



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

TUESDAY, NOVEMBER 21, 2023 – 7:00 PM

MEETING MINUTES

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 Jim Freeman
Director Gary Graves
Director Jim Lieberman

Staff Present:

Dennis White, General Manager,
Penny Cuadras, Administrative Svc Manager
Trish Wilkinson, Accounting Supervisor
Via Teleconference:
Alyssa Gordon, Project Manager

CALL TO ORDER

The meeting was called to order at 7:06 p.m. by Director Brown.

APPROVAL OF AGENDA

Motion by Director Millerick to approve the November 21, Regular Board Agenda, amending to remove agenda item #14. Adopt and Approve Resolution 2023-11 Accepting an Easement from Valley Oaks Development
Director Lieberman moved to approve the November 21, Regular Board Agenda as amended.
Seconded by Director Millerick.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to approve the November 21, 2023, Regular Board Agenda as amended.

CONSENT CALENDAR

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

- A. MINUTES:** Approval of the October 10, 2023, Finance Committee Meeting Minutes
- B. MINUTES:** Approval of the October 17, 2023, Regular Board of Directors Meeting Minutes
- C. DISBURSEMENTS:** Check #002097 - #002169 including drafts and payroll for a total of \$658,154.01.

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.

DISCUSSION:

Customer Comments Regarding Leak Adjustment Policy and Procedures

The customer presented his request for the board to consider the guidelines of the leak adjustment policy and asked that a credit be applied to his account. Staff will bring the Leak Adjustment Policy before the Board in December for consideration and direction. Staff will notify the customer of the Board decision regarding the policy.

BOARD COMMITTEE REPORTS

Finance Committee: Met 11/14 To be discussed as agendaized.

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 comments

Administration/Customer Services Report: Twelve initial lock off, customers are provided information for financial resources and directed to the District website.

Field Operation Report:

ACWA State Legislative Committee:

Projects Update: Update provided by Alyssa Gordon. Member of South Lake Fire Safe Council clarified name of agency.

General Manager Report: The General Manager provided an update on District operations and responded to all inquiries.

DISCUSSION AND POSSIBLE ACTION:

Approve and Adopt the 2024-2029 Strategic Plan

Strategic Plan to be on the January 2024 agenda for Board consideration for approval, following adoption of revised vision statement at the December Board Meeting.

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to Develop an Application for Stormwater Mitigation

Motion by Director Freeman to Authorize the General Manager to Develop an Application for Stormwater Mitigation. 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 Authorize the General Manager to Develop an Application for Stormwater Mitigation.

DISCUSSION AND POSSIBLE ACTION:

Approve and Adopt Resolution 2023-10 Authorizing the General Manager to Enter into an Escrow Agreement with C.V. Larsen Co. (Contractor) and Federal Foundation Bank (Escrow Agent) to Hold Water Storage Reliability Project Retainage

Motion by Director Millerick to Approve and Adopt Resolution 2023-10 Authorizing the General Manager to Enter into an Escrow Agreement with C.V. Larsen Co. (Contractor) and Federal Foundation Bank (Escrow Agent) to Hold Water Storage Reliability Project Retainage.

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 Resolution 2023-10 Authorizing the General Manager to Enter into an Escrow Agreement with C.V. Larsen Co. (Contractor) and Federal Foundation Bank (Escrow Agent) to Hold Water Storage Reliability Project Retainage.

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to Rehabilitate the Ag Well Not to Exceed \$45,000

Motion by Director Graves to Authorize the General Manager to Rehabilitate the Ag Well Not to Exceed \$45,000. 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 Authorize the General Manager to Rehabilitate the Ag Well Not to Exceed \$45,000.

DISCUSSION AND POSSIBLE ACTION:

Adopt and Approve Resolution 2023-11 Accepting an Easement from Valley Oaks Development for Water and Sewer Line Purposes and Authorize the Execution of the Certificate of Acceptance

Tabled

DISCUSSION AND POSSIBLE ACTION:

Provide Staff Direction Regarding the Notice of Intent Rancho Lake LLC, Request for Major Use Permit

Staff directed to submit comments expressing concern of environmental safety, confirm an updated hydrology report and drought management plan has been conducted.

PUBLIC COMMENT

Member of the public inquired about sludge waste from Butts Canyon affecting the groundwater also recommended a townhall to discuss flood mitigation and community awareness.

BOARD MEMBER COMMENT

Director Brown announced his resignation as HVLCSO Board of Director effective January 16, 2024. Director Graves expressed appreciation to all staff.

ADJOURNMENT

Motion by Director Freeman to adjourn the meeting at 9:02 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 9:02 p.m.



Claude Brown
President of the Board

12/19/23
Date



Dennis White
General Manager, Secretary to the Board

12-19-2023
Date