



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: June 18, 2019
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) **CALL TO ORDER**

2) **PLEDGE OF ALLEGIANCE**

3) **ROLL CALL**

4) **APPROVAL OF AGENDA**

5) **CONSENT CALENDAR**

A. MINUTES: Approval of the June 5, 2019 Finance Committee Meeting minutes.

B. MINUTES: Approval of the June 4, 2019 Special Meeting minutes.

C. MINUTES: Approval of the June 4, 2019 Personnel Committee Meeting minutes.

D. MINUTES: Approval of the May 29, 2019 Board Workshop minutes.

E. MINUTES: Approval of the May 29, 2019 Special Meeting minutes.

F. MINUTES: Approval of the May 21, 2019 Board of Directors Regular Board Meeting minutes.

G. MINUTES: Approval of the May 16, 2019 Special Meeting minutes.

H. MINUTES: Approval of the May 13, 2019 Board Workshop minutes.

I. MINUTES: Approval of the May 8, 2019 Board Workshop minutes.

J. DISBURSEMENTS: Check # 036387 - # 036469 including drafts and payroll for a total of \$292,764.73.

6) **BOARD COMMITTEE REPORTS**

(for information only, no action anticipated)

Personnel Committee
Finance Committee
Safety and Security Committee
Lake Water Use Agreement-Ad Hoc Committee
Valley Oaks Project Committee

7) **STAFF REPORTS**

(for information only, no action anticipated)

Financial Report
Administration/Customer Service Report
ACWA State Legislative Committee
Field Operations Report
General Manager's Report (Hand Carry)

8) **DISCUSSION AND POSSIBLE ACTION:** Discuss the Board cost sharing for their medical benefits at a rate not to exceed 5% per Director and/or Director and family member(s).

9) **DISCUSSION AND POSSIBLE ACTION (SP Goal #2a):** Adoption of FY 2019-2020 Budget and Investment Policy

- A) Public hearing to receive comment on proposed FY 2019-2020 Budget
- B) Approve Resolution 2019-04–FY 2019-2020 Budget
- C) Approve Resolution 2019-05–Investment Policy for FY 2019-2020

10) **DISCUSSION AND POSSIBLE ACTION (SP Goal #1c):** Authorize the General Manager to sign the Local Match Commitment and Maintenance Letter for the Generator Project Sub-application.

11) **DISCUSSION AND POSSIBLE ACTION (SP Goal #1c):** Discuss contingency plan for power outages; potential issues and solutions.

12) **DISCUSSION AND POSSIBLE ACTION (SP Goal #4b):** Discuss Board Nomination for ACWA available seats. Approve Resolution No. 2019-06 A Resolution of The Board of Directors of The Hidden Valley Lake Community Services District Placing in Support of the Nomination of (Name) to the Association of California Water Agencies Committee

13) **PUBLIC COMMENT**

14) **BOARD MEMBER COMMENT**

15) **MEETING ADJOURNMENT**

Public records are available upon request. Board Packets are posted on our website at www.hvicsd.org/meetings

In compliance to the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting please contact the District Office at 987-9201 at least 48 hours prior to the scheduled meeting.

Public shall be given the opportunity to comment on each agenda item before the Governing Board acts on that item, G.C. 54953.3. All other comments will be taken under Public Comment.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: June 5, 2019**

The Hidden Valley Lake Community Services District Finance Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.
Present were:

Director Mirbegan
Director Freeman
General Manager, Kirk Cloyd
Full Charge Bookkeeper, Trish Wilkinson

CALL TO ORDER

The meeting was called to order at 12:30 pm by Director Mirbegan.

APPROVAL OF AGENDA

On a motion made by Director Freeman and seconded by Director Mirbegan the Committee unanimously approved the agenda.

DISCUSS AND RECOMMEND:

2019-2020 Budget DRAFT with recommended changes by Directors Mirbegan and Graham. (Hand Carry)

Staff provided an overview of the Sewer and Water three-year budget history. Each budget year is based off of actuals from the previous year.

