



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE: October 9, 2019

The Hidden Valley Lake Community Services District Finance Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Mirbegan  
Director Freeman  
General Manager, Kirk Cloyd  
Full Charge Bookkeeper, Trish Wilkinson  
Administrative Assistant, Penny Cuadras

**CALL TO ORDER**

The meeting was called to order at 1:01 pm by Director Mirbegan.

**APPROVAL OF AGENDA**

On a motion made by Director Mirbegan and seconded by Director Freeman the Committee unanimously approved the agenda.

**DISCUSS AND REVIEW:**  
**Monthly Financials**

Staff to report back to the Committee with clarification from Financial advisor regarding the transferring of funds impact on the total revenue report.

The Committee recommend the Budget Accountability Policy be pulled from the Regular Board Meeting Agenda pending further review.

**DISCUSS AND RECOMMEND:**  
**Credit Card Policy**

The Committee recommend approval of the Credit Card Policy pending Legal review.

**DISCUSS:**  
**Audit**

The Committee requests a Finance Meeting be scheduled with Smith & Newell prior to the Regular Board Meeting.

**PUBLIC COMMENT**

No members of the public were present.

### COMMITTEE MEMBER COMMENT

Director Mirbegian asked for an update on the generators brought in from for the PSPS. Staff providing the following;

Because of a Mutual Aid Agreement with Cal Warn two generators were available during the PSPS; Field Staff drove to Sacramento to pick up the generators, an electrician was on standby to connect the generators when they arrived back at the District. The cost for the generators, staff, fuel and electrician will come from Operational Reserves.

### ITEMS FOR NEXT AGENDA

1. Financial Reports
2. Financial SOP's
3. Conference Call with Norm

### ADJOURNMENT

The meeting was adjourned at 1:54 p.m.