



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

**TUESDAY, DECEMBER 19, 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,  
Trish Wilkinson, Accounting Supervisor  
Hannah Davidson, Water Resources Specialist

**Via Teleconference:**

Alyssa Gordon, Project Manager

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Motion by Director Lieberman to approve the December 19, 2023, Regular Board Agenda.  
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 December 19, 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 November 14, 2023, Finance Committee Meeting Minutes
- B. **MINUTES**: Approval of the November 21, 2023, Regular Board of Directors Meeting Minutes
- C. **DISBURSEMENTS**: Check #002170 - #002235 including drafts and payroll for a total of \$267,737.76.

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 12/12 Repair and Replace discussed regarding replacement of three pumps in the field.

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: Met at the Court House.

Trane Energy Resilience Ad Hoc Committee: Scheduled to meet 12/28/2023.

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: District awarded “Won Most Active Agency” Legislative update provided by Hannah Davidson.

Projects Update: Update provided by Alyssa Gordon.

Director Freeman requests that budgeted AMI funds be placed in a Reserve Account, should Bond funds be allocated for the reimbursement of 600 meters purchase.

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

**DISCUSSION AND POSSIBLE ACTION:**

**Approve and Adopt Resolution 2023-11 Accepting Utility Easement’s from Valley Oaks Partners LLC for Water and Sewer Line Purposes and Authorize the Execution of the Certificate of Acceptance**

Motion by Director Freeman to Approve and Adopt Resolution 2023-11 Accepting Utility Easement’s from Valley Oaks Partners LLC for Water and Sewer Line Purposes and Authorize the Execution of the Certificate of Acceptance. Seconded by Director Millerick.

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 2023-11 Accepting Utility Easement’s from Valley Oaks Partners LLC for Water and Sewer Line Purposes and Authorize the Execution of the Certificate of Acceptance

**DISCUSSION AND POSSIBLE ACTION:**

**Approve and Adopt the 2024-2029 Strategic Plan and Revised Visions Statement**

Motion by Director Freeman to Approve and Adopt the 2024-2029 Strategic Plan and Revised Visions Statement as written. Seconded by Director Lieberman.

Members of the Board ask that the Strategic Plan be reviewed annually by the Finance Committee during the budget process.

No further Discussion

Public Comment: Members suggest Mission and Vision Statement include wastewater services.

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 2024-2029 Strategic Plan and Revised Visions Statement as written.

**DISCUSSION AND POSSIBLE ACTION:**

**Leak Adjustment Policy**

Tabled, pending review with District Counsel.

**DISCUSSION AND POSSIBLE ACTION:**

**Authorize the General Manager to Extend the Trane Agreement through June 30, 2024**

Motion by Director Freeman to Authorize the General Manager to Extend the Trane Agreement through June 30 2024, amending the dates on page two, to reflect current realities.

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 to Authorize the General Manager to Extend the Trane Agreement through June 30 2024, amending the dates.

**PUBLIC COMMENT**

Members of the public commented on vision and mission statement. Thanked Staff and Board for thoughtful and involved discussions. Wished everyone happy holidays.

Commented on the Leak Adjustment Policy.

**BOARD MEMBER COMMENT**

Director Lieberman expressed appreciation to all staff, wishing all a safe and happy holiday. Appreciation to President Brown for his ideas and work as a member of the Board. Thank you to members of the public for input and attendance.

Director Freeman asks that the website be updated to be more accessible.

Director Brown wished everyone a Merry Christmas.

**ADJOURNMENT**

Motion by Director Freeman to adjourn the meeting at 8:53 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 8:53 p.m.

  
\_\_\_\_\_  
Date 1/16/24

Claude Brown  
President of the Board

  
\_\_\_\_\_  
Date 1/16/24

Dennis White  
General Manager, Secretary to the Board

