



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
MEETING DATE: June 29, 2018**

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:

Director Carolyn Graham, President  
Director Jim Freeman  
Director Jim Lieberman  
Director Mirbegian  
Kirk Cloyd, General Manager

Absent:

Director Linda Herndon, Vice President

**CALL TO ORDER**

The meeting was called to order at 5:31 p.m. by President Graham.

**APPROVAL OF AGENDA**

On a motion made by Director Freeman and second by Director Liebermann the Board unanimously approved the agenda.

**DISCUSSION AND POSSIBLE ACTION:**

**Adoption of FY 2018-2019 Budget and Investment Policy Pursuant to Government Code 61110 (a) (e)**

- A) Public hearing to receive comment on proposed FY 2018-2019 Budget**
- B) Adoption of Resolution 2018-04 – Approval of FY 2018-2019 Budget**
- C) Adoption of Resolution 2018-05 – Approval of Investment Policy FY 2018- 2019 Budget**

No written protest presented.

Public Hearing was opened for public comment at 5:35 and Closed at 5:36. (No public comment)

A motion was made by Director Mirbegian and second by Director Freeman to approve the adoption of Resolution 2018-04 for Approval of FY 2018-2019 Budget.

The Finance Committee made the following recommendations to the Board:

Establish capital project priorities, keeping them listed on the website, board packet and the Board Room wall, to continually remind the Board and staff to remain focused on set priorities.

- 1) Tanks
- 2) Moratorium
- 3) I & I
- 4) AMI
- 5) SCADA

The Finance Committee proposed in this budget year, to take the first step in resolving the I&I issues, beginning with Lift Station 6. Recommending \$55,000.00 of the FEMA reimbursement be allocated for the repairs and replacement of the 930 linear feet of corrupted sewer collection lines that discharge to Lift Station 6.

The Committee recommends the Board approve \$46,000.00 from Fund 313 for two Civic Spark Interns for 2018-19 to continue the work on the I&I project and prepare shelf ready projects. FEMA reimbursed \$41,000.00 for the 2017-18 Civic Sparks, making the funds available for the 2018-19 Civic Sparks.

Recommendation was made to postpone updating the Strategic Plan for this fiscal year, using the coming year to review board and staff performance relative to how well the current Strategic Plan meets the needs of the District.

An increase to the budget was made for salary, wages, benefits and CalPERS to reflect the offer made to the General Manager that came out of contingency percentages in both water and sewer funds.

The Finance Committee propose a bond to replace the tanks. Pending research, Committee will provide additional information to the Board for further discussion.

IT funds have been allocated for the year leaving no funds for the replacement of the IT server, staff estimates cost to be \$25,000.00. The Committee will bring this back to the Board during the mid-year budget for consideration.

Members of the Board were very impressed with the introduction of the Budget Summary and the exceptional insight and staff participation in the Budget process

Reserve accounts were made close to whole with the \$295,000.00 reimbursement from FEMA.

Replacement and cost of the construction truck and crane was discussed.

Roll Call Vote:

Ayes: (4) Director Graham, Mirbegian, Freeman and Lieberman

Nays: (0)

Abstain: (0)

Absent: (1) Director Herndon

Adoption of Resolution 2018-04 Approval of FY 2018-2019 Budget passes by roll call vote.

Director Mirbegian moved and seconded by Director Freeman to approve Resolution 2018-05 – Approval of Investment Policy FY 2018-2019 Budget

The Committee recommend approval with no delay at this time but request an amendment of the Investment Policy be made to include target percentages for reserve funding. Amendment will be brought back to the Board for approval at a later date.

Roll Call Vote:

Ayes: (4) Director Graham, Mirbegian, Freeman and Lieberman

Nays: (0)

Abstain: (0)

Absent: (1) Director Herndon

Adoption of Resolution 2018-05 Approval of Investment Policy FY 2018-2019 Budget passes by roll call vote.

**PUBLIC COMMENT**

There was none.

**BOARD MEMBER COMMENT**

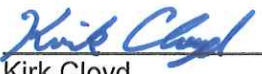
There was none.

**ADJOURNMENT**

On a motion by Director Freeman and second by Director Mirbegian the board voted unanimously to adjourn the meeting.

The meeting was adjourned at 5:54 p.m.

 7-17-2018  
\_\_\_\_\_  
Carolyn Graham Date  
President of the Board

 7-24-18  
\_\_\_\_\_  
Kirk Cloyd Date  
General Manager/Secretary to  
the Board

