



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: DECEMBER 17, 2013**

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 were:

Director Judy Mirbegan, President
Director Jim Freeman, Vice President
Director Jim Lieberman
Director Carolyn Graham
Director Linda Herndon
Tasha Klewe, Accountant/Controller
Tami Ipsen, Administrative Assistant
Roland Sanford, General Manager
*Michael Pearson, Districts Attorney
contacted 11/21/2014
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CALL TO ORDER

The meeting was called to order at 7:02 p.m. by President Mirbegan.

APPROVAL OF AGENDA

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

ADMINISTRATION OF THE OATH OF OFFICE

General Manager/Secretary to the Board Roland Sanford administered the Oath of Office to the newly re-elected Directors Judy Mirbegan and Linda Herndon.

CONSENT CALENDAR

On a motion made by Director Herndon and second by Director Freeman the Board unanimously approved the following Consent Calendar items:

- (A) Minutes: Approval of the Minutes of the Board of Directors meeting of November 19, 2013
- (B) Warrants: Approval of warrants #031382-031464 for \$251, 116.13

BOARD COMMITTEE REPORTS

Personnel Committee: No report.

Finance Committee: Committee meeting report is addressed under agenda item 9 (Discussion and Possible Action: Development of Financial Reserves Policy).

Security and Disaster Preparedness Program Committee: No report.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Director Mirbegian reported on ACWA Region 1 telephone conference calls in November and noted that she has been elected Vice Chair of the Region 1 Board for 2014.

ACWA State Legislative Committee: Director Herndon reported the last State Legislative Committee meeting was held in October and that the first committee meeting in 2014 will be held in late January.

County OES: No report.

STAFF REPORTS

Accountant/Controller's Report: Accountant/Controller Tasha Klewe had nothing to add to her written report.

General Manager's Report: In addition to his written report, General Manager Roland Sanford briefly discussed statewide concerns regarding the ongoing drought, and status of the District's water supply.

Director Mirbegian inquired about the 2012-2013 Audit and a mid-year budget review.

DISCUSSION AND POSSIBLE ACTION: Development of Financial Reserves Policy

Mr. Freeman reported staff and the Finance Committee had met and tentatively drafted an "overarching" Financial Reserve Policy which when finalized would serve as the framework for specific reserve policies. The Board reviewed the language of the tentative Financial Reserve Policy and encouraged the committee to proceed with preparation of a final draft Financial Reserves Policy.

DISCUSSION AND POSSIBLE ACTION: Renewal of Association of California Water Agencies (ACWA) Membership

After discussion, the Board directed staff to prepare a list of organizations the District belongs to, and their perceived value to the District.

DISCUSSION AND POSSIBLE ACTION: Board Retreat

Mr. Sanford was directed to prepare a draft Board retreat agenda for further discussion at the January Board meeting.

PUBLIC COMMENT

Property owner thanked the Board members their work and a productive year.

BOARD MEMBER COMMENT

Director Mirbegian reported on the certified election results and noted Director Graham's requested agenda item for this meeting - a discussion to change the District's Board election year from ~~even~~ numbered years to ~~odd~~ numbered years - had been inadvertently omitted and therefore will be included on the January Board meeting agenda.

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corrected 1/21/2014
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CLOSED SESSION: Consultation and advice form legal counsel regarding pending litigation (one case/multiple claims) California Government Code 54956.9 (a)

The Board went into Closed Session at 9:05 p.m. and returned to Open Session at 10:15 p.m. President Mirbegian stated there was no reportable action taken in Closed Session.

ADJOURNMENT

On a motion made by Director Freeman and second by Director Herndon the Board voted unanimously to adjourn the meeting. The meeting was adjourned at 10:16 p.m.

Judy Mirbegian 01-21-14
Judy Mirbegian Date
President of the Board

Roland Sanford 01-23-14
Roland Sanford Date
General Manager/Secretary to
the Board