Staff provided an overview of the 2019-2020 Draft Budget with the suggested cuts to the committee.

The Committee did not come to an agreement on the Draft Budget, no recommendation to the Board.

The Committee will make a recommendation to the Board to implement rate increase for reclaimed water effective January 1, 2020 based on the most recent NBS rate study.

Director Mirbegan will make a recommendation to the Board to consider an optimization study, funding to be added at mid-year budget review.

Director Mirbegan recommend the removal of 40k from the budget.

Director Mirbegan requests cost share of health benefits for Directors go before the board at the June 16 Board Meeting.

Director Freeman is not in favor of the cost share for health benefits or removal of the vac truck, along with many of the suggested changes to the proposed budget.

Director Freeman recommends approval of the recommended budget as presented by the General Manager.

Director Mirbegian suggest waiting on the purchase of the vac truck.

PUBLIC COMMENT

Members of the public and field staff provided clarification for amount of reclaimed water use.

Member of the public and field staff requested clarification of committee statement “GM salary reported by CPS HR Consulting is not accurate information provided to members of the Board from expert opinion.”

Members of the public and field staff shared concerns and provided detailed information on the importance of the purchase of a Vac Truck. Not only for I&I, but for staff safety, and for the repair of main line breaks as the backhoe will not meet air regs within the next two years and there are unlimited uses for the vac truck in both water, sewer, recycled water, storm and as a rental to other agencies. The recommendation to postpone for another year received comments that the vac truck has been pushed out for years, the District is close to losing equipment, contracting out cost money. \$335000 for the purchase was budgeted from left-over bond fund, and the funds are available to purchase outright without affecting the operational budget.

Field staff stated that there are twenty miles of collection system that have never been cleaned, sewer spills and overflows cost the District financially but also regulatorily and in the eyes of our constituents. The current rental cost is only for emergency situations, there is no maintenance being done to the main lines. Main line repairs are being done with shovels taking over 8 hours in the middle of the night, using a vac truck would only take an hour and half for a similar dig up. Fire hydrants are out of service for longer periods due to the time it takes for the repairs without a vac truck.

Field staff stated that the mainline at the guard shack is being held together with Band-Aids. It is going to blow anytime. That is a mandatory repair that was cut from the proposed budget.

Ferguson will be at the July Board Meeting to discuss AMR.

COMMITTEE MEMBER COMMENT

Staff opinion and comments are very important and have a lot of influence, pushing projects out is how the district ended up with no water reserves. Making cuts is very difficult however, priorities must be set.

ADJOURNMENT

The meeting was adjourned at 1:52 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SPECIAL MEETING MINUTES
MEETING DATE: JUNE 4, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Linda Herndon, President
Director Judy Mirbegan, Vice President
Director Jim Lieberman
Director Jim Freeman
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

Absent: Director Carolyn Graham

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Freeman and seconded by Director Mirbegan the Board unanimously approved the agenda with no discussion.

DISCUSSION AND POSSIBLE ACTION

Approve the Coastland Engineering proposal to prepare Design, Cost estimate, and Schedule documentation necessary for the HMGP-Generator sub-application at a cost not to exceed \$24,988.

Director Freeman moved to approve the Coastland Engineering proposal to prepare Design, Cost estimate, and Schedule documentation necessary for the HMGP-Generator sub-application at a cost not to exceed \$24,988.

Seconded by Director Lieberman.

The Board unanimously approved the Coastland Engineering proposal to prepare Design, Cost estimate, and Schedule documentation necessary for the HMGP-Generator sub-application at a cost not to exceed \$24,988.

Coastland elected to sub-list work in an effort to supply the results in timely matter to meet requirements for the grant. Grant will cover the cost of the sub-list. Overall project expected to be completed in 3 years.

Unanimously approved, Motion Carried

PUBLIC COMMENT

There were no public present.

BOARD MEMBER COMMENT

There was no Board member comment.

ADJOURNMENT

Director Mirbegian moved to adjourn the Special Meeting, seconded by Director Freeman.

