



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: February 12, 2020**

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 Mirbegian

Director Graves

Full Charge Bookkeeper, Trish Wilkinson

Secretary to the Board, Admin Assist, Penny Cuadras

Others Present:

Dennis White, Utility Supervisor

Alyssa Gordon, Water Resources Specialist (via teleconference)

**CALL TO ORDER**

The meeting was called to order at 12:37 pm by Director Mirbegian.

**APPROVAL OF AGENDA**

On a motion made by Director Graves and seconded by Director Mirbegian the Committee unanimously approved the agenda.

Agenda Item #8 staff report noted to reflect Account Fund 120-5150.

**DISCUSS:**

**Financial Reports**

Financial reports were reviewed by the Committee.

FEMA reimbursements tracking as revenue, the committee will discuss with financial consultant to state revenue transfers more accurately.

**DISCUSS:**

**Project Update**

- Remove completed projects from project list
- Mountain Meadow Project assigned to IGM
- Focus on projects that can realistically be accomplished in the 20-21 FY and the next.
- Projects must be presented to the Board with total up-front cost to the District
- LHMP: No reimbursement received as of to date. Pending final comments with a March / April deadline to present to the Board.
- FEMA reimbursement approved and expected:  
2017 Storm \$166k  
2019 Storm \$41k

**DISCUSS:**

**ACWA Legislative Symposium, Wastewater Training Workshop**

The Committee recommend staff discuss requests with Trish Wilkinson, Manager of Administration in the absence of a General Manager.

**DISCUSS:**

**Telstar Proposal – Supply and Install New Chlorine Leak Detector**

Committee recommendation to the Board to approve the Telstar Proposal – Supply and Install New Chlorine Leak Detector. Funding from 120/5150.

**DISCUSS:**

**Smith & Newell Contract**

The Committee recommend the Smith & Newell contract go to before the Board in March.

**DISCUSS:**

**Salary / Comp Study**

The Committees recommendation to the Board to accept Robert DeLoach & Associates proposal to complete a Total Compensation Study. Funding Account - Other Professional Services.

**DISCUSS:**

**Interim GM**

The Committee recommended to fund Interim General Manager salary from Operations 120/130 split.

**PUBLIC COMMENT**

Committee member addressed staffs concerns regarding employee evaluations.

**COMMITTEE MEMBER COMMENT**

Unbudgeted items discussed by Director Mirbegian.

**ITEMS FOR NEXT AGENDA**

**ADJOURNMENT**

The meeting was adjourned at 1:59 p.m.