



# Hidden Valley Lake Community Services District

## Regular Board Meeting Minutes

DATE: May 21, 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 May 21, 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: General Manager Roland Sanford and Administrative Assistant Tami Ipsen.

4) APPROVAL OF AGENDA:

Director Lieberman moved, Director Freeman seconded to approve the May 21, 2013 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

A. MINUTES: April 16, 2013 regular board meeting minutes.

B. WARRANTS: Approved warrants #030833 - 030901 for \$1,229,670.92.

C. APPROVAL AND ACCEPTANCE OF THE 2011-2012 AUDIT REPORT

Director Graham moved, Director Herndon seconded to approve the Consent Calendar.

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee – Director Herndon reported there was nothing to add to the written report. Director Mirbegian stated that the Personnel Committee will not meet in June but will meet in July to discuss policy process.

Finance Committee Report – Director Freeman had nothing to add to the written report that was enclosed in the May 21, 2013 agenda board meeting packet.

Security and Disaster Preparedness Program Committee – There was no report.

Policy Review Ad Hoc Committee – Director Mirbegian had nothing to add to the written report that was enclosed in the May 21, 2013 agenda board meeting packet.

7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 – Director Mirbegian  
ACWA State Legislative Committee  
County OES  
Other meetings attended

8.) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Report enclosed in board packet. Mr. Sanford had nothing to add to the written report.

General Manager's Report:

General Manager Roland Sanford had nothing to add to the written report.

Director Mirbegan congratulated employee Sam Garcia for passing the Wastewater Grade I test and commented on the more user friendly version of the financial reports. d  
Director Lieberman commented on the access road and a potential for share cost with the Glider Port.

9) PUBLIC HEARING to consider placement of default balances liens on real property pursuant to Government Code Section 61115

Director Mirbegan opened the hearing at 7:20 p.m. for public comments, there were no public comments, and the hearing was closed at 7:21 p.m.

10) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-06 confirming default balances and directing staff to file liens on real property

After discussion, Director Herndon moved, Director Lieberman seconded to approve Resolution 2013-05, a Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit and Directing Staff to File a Lien on Said Property

Resolution approved by unanimous vote.

11) DISCUSSION AND POSSIBLE ACTION: Adoption of Ordinance 53 Amending Capital Facilities Fee

Director Mirbegan opened the hearing at 7:22 p.m. for any public comments and the hearing was close at 7:23 p.m. There were no public comments.

Director Lieberman moved, Director Freeman seconded to approve Ordinance 53, an Ordinance Amending Capital Facilities Fees.

Ordinance approved by unanimous vote.

12) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-07 authorizing District's participation and support for Water Bond Coalition

After discussion, Director Lieberman moved, Director Herndon seconded to approve Resolution 2013-07, a Resolution of the Hidden Valley Lake Community Services District agreeing to participate in the Water Bond Coalition, Supporting the Activities of the Coalition, Endorsing Efforts of the Coalition to Advocate for the Fair and Equitable Distribution of State Water Bond Funds for Projects that will Benefit the Hidden Valley Lake Community Services District and other Entities Throughout Northern and Coastal California, and Designating Roland Sanford as the Official Representative for the Hidden Valley Lake Community Services District to the Water Bond Coalition.

Resolution approved by unanimous vote.

13) DISCUSSION AND POSSIBLE ACTION: Retention of accounting firm to perform 2012-2013 audit

Director Freeman moved, Director Herndon seconded to retain Smith and Newell's services for the 2012-2013 fiscal year audit.

Motion approved by unanimous vote.

14) DISCUSSION AND POSSIBLE ACTION: Status of 6-month work priorities

Mr. Sanford reviewed the status of District's progress made toward the completion of the 6 month work priorities identified at the March 19, 2013 Board of Directors meeting. He noted that in some instances little progress had been made due to other staff commitments.

After discussion Director Graham moved, Director Freeman seconded to suspend the policy making duties of the committees until October to accommodate the General Manager to complete priority tasks.

Motion approved by unanimous vote.

15) DISCUSSION AND POSSIBLE ACTION: Adoption of revised Personnel Committee Policy

After discussion, Director Lieberman moved, Director Graham seconded to approve the revised Personnel Committee Policy.

Motion approved by unanimous vote.

16) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-08 nominating a HVLCSD candidate for the 2014-2015 Region 1 Board

Director Lieberman moved, Director Freeman seconded to approve Resolution 2013-08, A Resolution of the Hidden Valley Lake Community Services District Placing in Nomination a Candidate as a Member of the Association of California Water Agencies Region 1 Board, nominating Judy Mirbegan.

Resolution approved by unanimous vote.


17) PUBLIC COMMENTS:

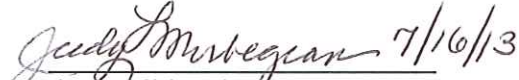
Property owner commented on how efficient the board meeting was.

18) BOARD MEMBER COMMENT:

Director Graham commented on the Upper Putah Creek Stewardship (UPCS) group's recent Putah Creek field trip for the students at Coyote Valley Elementary school and suggested CSD to consider partnering with the UPCS on similar outreach efforts as part of the District's Water Conservation Program.

19) ADJOURNMENT: The meeting was adjourned at 8:07 p.m. on motion by Director Graham, seconded by Director Freeman, and unanimously carried.

  
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Roland Sanford                      Date  
General Manager/Secretary to the Board

  
\_\_\_\_\_  
Judy Mirbegan                      Date  
President of the Board