Hidden Valley Lake
Community Services District

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Hidden Valley Lake Community Services District
Personnel Committee Meeting

DATE: February 1, 2016

TIME: 9am

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) GENERAL MANAGER RECRUITMENT

6) DISCUSSION OF DISTRICT'S ORGANIZATIONAL CHART

7) REVIEW DRAFT JOB DESCRIPTIONS
   a) ADMINISTRATIVE ASSITANT
   B) FULL CHARGE BOOKKEEPER

8) PUBLIC COMMENT

9) 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 with the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting, please contact the District Office at 707-987-9201 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