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January 9, 2015

NOTICE IS HEREBY GIVEN that the Board of Directors of the Mission Hills Community Services District will hold a **Regular Meeting** at **6:30 p.m.** on **Wednesday, January 14, 2015** at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California

AGENDA SUMMARY

1. **CALL TO ORDER:** **6:30 P.M.**
2. **ROLL CALL:**
3. **PLEDGE OF ALLEGIANCE:**
4. **SPECIAL PRESENTATION:** Penfield and Smith/ Stantec will be here to present the 100% plans for the Sewer Replacement Project and answer any questions.
5. **AGENDA REVIEW:**
 - 5a. **Move that all resolutions and ordinances presented tonight be read in title only and all further reading be waived.**
6. **COMMUNITY COMMENTS AND SUGGESTIONS:**

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the District Board of Directors. The Brown act restricts the Board of Directors from taking formal action on matters not published on the agenda. In response to your comments, the President or presiding chairperson may:

- Direct District staff to assist or coordinate with you.
- A Chairperson may state a desire to meet with you.
- It may be the desire of the Board of Directors to place your issue or matter on a future District agenda.

6. COMMUNITY COMMENTS AND SUGGESTIONS (continued)

Please adhere to the following procedures when addressing the District Board of Directors:

- Comments should be limited to three minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member or Member of the audience shall not be permitted.

7. CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda Item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or change the recommended course of action. The Board of Directors may approve the remainder of the Consent Agenda on one motion.

7a. Consideration of Approval of Minutes:

Recommended Action: Approve Minutes of the Board of Directors Special Meeting held December 9, 2014.

7b. Consideration of Reports on Street Sweeping, Water and Wastewater:

Recommended Action: Approve the reports on Street Sweeping, Water and Wastewater for December 2014.

7c. Consideration of Manager's Financial and Expenditure Reports:

Recommended Action: Approve Manager's Project and Expenditure Reports as submitted.

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

8a. Proposed Schedule for FY 2015-16 Budget Cycle.

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

8c. JPIA Recognition Award dated December 2014.

8d. Staff Attendance to Annual Conference.

9. CONTINUED BUSINESS:

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.

10. NEW BUSINESS:

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.

11. GENERAL MANAGER ITEMS:

The following item(s) are placed on the agenda by the District Manager in order to receive feedback and/or request direction from the Board.

- Safety Dinner – January 23 beginning 5:45 pm at Providence Landing Rec center.

12. DISTRICT BOARD OF DIRECTORS MEMBER ITEMS AND COMMUNICATION:

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on future agenda. No formal action can be taken.

13. STAFF COMMUNICATIONS:

Correspondence/Comments as presented by the Staff.

14. CLOSED SESSION:

14.a. 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:

16. ADJOURNMENT:

All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the board packages and are available for public inspection and reproduction at cost. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make requests for disability-related modification or accommodation, contact the board secretary at (805) 733-4366 as soon as possible prior to the meeting.

Note: This agenda was prepared and posted pursuant to Government Code Section 54954.2