



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

**REGULAR BOARD MEETING
WEDNESDAY, May 20, 2026– 6:00 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 95467.

Director's Present:

Director Jim Freeman, President
Director Gary Graves, Vice President
Director Jim Lieberman
Director Sean Millerick

Director's Absent:

Director Matthew Metcalf

Staff Present:

Paul Kelley, General Manager
Penny Cuadras, Administrative Services Manager
Trish Wilkinson, Accounting Supervisor
Hannah Davidson, Project Manager
Kelly Reese, Water Resources Specialist

Also Attending:

Michael Day, Trane Industry's

CALL TO ORDER

The meeting was called to order at 6:00pm by Director Freeman.

APPROVAL OF AGENDA

Director Lieberman made a motion to approve the May 20, 2026, Regular Board Meeting Agenda as presented. Director Millerick seconded the motion.

No Further Discussion

No Public Comment

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion carries unanimously to approve the May 20, 2026, Regular Board Agenda as presented.

PUBLIC COMMENT

No public comment.

CONSENT CALENDAR:

Director Graves made a motion to approve the Consent Calendar. Director Lieberman seconded the motion.

A. Minutes:

1. Approval of the April 9, 2026, FLASHES Project Committee Meeting Minutes.
2. Approval of the April 9, 2026, Finance Committee Meeting Minutes.
3. Approval of the April 15, 2026, Regular Board of Directors Meeting Minutes.

B. Disbursements:

1. Check #004477 - 004543 including drafts and payroll for a total of \$483,196.81.

No Further Discussion

No Public Comment

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

The motion carries unanimously, to approve the Consent Calendar as presented.

DISCUSSION AND POSSIBLE ACTION:

Consider Executing the MIP Grant Agreement with PG&E and Authorize the General Manager to Execute the RCRC Grant Loan Proposal

Staff provided an overview of the MIP Grant Agreement, including key terms and conditions of the agreement. Staff also discussed the financing associated with the project and its relationship to reimbursement through Cal OES.

Board members discussed project timelines, financial obligations, reporting requirements, and potential risks associated with participation in the program. Staff responded to Board inquiries and provided additional clarification.

Following discussion, Director Graves moved to approve execution of the MIP Grant Agreement with PG&E, authorize the General Manager to execute all necessary documents related to the RCRC Grant Loan Proposal, and execute the Trane Letter to Proceed. Director Millerick seconded the motion.

No Further Discussion.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion carries unanimously to Approve the MIP Grant Agreement with PG&E and Authorize the General Manager to Execute the RCRC Grant Loan Proposal and execute the Trane Letter to Proceed.

DISCUSSION AND POSSIBLE ACTION:

Consider Approval of the Transition from West America Bank to 5 -Star Bank

Staff presented a report regarding the proposed transition of the District's banking services from West America Bank to 5-Star Bank. Staff reviewed the reasons for the proposed change, including banking services, account management, operational efficiencies, and other factors relevant to the District's financial operations.

Board members discussed the transition process, account setup requirements, timing of the transfer, and any associated costs or risks. Staff responded to Board questions and provided additional information regarding implementation of the transition.

Following discussion, Director Lieberman moved to approve the transition from West America Bank to 5-Star Bank and authorize staff to complete all necessary actions and documentation required to facilitate the transition. Director Graves seconded the motion.

No Further Discussion.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion Carries to Approve the Transition from West America Bank to 5 -Star Bank

DISCUSSION AND POSSIBLE ACTION:

Review of the Draft Budget for Fiscal Year 2026-2027 and Provide Feedback

Staff provided an overview of the Draft Budget for Fiscal Year 2026-2027 and presented the new layout of the budget designed to improve clarity and ease of review.

Key changes from prior fiscal years were highlighted, including operational cost adjustments, capital project planning, and funding allocations for priority programs and services.

Board members raised questions regarding specific line items, long-term financial sustainability, and potential funding risks. Staff responded to Board inquiries and provided clarification as needed.

No Further Discussion.

No Public Comment.

This item was for review and discussion only; no formal action was taken.