The meeting was adjourned at 5:40 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PERSONNEL COMMITTEE REPORT
MEETING DATE: June 4, 2019**

The Hidden Valley Lake Community Services District Personnel Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.
Present were:

Director Herndon
Director Lieberman
General Manager, Kirk Cloyd
Administrative Assistant, Penny Cuadras

CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Director Herndon.

APPROVAL OF AGENDA

On a motion made by Director Lieberman and seconded by Director Herndon the Committee unanimously approved the agenda.
Director Herndon requests agenda Item 6 be addressed first.

DISCUSS AND REVIEW:
Employee Compensation Policy

The Personnel Committee recommend staff present a draft compensation policy to the Board for approval with an amendment to reflect an independent salary survey be conducted at a minimum of every three years. The need to do a study more often for given positions shall be based on recommendation from staff.

DISCUSS AND REVIEW:
Employee Handbook

The Personnel Committee reviewed and discussed the employee handbook. Members discussed the employee benefits and the suggested cost share for staff. Staff provided information from legal counsel to consider before implementing the cost share. Director Lieberman mentioned the cost share was a suggestion for the budget and has not been a discussion the Board has had at this time.

PUBLIC COMMENT

Members of the public and staff suggest the Committee consider the impact implementing a cost share would have on the employees. A staff member in the public mentioned to the Board, "the primary reason he returned to the District was due to the Benefits offered by the District"

A staff member in the public asked that the Committee consider staff as intellectual capital; mention of a collective bargaining unit and discussion with HVLA representative were noted; there is a sincere hope for a compromise, but the question asked by staff in the public was what is the risk of not reaching consensus on the budget and how will that effect the district?

COMMITTEE MEMBER COMMENT

Members of the Committee were delighted that staff showed up to the meeting and appreciate the employee feedback

ADJOURNMENT

On a motion made by Director Lieberman and seconded by Director Herndon to adjourn the meeting. The meeting was adjourned at 5:29 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS WORKSHOP MINUTES
MEETING DATE: May 8, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present:

- Director Linda Herndon, President
- Director Judy Mirbegian, Vice President
- Director Jim Freeman
- Director Jim Lieberman
- Director Carolyn Graham
- Kirk Cloyd, General Manager
- Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 5:32 p.m. by President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Lieberman the Board unanimously approved the agenda.

CLOSED SESSION

**The Board will meet in closed session to discuss the following:
CONFERENCE WITH LEGAL COUNSEL: Significant exposure to litigation pursuant to
paragraph (2) of subdivision (d) of Section 54956.9: (one case)**

Board entered into closed session at 5:33 pm.

RECONVENE OPEN SESSION

Report from closed session (if applicable)

The Board exited closed session at 6:15 pm. No reportable action.

DISCUSS

Review and discuss 2019-20 Budget

Staff provided a summary of the purposed 2019-20 Budget, addressing individual line items as inquired. Members of the Board requests the Draft 2019-20 Budget be brought back to the next meeting for further review and discussion.

DISCUSS

Review and discuss NBS Rate Study

Following review and discussion members of the Board requests an additional workshop be scheduled to discuss possible options and scenarios with Greg Clumpner, NBS Director. Staff will contact Mr. Clumpner to requests his attendance.

PUBLIC COMMENT

There was no Public present.

BOARD MEMBER COMMENT

There were no Board Member comments.

ADJOURNMENT

On a motion by Director Mirbegian and second by Director Graham the board voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:00 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SPECIAL MEETING MINUTES
MEETING DATE: MAY 29, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Linda Herndon, President
Director Judy Mirbegian, Vice President
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

Absent: Director Jim Freeman

CALL TO ORDER

The meeting was called to order at 5:17 p.m. by President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Lieberman and seconded by Director Graham the Board unanimously approved the agenda.

DISCUSSION AND POSSIBLE ACTION

Approve the expenditure of budgeted funds to complete the Environmental portion of the Generator project HMGP sub application, not to exceed \$23,840

Director Mirbegian moved to approve the expenditure of budgeted funds to complete the Environmental portion of the Generator project HMGP sub application, not to exceed \$23,840. Seconded by Director Lieberman.

