



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: March 19, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Linda Herndon, President
Director Judy Mirbegan, Vice President
Director Jim Freeman
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 6:01 p.m. by President Herndon.

APPROVAL OF AGENDA

Director Herndon moved to strike Item 16 and approve the amended March 19, 2019 Agenda, seconded by Director Lieberman. The Board unanimously approved the amended agenda.

Adjourned to Closed Session at 6:02 p.m. by Director Herndon.

CLOSED SESSION:

The Board will call to order and recess to Closed Session to discuss the following

PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957: Review of the General Manager's performance evaluation

PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957.6: Review of the General Manager's contract provisions

RECONVENE TO OPEN SESSION at 7:02 p.m. with no reportable action.

EMPLOYEE RECOGNITION

Dennis White and Sam Garcia were recognized for their service and support of Cal Fire and protection of the District water system during the house fire on Eagle Rock.

CONSENT CALENDAR

On a motion made by Director Mirbegan and second by Director Graham the Board unanimously approved the following Consent Calendar items.

- A. MINUTES: Approval of the February 13, 2019 Finance Committee Meeting minutes.
- B. MINUTES: Approval of the February 19, 2019 Board of Directors Regular Board Meeting minutes.
- C. MINUTES: Approval of the March 4, 2019 Special Meeting minutes.
- D. MINUTES: Approval of the March 5, 2019 Safety and Security Meeting minutes.
- E. DISBURSEMENTS: Check # 036145 - # 036215 including drafts and payroll for a total of \$334,489.19.

BOARD COMMITTEE REPORTS

Finance Committee: Met 3/13 to discuss the budget process next meeting scheduled for 3/21.

Personnel Committee: Has not met.

Safety and Security Committee: Met 3/5 to discuss an annual walk through of District Wastewater/Water facilities. Committee Charter pending completion. Monthly meetings are planned for the first Thursday of each month.

Lake Water Use Agreement-Ad Hoc Committee: Has not met.

Valley Oaks Sub-Committee: Staff met with Valley Oaks representative and developer on 3/20 at the County office to discuss project requirements.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

STAFF REPORTS

Financial Report: No inquiries.

Administration/Customer Services Report: No inquiries.

ACWA State Legislative Committee: Alyssa Gordon provided an update of latest State Legislative meeting and the development of SB 669.

Field Operation Report: No inquiries.

I.T. Monthly Report: No inquiries.

General Manager's Report: The General Manager discussed items in his report and responded to all inquiries.

DISCUSSION AND POSSIBLE ACTION:

Discuss and recommend payment source for multiple pumper truck invoices as a result of WWTP inundation 2/25-3/4/2019 (Round 2)

Director Mirbegian moved to recommend payment source for multiple pumper truck invoices as a result of WWTP inundation 2/25-3/4/2019 (Round 2) to come from Fund 313 Wastewater Operating Reserves to cover the financial impact of the current storms, Seconded by Director Freeman.

The Board unanimously approved Fund 313 Wastewater Operating Reserves as the payment source for multiple pumper truck invoices as a result of WWTP inundation 2/25-3/4/2019 (Round 2).

Member of the public asked about the AMI Technology.

CivicSpark Fellows, Ernesto Ruvalcaba and Michael Burly provided an update on the District Facebook page.

BOARD MEMBER COMMENT

Director Lieberman expressed appreciation to the CivicSpark fellows and welcomed Marina DeliGiannis, Lake County Water Resource Program Coordinator and last year's District CivicSpark fellow. Marina headed up Highland Springs Trail clearing with fellow CivicSpark Interns.

Director Mirbegian requested clarification of agenda protocol for members of the Board. Staff provided the agenda protocol as requested by the current Board President.

- Two Fridays before the Board of Director Meeting, the draft agenda will go to the Board President for review.
- The following Monday the draft will go to the remaining Directors for review.
- All suggested items for the agenda must go to the Board President by 5:00 p.m. Wednesday (Wednesday before the meeting).
- Agenda will be posted no later than 5:00 p.m. Friday in order to meet the posting requirements.

ADJOURNMENT

On a motion made by Director Lieberman and seconded by Director Mirbegian the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:58 p.m.



Linda Herndon Date
President of the Board

 5-31-19

Kirk Cloyd Date
General Manager/Secretary to the Board

DISCUSSION AND POSSIBLE ACTION:

Approve Resolution 2019-02 Support SB 669 Safe Drinking Water Trust Legislation and maintaining opposition to the proposed statewide water tax. ACWA/CMUA- sponsored

Director Mirbegian moved to approve Resolution 2019-02 Support SB 669 Safe Drinking Water Trust, seconded by Director Lieberman.

The Board unanimously approved Resolution 2019-02 Support SB 669 Safe Drinking Water Trust.

DISCUSSION AND POSSIBLE ACTION:

Approval of Board Standing Committee Charters

Tabled, pending completion of all charters.

DISCUSSION AND POSSIBLE ACTION:

Approval of Director(s)' attendance at ACWA Spring Conference May 7-10, 2019 at the Monterey Convention Center

Director Mirbegian moved to approve Director(s)' attendance at ACWA Spring Conference May 7-10, 2019 at the Monterey Convention Center, seconded by Director Graham. Funding options discussed, Staff will review current budget and report back to President Herndon.

The Board unanimously approved Director(s)' attendance at ACWA Spring Conference May 7-10, 2019 at the Monterey Convention Center.

(Staff's review of the current budget noted that funds are not available for Directors to attend this conference as it was not budgeted for in the 2018/19 fiscal year budget.)

DISCUSSION AND POSSIBLE ACTION:

Schedule a Board workshop to finalize draft Strategic Plan and discuss use of an outside facilitator (Larry Bienati) to complete the Strategic Plan refining the Governance and Administrative Processes, implement a successful Board Governance and GM Operational Leadership model as well as finalize how to improve Board/Management relationship amongst other Board goals.

Director Mirbegian moved to approve the engagement of Mr. Larry Bienati for the purpose of Strategic Planning and refining Board Governance and GM Operational Leadership model as well as finalize how to improve Board/Management relationship amongst other Board goals. Seconded by Director Lieberman.

The Board unanimously approved to schedule a Board workshop to finalize draft Strategic Plan and use Dr. Larry Bienati to complete the Strategic Plan refining the Governance and Administrative Processes, implement a successful Board Governance and GM Operational Leadership model as well as finalize how to improve Board/Management relationship amongst other Board goals.

PUBLIC COMMENT

A member of the public recently attended a Lakeport Townhall meeting with Congressman Mike Thompson and County Supervisor Moke Simon. Mr. Simon is in the process of creating a County Fire Safety Committee. Suggestion was made that the Water Board and local Water Agencies contact Supervisor Simon and participate in the County meeting.