DISCUSSION AND POSSIBLE ACTION:

Consideration of the Proposals for Social Media, Communications, and Public Relations Services from: Archer Public Affairs/Duran Kinst Strategies (DKS), CV Strategies, and Tripepi Smith for a Not to Exceed Annual Amount of \$120,000

Staff presented an overview of the proposals received for social media, communications, and public relations services from Archer Public Affairs/Duran Kinst Strategies (DKS), CV Strategies, and Tripepi Smith. Staff summarized the scope of services, qualifications, and proposed approaches submitted by each firm, as well as the anticipated benefits of engaging professional communications support to enhance public outreach and engagement.

The General Manager requested that the Board consider approving a not-to-exceed amount of \$80,000 annually for the proposed services, rather than the originally identified \$120,000 maximum, based on budget considerations and anticipated service needs.

Board members discussed the proposals, including experience of the firms, responsiveness, and alignment with the District's communication needs and budget parameters. Staff responded to Board inquiries and provided clarification.

Following discussion, Director Graves moved to approve Archer Public Affairs/Duran Kinst Strategies (DKS), for social media, communications, and public relations services for a not-to-exceed annual amount of \$80,000 and authorize the General Manager to execute the necessary agreement. Director Millerick seconded the motion.

No Further Discussion.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion Carries unanimously to Approve the Proposals for Social Media, Communications, and Public Relations Services from: Archer Public Affairs/Duran Kinst Strategies (DKS), for a Not to Exceed Annual Amount of \$80,000.

DISCUSSION AND POSSIBLE ACTION:

Consider Approval of Piazza Construction's Bid of \$186,507 for the Installation of 7 Isolation Valves

Staff presented a report regarding bids received for the installation of seven (7) isolation valves, recommending awarding the contract to Piazza Construction in the amount of \$186,507.

Board members discussed the project, including construction timeline, operational impacts, funding source, and the necessity of the improvements to system reliability. Staff responded to Board inquiries and provided clarification.

Following discussion, Director Millerick moved to approve Piazza Construction's bid in the amount of \$186,507 for the installation of seven (7) isolation valves and authorize the General Manager to execute the necessary contract documents. Director Lieberman seconded the motion.

No Further Discussion.
No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion Carries unanimously to Approve Piazza Construction's Bid of \$186,507 for the Installation of 7 Isolation Valves.

DISCUSSION AND POSSIBLE ACTION:

Consider the Approval of GHD's Wastewater Treatment Plant Master Plan Proposal for \$167,500

Staff presented a report regarding GHD's proposal for the development of a Wastewater Treatment Plant Master Plan in the amount of \$167,500.

Board members raised questions regarding how the Master Plan would support future capital improvement decisions. Staff responded to Board inquiries and provided additional clarification.

Following discussion, Director Lieberman moved to approve GHD's Wastewater Treatment Plant Master Plan proposal in the amount of \$167,500 and authorize the General Manager to execute the necessary agreement. Director Graves seconded the motion.

No Further Discussion.
No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Metcalf

Motion Carries unanimously to Approve GHD's Wastewater Treatment Plant Master Plan Proposal for \$167,500.

BOARD REPORTS

Finance Committee: Met.

Personnel Committee: To be Scheduled.

Emergency Preparedness Committee: Have not met.

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

Valley Oaks Sub-Committee: Meeting planned with Valley Oaks Engineers,

FLASHES Project Committee: Met.

Brambles Golf Course Project: Have not met.

GENERAL MANAGER AND STAFF REPORTS

Board Priorities: Update provided by staff.

Projects Update: Update provided by staff.

Financial Report: Update provided by staff.

Administration/Customer Services Report: Update provided by staff.

ACWA Committee Updates: Update provided by staff.

Field Operation Report: Update provided by staff.

General Manager Report: Update provided by staff. The General Manager addressed all inquiries from the board.

PUBLIC COMMENT

The Board received public comments; no motions or actions were taken in response.

BOARD MEMBER COMMENT

Members of the Board expressed their gratitude to the staff.

ADJOURNMENT

Motion by Director Graves to adjourn at 7:45 p.m. Second by Director Lieberman.

No Further Discussion.

No Public Comment.

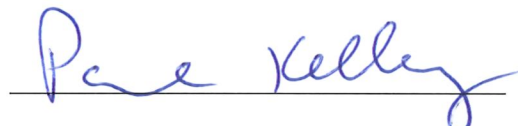
Meeting adjourned at 7:45 p.m.



Gary Graves

Date

Vice President of the Board



Paul Kelley

Date

General Manager/Secretary to the Board