The Board unanimously approved the expenditure of budgeted funds to complete the Environmental portion of the Generator project HMGP sub application, not to exceed \$23,840.

General Manager provided clarification this is not an Operational Budgeted item; it is budgeted in the Capital Improvement Budget under Water Fund 320.

Unanimously approved, Motion Carried

PUBLIC COMMENT

Member of the public asked about the proposed generators.

BOARD MEMBER COMMENT

There was no Board member comment.

ADJOURNMENT

Director Mirbegian moved to adjourn the Special Meeting, seconded by Director Lieberman.

The meeting was adjourned at 5:22 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS WORKSHOP MINUTES
MEETING DATE: May 29, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present:

Director Linda Herndon, President
Director Judy Mirbegian, Vice President
Director Jim Freeman
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 5:31 p.m. by President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Lieberman the Board unanimously approved the agenda.

DISCUSS

Review and discuss NBS Rate Study

Greg Clumpner, NBS Consultant, responded to all Director inquiries via teleconference.

- 1) "What is the dollar figure of the cost to treat and deliver 1/hcf of recycled water? No specific cost allocation was calculated, considering only 1 recycled water customer, the study was based similar to sewer in the rate study."
- 2) "What processes were used to arrive at the cost for deliver recycled water? Based on sewer increases at 17%."
- 3) "The study presented is the worst-case scenario, were alternative studies developed for best case scenario in between the two? A lot of options were played out, the worst-case scenario was not where we started out, while discussing assumptions about funding it was clear the alternative was massively cutting the capital improvement spending or assume you are getting grants or SRF Loans which is not guaranteed. The tradeoff is in rate increases or delaying the capital improvement programs. Adopting higher rates does not lock you into implementing the increase if other funding becomes available."
- 4) "The original draft in October reflect a substantially different study than the April study. Can you please explain what happened between October and April that brought us to this point? A number of assumptions go into a rate study. Funding options for Capital Improvements Program drove the study. The fact that funding is not guaranteed other options are considered. After speaking with staff and the District Engineer, delaying the Capital improvement projects is not a very good option for the District as relayed by the District Engineer."
- 5) "Were wages and salary projection used to come up with the numbers, assuming you used the CPS HR Consulting study, did you consider highest paid or total compensation to come up with those numbers, what did you use to come up with those numbers? Adjustment to salaries based

on assumption and inflations and the current year budget numbers in sewer operating expenses and adjustment of staff positions.”

