

**BOARD OF DIRECTORS
HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
TUESDAY, DECEMBER 16, 2025
5:00 P.M.
Crowley Lake Community Center
58 Pearson Road
Crowley Lake, CA 93546
ZOOM: <https://us02web.zoom.us/j/86767540359>**

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. RDN Connection Fee and Standby Fee Rate Study
 - B. Hilton Creek Community Services Board Connection Fee and Standby Fee Rate

- 5. PUBLIC HEARINGS**
 - A. Proposed Availability Fee Rate Increases
Please step up to the podium to speak. Time Limit 3 minutes.
 - B. Adopt Resolution 2025-05 Adopt Annual Connection and Standby Fees

- 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 and November 2025
 3. District Fund Transfers –October and November 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
 2. Minutes of the Special Board Meeting of November 17, 2025
 3. Minutes of the Regular Board Meeting of November 18, 2025

- 6. NEW BUSINESS**
 - A. Contract – Billy’s Snow Removal

- 8. OLD BUSINESS**
 - A. Studio / 1 Bedroom Apartment Guidelines Review – Square Footage
Adopt Resolution 2025-04
 - B. ADU Update
 - C. Replacement Vehicle
 - D. District Property – Watterson Drive
 - E. Plant Staffing

- 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: January 20, 2026 at 5 p.m.
Crowley Lake Community Center, 58 Pearson Road, Crowley Lake, California

- 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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JOIN VIA ZOOM

You are invited to a Zoom webinar!

When: Dec 16, 2025 05:00 PM Pacific Time (US and Canada)

Topic: Public Hearing

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