



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: April 16, 2013
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on April 16, 2013 at the hour of 7:00 p.m. by President Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Herndon, Lieberman, and Mirbegian. Also present: Roland Sanford, General Manager; Tami Ipsen, Administrative Assistant; and Tasha Klewe, Accountant/Controller.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Herndon seconded to approve the April 16, 2013 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

A) MINUTES: Approval of the March 19, 2013 Regular Board Meeting, March 23 and 30, 2013 Special Meeting minutes is recommended

B) WARRANTS: Approval of Warrant # 030729 - #037082 for a total of \$202,596.11 is recommended

C) AUTHORIZATION FOR BOARD MEMBER ATTENDANCE at Spring ACWA Conference in Sacramento, California

Director Lieberman moved, Director Graham seconded to approve the consent calendar.

Motion approved by unanimous vote.

6) 2011-2012 AUDIT PRESENTATION BY SMITH AND NEWELL ACCOUNTANTS

Merilee Smith of Smith and Newell Certified Public Accountant presented the results of their 2011-2012 Audit and noted the District received an "unqualified opinion", meaning no significant problems were found. Neither the Board nor staff had any requested revisions to the written reports. The Board will consider formal approval and acceptance of the 2011-2012 audit at the May 21, 2013 Board meeting.

7) BOARD COMMITTEE REPORTS:

Personnel Committee – Directors Mirbegian and Herndon had nothing to add to the April 3, 2013 committee report enclosed in the Board packet.

Director Freeman had nothing to add to the March 28, 2013 Finance Committee reported closed in the Board packet and gave a brief oral report on the committee's April 11, 2013 committee meeting. A written report on the April 11, 2013 Finance Committee meeting will be included with the May 21, 2013 Board meeting packet.

Security and Disaster Preparedness Program Committee - There was no report. The next meeting is scheduled for May 16, 2013.

Lake Water Use Agreement Review Committee – addressed under General Manager's report.

8) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 – Director Mirbegian presented an oral report on upcoming ACWA Region 1 events.

ACWA State Legislative Committee – Director Herndon reported on the Committee's concerns regarding proposed legislation that would move responsibility for the state's drinking water program from the Department of Public Health to a new division of the State Water Resources Control Board.

County OES – Director Lieberman reported the County OES Area Committee is still looking for someone to lead the program.

Other meetings attended – There were none.

9.) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Report enclosed in board packet. Tasha Klewe had nothing to add to the written report.

General Manager's Report:

Report enclosed in board packet. General Manager Roland Sanford had nothing to add to the written report.

General Manager Roland Sanford noted the Lake Water Use Review Committee met on March 20, 2013 and that neither the Hidden Valley Lake Association nor the District representatives had any requested changes to the current agreement.

Property owner inquired about the Sewer System Management Plan (SSMP) that was addressed in the General Manager's written report and the consequences if not updated in May. Mr. Sanford responded that while there was no automatic penalty for not completing the update by the end of May, the District could be considered negligent and fined if an accident, such as a sewer spill occurred, and the SSMP had not been properly updated.

10) DISCUSSION AND POSSIBLE ACTION: Development of guidelines for District sponsorship of community events

Mr. Sanford reported to date the District has sponsored three events promoting water awareness in 2012-2013 fiscal year and explained that as member of the California Urban

14) BOARD MEMBER COMMENT:


Director Herndon commented that she would like to see that the Pledge of Allegiance recited at all committee meetings.

Director Graham recommended having the District's Mission Statement at the top of each Board agenda.

15) ADJOURNMENT: The meeting was adjourned at 9:08 p.m. on motion by Director Herndon, seconded by Director Freeman, and unanimously carried.

 05-21-13

Judy Mirbegian Date
President of the Board

 5-22-13

Roland Sanford Date
General Manager/Secretary to the Board