Kenzie directed General Manager Riley to execute the Purchase and Sales agreement with Union Oil to begin the due diligence period for APN 097-380-009.

16. ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 8:46 p.m. to the next Regular Meeting to be held March 11, 2015 at the District's meeting room beginning at 6:30 pm.

Respectfully Submitted,

Casey Fowler
Secretary, Board of Directors

APPROVED AS TO FORM:

James Mac Kenzie
President, Board of Directors