



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: July 16, 2019**

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

Absent: Director Carolyn Graham

CALL TO ORDER

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

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and seconded by Director Lieberman the Board unanimously approved the agenda.

EMPLOYEE RECOGNITION

Karen Jensen was recognized for 15 years of dedicated service to the District. Members of the Board expressed their appreciation for Karen as a reliable and dedicated asset to the District.

PRESENTATIONS

Civic Spark Fellow Ernesto Ruvalcaba provided a close out report on the ArcGIS/I&I project. Members of the Board recognized the Civic Spark Fellows for the great job and smooth transition of the project over to staff. Members of the Public thanked the Fellows for being a great resource to the District.

Ferguson Representative presented information on the AMR/AMI Meter products.

CONSENT CALENDAR

On a motion made by Director Freeman and seconded by Director Lieberman the Board approved the Consent Calendar items. Director Mirbegian requested Item B; Approval of the June 18, 2019 Regular Board Meeting minutes be removed for question and clarification. Director Freeman moved to amend his motion to accept the consent calendar by eliminate the June 18, 2019 Regular Board Meeting minutes, seconded by Director Lieberman. The Board unanimously approved the amended Consent Calendar.

Following clarification, Director Mirbegian moved to approve the June 18, 2019 Regular Board Meeting minutes. Seconded by Director Freeman. The Board unanimously approved Item B of the Consent Calendar; Approval of the June 18, 2019 Regular Board Meeting minutes.

- A. MINUTES: Approval of the June 19, 2019 Special Meeting minutes.
- B. MINUTES: Approval of the June 18, 2019 Regular Board Meeting minutes.
- C. DISBURSEMENTS: Check #036470 - #036532 including drafts and payroll for a total of \$287,766.90.

BOARD COMMITTEE REPORTS

Personnel Committee: Met July 3rd to continue the review of the Employee Handbook, and Compensation Policy. The Committee will develop a recommendation to be presented to the Board for review.

Finance Committee: To be scheduled

Emergency Preparedness Program Committee: Have not met, Staff noted the title of the Security committee does not reflect Resolution 2014-05 states name to be Emergency Preparedness Committee. The name of the committee shall be reflected accordingly beginning August 2019

Lake Water Use Agreement-Ad Hoc Committee: Director Mirbegian would like to attend, requests notification of scheduled meetings.

Valley Oaks Sub-Committee: LAFCo meeting scheduled for Wednesday at 9:30 a.m. at the County Office (correction-Lakeport City Hall), requesting to Annex into the District. There are concerns with parking, water and sewer plans. Water and sewer lines appear to have been put into place with no prior inspection or approval by the District.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

STAFF REPORTS

Financial Report: No questions

Administration/Customer Services Report: Director Mirbegian acknowledged Marty for the professional way he handled a very difficult customer. Director Herndon has observed the same demeanor when Marty deals with difficult situations and customers.

ACWA State Legislative Committee: Alyssa provided information regarding implementation requirements for SB 998.

Field Operation Report: No questions

I.T. Monthly Report (December 2018): No questions

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

DISCUSSION AND POSSIBLE ACTION:

Review and Accept Proposed Committee Charters

Director Herndon requests this item be tabled until all Board members are present.

Director Mirbegian moved to table the Discussion and Possible Action: Review and Accept Proposed Committee Charters until the next Board Meeting, Seconded by Director Freeman.

The Board unanimously approve to table this item until the next scheduled Board Meeting.

PUBLIC HEARING FOR SEWER SYSTEM MANAGEMENT PLAN:

Open Public Hearing for Public and Board Comments

Director Herndon opened the Public Hearing at 8:26 pm.

No written or verbal protest.

**CLOSE PUBLIC HEARING FOR SEWER SYSTEM MANAGEMENT PLAN:
Followed by a motion and Second, Vote to Accept or Decline the Sewer
System Management Plan**

Director Herndon closed the Public Hearing at 8:29 pm. Director Mirbegian moved to approve the Sewer System Management Plan.

Director Lieberman seconded.

The Board unanimously approved the Sewer System Management Plan.

DISCUSSION AND POSSIBLE ACTION:

Approve RESOLUTION 2019-06 Resolution of The Hidden Valley Lake Community Services District Board of Directors to Provide Health Insurance Coverage to Each Active Board Member and One of Their Respective Family Members; Each Director Shall Contribute 5% Of the Cost of The Director and Director Dependent Health Insurance Premium

Director Mirbegian moved to approve RESOLUTION 2019-06 Resolution of The Hidden Valley Lake Community Services District Board of Directors to Provide Health Insurance Coverage to Each Active Board Member and One of Their Respective Family Members; Each Director Shall Contribute 5% Of the Cost of The Director and Director Dependent Health Insurance Premium as printed.

Director Lieberman seconded.

The Board unanimously approved Resolution 2019-06 as printed. (To be revised to RESOLUTION 2019-07)

DISCUSSION AND POSSIBLE ACTION:

Approve Hidden Valley Lake Community Services District to Proceed with Dr. Larry Bienati's facilitation to complete the G.M. Evaluation, Setting of G.M. Goals and G.M. Contract Revisions

Director Freeman moved to approve Hidden Valley Lake Community Services District to Proceed with Dr. Larry Bienati's G.M. Evaluation, Setting of G.M. Goals and G.M. Contract Revisions.

Director Mirbegian seconded.

The Board unanimously approved Hidden Valley Lake Community Services District to Proceed with Dr. Larry Bienati's facilitation to complete the G.M. Evaluation, Setting of G.M. Goals and G.M. Contract Revisions.

DISCUSSION:

Discuss and Clarify Public Outreach for PG&E Planned Power Outage

Members of the Board were provided an update on the public outreach for the PG&E planned power outages. English and Spanish versions have been posted on the District website as well as the District Facebook page. Several links have been added to keep the customers up to date on ways to begin preparing now for the expected outages.

DISCUSSION:

Discuss CPS HR Consulting Revised Final Base Salary Report

Director Mirbegian discussed section from the revised salary report.

