

Mission Hills

Community Services District

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

Telephone: (805) 733-4366 - Fax: (805) 733-4188

Website: www.mhcsd.org



Directors:

Walter Fasold
Danny Hayes
James Mac Kenzie
Tim Naughton
Bruce Nix

M-I-N-U-T-E-S Regular Meeting February 17, 2016

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order by President Hayes at 6:30 p.m. on Wednesday, February 17, 2016 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

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

DIRECTORS ABSENT:

None

STAFF PRESENT:

Michael Riley, Melissa Stevens, and Casey Fowler

OTHERS PRESENT:

3. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance.

4. SPECIAL PRESENTATION:

none

5. AGENDA REVIEW:

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

6. COMMUNITY COMMENTS AND SUGGESTIONS:

7. CONSENT AGENDA:

Motion by Director Mac Kenzie, 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 Meetings held January 20, 2016 and Special Meeting from February 5, 2016

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 Center monthly statements were briefly reviewed and discussed.

Vote to approve the Calendar of Consent was 5-0

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

9. CONTINUED BUSINESS: none

10. NEW BUSINESS:

Agenda Item 10a. Temporary Promotion and Pay Increase for Lead Operator.

Recommended Action: District Board of Directors review, discuss and approve the General Managers recommendation to temporarily promote one of the staff members to Lead Operator.

Motion by Director Mac Kenzie, second by Director Nix to approve the temporary promotion and pay increase for Lead Operator. Unanimous vote

Agenda Item 10b. Procedures to be utilized when Parkway Repairs are Required.

Recommended Action: District Board of Directors review, discuss and direct Staff to a policy moving forward in regards to the repair of public right of ways in parkways. Once this is established a Resolution will be prepared in order to add this language to the Policy Manual. It was recommended to move forward with a resolution following county code and not spend additional money to obtain a permit on a public right of way when one was not permitted properly to begin with. Director Nix questioned the process when it comes to properties that are "grandfathered" before the County Code was established. It was decided to look into this further and talk to legal counsel to see what the District's obligations are.

Agenda Item 10c. Discussion and Selection of Proposition 218 Method for Establishing MHCS Rates.

Recommended Action: District Board of Directors review, discuss and approve the recommendation from the Ad-Hoc Committee to move forward with the selection that was presented with the additional handout (see attachments 1-4) and move forward to complete the rate study. It was discussed that even with the rate increase the District still needs to continue to cut costs anywhere possible while still running efficiently. Director Mac Kenzie stated that he could not thank the committee and staff enough for all of the hard work and

many meetings that have gone into bringing back a good recommendation pertaining to the new rates.

Motion by Director Naughton, second by Director Mac Kenzie, to approve the Ad-Hoc's recommendation to move forward with the Prop 218 Rate Study. Unanimous Vote.

- 11. GENERAL MANAGER ITEMS:** General Manager Riley commended District Accountant Stevens and Administrative Assistant Fowler, as well as the Ad-Hoc Committee for all the hard work and effort that has gone into this process.

12. BOARD MEMBER COMMUNICATIONS:

13. STAFF COMMUNICATIONS:

- 14. CLOSED SESSION:** Closed session began at 7:40 p.m.

14a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code Section 54957:

Title: General Manager

- 15. RECONVENE TO OPEN SESSION:** The meeting was reconvened to open session at 8:10 p.m. no reportable action was taken

15a. Announce Reportable Action Taken in Closed Session, if any.

16. ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 8:15 p.m. to the next Special Meeting to be held March 16, 2016 at the District's meeting room beginning at 6:30 pm.

Respectfully Submitted,

Casey Fowler
Secretary, Board of Directors

APPROVED AS TO FORM:

Danny Hayes
President, Board of Directors