



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: January 15, 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 January 15, 2013 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Lieberman, Mirbegian and Herndon. Also present: Roland Sanford, General Manager and Tami Ipsen, Administrative Assistant.

4) APPROVAL OF AGENDA:

Director Mirbegian moved, Director Freeman seconded to approve the January 15, 2013 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

- A. WARRANTS: Approved warrants #030521 - 030588 for \$181,464.94.
- B. Adoption of Resolution 2013 – 01 Appointing Roland Sanford as the Secretary to the Board
- C. Approval of General Manager Contract Amendment to correct typographical error
- D. Minutes: Approval of Minutes of the Board of Directors meetings of the November 20, 2012, December 18, 2012 regular board meeting minutes, and the December 19, 2012 special meeting minutes.

Mr. Sanford requested, agenda item 5D was removed from the consent calendar for discussion. Director Mirbegian moved, Director Lieberman seconded to remove agenda item 5D from the consent calendar and approve the balance of the items on the consent calendar.

Motion approved by unanimous vote.

- D. Minutes: Approval of Minutes of the Board of Directors meetings of the November 20, 2012, December 18, 2012 regular board meeting minutes and the December 19, 2012 special meeting minutes.

After discussion, the November 20, 2012, December 18, 2012 regular board meeting minutes and the December 19, 2012 special meeting minutes were approved by unanimous vote with the following revisions:

December 19, 2012 Special Meeting:

Line 17 to read, "Director Freeman moved, Director Mirbegian seconded to approve the December 19, 2012 Special Meeting agenda."

December 18, 2012 Regular Meeting:

Line 21 to read, "INFORMATIONAL PRESENTATION MIDDLETOWN HIGH SCHOOL RODEO TEAM"

6) CONDUCT SWEARING IN OF THE SECRETARY TO THE BOARD

Jim Comstock, Board of Supervisor, administered the Oath of Office to Roland Sanford, General Manager.

7) INFORMATIONAL PRESENTATION BY SUPERVISOR JIM COMSTOCK

Jim Comstock discussed the recent Caltrans proposal to construct a roundabout at Hartmann Road and HWY 29, provided an update on the status of the new Community Center in Middletown, which houses the senior center and community library, and described Caltrans proposal to repave Hwy 29.

8) BOARD COMMITTEE REPORTS:

Personnel Committee – there was no report.

Finance Committee Report – Director Mirbegian provided a brief recap of the December 14, 2013 Finance Committee meeting, which she previously discussed at the December 18, 2012 regular board meeting.

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

9) 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 noted that staff had identified a meeting facilitator for the ongoing strategic planning effort and a contract for a meeting facilitator services would be presented to the Board for discussion and possible approval at a subsequent board meeting. He also recommended that the Board convene a special meeting on January 29, 2013 to conduct a mid-year budget review.

10) Discussion and Possible Action: Designate a Board President and Vice President for 2013 calendar year

Director Mirbegian accepted the nomination for President of the Board.

Director Lieberman moved, Director Freeman seconded to designate Director Mirbegian as President of the Board.

Motion approved by unanimous vote.

After discussion and declined nominations from Directors Lieberman, and Graham, a nomination was accepted by Director Freeman for Vice President of the Board.

*Herndon
corrected
2/19/2013*

Director Graham moved, Director Lieberman seconded to designate Director Freeman as Vice President of the Board.

Motion approved by unanimous vote.

Director Herndon passed the gavel to Judy Mirbegian, who assumed the role as President of the Board for the remainder of the meeting.

- 11) Discussion and Possible Action: Assignments of the Board members to standing committees for 2013 calendar year

After discussion no changes were made to the ^{chair} composition of the Board's standing committees. Director Mirbegian stated that the committee ~~chaise~~ and Board members committee assignments for 2013 would remain the same as in 2012. ^{corrected 2/12/2013}

- 12) PUBLIC COMMENT:

Property owner suggested having monthly and annual rainfall data posted on the District's website.

- 13) BOARD COMMENT:

Director Lieberman briefly described a voluntary homeowner insurance program that Contra Costa Water District offers to its constituents. Director Mirbegian directed staff to gather information on the homeowner insurance program and report back to the Board at the February board meeting.

Director Mirbegian requested a 5 minute break before going into Closed Session.

- 14) CLOSED SESSION: Government Code Section 54956.9 (a) Consultation and advice from legal counsel regarding pending litigation (one case/multiple claims)

The Board of Directors went into Closed Session at 8:34 p.m. and came out of closed Session at 9:05 p.m. There was no reportable action.

- 15) ADJOURNMENT: The meeting was adjourned at 9:06 p.m. p.m. on motion by Director Herndon, seconded by Director Freeman, and unanimously carried.

Judy Mirbegian 2/21/13
Judy Mirbegian Date
President of the Board

Roland Sanford 2-21-13
Roland Sanford Date
General Manager/Secretary to the Board