



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: December 18, 2012
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on December 18, 2012 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Lieberman, Mirbegian and Herndon. Also present: Roland Sanford, Interim General Manager.

4) APPROVAL OF AGENDA:

Director Graham moved, Director Mirbegian seconded to approve the December 18, 2012 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

A. WARRANTS: Approved warrant # 030422-030520 for \$232,358.15.

6) INFORMATIONAL PRESENTATION BY MIDDLETOWN HIGH SCHOOL RODEO TEAM

Corrected 1/15/2013

Members of the Middletown High School Rodeo team gave a brief presentation on the activities of the team and thanked the Board of Directors for allowing the team to keep its cattle on the District owned property adjacent to Grange Road.

7) BOARD COMMITTEE REPORTS:

Personnel Committee – there was no report.

Finance Committee Report – Director Mirbegian reported on the December 14, 2012 Finance Committee meeting summarizing the topics discussed.

Security and Disaster Preparedness Program Committee Report – Director Herndon noted that the Security and Disaster Preparedness Committee and Director Mirbegian took a tour of the District's facilities.

8) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Report enclosed in board packet. Mr. Sanford had nothing to add to the written report.

General Manager's Report:

Interim General Manager Roland Sanford had nothing to add to the written report.

9) DISCUSSION AND POSSIBLE ACTION: Revision of Administrative Assistant/Secretary to the Board job description and title

After extensive discussion, Director Lieberman moved, Director Mirbегian seconded to table this item until the Strategic Plan is completed.

Motion approved by unanimous vote.

10) CLOSED SESSION: Government Code Section 54957 € Public Employee
Title: General Manager position

The Board moved into Closed Session at 9:12 p.m., and came back into session at 9:26 p.m. Director Herndon reported that the Board approved the General Manager contract with the following revision:

Section 4B to read, "The Board will conduct the first performance evaluation of the Employee no later than August, 2013 and every twelve (12) months thereafter. In conjunction with each performance evaluation, the District may consider any appropriate merit pay adjustments."

11) DISCUSSION AND POSSIBLE ACTION: Approval of employment contract between the HVLCSD

Director Mirbегian moved, Director Freeman seconded to approve the amended General Manager's contract effective January 1, 2013.

Motion approved by unanimous vote.

12) PUBLIC COMMENTS:

A member of the public expressed appreciation for the Board's work over the past 12 months and urged the Board members to keep up the good work.

13) BOARD MEMBER COMMENT:

There was none.

14) ADJOURNMENT: The meeting was adjourned at 9:35 p.m. and unanimously carried.


Judy Mirbегian
President of the Board

1-19-13
Date


Roland Sanford
General Manager/Secretary to the Board

1-18-13
Date