

# **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 Regular Meeting January 14, 2015**

The Regular 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, January 14, 2015 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

### **DIRECTORS PRESENT:**

By roll call: Walter Fasold, Danny Hayes, James Mac Kenzie, Tim Naughton, and Bruce Nix

### **DIRECTORS ABSENT:**

None

### **STAFF PRESENT:**

Michael Riley, Melissa Stevens, Carry Via, Steven Sarot, and Casey Fowler

### **OTHERS PRESENT:**

Autumn Glacier, Bee Jay Jones, Jim Jimenez, Bob Dahmen, and Ron Herbig

### **3. PLEDGE OF ALLEGIANCE:**

Pledge of Allegiance.

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

Mrs. Glacier from Penfield and Smith/ Stantec, were here to present the 100% plans for the Sewer Trunk Replacement Project to the Board of Directors and answer any questions.

### **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 5-0**

- 6. COMMUNITY COMMENTS AND SUGGESTIONS:** Mr. Jones wanted to thank the staff for placing reminders about the meeting around the District. Mr. Dahmen stated that he has worked with Cabrillo High School in the past and wanted to suggest that the District look into allowing some of the seniors to get community service hours while getting work completed here. He stated that he would get the General Managers contact information to the school and help in setting up a meeting.

**7. CONSENT AGENDA:**

Motion by Director Nix, second by Director Naughton 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 December 9, 2014.

**Agenda Item 7b. Reports on Water, Wastewater and Street Sweeping.**

Street Sweeping Report, Water Reports and Wastewater Reports were reviewed. Director Fasold commented that he noticed the street sweeper in the Mission Hills area with a huge amount of dust blowing with what appeared to be no water being used. However, from what he can see they have done a great job in Mesa Oaks.

**Agenda Item 7c. Consideration of the Manager's Project and Expenditure Reports.**

December 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 Center monthly statement. It was decided that the finance committee would meet with RNC Center to discuss the bond performance.

**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. Proposed Schedule for FY 2015-16 Budget Cycle.**

**Agenda Item 8b. Mission Hills CSD 2014 Year in Review Newsletter (final version).**

**Agenda Item 8c. JPIA Recognition Award dated December 2014.**

**Agenda Item 8d. Staff Attendance to Annual Conference.**

**9. CONTINUED BUSINESS:**

**Agenda Item 9a. Request to Change the Regular Board of Director Meeting Dates.**

Recommended Action: District Board of Directors discuss and approve moving the Regular Board of Director Meetings for the following months in 2015: February, April, July, August, and November. Director Fasold stated that he has a problem with moving so many of the "regular" meetings to the third Wednesday of the month when we are trying to get community members to participate. It was suggested that if it would make it easier on everyone we move the meeting date to the third Wednesday of the month. President Mac Kenzie directed Staff to move forward with the required Ordinance to be able to move the meeting date.

**10. NEW BUSINESS:**

**Agenda Item 10a. Consideration of Approval of a New Administrative Services Manager Job Description and Salary Range.**

Recommended Action: District Board of Directors discuss and approve a new Administrative Services Manager job description and salary range. General Manager Riley stated that he would like to pull this item from the Agenda and move it to a Personnel Committee meeting.

**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.**

**12. BOARD MEMBER COMMUNICATIONS:** Director Mac Kenzie stated that in the ACWA Publication there is a water rates workshop in Los Angeles for \$25.00. This workshop is supposed to discuss encouraging conservation while stabilizing the rates.

**13. STAFF COMMUNICATIONS:** none

**14. CLOSED SESSION:** Began at 7:48 pm

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

Property: 3380 Via Elba, Lompoc, California  
Agency negotiator: Casey Fowler  
Negotiating party: Rita Miller  
Under negotiation: Price, terms and conditions of potential purchase of easement.

**15. RECONVENE TO OPEN SESSION:** The meeting was reconvened at 8:45

**16. ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 8:46 p.m. to the next Special Meeting to be held February 18, 2015 at the District's meeting room 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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James Mac Mackenzie  
President, Board of Directors