

**BOARD OF DIRECTORS  
HILTON CREEK COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, NOVEMBER 18, 2025  
5:00 P.M.  
Crowley Lake Community Center  
58 Pearson Road  
Crowley Lake, CA 93546**

**AGENDA**

*All items on this agenda are subject to discussion and direction.*

- 1. CALL MEETING TO ORDER**
  - A. Roll Call
  
- 2. ADDITIONS TO AGENDA**
  - A. Items added to the agenda must be approved by the Board pursuant to Government Code §54954.2
  
- 3. PUBLIC COMMENT**
  - A. The public may make a statement or pose questions on Items **NOT** on the agenda\*\* (see note at end of agenda)
  
- 4. PRESENTATIONS**
  - A. There are no presentations.
  
- 5. PUBLIC HEARINGS**
  - A. Snow Removal Bids
  
- 6. CONSENT AGENDA**
  - A. Financial Reports**
    1. Consideration & Approval of Disbursements List
  - B. Review & Acceptance of Monthly Financial Reports**
    1. Account Summary / Balances – All Funds
    2. Budget Report: YTD Actual to Budget Report - October, 2025
    3. District Fund Transfers –October 2025
    4. Southern California Edison Report
    5. Equipment Use Hours Report
  - C. APPROVAL OF MINUTES**
    1. Minutes of the Regular Board Meeting of October 21, 2025
  
- 7. NEW BUSINESS**
  - A. Plant Staffing
  - B. Pack Fire Update
  
- 8. OLD BUSINESS**
  - A. Studio / 1 Bedroom Apartment Guidelines Review – Square Footage
  - B. ADU Update
  - C. Replacement Vehicle
  - D. District Property – Watterson Drive

E. Connection and Availability Fee Study – Update and Notification Letter

**9. SECRETARY /ADMINISTRATIVE UPDATE**

- a. General Update
- b. Administrative Assistant Training
- c. Delinquent Accounts - Update

**10. OPERATIONS SEWER FACILITIES /JUNIPER DRIVE GENERAL UPDATE**

**A. General Report on Status of Facilities, Operational Stability**

- 1. Plant Automation
- 2. Clarifiers
- 3. Wells
- 4. Drying Beds
- 5. Testing and Flows
- 6. Juniper Drive Maintenance
- 7. Easements, Manholes and Sewer Lines
- 8. Miscellaneous Projects

**11. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS**

**12. BOARD MEMBER COMMENTS/REPORTS**

**13. ANNOUNCEMENTS**

- A. Regular Board Meeting: December 16, 2025 at 5 p.m.**  
Crowley Lake Community Center, 58 Pearson Road

**14. CLOSED SESSION**

- A. Personnel Matters – Wastewater Operator II, Board Secretary, Chief Plant Operator, Administrative Assistant (Government Code §54957)**

**15. ADJOURNMENT**

**\*\*NOTE:** Members of the public will have the opportunity to directly address the Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. In order to better accommodate members of the public, specific times for Agenda Items will be heard at the specified time or soon thereafter. Agenda Items without specific times may be rearranged to accommodate the Board's schedule. All public comments will be limited by the President of the Board to a speaking time of three minutes.

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