



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: Tuesday April 19, 2016
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 for the Board of Directors meeting March 15, 2016, Finance Committee meetings March 30th and April 6th 2016 and Personnel Committee meetings March 21st and April 6th, 2016.
 - (B) DISBURSEMENTS: Check #033540 - #033601 including auto drafts and payroll, for a total of \$285,685.76
 - (C) Approval for Board of Directors to attend ACWA 2016 Spring Conference – 5/3/16 thru 5/6/16 Monterey CA
- 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)
 - Administration/Customer Service Report
 - Field Operations Report
 - General Manager's Report
- 9) DISCUSSION AND POSSIBLE ACTION: Personnel Committee's recommendations for the possible addition/elimination of District staffing positions
 - (A) DISCUSSION AND POSSIBLE ACTION: Eliminate the Accountant/Controller position effective June 30, 2016

- (B) DISCUSSION AND POSSIBLE ACTION: Create Full Charge Bookkeeper position effective July 1, 2016 (with salary range to be adopted no later than the June Board Meeting)
 - (C) DISCUSSION AND POSSIBLE ACTION: Replace the Wastewater Lead Operator position with the new Wastewater 3 Operator position effective immediately (Salary range for the Wastewater 3 Operator position to be adopted no later than the June Board Meeting.)
 - (D) DISCUSSION AND POSSIBLE ACTION: Adjust the title of the Water Lead Operator to Field Operations Lead and add the Wastewater 3 Operator to the position's direct reports
 - (E) DISCUSSION AND POSSIBLE ACTION: Reinstate the Administrative Assistant position effective immediately
 - (F) DISCUSSION AND POSSIBLE ACTION: Adjust the Organization Chart to reflect the changes made and approve
- 10) DISCUSSION AND POSSIBLE ACTION: Approval of the CPS HR CONSULTING Draft General Manager Base Salary Survey Study
 - 11) DISCUSSION AND POSSIBLE ACTION: Approval of Smith & Newell CPAS's three year - annual audit service agreement
 - 12) DISCUSSION AND POSSIBLE ACTION: Support the ACWA position on the State Water Resources Control Board action to make drought emergency regulations permanent with Resolution #2016-06
 - 13) DISCUSSION AND POSSIBLE ACTION: Approve the annual Water Use Agreement with the Hidden Valley Lake Association
 - 14) DISCUSSION AND POSSIBLE ACTION: Accept Century 21's invitation and designate a representative from the District to attend their May 10th local realtor's meeting to discuss Hexavalent Chromium
 - 15) DISCUSSION AND POSSIBLE ACTION: Approval for staff to complete the \$1 million – Hazard Mitigation Grant Program (HMGP) application for Flood Control improvements as described in the April 2000 Master Storm Drainage Plan. The HMGP has a 25% matching funds requirement
 - 16) DISCUSSION AND POSSIBLE ACTION: Receipt of \$10,000 reimbursement for District costs for Sewer System Assessment District No. 1, Series 1995-2, Refunding
 - 17) DISCUSSION AND POSSIBLE ACTION: Approval of Hexavalent Chromium Compliance Plan
 - 18) DISCUSSION AND POSSIBLE ACTION: Approval of \$44,100 contract with the District's engineering firm, Coastland Civil Engineering to prepare the Engineering Report for our Hexavalent Chromium Compliance Plan
 - 19) DISCUSSION AND POSSIBLE ACTION: Acceptance of bid for two heating and A/C units to be replaced or repaired for the Administration Office building

- 20) PUBLIC COMMENT
- 21) BOARD MEMBER COMMENT
- 22) CLOSED SESSION:
 - (A) Government Code Section 54956.9: Consultation and advice from legal counsel regarding initiation of litigation (one case)
 - (B) Government Code Section 54956.8: Discussion of Assessor Parcel Number 014-280-18-00, located adjacent to the District's existing water reclamation plant, for purchase of a portion of Assessor Parcel Number 014-280-18-00.
 - (C) Government Code Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager
- 23) 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.