



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: July 19, 2016**

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 Jim Freeman, President Kirk Cloyd, General Manager
Director Jim Lieberman, Vice President Alyssa Gordon, Water Resources Specialist
Director Carolyn Graham
Director Linda Herndon
Director Judy Mirbegian

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Freeman.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Graham the Board unanimously approved the agenda.

CONSENT CALENDAR

A motion was made by Director Herndon to remove item 5C from the Consent Calendar for further discussion and to approve the remaining Consent Calendar items. This was seconded by Director Mirbegian. The Board unanimously approved the following Consent Calendar items:

- (A) MINUTES: Approval of the minutes for Personnel Committee meeting June 20, 2016, Board of Directors meeting June 21, 2016, and Special Meeting June 30, 2016.
- (B) DISBURSEMENTS: Check #033770 - #033842 including auto drafts and payroll, for a total of \$198,393.35.

After discussion, a motion was made by Director Mirbegian and seconded by Director Herndon to approve the Solar Bee repair at the WWTP at a cost not to exceed \$7000.00. This motion was unanimously approved by the Board.

BOARD COMMITTEE REPORTS

Personnel Committee: No meeting.

Finance Committee: No meeting.

Emergency Preparedness Program Committee: A meeting is scheduled for Thursday July 21, 2016 at 10am.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Director Mirbegian reported on an upcoming event scheduled for August 5, 2016, and also indicated she will be attending the ACWA board meeting at the end of July.

ACWA State Legislative Committee: Nothing to report

County OES: Director Lieberman reported that he has made inquiries into the next scheduled meeting.

STAFF REPORTS

Financial Report: Director Mibegian inquired on a line item that appeared in the YTD Column of Sewer Revenues starting in April's Financial Report for March activity, and requested an explanation by the bookkeeper to be hired.

Administration/Customer Service Report:

Field Operations Report:

General Manager's Report: General Manager Kirk Cloyd responded to inquiries on all items to the report. On the topic of misread meters, Mr. Cloyd will add an agenda item to the upcoming regular Board meeting scheduled August 16, 2016 for further discussion.

DISCUSSION AND POSSIBLE ACTION:

Approve Resolution 2016-13 to consolidate District elections with other elections held on November 8, 2016

On motion by Director Mirbegian, and second by Director Herndon, the Board unanimously approved Resolution 2016-13 to consolidate District elections with other elections held on November 8, 2016.

DISCUSSION AND POSSIBLE ACTION:

Approve Resolution 2016-14 to adopt Defaulting Bill lien policy.

On motion by Director Herndon, and second by Director Graham, the Board unanimously approved Resolution 2016-14 to adopt the Defaulting Bill lien policy

DISCUSSION AND POSSIBLE ACTION:

Approval of Resolution 2016-15 to adopt Returned Check policy

On motion by Director Mirbegian, and second by Director Lieberman, the Board unanimously approved Resolution 2016-15 to adopt the Returned Check policy

PUBLIC COMMENT

A comment was made regarding potential well sites and the importance of due diligence in the selection of a secondary water source. Another comment was directed at underscoring the importance of remaining consistent in District billing policy.

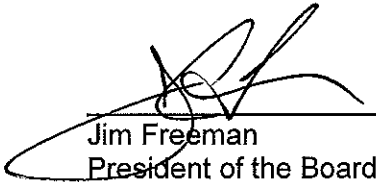
BOARD MEMBER COMMENT

Director Mirbegian discussed the possibility of re-scheduling of GM goal-setting from 6 months to 3 months from date of hire. The Board agreed to meet mid-September to discuss goal-setting and strategic planning with General Manager Kirk Cloyd.

Mr. Cloyd also summarized recent staff activity to improve the computing environment.

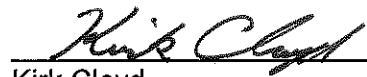
ADJOURNMENT

On motion by Director Herndon and second by Director Graham, the Board unanimously voted to adjourn. The meeting was adjourned at 8:30 PM.



Jim Freeman
President of the Board

8/16/16
Date



Kirk Cloyd
General Manager/Secretary to the Board

8-16-16
Date