

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

FEBRUARY 21, 2012

CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on February 21, 2012 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Present – Directors Freeman, Graham, Lieberman, Mirbegian and Herndon. Also present: Tami Ipsen, Administrative Assistant/Secretary to the Board and Tasha Klewe, Accountant/Controller.

APPROVAL OF AGENDA:

Mr. Freeman moved, Ms. Graham seconded to approve the Agenda with the following change:

Move agenda item "13. New Business, C. Discussion and Possible Approval of the Annual Financial Report for the Fiscal Year Ended June 30, 2011 and Management Report" up to agenda item "10. Committee Reports, A. Finance Committee".

Motion approved by unanimous vote.

APPROVAL OF MINUTES:

Mrs. Mirbegian moved, Mr. Lieberman seconded to approve the January 17, 2012 board meeting minutes with the correction of Mrs. Graham to read "Ms. Graham" in the document.

Motion approved by unanimous vote.

Mr. Lieberman moved, Ms. Graham seconded to approve the January 25, 2012 special meeting minutes with the correction of removing Mel Aust, General Manager as present to absent.

Motion approved by unanimous vote.

Mr. Freeman moved, Mr. Lieberman seconded to approve the February 8, 2012 special meeting minutes.

Motion approved by unanimous vote.

Mrs. Mirbegian moved, Mr. Lieberman seconded to approve the February 15, 2012 special meeting minutes.

Motion approved by unanimous vote.

APPROVAL OF WARRANTS:

Mrs. Mirbegian moved, Mr. Lieberman seconded to ratify payment of warrants #029520 - #029607 (including voided warrants and direct deposits) for a period ending January 31, 2012.

The total amount of warrants was \$1,056,988.34.

COMMITTEE REPORTS:

A. Finance Committee Report

- 1) Discussion and Possible Approval of the Annual Financial Report for the Fiscal Year Ended June 30, 2011 and Management Report
(Agenda Item 13. C.)

Mrs. Mirbegian reviewed the audit back ground, and Tasha Klewe, Accountant/Controller addressed reserve changes and findings. Merilee Smith, from Smith and Newell, presented the Annual Financial Report for the Fiscal Year Ended June 30, 2011 and Management Report. She addressed questions from the Board of Directors.

Ms. Graham moved, Mrs. Mirbegian seconded to approve the Annual Financial Report for the Fiscal Year Ended June 30, 2011 and Management Report.

Motion approved by unanimous vote.

Mrs. Mirbegian reported on the February 2, 2012 Finance Committee meeting.

Mr. Lieberman moved, Ms. Graham seconded to accept the Finance Committee report.

Motion approved by unanimous vote.

B. Security and Disaster Preparedness Program Committee Report

Mrs. Herndon stated there was no report since the committee has not met and would like to have a committee meeting scheduled.

C. Personnel Committee

Mrs. Herndon stated there was no report since the committee has not met and would like to have a committee meeting scheduled.

STAFF REPORTS:

A. Accountant/Controller's Finance and Investment Report

Tasha Klewe presented the January 31, 2012 Financial and Investment Reports. She also explained the pie charts showing distribution of the District's fund accounts. The January 31, 2012 Revenue and Expense Report indicates the District's revenue estimate is under approximately 2.39% and the expenses are under budget approximately 4.76%.

Mrs. Mirbegian moved, Mr. Lieberman seconded to accept the January 31, 2012 Financial and Investment Reports.

Motion approved by unanimous vote.

A. General Manager's Report:

Tasha Klewe reported on communications and water industry issues.

Mr. Freeman moved, Ms. Graham seconded to accept the General Manager's report.

Motion approved by unanimous vote.

UNFINISHED BUSINESS:

A. Update Regarding the Solar Project

1) Discussion and Possible Approval of a Pay Request to Real Goods Solar, Inc.

Jim Winter from GHD and Tasha Klewe reported on the solar project and completion process.

Mr. Lieberman moved, Mrs. Mirbegian seconded to approve the pay request for Real Goods Solar, Inc. for the amount of \$116,510.46.

Motion approved by unanimous vote.

