



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: October 18, 2016**

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

CALL TO ORDER

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

APPROVAL OF AGENDA

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

PRESENTATIONS

General Manager Kirk Cloyd presented the first draft of the Directors Policy Manual. At the December 20, 2016 Regular Board Meeting, an additional Policy document will be presented.

CONSENT CALENDAR

Director Mirbegian requested that the meeting minutes from Regular Board Meeting August 16, 2016 be pulled from the Consent Calendar for further discussion.

On a motion by Director Mirbegian and second from Director Herndon, the Board unanimously approved the following Consent Calendar items:

(B) MINUTES: Approval of the minutes for the Board of Directors meeting September 20, 2016.

(C) MINUTES: Approval of the minutes for the Personnel Committee Meeting September 15, 2016.

(D) DISBURSEMENTS: Check #033988 - #034079 including drafts and payroll for a total of \$233,177.69

Director Mirbegian requested an amendment to the Regular Board Meeting minutes of August 16, 2016 regarding agenda item 9.

BOARD COMMITTEE REPORTS

Personnel Committee: Director Herndon provided a review of the recent meeting held on 10/11/16. The committee plans to meet in March 2017 in order to align with the 2017-2018 Budget.

Finance Committee: No meeting held.

Emergency Preparedness Program Committee: No meeting held.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Director Mirbegian reported on an upcoming Region 4 tour. Directors Mirbegian, Herndon, and Graham, as well as General Manager Kirk Cloyd plan on attending.

ACWA State Legislative Committee: Director Herndon reported that the next meeting is scheduled for October 21, 2016.

County OES: Director Lieberman reported a meeting had not yet been held, but referred to an OES utility manager's meeting that took place October 5, 2016, that was attended by Penny Cuadras.

STAFF REPORTS

Financial Report: Director Mirbegian noted cautious optimism in first quarter budget to actual comparisons. Director Freeman requested a copy be provided of the Revenue & Expense report for Sewer Operations. General Manager Kirk Cloyd also indicated this portion of the financial report would be posted on the website.

Administration/Customer Service Report: Board President Jim Freeman acknowledged and thanked Norman Rogers for finding and repairing a leak at his meter.

Field Operations Report: Director Mirbegian noted groundwater elevations, as related to statewide drought conditions.

General Manager's Report: General Manager Kirk Cloyd responded to inquiries on all items to the report. Mr. Cloyd also answered questions regarding a potential contract with a CPA firm, and progress on the Grange road repair project.

The results of recent internal interviews were announced, and the upcoming schedule of external interviews.

DISCUSSION AND POSSIBLE ACTION:
Approval of Resolution 2016-18, the District's Uninstall Meter Policy

On motion by Director Mirbegian, and second by Director Lieberman, the Board unanimously approved Resolution 2016-18, the District's Uninstall Meter Policy.

PUBLIC COMMENT

Members offered thanks for doing a good job. A member also recollected specifics of the board meeting that took place on August 16, 2016.

BOARD MEMBER COMMENT

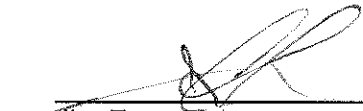
None.

CLOSED SESSION:

Government Code 54957 (b) Personnel Performance Evaluation – General Manager. GM goal-setting.

ADJOURNMENT

The Board of Directors went into closed session at 8:11PM and adjourned at 9:15PM. There was no reportable action.



Jim Freeman
President of the Board

11/22/16
Date



Kirk Cloyd
General Manager/Secretary to the Board

11-22-16
Date