

# **Mission Hills Community Services District**

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## **Directors:**

Steve Dietrich

Walter Fasold

Myron Heavin

James S. Mac Kenzie

Bruce Nix



**February 16, 2018**

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, February 21, 2018** 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:**

**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.

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.
- Slandorous, 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 Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or change the recommended course of action.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 Special Meeting of January 12, 2018; Board of Directors Regular Meeting of January 17, 2018; Special Meeting of February 12, 2018.

**7b. Consideration of Reports on Water and Wastewater:**

Recommended Action: Approve the reports on Street Sweeping, Water and Wastewater for January 2018.

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

Recommended Action: Approve the Manager's Financial and Expenditure Reports as submitted for December 2017.

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

**8a. Water and Wastewater Sample Schedule for 2018**

**9. CONTINUED BUSINESS:**

**9a. Approve a One Time Award to both the Lead Operator and Chief Plant Operator.**

Recommended Action: District Board of Directors approve a one-time payment of \$1,000 each to the Lead Operator as well as the Chief Plant Operator. This agenda item is being brought back to address a concern of formal approval.

**9b. Approve a One Time Award to both the District Accountant and Administrative Assistant.**

Recommended Action: District Board of Directors approve a one-time payment of \$1,000 each to the District Accountant as well as the Administrative Assistant. This agenda item is being brought back by request of the Board of Directors.

**10. NEW BUSINESS: NONE**

**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.

**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:**

- **District Accountant would like discuss FY 2018/19 preparation.**

**14. 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