



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: February 21, 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 Linda Herndon
Director Judy Mirbегian
Director Jim Freeman

Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

ABSENT: Director Jim Freeman

CALL TO ORDER

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

APPROVAL OF AGENDA

The Hidden Valley Lake Community Services District Board of Directors Policy Manual Workshop meeting minutes will be in March Agenda for review and approval.

Director Mirbегian moved to approve agenda with the exception for Item 12 Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual amended to reflect effective date of February 21, 2017 and second by Director Graham. The Board unanimously approved the agenda.

PRESENTATIONS

ACWA Board Recognition Award was presented to Director Mirbегian for 2 years of service as ACWA Region 1 Chairman of the Board. Director Mirbегian thanked her colleagues for their support while serving as Chairman.

HVLA Siren Installation was discussed by staff. Ownership of the property is being researched by staff and will report back to the Board at the March Regular Board Meeting. Board requested a different naming convention to prevent confusion, suggested HVLA Emergency Siren Installation. If it is determined that HVLCSD is not the owner of the property, or HVLA chooses not to use HVLCSD property, it will not be necessary for the HVLCSD Board of Directors to vote.

Countywide Redevelopment Agency Oversight was discussed and inquiries were answered by staff.

Directors requested a cover letter and a letter of qualification in March Board Packet.

CONSENT CALENDAR

Director Herndon moved to approve the Consent Calendar for Regular Board Meeting February 21, 2017, second by Director Mirbegian the Board unanimously approved the following Consent Calendar items:

(A) MINUTES: Approval of the minutes for the Board of Directors meeting January 17, 2017.

(B) DISBURSEMENTS: Check #34259 -34330 including drafts and payroll for a total of \$ 403,353.83.

BOARD COMMITTEE REPORTS

Personnel Committee: No meeting held.

Finance Committee: Committee supports new version of INCODE financial reports in future Board Packets. Finance Committee's January 2017 Minutes to be in the March Board Packet.

Monthly reconciliation of statements to be reviewed by the Committee. Charter of functionalities and responsibilities to be revised to meet the standards of the Committee. SOP for the Budget process to be completed by staff.

Emergency Preparedness Program Committee: No meeting held.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Met January 25, 2017 via phone conference. Strategic Planning review for 2017. Director Mirbegian recommended Jennifer Burke with Santa Rosa Utility as a contact resource for Prop 1 funding.

ACWA State Legislative Committee: Met January 25, 2017.

County OES: HVLCSO hosted an Emergency Meeting held by Lake County OES Saturday February 18, 2017 at 9:00 am to discuss levee erosion south of Glen Cove court. A site inspection was conducted by attendees and Robert Duffy, CalOES Flood Fight Specialist. Mr. Duffy recommended repairs take place as soon as practical, with no guarantee that more damage would not occur from the pending storm. HVLA General Manager worked proactively and brought in a contractor to place large rocks along the levee as recommended by the state. District staff will provide photos and video of repairs to the District Board of Directors. Staff addressed questions and concerns from the public.

STAFF REPORTS

Financial Report:

Administration/Customer Service Report:

Field Operations Report:

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

DISCUSSION AND POSSIBLE ACTION:

Approval of Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual

Director Graham moved to approve Resolution 2017-02 2017 Hidden Valley Lake Community Services District Board of Directors Policy Manual and second by Director Mirbegian.

Roll Call vote:

AYES (4): Directors Graham, Mirbegian, Herndon, Lieberman,

NAYS (0)

ABSTAIN (0)

ABSENT: Director Freeman

PUBLIC COMMENT

A member of the Fire Safe Counsel requested the Board reconsider a supporting membership for the chipping program. Board of Directors agreed the chipping service offer would be beneficial for the District.

Time with the General Manager was requested by a member of the public to discuss the strategy to have the moratorium lifted. The individual was asked to contact the District office to schedule a time to meet.

Staff acknowledged for dedication in working through the storm.

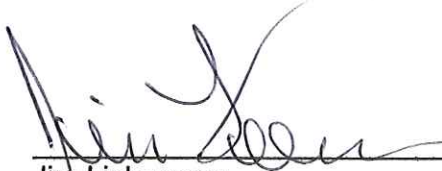
Staff addressed questions from the public regarding the moratorium.

BOARD MEMBER COMMENT

Director Graham and fellow Directors acknowledge staff for their effort and dedication during the recent storm.

ADJOURNMENT

The Board of Directors adjourned at 8:38 PM.


Jim Lieberman
President of the Board
Date 3/21/2017


Kirk Cloyd
General Manager/Secretary to the Board
Date 3-21-17