

Hornbrook Community Services District

P.O. Box 29, Hornbrook, CA 96044

hornbrookcsd.specialdistrict.org

DIRECTORS

Robert Puckett, President

Patricia Slote, Secretary

Melissa Tulleo

John Moody

Bryant Schaufler

Special Meeting of the Board of Directors

NOTE MEETING LOCATION CHANGE TO:

**Hornbrook Elementary School Cafeteria
15430 Oregon Road, Hornbrook, CA 96044
January 24th, 2016, at 6:30 p.m.**

AGENDA

1. CALL TO ORDER: Presiding Officer: Establish Quorum, Pledge of Allegiance:

2. PUBLIC COMMENT:

Any person may address the Board at this time on any matter within the jurisdiction of the Board that is NOT ON THE AGENDA. A maximum of **three minutes** is allowed each person and a maximum of 10 minutes per topic. The presiding officer has discretion to extend the time and/or reasonably limit the length of time for any individual comments. Written comments may be presented to the Board of Directors. Any person wishing to address the Board on an item ON THE AGENDA will be given the opportunity at that time. Speakers are encouraged to consult District Management or Directors prior to agenda preparation regarding any District matters, as no action will be taken on non-agenda issues.

3. PRESENTATION ONLY:

- a. General Manager's Report for the Month of January 2016
 - Presentation and Tour of New District Website by Kampa Community Solutions Administrative Director, Chalyse Behm

4. APPROVAL OF CONSENT AGENDA: The following items may all be approved in one motion or considered separately as determined appropriate by the President.

- a. Approval of the Minutes – Regular Meeting of December 20th, 2016
- b. Approve bills and authorize signatures on Warrant Authorization Form for District expenses received through January 24, 2017

5. PUBLIC HEARING

The Board will conduct a public hearing to receive public input and comment regarding the adoption of the Final 2017 fiscal year budget effective January 1, 2017. The Board may adopt a Resolution approving the Final 2017 budget at this meeting, or continue the Public Hearing to a date and time specified prior to adoption of the Final 2017 Budget.

- a. Approval of a Resolution adopting the Final 2017 fiscal year budget effective January 1, 2017 – December 31, 2017.

6. DISCUSSION AND ACTION ITEMS:

- a. Conduct the annual election of Board officers to include the appointment of the office of President and Vice President
- b. Adoption of a Resolution instructing the District's general manager to act as liaison between the Board and legal counsel and to give direction to legal counsel when the Board of Directors is not in session
- c. Presentation of initial management evaluation report as detailed in the Kampa Community Solutions, LLC scope of work
- d. Review of first draft of the management objectives for the General Manager
- e. Adoption of a Resolution establishing a Board policy regarding the types, location and schedule of meetings of the Board of Directors

- f. Discussion and Board direction regarding various amendments to the District Water Rules and Regulations relating to delinquent accounts, reading of meters, changes in property use, service classifications and discontinuance of service
- g. Adoption of a Resolution applying for a CSDA credit card to assist in timely bill payment
- h. Adoption of a Resolution approving a Board policy on fulfilling Public Records Requests
- i. Discussion and Board direction regarding the benefits of election to become subject to the uniform construction cost accounting act under the California Public Contract Code.

7. DIRECTORS COMMENTS:

Any Director may address the Board on any item of interest that is within the subject matter and jurisdiction of the District. Generally, no discussion or comment by other Board members should be expected on non-agenda items, except to properly place the matter on a future agenda for review, discussion or action as appropriate.

8. ADJOURNMENT:

Meeting agendas and written materials supporting agenda items, if produced, can be received by the public for free in advance of the meeting by any of the following options:

- A paper copy viewed at the District office during business hours or mailed pursuant to a written request and payment of associated mailing fees
- An electronic copy received by email. Note – if you would like electronic copies please email Chalyse Behm at cdrake@kampacs.com prior to the Board meeting.
- A limited number of copies of agenda materials will also be available at the meeting

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact any HCSD Board Member. Advance notification will enable the District to make reasonable arrangements to insure accessibility.