



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: April 20, 2021 – 7:00 PM**

The Hidden Valley Lake Community Services District Board of Directors met this evening Via Teleconference.

Present Via Teleconference were:

Director Jim Freeman
Director Claude Brown
Director Gary Graves
Director Jim Lieberman
Director Sean Millerick
General Manager, Dennis White
Administrative Services Manager, Penny Cuadras
Accounting Supervisor, Trish Wilkinson
Project Manager, Alyssa Gordon
Water Resources Specialist, Hannah Davidson

CALL TO ORDER

The meeting was called to order at 7:02 P.M. by Director Freeman.

APPROVAL OF AGENDA

Director Lieberman moved to approve the April 20, 2021 Regular Board Agenda as presented. Seconded by Director Graves.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

April 20, 2021 Regular Board Agenda approved as presented by unanimous roll call vote.

CONSENT CALENDAR

Director Graves moved to approve the Consent Calendar. Seconded by Director Brown. The Board approved the following Consent Calendar as presented.

- (A) MINUTES: Approval of the March 16, 2021 Regular Board Meeting Minutes.
- (B) MINUTES: Approval of the March 15, 2021 Finance Committee Meeting Minutes.
- (C) APPROVE: Mobile/Stationary Meter Use Meter Use Policy (Revision)
- (D) DISBURSEMENTS: Check #38064 - #38131 including drafts and payroll for a total of \$222,400.18.

No Further Discussion from the Board.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Consent Calendar approved by unanimous roll call vote.

BOARD COMMITTEE REPORTS

Finance Committee: Met April 13th. Discussed property insurance with SDRMA rates continue to rise Finance committee recommends remaining with SDRMA for coverage consider addressing again in 2022. Discussed staff participation and reviewing benefit plans and options.

Personnel Committee: Met April 13th. Discussed staffing.

Emergency Preparedness Committee: Have not met.

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

Valley Oaks Sub-Committee: Project is on hold, developer and clients meeting scheduled for next week.

Trane Energy Resilience Ad Hoc Committee: Met on April 8th. Met with Financial Advisor discussed Non-Disclosure Agreement.

STAFF REPORTS

Financial Report:

Administration/Customer Services Report: Staff provided clarification on delinquent accounts.

Field Operation Report:

ACWA State Legislative Committee: Water Resources Specialist, Hannah Davidson discussed SB-222 Rate Assistant Program and SB-223 an extension of SB 998 imposing stricter guidelines that would require water agencies to waive disconnection and delinquent fees postponing lock off to 120 days of nonpayment.

No official Drought has been declared by the State; however, staff are being proactive with public outreach on the District FB page and website offering water-saving products to customers.

Projects Update: Project Manager, Allyssa Gordan provided a detailed update of current projects underway.

Firebreak project is complete. AMI Project will be discussed later in the agenda.

General Manager Report: Konocti Conservation Crew will not be available for weed abatement until mid-May. RGW completed weed abatement on Dallas Court.

Employee Handbook pending legal review. Hannah did a great job in the ACWA Meeting.

PROJECT PRIORITIES:

- Generators
- Tank 9
- I&I
- SCADA
- AMI

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to initiate the AMI project plan

The Finance Committee recommend the Board approve the AMI project and authorize the General Manager to move forward with phase one of the AMI project.

Motion by Director Lieberman to Authorize the General Manager to initiate the AMI project plan.

Seconded by Director Graves.

No Further Discussion from the Board.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carried by unanimous roll call vote to Authorize the General Manager to initiate the AMI project plan.

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to hire a Part-Time Accounts Representative and one additional Permanent Full-Time Operator I

Motion by Director Lieberman to Authorize the General Manager to hire a Part-Time Accounts Representative and one additional Permanent Full-Time Operator I.

Seconded by Director Millerick

No Further Discussion from the Board.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carried by unanimous roll call vote to Authorize the General Manager to hire a Part-Time Accounts Representative and one additional Permanent Full-Time Operator I.

DISCUSSION AND POSSIBLE ACTION:

Conference with real property negotiators pursuant to Government Code section 54956.8.

Property: Assessor's Parcel Number 14-270-47

Agency Negotiators: Dennis White, General Manager

Negotiating Parties: Kevin Smith

Under negotiation: Price and Terms for access easement

The Board directed staff to negotiate price and terms with Mr. Smith and bring back to the Board for further discussion and consideration.

No Further Discussion from the Board.

No Public Comment.

DISCUSSION AND POSSIBLE ACTION:

Consider and Approve Leak Adjustment Policy

Motion by Director Graves to approve the Leak adjustment policy. Seconded by Director Lieberman.

Staff to confirm with legal regarding wording of available funding.

No Further Discussion from the Board.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carried by unanimous roll call vote to approve the Leak Adjustment policy.

DISCUSSION AND POSSIBLE ACTION:

Authorize GM to pay Mountain F. Enterprises in accordance with the fully executed Contract Agreement, Term 5 Contract Price and Payment in the amount of \$150-K.

Motion by Director Brown to Authorize the General Manager to pay Mountain F. Enterprises in accordance with the fully executed Contract Agreement, Term 5 Contract Price and Payment in the amount of \$150-K.
Seconded by Director Graves.

No Further Discussion from the Board.
No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carried by unanimous roll call vote to Authorize the General Manager to pay Mountain F. Enterprises in accordance with the fully executed Contract Agreement, Term 5 Contract Price and Payment in the amount of \$150K.

DISCUSSION AND POSSIBLE ACTION:

Review FY 2021-22 Preliminary Budget

Following review and discussion of the proposed budget, members of the Board proposed a Budget workshop will be scheduled for May 5th, 2021 at 6:30 pm via TEAMS for final review of the budget.

PUBLIC COMMENT

No Public Comment

BOARD MEMBER COMMENT

Director Brown reminded members of the board and staff of the Public Hearing held on April 22nd at 9:00 am regarding the Herrington Project.

ADJOURNMENT

Motion by Director Lieberman to adjourn the meeting at 8:59 PM.
Seconded by Director Graves.

No further discussion
No public comment

Roll Call Vote:

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

NAYS: (0)


ABSTAIN: (0)

ABSENT: (0)

Motion carried by unanimous roll call vote to adjourn the meeting at 8:59 PM



Jim Freeman Date
President of the Board

 5-19-21

Dennis White Date
General Manager, Secretary to the Board