



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: December 11, 2017**

The Hidden Valley Lake Community Services District Finance Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Graham
Director Mirbegan
General Manager, Kirk Cloyd
Full Charge Bookkeeper, Trish Wilkinson

Administrative Assistant, Penny Cuadras
Senior Finance Advisor, David Spilman

CALL TO ORDER

The meeting was called to order at 12:03 PM by Director Mirbegan.

APPROVAL OF AGENDA

The Committee unanimously approved the agenda.

REVIEW 2016-20107 AUDIT

Norm Newell from Smith and Newell Auditing Firm reviewed the following areas of the 2016-2017 Audit Report with committee members:

- Statement of Net Position – review of liabilities and Net Position balances.
- Statement of Revenues, Expenses, and changes in Net Position
- Schedule of Findings and Recommendations

The committee discussed possible accounting improvements by creating a Financial Workplan and Standard Operating Procedures.

After discussion, it was agreed the committee would recommend the Board to accept the 2016-2017 Audit reports at the December 19, 2017 Board of Directors meeting.

DISCUSS AND MAKE RECOMMENDATION TO EXTEND RGS CONTRACT

After discussion, it was agreed the Committee would recommend the Board to extend the RGS Contract at the December Board of Directors Meeting.

REVIEW THE PROPOSED FINANCIAL WORKPLAN

After discussion and review, it was agreed the Committee would recommend the Board approve the proposed financial workplan as supporting evidence for extending the RGS Contract.

PUBLIC COMMENT

Director Mirbegan noted the North Coast region received nearly \$25 Million in Prop 1 funding for wastewater system upgrades.

ADJOURNMENT

On a motion made by Director Graham and second by Director Mirbegan the Committee voted unanimously to adjourn the meeting. The Finance Committee Meeting was adjourned at 1:04 PM.