



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: Tuesday, September 19, 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 Jim Freeman
Director Gary Graves
Director Jim Lieberman

Staff Present:

Dennis White, General Manager,
Penny Cuadras, Administrative Services Manager
Hannah Davidson, Water Resources Specialist I

Staff Absent:

Trish Wilkinson, Accounting Supervisor
Alyssa Gordon, Project Manager

Also, Present Via Teleconference:

Leslie Bloom, NHA Advisors
Craig Hill, NHA Advisors
Cyrus Torabi, Stradling Yocca Carlson & Rauth

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 September 19, 2023, Regular Board Agenda.
Seconded by Director Graves.

Roll Call Vote:

AYES: (4) Directors, Graves, Lieberman, Millerick and Brown
NAYS: (1) Director Freeman
ABSTAIN: (0)
ABSENT: (0)

Motion carries to approve the September 19, 2023, Regular Board Agenda.

CONSENT CALENDAR

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

- A. **MINUTES**: Approval of the August 26, 2023, Projects Workshop Meeting Minutes.
- B. **MINUTES**: Approval of the August 15, 2023, Regular Board Meeting Minutes.
- C. **MINUTES**: Approval of the August 8, 2023, Finance Committee Meeting Minutes.

D. DISBURSEMENTS: Check #001961 - #002025 including drafts and payroll for a total of \$531,664.83.

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 9/12 Committee will discuss as agendaized.

Personnel Committee: Have not met.

Emergency Preparedness Committee: Met 9/14 Director Lieberman provided overview of Committee's discussion of El-Nino forecast and District preparedness.

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: Update provided by Hannah Davidson

Projects Update: Due to short staff in the field, only ten AMI meters were installed last month.

General Manager Report: Although the District is short staff in both the field and admin this month, staff on site continue to get the job done.

Jessika has resigned as Operator II and has relocated out of state. Barry is out spending time with his new baby. Trish has returned part time and is focusing on the Audit and Alyssa is on a much-deserved vacation. The District has advertised for an OIT position and planned interviews for mid-October.

DISCUSSION AND POSSIBLE ACTION:

Approve and Adopt District Policy #2202 -Financial Reserve Policy

Motion by Director Freeman to Approve and Adopt District Policy #2202 -Financial Reserve Policy, amending to include "policy may be amended at any time with Board action"

Seconded by Director Graves.

Craig Hill, NHA Advisors confirmed the requested statement will be in the final report for credit raters.

Clarification of policy and source of funding provided by Leslie Bloom, NHA Advisors.

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 District Policy #2202 -Financial Reserve Policy, amending to include statement “policy may be amended at any time with Board action”

DISCUSSION AND POSSIBLE ACTION:

Approve and Adopt District Policy #2203 - Debt Management Policy

Motion by Director Freeman to Approve and Adopt District Policy #2203 - Debt Management Policy amending to include statement “policy may be amended at any time with Board action within the confines of legal requirements”

Seconded by Director Millerick.

Craig Hill, NHA Advisors recommend any amendments by future board action be within the constraints of the law.

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 District Policy #2203 - Debt Management Policy, amending to include statement “policy may be amended at any time with Board action within the confines of legal requirements.”

DISCUSSION AND POSSIBLE ACTION:

Approve and Adopt Resolution 2023-08 Authorizing the Creation of the Hidden Valley Lake Community Services District Public Financing Authority and Approving the Joint Exercise of Powers Agreement with the [California Statewide Communities Development Authority]

Motion by Director Graves to Approve and Adopt Resolution 2023-08 Authorizing the Creation of the Hidden Valley Lake Community Services District Public Financing Authority and Approving the Joint Exercise of Powers Agreement with the [California Statewide Communities Development Authority]

Seconded by Director Freeman

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 2023-08 Authorizing the Creation of the Hidden Valley Lake Community Services District Public Financing Authority and Approving the Joint Exercise of Powers Agreement with the [California Statewide Communities Development Authority]

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to Issue a Notice to Proceed to the Construction Contractor, CV Larsen

Motion be Director Freeman to Authorize the General Manager to Issue a Notice to Proceed to the Construction Contractor, CV Larsen.

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 Issue a Notice to Proceed to the Construction Contractor, CV Larsen.

PUBLIC COMMENT

No Public Present

BOARD MEMBER COMMENT

Director Freeman requested an explanation of ACA 13 from Hannah Davidson. A summary of ACA 13 will be emailed to Directors.

Thank you to staff from Director Graves.

Congratulations to Barry on the new addition to his family from members of the Board.

ADJOURNMENT

Motion by Director Freeman to adjourn the meeting 8:07 p.m. 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 adjourn the meeting at 8:07 p.m.


Claude Brown
President of the Board

10/17/23
Date


Dennis White
General Manager, Secretary to the Board

Date

