



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE**

**Tuesday November 14, 2023 – 12:30 P.M.  
Meeting Minutes**

The Hidden Valley Lake Community Services District Finance Committee was conducted in the District Boardroom at 19400 Hartmann Road, Hidden Valley Lake, California.

Present were:

Director Jim Freeman  
Director Gary Graves  
Dennis White, General Manager  
Penny Cuadras, Administrative Services Manager  
Trish Wilkinson, Accounting Supervisor

Also Present via Teleconference:

Doug Coty, District Counsel

**CALL TO ORDER**

The meeting was called to order at 12:30 p.m. by Director Graves.

**APPROVAL OF AGENDA**

Motion by Director Freeman to approve the Tuesday, November 14, 2023, Finance Committee agenda as presented.

Seconded by Director Graves

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

Tuesday, November 14, 2023, Finance Committee Agenda approved by roll call vote.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Monthly Financial Reports & Disbursements**

The Committee reviewed and discussed the financial reports for the period ending October 31, 2023. Staff addressed inquiries as presented by the committee.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Projects Update**

Updates provided by Alyssa Gordon; inquiries addressed as presented by the committee. Tank 9 project has stopped work through the storm, Contractor will continue to monitor and secure site and materials.

**DISCUSSION AND POSSIBLE RECOMMENDATION:**

**Recommend the Authorization of the General Manager to Develop an Application for Stormwater Mitigation**

Tabled

**DISCUSSION AND POSSIBLE RECOMMENDATION:**

**Recommend the Authorization of the GM to Enter into an Escrow Agreement with C. V. Larsen Co. (Contractor) and First Foundation Bank (Escrow Agent) to Hold Water Storage Reliability Project Retainage**

Committee recommendation to the Board to Authorize the GM to Enter into an Escrow Agreement with C. V. Larsen Co. (Contractor) and First Foundation Bank (Escrow Agent) to Hold Water Storage Reliability Project Retainage

**DISCUSSION AND POSSIBLE RECOMMENDATION:**

**Recommend the Authorization of the General Manager to Rehabilitate the Ag Well Not to Exceed \$45,000**

Committee recommendation to the Board to Authorize the General Manager to Rehabilitate the Ag Well Not to Exceed \$45,000

**PUBLIC COMMENT**

No Public Present

**COMMITTEE MEMBER COMMENT**

Draft Audit is pending comments from CPA. Members of the committee expressed appreciation to the staff.

**ADJOURNMENT**

Motion by Director Freeman to adjourn the meeting at 12:46 p.m. Seconded by Director Graves

Motion carries to adjourn the meeting at 12:46 p.m.