



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: March 15, 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

Matt Bassett, General Manager

Director Jim Lieberman, Vice President

Dennis White, Lead Water Operator

Director Carolyn Graham

Alyssa Gordon, Interim Administrative Services Officer

Director Linda Herndon

Sheri Miller, PE, State Water Resources Control Board

Director Judy Mirbegian

Hector Cazerias, EIT, State Water Resources Control Board

**CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by President Freeman.

**APPROVAL OF AGENDA**

Director Mirbegian made a motion to approve the agenda, and Director Herndon seconded this motion with an amendment request, to move agenda item 9 to directly following agenda item 5b. On a motion by Director Mirbegian and second by Director Graham, the Board unanimously approved the agenda as amended.

**CONSENT CALENDAR**

On motion by Director Mirbegian, and second by Director Herndon, the Board unanimously approved the following Consent Calendar items:

- (A) **MINUTES**: Approval of the minutes for the Board of Directors meeting February 16, 2016, the Special Board of Directors meeting February 23, 2016, and the Special Board of Directors meeting March 4, 2016.
- (B) **DISBURSEMENTS**: Check #033468 - #033539 including auto drafts and payroll, for a total of \$378,035.09

**DISCUSSION AND POSSIBLE ACTION: Presentation and discussion on how HVL CSD will meet California's higher water quality standards for Hexavalent Chromium 6**

General Manager Matt Bassett delivered a presentation defining Hexavalent Chromium, the new state requirements on Hexavalent Chromium in California drinking water, and the District's plans for meeting these new state requirements.

Mr. Bassett, Ms. Miller, and the members of the Board fielded questions on clarification, and the District's plan for compliance.

At the conclusion of the question and answer session, Director Freeman announced a short break, at 7:54 p.m.

The meeting resumed at 8:02 p.m.

### **BOARD COMMITTEE REPORTS**

Personnel Committee: Director Mirbegan reported that details from the meeting on March 7, 2016 will be discussed in agenda item 12.

Finance Committee: A meeting has been scheduled for Wednesday, March 16, 2016

Emergency Preparedness Program Committee: No meeting in March.

### **BOARD MEMBER ATTENDANCE AT OTHER MEETINGS**

ACWA Region 1 Board: Director Mirbegan reported that the next meeting is scheduled for Friday, March 25, 2016.

ACWA State Legislative Committee: Director Herndon will attend a meeting Friday, March 18, 2016.

County OES: Director Lieberman reports that county OES has been reorganized, and expects the first meeting to be called shortly.

### **STAFF REPORTS**

Administration/Customer Service Report: Director Mirbegan expressed gratitude for the insight this report provides the Board.

Field Operations Report: Director Freeman noted that current groundwater levels are very close to historical levels for the same time period.

General Manager's Report: General Manager Matt Bassett provided a review of his written report, and also answered questions on all items in the report.

### **DISCUSSION AND POSSIBLE ACTION:**

#### **Acceptance of roofing bid for Administration Office building**

Director Mirbegan moved to accept the bid from Curtis Edward's roofing for the detail described with contingencies not to exceed \$20,000. Director Herndon seconded the motion, and upon roll call the Board unanimously approved the motion.

**DISCUSSION AND POSSIBLE ACTION:**

**Acceptance of bid for three heating and A/C units to be replaced or repaired for the Administration Office building**

After discussing available bids, and available HVAC vendors, the Board has requested more information regarding the rating and relative consumer success with each brand of HVAC.

**DISCUSSION AND POSSIBLE ACTION:**

**Personnel Committee's recommendations for transition management**

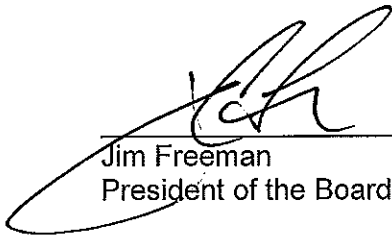
Director Mirbegan presented a prepared statement that identified the Committee's awareness of the District's human resources needs that must meet the District's strategic and tactical goals. The Personnel Committee recommends allowing General Manager Matt Bassett's current contract to expire, and retain Mr. Bassett as an Interim Assistant. A meeting of the Personnel Committee to finalize the details of this solution was scheduled for Monday, March 21, 2016

**PUBLIC COMMENT**

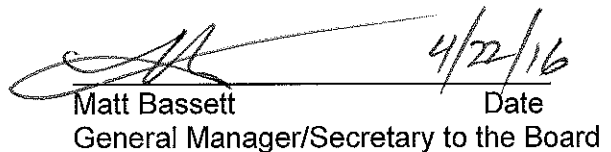
An inquiry was made regarding the existence of tenant welcome packets. General Manager Matt Bassett will pursue this with staff.

**BOARD MEMBER COMMENT**

On a motion by Director Herndon and second by Director Graham the meeting was adjourned at 9:21 p.m.

  
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Jim Freeman  
President of the Board

4/22/16  
\_\_\_\_\_  
Date

  
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Matt Bassett  
General Manager/Secretary to the Board

4/22/16  
\_\_\_\_\_  
Date