



Hidden Valley Lake Community Services District

Special Meeting Minutes

DATE: January 29, 2013
TIME: 6:30 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 January 29, 2013 at the hour of 6:30 p.m. by President Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Herndon, Lieberman, and Mirbegian. Also present: Roland Sanford, General Manager and Tami Ipsen, Administrative Assistant.
Director Graham arrived at 6:33 p.m. during the discussion of Agenda Item 5.

4) APPROVAL OF AGENDA:

Director Herndon moved, Director Lieberman seconded to approve the January 29, 2013 Agenda.

Motion approved by unanimous vote.

5) Informational Presentation: Midyear status of FY 2012-2013 budget (Director Graham arrived)

Mr. Sanford reviewed where the District was financially, explained the different areas where the District was over budget and potential reallocation of funds. He also reviewed the upcoming FY funding obligations that included finishing the Water Rights petition, Sewer and water rate study, and building up a reserve for Capital Improvement Projects.

6) Discussion and Possible Action: Reallocation of funds among existing accounts within FY 2012-2013 budget

Each Director addressed various areas of the proposed revised FY 2012-2013 budget. There were no recommended changes to the revised FY 2012-2013 budget proposed by staff.

7) Discussion and Possible Action: Adoption of revised budget and Resolution 2013-02 fixing and approving revised budget for FY 2012-2013

Director Freeman moved, Director Herndon seconded to approve Resolution 2013-02 fixing and approving revised budget for FY 2012-2013 as proposed by staff.

Resolution approved by unanimous vote.

- 8) Discussion and Possible Action: Retention of meeting facilitator for development of strategic plan

Mr. Sanford briefly discussed the need for a meeting facilitator to assist the Board and staff with the development of the District's Strategic Plan. He described the qualifications of Michael Wright, from the Results Group, who he recommended the District to hire on a time and material basis for a cost not to exceed \$10,000 without additional authorization.

Director Graham moved, Director Herndon seconded to authorize the General Manager to execute the consulting services agreement with the Results Group for strategic planning facilitation.

Motion approved by unanimous vote.

- 9) PUBLIC COMMENTS:

There was none.


- 10) BOARD MEMBER COMMENT:

Director Mirbegian recommended that in order to facilitate scheduling of standing committees; the committees should set a specific day of the month to conduct their regular scheduled meetings.

- 11) ADJOURNMENT: The meeting was adjourned at 7:45 p.m. on motion by Director Lieberman, seconded by Director Freeman, and unanimously carried.

 2/21/13

Judy Mirbegian Date
President of the Board

 2-21-13

Roland Sanford Date
General Manager/Secretary to the Board