



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: January 15, 2021**

The Hidden Valley Lake Community Services District Finance Committee met via Teleconference.

Present via Teleconference were:

Director Gary Graves  
Dennis White, General Manager  
Trish Wilkinson, Accounting Supervisor  
Alyssa Gordon, Project Manager  
Hannah Davidson, Water Resources Specialist  
Penny Cuadras, Administrative Services Manager  
Norman Newell, Smith & Newell

Director Jim Freeman joined the meeting at 2:00 PM

**CALL TO ORDER**

The meeting was called to order at 12:47 PM by Director Graves.

**APPROVAL OF AGENDA**

Agenda approved by Director Graves.

**REVIEW and DISCUSS:**  
**Smith & Newell 2019-2020**

Following review and discussion on the 201-2020 Audit, the Committee recommendation to the Board is to accept the 2019-2020 Audit as presented at the January 19, 2021 Regular Board Meeting.

**REVIEW and DISCUSS:**  
**Monthly Financial Reports & Disbursements**

The Committee reviewed and discussed the financial reports for the period ending December 31, 2020.

**REVIEW and DISCUSS:**  
**Projects Update**

Staff provided an update of District projects and reimbursements received from FEMA.

**REVIEW and DISCUSS:**  
**Approved & Proposed Salaries**

Staff requests Committee recommendation on proposed median salaries in an effort to create a uniform pay structure for Utility Positions.  
The Committee Recommendation to Board is to approve Proposed Median Salaries.

**REVIEW and DISCUSS:**  
**Match Commitment Letter for Fuel Mitigation Project**

The Committee requests staff provide funding source to the Board prior to Recommendation to the Board to approve the Match Commitment Letter for Fuel Mitigation Project.

**REVIEW and DISCUSS:**

**Request for Proposal To Reduce Vegetative Debris In The Firebreak Area To Protect Against Stormwater Inundation Of Critical Infrastructure During Extreme Rain Events**

Finance Committee recommendation to the Board is to approve staff to issue a request for proposal to reduce vegetative debris in the firebreak area.

Permission from property owners is required, ten letters went out to property owners December 14<sup>th</sup>. A second round of letters will go out this week.

**PUBLIC COMMENT**

No members of the public present.

**BOARD MEMBER COMMENT**

Director Freeman apologized for arriving late to the meeting.

Director Graves acknowledged staff for good job and encouraged staff to keep up the good work.

Director Graves informed the committee Adventist Health will be offering COVID Vaccines to those 65 years of age and older. Contact Adventist Health at 707.995.4500 to schedule an appointment.

**ITEMS FOR NEXT AGENDA**

Match Commitment letter for Tank 4

Possible Resilience Project

Budget

Insurance Options

**ADJOURNMENT**

On a motion made by Director Freeman and second by Director Graves the Committee voted unanimously to adjourn the meeting. The meeting was adjourned at 2:21 p.m.