



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: December 19, 2017**

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

Absent: Director Linda Herndon

CALL TO ORDER

The meeting was called to order at 7:01 p.m. by President Lieberman.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Graham the Board unanimously approved the amended agenda.

PRESENTATIONS

(A) Lake County Milers Event Director, Jeanine Burnett presented a request to the Board of Directors for sponsorship of the 2018 Spring has Sprung Run.

(B) Approval of 2016-2017 Audit Report

Norm Newell from Smith & Newell summarized the audit findings for fiscal year 2014-2015. Mr. Newell also discussed with the Board the Finding and Recommendations section, and possible improvement opportunities.

On a motion made by Director Mirbegian and second by Director Graham the Board unanimously approved the Audit Report for fiscal year 2016-2017.

CONSENT CALENDAR

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

(A) MINUTES: Approval of the Finance Committee Meeting minutes for November 20, 2017.

(B) MINUTES: Approval of the Regular Board Meeting minutes for November 21, 2017.

(C) MINUTES: Approval of the Personnel Committee Meeting minutes for December 5, 2017.

(D) MINUTES: Approval of the Finance Committee Meeting minutes for December 11, 2017.

(E) DISBURSEMENTS: Check # 34996 - # 35056 including drafts and payroll for a total of \$220,307.79.

BOARD COMMITTEE REPORTS

Personnel Committee: Committee met to review of the proposed Employee Handbook.

Finance Committee: Committee reviewed the 2016-17 Audit Report and discussed proposed extension of the RGS Contract.

Emergency Preparedness Program Committee: No meeting held in December.

Lake Water Use Agreement-Ad Hoc Committee: No meeting held in December.

Valley Oaks Project Sub-Committee: No meeting held in December.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

No other meetings attended by members of the Board.

STAFF REPORTS

Financial Report: Recycled water revenue at 100% of budget.

Administration/Customer Services Report: No discussion.

Field Operation Report: No Discussion.

ACWA State Legislative Committee: No ACWA meeting in December,

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

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the General Manager to extend the existing RGS Contract

On motion by Director Mirbegian and second by Director Graham the Board approved the General Manager to extend the existing RGS Contract not to exceed \$2,6348.00.

Roll call vote:

AYES (4): Directors Lieberman, Graham, Mirbegian and Freeman

NAYS (0):

ABSTAIN (0):

ABSENT (1): Director Herndon

DISCUSSION:

Discuss financial numbers provided by Schneider Electric for the AMI project if utility rates are not increased during the life of the project.

Director Mirbegian discussed her insight on the financial numbers provided by Schneider Electric for the AMI project.

PUBLIC COMMENT

Several members of the public were present and voiced their concerns regarding the proposed Verizon Cell Tower Agreement.

Staff and employees were acknowledged by members of the public.

BOARD MEMBER COMMENT

Members of the Board Thanked Staff for an outstanding Holiday Luncheon.

CLOSED SESSION: Case review of potential litigation

ADJOURNMENT

The Board of Directors went into closed session at 8:14 PM and adjourned at 8:28 PM.
There was no reportable action taken.



Jim Lieberman 1/23/18
President of the Board Date



Kirk Cloyd 1-26-18
General Manager/Secretary to the Board Date

