



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE
Thursday June 16, 2022 – 12:30 P.M.
Meeting Minutes**

The Hidden Valley Lake Community Services District Special Meeting of the Finance Committee was conducted by Teams Teleconference in the District Boardroom at 19400 Hartmann Road, Hidden Valley Lake, California.

Present were:

Director Jim Freeman

Director Gary Graves

Dennis White, General Manager

Penny Cuadras, Administrative Services Manager

Trish Wilkinson, Accounting Supervisor

Alyssa Gordon, Project Manager

CALL TO ORDER

The meeting was called to order at 12:32 p.m. by Director Graves.

APPROVAL OF AGENDA

Motion by Director Freeman to approve the June 16, 2022, Finance Committee agenda as presented. Seconded by Director Graves

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

Thursday May 12, 2022, Finance Committee Agenda approved by roll call vote.

REVIEW AND POSSIBLE RECOMMENDATION:

Monthly Financial Reports & Disbursements

The Committee reviewed and discussed the financial reports for the period ending May 30, 2022. Staff addressed inquiries as presented by the committee.

REVIEW AND POSSIBLE RECOMMENDATION:

Review of the FY 2022-23 Budget

The Committee reviewed the proposed budget and recommended approval by the Board as presented.

REVIEW AND POSSIBLE RECOMMENDATION:

Projects Update

Update provided by Alyssa Gordon.

REVIEW AND POSSIBLE RECOMMENDATION:

Earthquake Insurance Quote

The Committee recommended the Board forego earthquake coverage for underground infrastructure. The Committee was split on proceeding with earthquake coverage on property, Director Graves requests coverage be addressed following a final proposal from SDRMA.

REVIEW AND POSSIBLE RECOMMENDATION:

Alliant Property Appraisal – Property Liability Coverage

The Committee recommended the Board approval of Alliant Property Appraisal as presented.

Property liability coverage tabled pending confirmation of auto liability deductible, staff to present at the June regular board meeting.

REVIEW AND POSSIBLE RECOMMENDATION:

North Shore Ct Sewer Repair – Award of Contract

The Committee recommended award of contract pending verification of details of submitted bids.

REVIEW AND POSSIBLE RECOMMENDATION:

Contract with CivicSpark Fellowship

The Committee recommended the Board approval of the CivicSpark Fellowship Contract.

REVIEW AND POSSIBLE RECOMMENDATION:

Project Manager Salary Study

The Committee recommended the Board approval of a 9% increase based on the median of the HR Outsourcing Services Wage Study, setting the increase at Step C \$45.42.

Staff to present to the Personnel Committee for recommendation for pay range adjustments, reflecting the 9% increase.

PUBLIC COMMENT

No Public Comment

COMMITTEE MEMBER COMMENT

Members of the committee expressed appreciation of staff.

ADJOURNMENT

Motion by Director Freeman to adjourn the meeting at 2:32 p.m. Seconded by Director Graves

Motion carries to adjourn the meeting at 2:32 p.m.