



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: November 17, 2015
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA

- 5) CONSENT CALENDAR
 - (A) MINUTES: Approval of the Minutes of the Board of Directors meeting October 20, 2015

 - (B) DISBURSEMENTS: check #033180 -#033265, including auto drafts and payroll, for a total of \$263,101.84.

 - (C) Approval for Director to attend ACWA Board Training Workshop on November 19-20, 2015 in Sacramento, California

- 6) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
 - Personnel Committee
 - Finance Committee
 - Emergency Preparedness Committee

- 7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS (for information only, no action anticipated)
 - ACWA Region 1
 - ACWA State Legislative Committee
 - County OES
 - Other meetings attended

- 8) STAFF REPORTS (for information only, no action anticipated)
 - General Manager's Report

- 9) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-22 waiving water and sewer fees for customers who lost their homes in the Valley Fire disaster

- 10) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-23 September bill adjustment for homes that had unusually high water usage during the Valley Fire disaster

- 11) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-24 approving leak adjustments during January – April that may affect customers' sewer bill calculation for the upcoming fiscal year
- 12) DISCUSSION AND POSSIBLE ACTION: approval to reallocate 2015-2016 Capital Expenditures
- 13) DISCUSSION AND POSSIBLE ACTION: approval of Employee Handbook
- 14) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-27 authorizing staff to waive miscellaneous fees and offer payment arrangements once every 12 months
- 15) DISCUSSION AND POSSIBLE ACTION: FEMA temporary housing units at the Water Reclamation Treatment Plant property for Valley Fire families that lost their homes
- 16) PUBLIC COMMENT
- 17) BOARD MEMBER COMMENT
- 18) CLOSED SESSION:
(A) Government Code 54957 (b) Personnel Performance Evaluation – Interim General Manager
- 19) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-25 appointing General Manager Matt Bassett as Secretary to the Board
- 20) DISCUSSION AND POSSIBLE ACTION: approval of resolution 2015-26 Westamerica bank signature card to add Matt Bassett
- 21) DISCUSSION AND POSSIBLE ACTION: approval for CPS HR Consulting to perform a salary review for the General Manager Job Description
- 22) ADJOURNMENT

Public records are available upon request. Board Packets are posted on our website at www.hiddenvalleylakecsd.com. Click on the "Board Packet" link on the Agenda tab.

In compliance to the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting please contact the District Office at 987-9201 at least 48 hours prior to the scheduled meeting.

Public shall be given the opportunity to comment on each agenda item before the Governing Board acts on that item, G.C. 54953.3. All other comments will be taken under Public Comment.