HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR BOARD MEETING
WEDNESDAY, OCTOBER 21, 2026 – 6:00 PM
MEETING MINUTES

The Regular Meeting of the Hidden Valley Lake Community Services District (District) Board of Directors was in the District Boardroom at 19400 Hartmann Rd, Hidden Valley Lake, California 95467.

Directors Present:
- Director Jim Freeman, President
- Director Gary Graves, Vice President
- Director Jim Lieberman
- Director Sean Millerick
- Director Matthew Metcalf

Staff Present:
- Paul Kelley, General Manager
- Trish Wilkinson, Accounting Supervisor
- Hannah Davidson, Project Manager
- Kelly Reese, Administrative Services Manager
- Brittany Flecther, Water Resources Analyst

Also present:
David Ginn, Ginn Law – Remote

CALL TO ORDER

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

APPROVAL OF AGENDA

Director Graves made a motion to approve the October 21, 2026 Regular Board Meeting Agenda as presented.
Director Millerick seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Metcalf, Lieberman, Graves, Millerick, and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)

Motion carries unanimously to approve the October 21, 2026 Regular Board agenda as presented.

CLOSED SESSION

Conference with Legal Counsel – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Construction Claim of C.V. Larsen Co.(Tank 9 Project).
ENTERED CLOSED SESSION: 6:02 p.m.
RECONVENED TO OPEN SESSION: 7:03 p.m.
REPORTABLE ACTION: None

PUBLIC DISCUSSION

No public comment.

CONSENT CALENDAR

a. Minutes:
   1. Approval of the September 9,2026, Finance Committee Meeting Minutes.
   2. Approval of the September 9, FLASHES Committee Meeting Minutes.
   3. Approval of the September 16, 2026 Emergency Preparedness Committee Meeting Minutes.
   4. Approval of the September 16, 2026, Regular Board of Directors Meeting Minutes.

b. Disbursements:
   1. Check #039500 - #039555 including drafts and payroll for a total of $683,384.93.

Director Lieberman made a motion to Approve the Consent calendar as presented.
Director Metcalf seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Millerick, Graves, Lieberman, Metcalf and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)
Motion carries unanimously to approve the Consent calendar as presented.

5. **Discussion and Possible Action: Consider Approval of PumpMan Estimate in the Amount of $76,517.33 for Lift Station 1 Backup Pump**

Staff presented and discussed the critical need for a backup pump at Lift Station 1, given its location and its importance in maintaining daily operations.

Board members discussed the quote and aspects of this item. Staff addressed Board inquiries as requested.

No further discussion.
No public comment.

Director Lieberman made a motion to Approve the PumpMan Estimate in the Amount of $76,517.33 for Lift Station 1 Backup Pump.
Director Graves seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Millerick, Metcalf, Freeman, Lieberman, Graves and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)
Motion carries unanimously to Approve PumpMan Estimate in the Amount of $76,517.33 for Lift Station 1 Backup Pump.

6. Discussion and Possible Action: Consider Approval of PrimeTime Builders Estimate in the Amount of $40,750 for Unit 9 Booster Station Building Repairs and Renovations

Staff presented and discussed the ongoing need to repair and improve District infrastructure to ensure reliable operations. The Unit 9 Booster Station building has required significant improvements for an extended period and is nearing the end of its useful life. Staff emphasized the importance of protecting the pumps and associated equipment, particularly with the winter season approaching.
Staff presented a second estimate submitted by the contractor via hand delivery from RO Concrete Construction.

Board members discussed the estimate and details of this item. Staff addressed Board inquiries as requested.

No further discussion.
No public comment.

Director Graves made a motion to Approve PrimeTime Builders Estimate in the Amount of $40,750 for Unit 9 Booster Station Building Repairs and Renovations.

Director Millerick seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Metcalf, Lieberman, Millerick, Graves, and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)
Motion carries unanimously to Approve PrimeTime Builders Estimate in the Amount of $40,750 for Unit 9 Booster Station Building Repairs and Renovations.

7. **Discussion and Possible Action: Consider Approval of PumpMan's Estimate in the Amount of $24,222.35 for the Installation of a VFD at Well 2**

Staff presented and discussed the necessary upgrades to Well 2 to improve pump control and support ongoing troubleshooting efforts related to Hexavalent Chromium compliance.

Board members discussed the estimate and details listed. Staff responded to Board inquiries as requested.

No further discussion.
No public comment.

Director Millerick made a motion to Approve PumpMan's Estimate in the Amount of $24,222.35 for the Installation of a VFD at Well 2.
Director Lieberman seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Metcalf, Graves, Lieberman, Millerick, and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)
Motion carries unanimously to Approve PumpMan's Estimate in the Amount of $24,222.35 for the Installation of a VFD at Well 2.

8. **Discussion and Possible Action: Review Monthly Financials, Consider Approval of Expense Reclassification for the Chlorine Shut off Valve from Operational Account 120-5-00-5150 – Repair & Replace to Capital Improvement Account 120-5-70-7202 – Risk Management**

Staff presented and discussed Monthly Financials. Staff addressed Board inquiries as requested.

Staff and the Board discussed reclassifying the Chlorine Shut off valve expense from operational account 120-5-00-5150 to Capital Improvement account 120-5-70-7202.

No further discussion.
Public comment addressed.

Director Graves made a motion to Approve of Expense Reclassification for the Chlorine Shut off Valve from Operational Account 120-5-00-5150 – Repair & Replace to Capital Improvement Account 120-5-70-7202 – Risk Management.
Director Lieberman seconded the motion.

Roll Call Vote:
AYES: (5) Directors, Millerick, Metcalf, Lieberman, Graves, and Freeman.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)
Motion carries unanimously to Approve of Expense Reclassification for the Chlorine Shut off Valve from Operational Account 120-5-00-5150 – Repair & Replace to Capital Improvement Account 120-5-70-7202 – Risk Management.

9. Discussion and Possible Action: Consideration of Establishing an Innovation Committee

Staff and the Committee discussed the concept of establishing an Innovation Committee to proactively evaluate District infrastructure needs, identify opportunities for improvement, and support long-term system reliability.

No further discussion.
No public comment.

Director Freeman made a motion to Establish a Water and Wastewater Innovation Committee based on the guidelines presented and the appointment will occur at a future Board Meeting.
Director Graves seconded the motion.

10. Reports:

Board Reports

Finance Committee: Met.
Personnel Committee: Did not met.
Emergency Preparedness Committee: Did not met.
FLASHES/Trane Committee: Met.
Lake Water Use Agreement Ad Hoc Committee: Have not met.
Valley Oaks Project Sub-Committee: Have not met.
Brambles Ad Hoc Committee: 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 on item #8.
Administration/Customer Service Report: Update provided by staff.
Regulatory and Legislative Updates: Update provided by staff.
Field Operations Report: Update provided by staff.
General Manager's Report: Update provided by staff. The General Manager addressed all inquiries from the Board.

11. Public Comment

No public comment.

12. Board Member Comment

Members of the Board expressed their gratitude to the staff.

13. Adjourn

Motion by Director Millerick to adjourn at 8:22 p.m. Second by Director Graves.

No further discussion.
No public comment.
Meeting adjourned at 8:22 p.m.

11/18/26

Jim Freeman Date
President

11/18/26

Paul Kelley Date
General Manager/Secretary to the Board