- 6) Please clarify figure 9-Current and Proposed Rates FY 2018-19 through 2022-23. The proposed rates will be implemented Jan 1, 2020 for water / July 1, 2020 for sewer.
- 7) Please explain the difference in a revenue bond and a funded bond. A revenue bond is guaranteed, the security for the bond is the agency’s ability to recover the charges from the customers, versus a long-term debt from a bank.
- 8) Do you have any information on how rebound from drought years impact the study? It is tailored to the District, structural changes in consumption along with conservation measures from the customer and improved irrigation systems, use of more water efficient washers tends to be longer term of decrease of consumption. Consumption related to rainy season all underscore the revenue. More water agencies are shifting towards a more revenue stable, which means you collect more from fixed charges than the volumetric charges going forward. To assume that you would return to pre drought consumption levels is probably not a good assumption. Consumption projections are definitely not bouncing back to pre-drought levels. The moratorium as well as a high rainy season has curtailed our water sales. Recycled water for the golf course and residential irrigation sale did not rebound. Commercial meters were not read correctly in the past and that has skewed the data. Data collected going forward will provide an accurate consumption report.
- 9) In a 218 Hearing are rate payers less likely to be upset because the volumetric rate is higher or because the base rate goes up higher? That depends, typically the low income or low consumption customers are more impacted due to income. Low consumption users are impacted most by the fixed charge because it increases their bill by a larger percent.
- 10) We are looking at a 100% increase over the course 5 years on these rates on the basic charge. Do we reduce the base rate and take a higher volumetric rate with the potential of losing revenue because of the lack of the volume? What are most agencies doing, increasing the base rate not the volumetric rate? The State Water policy has for many years been encouraging everybody to collect at least 70% of their rate revenue through volumetric charges. It promotes conservation and underscores the cost or the value of water. When you are dependent on the volumetric charges and then a mandated conservation of 25% or more that has a huge impact on the amount of revenue taken in. Many agencies didn’t collect enough revenue. If you are in a risky rate structure can you afford to not have enough revenue if you are in a drought or rainy season. In addition to the revenue stability and your need or plan to issue more revenue bonds the financial community wants to see a more stable aspect, that you are not at risk of not having enough revenue to re-pay the bonds if there is a drought or mandated conservation. Most agencies are looking to move to a higher percent of fixed charges versus the volumetric charges. Another approach is to build a large rate stabilization reserve the down side to that is you have to collect the money up front to build that reserve. One Agency committed to having a higher percent of revenue collected through volumetric charges, adopted a water revenue stability charge which if they ever during the year got more than 10% behind the expected volumetric water revenue these drought charges would automatically kick in if not getting enough revenue.
- 11) In your study you noted that we need to consider what the rate payers can bare. Please provide the mathematical calculation. What can the rate payers bare? Considering PG&E increases home owners insurance, home owners dues everything is going up. How does our little piece of the puzzle fit in? Industry wide measure of what’s affordable and what’s not affordable, there are some numbers based on median income, although not commonly usually set based on priority of the district, also districts that are dealing with fire and PG&E seemingly all the same time often places like that have a priority for creating a customer assistance program or low income hardship program. NBS does create those programs for agencies, it is

illegal under Prop 218 there are ways to do this with revenue that is unrestricted. At the action and will of the board with money funded and create criteria for reduction in bill. Not restricted by Prop 2018 to create a low-income program for our customers. Our district is not in a disadvantage community how likely is it from your point of view, this district could employ this kind of situation for water and sewer? Your rate model sources of revenue, that are unrestricted. It would be easy to put together; what percent would qualify? Limited amount of funds made available for customers per month. Piggy back PGE program or other criteria to demonstrate hardship. Set amount committed for the program and how many people with that cover. Consider what works best. Consider current and pending Senate Bills in place that may counter act these programs.

12) Do we proceed with replacing the water tanks putting generators in and fixing deferred items or continue putting it off and see what happens? It is hard as a Board Member to increase rates; in some cases, you can continue to put off capital improvement projects for years and many of them have. The primary purpose of the water district is to provide reliable water service and quality water to the customer. The real question becomes if you don't want to do the improvements and you want to keep the rates down, just be aware there will be consequences there will be things that break pipes and pumps that should have been replaced. Know that if you make the decision to not make key capital improvements there will be more outages and more difficulties with the system. Be aware you have been put on notice that you are going to have more system failures your customers will not be happy about. It is a trade off in your priorities.

Director Herndon agrees that Mr. Clumpner is right in his final comments. In the last meeting the Board talked about balance and making the tough decisions on what we do and what we defer.

Director Mirbegian spoke of Bonds, suggests it be put it to the constituent to decide on their tax bill much like the sewer bond. For the project replacement of all the water tanks, I think it may be wise to think about that.

Director Herndon agrees it is always wise to think about the projects and be extremely measured in our approach and mindful of what we may be sacrificing in terms of aid, grant and or low interest funding options

Director Mirbegian suggests there will always be projects and opportunities for which those funding options will be useful. If the voters say no then we are left with no other choice but to have such substantial rate increase. If they say yes this is how they want to pay for it, a major project, I think I would be willing to listen to the will of the constituents than saying we won't get as much grant funding because we will always have projects and opportunities for that, even addition to the Tanks so much infrastructure so much AMI, SCADA of deferred maintenance where we would still benefit from grant funding. Suggests asking the constituents how they would want to do this.

Grant funding will not always be available to the same degree for some of the other items. Through IRWMG, HMGP, 75% of tanks paid for that the constituents do not have to pay for. So far in California no one has been denied, the chance of getting them is much better than not. If you are being transparent and honest you would need to let the customer know their options of paying for the whole project or getting a grant that will pay for 75%.

