



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: Tuesday, June 20, 2023– 7:00 PM

The Regular Meeting of the Hidden Valley Lake Community Services District (District) Board of Directors was held in the District Boardroom at 19400 Hartmann Road Hidden Valley Lake, California.

Directors Present:

Director Claude Brown, President  
Director Sean Millerick, Vice President  
Director Gary Graves  
Director Jim Lieberman

Via Teleconference:

Director Jim Freeman Attended remotely from  
1310 Cascade St  
Pittsfield Ma. 01201

Staff Present:

Dennis White, General Manager,  
Penny Cuadras, Administrative Services Manager  
Trish Wilkinson, Accounting Supervisor  
Hannah Davidson, Water Resources Specialist I

Via Teleconference:

Alyssa Gordon, Project Manager  
Jacob Lampert, CivicSpark Fellow

Also Present:

Leslie Bloom, Vice President, NHA Advisors  
Craig Hill, Managing Principal, NHA Advisors

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Director Brown.

**APPROVAL OF AGENDA**

Motion by Director Millerick to approve the June 20, 2023, Regular Board Agenda.  
Seconded by Director Lieberman.

Roll Call Vote:

AYES: (5) Directors, Graves, Freeman, Lieberman, Millerick and Brown  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (0)

Motion carries to approve the June 20, 2023, Regular Board Agenda.

**CONSENT CALENDAR**

Moved by Director Lieberman and seconded by Director Graves to approve the Consent Calendar as presented.

- A. **MINUTES**: Approval of the May 11, 2023, Finance Committee Meeting Minutes.
- B. **MINUTES**: Approval of the May 16, 2023, Regular Board of Directors Meeting Minutes.
- C. **DISBURSEMENTS**: Check #001707 - #001778 including drafts and payroll for a total of \$307,379.70.

No Further Discussion.  
No Public Comment.

Roll Call Vote:

AYES: (5) Directors, Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries to approve the Consent Calendar as presented.

### **BOARD COMMITTEE REPORTS**

Finance Committee: Met 5/11

Personnel Committee: Have not met.

Emergency Preparedness Committee: Have not met.

Lake Water Use Agreement-Ad Hoc Committee: Have not met.

Valley Oaks Sub-Committee: Have not met.

Trane Energy Resilience Ad Hoc Committee: Have not met.

### **STAFF REPORTS**

Financial Report: No discussion

Administration/Customer Services Report: No Discussion

Field Operation Report: No Discussion

ACWA State Legislative Committee: Updates provided by Hannah Davidson

Projects Update: Update provided by Alyssa Gordon and Jacob Lampert

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

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

#### **Adopt the FY 2023-24 Budget and Investment Policy**

Public Hearing – Director Brown opened the hearing at 7:08 p.m. to receive comment on proposed FY 2023-24 Budget. There were no comments from the public. The public hearing was closed at 7:10 p.m.

Director Millerick moved to Approve Resolution 2023-04 Adopting the FY 2023-24 Budget. Seconded by Director Graves.

No further Discussion  
No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries by unanimous vote to Approve Resolution 2023-04 Adopting the FY 2023-24 Budget.

Director Millerick moved to Approve Resolution 2023-05 Approving and Adopting the Investment Policy for FY 2023-24. Seconded by Director Graves.

No further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries by unanimous vote to Approve Resolution 2023-05 Approving and Adopting the Investment Policy for FY 2023-24.

**DISCUSSION AND POSSIBLE ACTION:**

**Provide Direction on Financing Structure and Terms as Presented by NHA**

Director Freeman moved to approve NHA to work with the District staff to execute a financing plan based on a 25-Year Term. Seconded by Director Millerick.

NHA proposes to present a complete financial plan at the September Board Meeting for Board Approval of Financing.

No Public Comment

Roll Call Vote:

AYES: (4) Directors Graves, Freeman, Lieberman, and Millerick

NAYS: (1) Director Brown

ABSTAIN: (0)

ABSENT: (0)

Motion Carries 4 to 1 to approve NHA to work with the District staff to execute a financing plan based on a 25-Year Term.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve a 5.2% Cost- Of-Living Adjustment for all Non-Contracted District Employees Effective July 1, 2023**

Director Millerick moved to Approve a 5.2% Cost- Of-Living Adjustment for all Non-Contracted District Employees Effective July 1, 2023. Seconded by Director Lieberman.

No further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries by unanimous vote to Approve a 5.2% Cost- Of-Living Adjustment for all Non-Contracted District Employees Effective July 1, 2023.

**DISCUSSION AND POSSIBLE ACTION:**

**Authorize the General Manager to Proceed with the Lining of Tank 1-A**

Director Graves moved to Authorize the General Manager to Proceed with the Lining of Tank 1-A. Seconded by Director Millerick.

Staff reached out to several vendors, but only received two bids for the project. Lining the tanks will extend the life of the tank 20-25 years.

No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries by unanimous vote to Authorize the General Manager to Proceed with the Lining of Tank 1-A.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve Policy #2105 Vehicle and Equipment Replacement Policy**

Director Lieberman moved to Approve Policy #2105 Vehicle and Equipment Replacement Policy. Seconded by Director Graves.

No Further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries by unanimous vote to Approve Policy #2105 Vehicle and Equipment Replacement Policy.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve and Adopt the District Sewer System Management Plan (SSMP)**

Director Millerick moved to Approve and Adopt the District Sewer System Management Plan (SSMP). Seconded by Director Graves.

No further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries by unanimous vote to Approve and Adopt the District Sewer System Management Plan (SSMP)

**PUBLIC COMMENT**

Member of the public thanked field staff for the door knocker notifying her of excess water use. Because of the notice a leak in the irrigation systems was found that would have gone unnoticed otherwise.

Member of the public also thanked the Board for taking into consideration the effects of a rate increase on the customers when discussing the financing plans.

**BOARD MEMBER COMMENT**

Members of the Board expressed appreciation to Trish Wilkinson for the great work on the budget and thanked field staff for the quick leak repair.

**ADJOURNMENT**

Motion by Director Lieberman to adjourn the meeting at 8:50 p.m. Seconded by Director Graves.

No further Discussion

No Public Comment

Roll Call Vote:

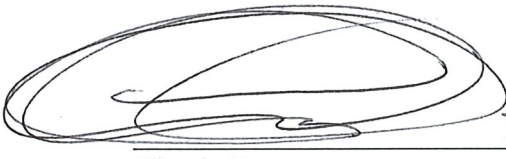
AYES: (5) Directors Graves, Freeman, Lieberman, Millerick and Brown

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)


Motion Carries by unanimous vote to adjourn the meeting at 8:50 p.m.



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Claude Brown  
President of the Board

4/18/23  
Date



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Dennis White  
General Manager, Secretary to the Board

Date

