



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: May 16, 2017**

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 Lieberman, President	Kirk Cloyd, General Manager
Director Carolyn Graham, Vice President	Penny Cuadras, Administrative Assistant
Director Linda Herndon	
Director Judy Mirbegian	
Director Jim Freeman	

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Director Mirbegian moved to approve the amended agenda, to include a brief presentation by General Manager on the recent ruling on Chrome 6. Second by Director Herndon. The Board unanimously approved the amended May 16, 2017 Regular Board Meeting Agenda.

**PRESENTATIONS**

- (A) Dennis White was recognized as CRWA's Operator of the Year Award.
- (B) State of California ruling on Cr6.

**CONSENT CALENDAR**

Director Herndon moved to approve the Consent Calendar for Regular Board Meeting May 16, 2017, second by Director Mirbegian the Board unanimously approved the following Consent Calendar items:

- (A) MINUTES: Approval of the Board of Directors Regular Board Meeting minutes for April 18, 2017.
- (B) MINUTES: Approval of the Emergency Preparedness Committee Meeting minutes for April 17, 2017.
- (C) MINUTES: Approval of the Finance Committee Meeting minutes for April 21, 2017.
- (D) DISBURSEMENTS: Check #34482 - # 34560 including drafts and payroll for a total of \$178,644.23.

## **BOARD COMMITTEE REPORTS**

Personnel Committee: Meeting scheduled for Monday, May 22, 2017.

Finance Committee: Met April 21, 2017, continue with budget, presentation by Schneider Electric. Next meeting scheduled for May 19, 2017.

Emergency Preparedness Program Committee:

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

ACWA Region 1 Board: Director Mirbegan attended the ACWA Conference in Monterey May 9-11. A full written report will be submitted to the District this week.

ACWA State Legislative Committee: Alyssa Gordon attending the CSDA Legislative Days May 15-16 in Sacramento.

County OES: The County Wide Water OES Committee met on May 11, 2017. County Wide Water Emergency Response Handbook planned to be Finalize in July.

## **STAFF REPORTS**

Financial Report: Members of the Board are satisfied with the new layout of the reports.

Administration/Customer Service Report: Director Herndon requested an update on Liens recorded and Balance.

Field Operations Report: A new Solar Graph was presented by Staff.

General Manager's Report: The General Manager discussed items in his report, and responded to all inquiries.

## **DISCUSSION AND POSSIBLE ACTION:**

**Discuss the Water Energy Efficiency and Capital Reinvestment Program sponsored by Schneider Electric and authorize the G.M. to enter into an agreement to proceed**

No action, pending further information. Members of the Board request contract be submitted to Legal Counsel with results brought back to the June Regular Board Meeting. Staff will provide an estimated maintenance cost and bench testing data for review in June.

**DISCUSSION AND POSSIBLE ACTION:**

**Discuss a salary survey conducted by CPS HR Consulting and authorize the G.M. to enter into an agreement to proceed**

Director Mirbegian moved to approve to authorize the General Manager to enter into an agreement with CPS HR Consulting to conduct a salary survey to coincide with a rate study and second by Director Graham.

Roll Call vote:

AYES: (5) Directors Lieberman, Graham, Herndon, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion was passed by unanimous vote to approve a salary survey conducted by CPS HR Consulting and authorize the General Manager to enter into an agreement to proceed.

**DISCUSSION AND POSSIBLE ACTION:**

**Discuss the Konocti Conservation Crew #27 proposal and authorize the G.M. to enter into an agreement to proceed with weed abatement services**

This item was only discussed as it is estimated that this will fall under the signatory limit of the General Manager.

**DISCUSSION AND POSSIBLE ACTION:**

**Discussion and Approval to remove the current HVLCSD Drought Surcharge fees based on the governor's removal of the drought restrictions rescinding Resolution 2015-21**

Director Herndon moved to approve to remove the current HVLCSD Drought Surcharge fees based on the governor's removal of the drought restrictions rescinding Resolution 2015-21 and second by Director Mirbegian

Roll Call vote:

AYES: (5) Directors Lieberman, Graham, Herndon, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion was passed by unanimous vote to approve to remove the current HVLCSD Drought Surcharge fees based on the governor's removal of the drought restrictions rescinding Resolution 2015-21

**DISCUSSION AND POSSIBLE ACTION:**

**Discuss and approve the General Manager's authority to enter into a contract with GHD to complete a Water Balance Report as required by the Central Valley Regional Water Quality Control Board, not to exceed \$39,453.**

Staff presented an explanation and plan to move forward to comply with state mandated corrective action.

Director Mirbegian moved to approve the General Manager's authority to enter into a contract with GHD to complete a Water Balance Report as required by the Central Valley Regional Water Quality Control Board, not to exceed \$39,453, and second by Director Herndon.

Roll Call vote:

AYES: (5) Directors Lieberman, Graham, Herndon, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion was passed by unanimous vote to approve the General Manager's authority to enter into a contract with GHD to complete a Water Balance Report as required by the Central Valley Regional Water Quality Control Board, not to exceed \$39,453.

### BOARD MEMBER COMMENT

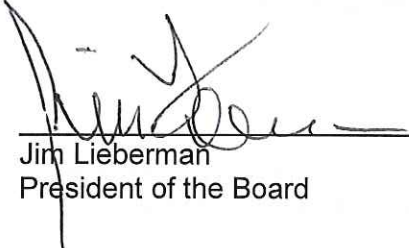
Director Mirbegian request Discussion of Audit findings in the June Board Meeting.  
Director Lieberman requested an update on Access road to be place on the June Agenda.  
Director Herndon requested Board Effectiveness and Self-Evaluation to be placed on the June Agenda.  
Final reviews of website will be completed soon and will be presented to the Board prior to Go Live in June.

### PUBLIC COMMENT

There was no public comment.

### ADJOURNMENT

The Board of Directors recessed at 9:14 PM and went into closed session at 9:23 PM and came out of session at 10:19 PM, immediately adjourned with a motion by Director Freeman and a second by Director Mirbegian.  
Reportable action; Personnel Performance Evaluation - General Manager Annual Evaluation was given to GM Kirk Cloyd, signed by all directors and Mr. Cloyd.

  
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Jim Lieberman  
President of the Board

6/20/2017  
Date

  
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Kirk Cloyd  
General Manager/Secretary to the Board

6-20-17  
Date