NEW BUSINESS:

A. Public Hearing G.C. Section 61115

1) Property Liens

Mrs. Herndon opened the hearing at 8:10 p.m. There were no comments or letters from the public. Mrs. Herndon closed the hearing at 8:11 p.m.

B. Discussion and Possible Approval of a Resolution Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a lien on Said Properties

After discussion, Mrs. Mirbegian moved, Ms. Graham seconded to approve resolution 2012-03, a Resolution Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a lien on Said Properties.

Resolution approved by unanimous vote.

C. Discussion and Possible Approval of the Annual Financial Report for the Fiscal Year Ended June 30, 2011

Moved to agenda item 10) Committee Reports A. Finance Committee.

D. Discussion Regarding Salary Survey Results

Mrs. Herndon stated the Personnel Committee has not met to discuss cognate points in the salary survey as directed by the Board of Directors. The committee will meet before the March 20, 2012 board meeting.

Mrs. Mirbegian moved, Mr. Freeman seconded to table the agenda item to the March 20, 2012 board meeting.

Motion approved by unanimous vote.

E. Joint Meeting with Hidden Valley Lake Association Regarding Review of the Lake Water Use Agreement

After discussion Mr. Freeman moved, Mr. Lieberman seconded to appoint the President of the Board Mrs. Herndon and Vice President of the Board Judy Mirbegian to the Lake Water Use Agreement Ad Hoc Committee.

Motion approved by unanimous vote.

NEW BUSINESS: Cont'd

F. Discussion and Possible Approval for Directors to Attend the ACWA Conference May 8-11, 2012

After discussion, Mrs. Mirbegan moved, Mr. Freeman seconded to approve Directors Lieberman, Freeman, Mirbegan and Herndon to attend the ACWA Conference in Monterey May 8-11, 2012.

Motion approved by unanimous vote.

G. Discussion and Possible Approval for Directors to Attend SDRMA/CSDA Special Leadership Academy on March 27, April 25 & 26 and May 15, 2012

After discussion, Mr. Lieberman moved, Mrs. Mirbegan seconded for all Directors, Freeman, Graham, Lieberman, Mirbegan and Herndon, to attend the Leadership Academy in Sacramento on March 27, April 25 & 26 and May 15, 2012.

Motion approved by unanimous vote.

H. Discussion and Possible Approval to Designate Two District Representatives to Attend the Watereuse Luncheon on March 26, 2012

After discussion, Mrs. Mirbegan moved, Mr. Freeman moved to appoint Mrs. Herndon and Tasha Klewe to attend the Watereuse Luncheon.

Motion approved by unanimous vote.

I. Discussion and Possible Approval to Nominate a Representative to Run in the Upcoming LAFCO Election

Mrs. Mirbegan moved, Ms. Graham seconded to table this item until the March 20, 2012 board meeting to give time for Mr. Freeman to check on scheduling issues.

Motion approved by unanimous vote.

J. Discussion and Possible Approval to Promote Water Awareness by Participating in Calpine's Earth Day Event and Sponsoring the Lake County Milers' Spring Has Sprung Event

After discussion, Mr. Freeman moved, Ms. Graham seconded to promote water awareness for \$3,000 for Calpine's Earth Day and Lake County Milers' Spring Has Sprung events.

Motion approved by unanimous vote.

K. Discussion and Possible Approval to Appoint a Representative to Lake County Area OES

After discussion, Mrs. Mirbegan moved, Mr. Freeman seconded to appoint Mr. Lieberman as the representative to the Lake County Area OES.

Motion approved by unanimous vote.

ORAL COMMUNICATIONS:

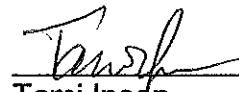
Tami Ipsen reported the District was received an "On Track" for CUWCC BMP reporting periods 2009 and 2010. A copy of the District's Annual Coyote Valley Basin Groundwater Monitoring Report was given to the Directors. Directors were reminded about the Ethics Training webinar on February 22, 2012.

Property owner addressed the Prop 84 meeting they attended at the County of Lake.

ADJOURNMENT:

The meeting was adjourned at 9:06 p.m. on motion by Mirbegian, seconded by Freeman, and unanimously carried.


Linda Herndon 3/20/12
Date
President of the Board


Tami Ipsen 3/20/2012
Date
Secretary to the Board