



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: Tuesday, December 20, 2022– 7:00 PM**

The Regular Meeting of the Hidden Valley Lake Community Services District (District) Board of Directors was conducted in the District Boardroom at 19400 Hartmann Road Hidden Valley Lake, California. Microsoft Teams Link provided for all members of the public.

**Directors Present:**

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

**Staff Present:**

General Manager, Dennis White  
Administrative Services Manager, Penny Cuadras  
Accounting Supervisor, Trish Wilkinson  
Water Resources Specialist, Hannah Davidson

**Via Teleconference**

Project Manager, Alyssa Gordon

**Also Present:**

Michael Day, Trane Industries  
Norm Newell, Smith & Newell

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Moved by Director Freeman to approve the December 20, 2022, Regular Board Agenda.  
Seconded by Director Lieberman.

**Roll Call Vote:**

AYES: (5) Directors, Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to approve the December 20, 2022, Regular Board Agenda.

**REVIEW AND ACCEPT**

**Audit FY Ending June 30, 2022, as presented by Smith and Newell**

Moved by Director Millerick and seconded by Director Freeman to accept the Audit FY Ending June 30, 2022, as presented.

No Further Discussion.

No Public Comment.

**Roll Call Vote:**

AYES: (5) Directors, Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to accept the Audit FY Ending June 30, 2022, as presented.

### **ADMINISTRATION OF OATH OF OFFICE**

Oath of Office was administered to Gary Graves and Claude Brown by General Manager, Dennis White.

### **CONSENT CALENDAR**

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

**A. MINUTES:** Approval of November 15, 2022, Regular Board of Directors Meeting Minutes.

**B. DISBURSEMENTS:** Check # 1235-1292 including drafts and payroll for a total of \$218,386.66.

No Further Discussion.

No Public Comment.

Roll Call Vote:

AYES: (5) Directors, Brown Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries to approve the Consent Calendar as presented.

### **BOARD COMMITTEE REPORTS**

Finance Committee: Met 12/13 Report provided as agendized

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: Have not met

Trane Energy Resilience Ad Hoc Committee: Report provided as agendized

### **STAFF REPORTS**

Financial Report: No discussion

Administration/Customer Services Report: Director Freeman requests an excel sheet of lock off trends. Six accounts remain locked off Code Enforcement has been notified.

Field Operation Report: Defective Badger meters have been returned and replaced

ACWA State Legislative Committee: Update provided by Hannah Davidson

Projects Update: Update provided by Alyssa Gordon

General Manager Report: The General Manager discussed items in his report and responded to all inquiries.

### **DISCUSSION AND POSSIBLE ACTION:**

**Approve and Adopt Resolution 2022-12 Award of Contract to GHD for the Design, Plans and Specifications for the BPR Project**

Motion by Director Freeman to Approve and Adopt Resolution 2022-12 Award of Contract to GHD for the Design, Plans and Specifications for the BPR Project as presented. Seconded by Director Lieberman.

No Further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries to Approve and Adopt Resolution 2022-12 Award of Contract to GHD for the Design, Plans and Specifications for the BPR Project as presented.

**DISCUSSION AND POSSIBLE ACTION:**

**Authorize the General Manager to Execute the Letter of Commitment Extension Amendment with Trane Technologies.**

Motion by Director Freeman to Authorize the General Manager to Execute the Letter of Commitment Extension Amendment with Trane Technologies. Seconded by Director Millerick.

No Further Discussion

No Public Comment

Roll Call Votes:

AYES: (5) Directors Brown, Freeman, Lieberman, Millerick and Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries to Authorize the General Manager to Execute the Letter of Commitment Extension Amendment with Trane Technologies.

**PUBLIC COMMENT**

No Public Comment.

**BOARD MEMBER COMMENT**

Members of the Board acknowledged staff for their continued hard work and dedication to the District and wished them all a Merry Christmas.

Motion by Director Freeman to adjourn the meeting. Seconded by Director Lieberman. the Board voted unanimously to adjourn the meeting at 8:25 P.M.

Roll Call Vote:

AYES: (5) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)


ABSTAIN: (0)

ABSENT: (0)

Motion to adjourn carries unanimously at 8:54 P.M.

  
\_\_\_\_\_  
Gary Graves Date

President of the Board

  
\_\_\_\_\_  
Dennis White Date  
General Manager, Secretary to the Board

