



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: January 21, 2020**

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 Judy Mirbegan, President  
Director Jim Lieberman, Vice-President  
Director Jim Freeman  
Director Carolyn Graham  
Director Gary Graves  
Penny Cuadras, Secretary to the Board

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by President Mirbegan.

**APPROVAL OF AGENDA**

Director Graham moved to approve the agenda as presented. Seconded by Director Graves. Motion carries unanimously.

**EMPLOYEE RECOGNITION**

Craig Shields has announced his resignation as of January 24<sup>th</sup>, 2020. Craig has been with the District for 3 years as a Utility Operator I. The District wishes him well in his new endeavor.

The District welcomes Nikolaus Hendricks to the HVLCSD team. Nik came onboard December 26<sup>th</sup>, 2020 as a Utility Technician.

**PRESENTATION**

ACWA' s Region I Outreach Award – The Board of Directors expressed appreciation to Alyssa Gordon for the dedication and commitment she has put forth as the District Representative on the ACWA State Legislation Committee. The District receiving this award is greatly due to her timely efforts.

Thank you, Coastland Engineering for your Donation to Clearlake Gleaners Food Bank on HVLCSD Behalf

**CONSENT CALENDAR**

Director Graham moved to approve the Consent Calendar. Director Freeman seconded. The Board unanimously approved the following Consent Calendar items. Motion carries unanimously.

- (A) MINUTES: Approval of the December 17, 2019 Regular Board Meeting Minutes.
- (B) MINUTES: Approval of the December 13, 2019 Personnel Committee Meeting Minutes.
- (C) MINUTES: Approval of the December 12, 2019 Special Meeting Minutes.
- (D) MINUTES: Approval of the January 2, 2020 Closed Session Meeting Minutes.
- (E) DISBURSEMENTS: Check #036902 - #036955 including drafts and payroll for a total of \$253,179.44.

**BOARD COMMITTEE REPORTS**

Finance Committee: Met January 15<sup>th</sup>, Director Mirbegan reported on the meeting.

Personnel Committee: Met January, 6<sup>th</sup>, 8<sup>th</sup> and 16<sup>th</sup>. Director Graham reported on the meeting

Safety and Security Committee: Have not met.

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

Valley Oaks Sub-Committee: Ken Porter has requested a quote for Commercial Connections.

## STAFF REPORTS

Financial Report: Inquiries addressed

Administration/Customer Services Report: No comment

Field Operation Report: Director Mirbegian noted increase in Vac Truck Miles, Mountain Meadow North Mainline Project pending signed contract from Terracon. Project to begin in March, estimated completion – 35 days.

ACWA State Legislative Committee: Meeting 1/24

I.T Monthly Report: No Comment

## PROJECT PRIORITIES:

- Moratorium (Paula Whelan, Wagner & Bonsignor will contact SWRCB for response in February)
- Tank 9
- I&I
- SCADA
- AMI
- Generators

## DISCUSSION AND POSSIBLE ACTION:

### **Consider an Amendment to the NBS Rate Study 4/2019 as Proposed by Greg Clumpner of NBS**

Director Mirbegian recommended item be tabled until the Interim General Manager has been given the opportunity to review and provide guidance.

Director Freeman moved to table item, seconded by Director Lieberman motion carries.

## DISCUSSION AND POSSIBLE ACTION:

### **Reconsider Contract with CV Strategies**

Director Freeman provided an update of CV Strategies thus far. Recommends item be put on hold. The Board agrees with the recommendation the contract with CV Strategies be put on hold until the Interim General Manager has the opportunity to review the Rate Study.

## DISCUSSION:

### **Discuss Holiday Pay for Field Staff**

The Board President will contact legal for further clarification on Holiday Pay regarding staff mandated to work during a District paid Holiday.

## DISCUSS AND POSSIBLE ACTION:

### **Appointment of Interim General Manager**

The Board has extended an offer to the Interim General Manager candidate with a 6-month contract contingent upon a full, complete and approved Background Check and completed contract. Candidate has accepted the offer with an expected start date of February 24, 2020. The Board will vote and execute the contract during the open and public meeting February 18, 2020

## DISCUSS AND POSSIBLE ACTION:

### **Authorization for Board President to Execute Services Agreement for Interim General Manager**

Item moved to the February Agenda

## PUBLIC COMMENT

Member of the Public asked if the Holiday pay extended to all employees? This will be addressed by legal counsel.

## BOARD MEMBER COMMENT

Director Freeman informed the Board of the sudden death of Jim Comstock's son Wesley Comstock.

Director Freeman notified the Board, Randy Murphy, HVLA General Manger has sent a letter to the SWRCB regarding the Moratorium, expressing hope they will reach a speedy resolution on this matter. The letter is available to view at [www.hvla.com](http://www.hvla.com).



Director Freeman discussed concern with the culverts inside the Association and overgrown detention basin

Director Lieberman asked how soon will the search for permanent General Manager begin. Director Mirbegian provided a resume submitted recently for the permanent General Manager Position.

**ADJOURNMENT**

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

The meeting was adjourned at 8:00 p.m.

	
Judy Mirbegian	Penny Cuadras
President of the Board	Secretary to the Board
Date	Date
02/19/2020	2/19/2020

