



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

**TUESDAY, NOVEMBER 19, 2024– 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 Jim Freeman, Vice President
Director Jim Lieberman
Director Gary Graves

Attending Remotely:

Director Matthew Metcalf
685 Bancroft Ave
San Leandro, Ca 94577

Directors Absent:

Director Millerick

Staff Present:

Dennis White, General Manager
Penny Cuadras, Administrative Assistant
Trish Wilkinson, Accounting Supervisor
Hannah Davidson, Project Manager

CALL TO ORDER

The meeting was called to order at 7:01 p.m. by Director Freeman.

APPROVAL OF AGENDA

Motion by Director Graves to approve the November 19, 2024, Regular Board Agenda.
Seconded by Director Lieberman.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion carries to approve the November 19, 2024, Regular Board Agenda as presented.

PRESENTATION

Lean Six Sigma, Kaj Ahlmann

Kaj Ahlmann, Six Sigma Ranch, Six Sigma Black Belt, provided a detailed presentation of Lean Six Sigma to Staff and the Board.

CONSENT CALENDAR

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

- A. **MINUTES**: Approval of the October 8, 2024, Finance Committee Meeting Minutes
- B. **MINUTES**: Approval of the October 8, 2024, Personnel Committee Meeting Minutes
- C. **MINUTES**: Approval of the October 15, 2024, JPA Financing Authority Meeting Minutes

- D. **MINUTES**: Approval of the October 15, 2024, Regular Board of Directors Meeting Minutes
- E. **DISBURSEMENTS**: Check #003100 - #003177 including drafts and payroll for a total of \$267,737.76.

No Further Discussion
No Public Comment

Roll Call Vote:
AYES: (4) Directors, Graves, Lieberman, Metcalf, and Freeman
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Director Millerick
Motion Carries to approve the Consent Calendar as presented.

BOARD COMMITTEE REPORTS

Finance Committee:
Personnel Committee:
Emergency Preparedness Committee: Have not met.
Lake Water Use Agreement-Ad Hoc Committee:
Valley Oaks Sub-Committee:
Trane Energy Resilience Ad Hoc Committee:
Brambles Golf Course Project:

Board List of Priorities update provided by Staff.

STAFF REPORTS

Financial Report: No Comments
Administration/Customer Services Report: Five vacant homes remain locked off.
Field Operation Report: No Comments.
ACWA State Legislative Committee: Legislative update provided by Hannah Davidson.
Projects Update: Update provided by Hannah Davidson
General Manager Report: The General Manager provided an update on District operations and responded to all inquiries.

DISCUSSION AND POSSIBLE ACTION:

Approve the NBS Rate Study Proposal and Authorize the General Manager to Execute an Agreement for Services Contract with NBS for Water, Sewer, and Recycled Rates Study

Motion by Director Graves to Approve the NBS Rate Study Proposal and Authorize the General Manager to Execute an Agreement for Services Contract with NBS for Water, Sewer, and Recycled Rates Study; to be Executed Following a Reserve Study Proposal Approved by the Board. Seconded by Director Lieberman.

No further Discussion
No Public Comment

Roll Call Vote:
AYES: (4) Directors Graves, Metcalf, Lieberman, and Freeman
NAYS: (0)
ABSTAIN: (0)
ABSENT: (1) Director Millerick

Motion carries by unanimous vote to Approve the NBS Rate Study Proposal and Authorize the General Manager to Execute an Agreement for Services Contract with NBS for Water, Sewer, and Recycled Rates Study Following a Reserve Study Proposal Approved by the Board.

DISCUSSION AND POSSIBLE ACTION:
Options and Cost of Lean Six Sigma

Board Workshop Scheduled for December 2024.

DISCUSSION AND POSSIBLE ACTION:
Provide Staff Direction how the Board would like to Proceed with Determining the Ownership of the Levee

Staff will Provide Proposal for Engineer Scope of Work for Storm Basin Drainage. Ascertain Ownership and or Easement of the Storm Basin. Staff will meet with HVLA to Discuss consideration of entering a MOU between HVLCSD and HVLA.

PUBLIC COMMENT

No Public Comment.

BOARD MEMBER COMMENT

Director Lieberman and Director Graves expressed appreciation to all staff for their hard work and dedication to the District.

CLOSED SESSION:
PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957: Review and Discussion of the General Manager's Performance Evaluation

Members of the Board of Directors moved out of Open Session at 9:02pm and moved into Closed Session at 9:09pm.

Members of the Board moved out of Closed Session and into Open Session at 9:35pm with no Reportable Action.

ADJOURNMENT

Motion by Director Lieberman to adjourn the meeting at 9:36 p.m. Seconded by Director Graves.

No further Discussion
No Public Comment

Roll Call Vote:


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

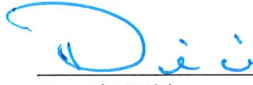
NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries by unanimous vote to adjourn the meeting at 9:36 p.m.


Sean Millerick
President of the Board
Date 12-17-24


Dennis White
General Manager, Secretary to the Board
Date 12-17-24