By engaging the constituents, if it is turned down, they have left us no choice.

The reason the customer elected the Board was to look at the relative merits of any kind of program we are considering and make some seriously well thought out and considered decision for what is best for the District as a whole. At the last meeting several members of the public made some specific opinions clearly known which involved being willing to pay for some of the things that we are talking about.

Not all customers have the same ability to pay as that customer. We should look at all options engaging and giving as much empowerment and choice to the rate payer as possible. We are elected to represent them. I do not think there is a rate payer out there that will relish a 20% increase for the next five years and 100% increase over the next five years.

Referring to the 218 process, if the board directs staff to move forward with the rate increase, it gives the rate payers the opportunity to vote for or against it. Then it still must go before the Board to make the decision, if they want to implement that vote or not. The rate payer has the opportunity to vote for a bond or a rate increase.

The 218 process and Bond process were discussed in detail.

DISCUSS
Review and discuss 2019-20 Budget

Staff provided a summary of the purposed 2019-20 Budget, addressing individual line items. Members of the Board had the following comments;

Members of the board suggested specific cuts be made from the budget;

- Cut PR Firm, to be completed by staff (hiring a PR firm to conduct 218 outreach was requested by the Finance Committee)
- Eliminate the Civic Spark Fellows
- Implement Employee/Director Benefits 5% Cost Share
- No head count added without an optimization study to identify areas of operational efficiency (Is this cost effective for the District)
- Remove the funding for unfunded positions (Accounts Representative funding budgeted due to expected employee retirement)
- Eliminate the purchase of the Vac Truck
(\$335,000 budgeted for the purchase of Vac Truck from Water / Sewer. Rental of Vac Truck spent annually 2017 \$22,000 2018, 24,000 over \$35,000 next year 60% from fund 712 from bond paid off, 40% from Fund 320 Capital Improvement Fund)
- Prioritize all the Capital Improvement projects and consider not doing them all. (Adjustment to the Strategic Plan may be necessary)

- Cut Admin Wages and Salary \$40,000
- Implement 5-10% Cost Benefit Sharing
- Clarification of Retiree Health Benefits/Medicare @ 65
- Consider Optimization study
- Consider the future need of the Civic Sparks/ 2 years of data have been collected, that now the Water Resource Analyst to begin using that data to trend and analyze the data for the I&I.
- Public Education Campaign (Finance Committee recommendation)
- Funds allocated for the purchase of the Vac Truck go to Unit 9 replacement
- Increase Fund 5175 Director seminar and training split more to water, enough to send 3 Directors to ACWA
- Water Rights, if the plan for Water Moratorium succeeds, will allocated amount be enough
- Director Health Benefits are not evenly distributed between 120/130
- Reconsider adequate allocation for electricity

- Cost Share
- Consider increase to PG&E
- Equipment Repair and Replace appears light
- Credit Card Fees

- Civic Spark / Consider the value of the data brought in, at what point does District staff take over
- Generator funding, A multi-plan approach:
Partnering with CalWARN
Renting
IRWGM/LHMP
Rate Increase
Best case scenario for the District to have permanent generators will be at least 2 years

Suggested cuts and changes will be made and brought back to the Finance Committee for review and recommendations to the Board. Meeting scheduled for June 5.

What defines the timeline for the I&I Issues? The State sets the guidelines and will be resolved when infiltration is down to 10% or less currently the District is at 52%.
At what point do we have sufficient data? When the entire sewer system has been mapped.

PUBLIC COMMENT

Meeting adjourned prior to public comment.

BOARD MEMBER COMMENT

There were no Board Member comments.

ADJOURNMENT

On a motion by Director Mirbegian and second by Director Graham the board voted unanimously to adjourn the meeting.

The meeting was adjourned at 7:37 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: May 21, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Linda Herndon, President
Director Judy Mirbegan, Vice President
Director Jim Freeman
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Herndon.

APPROVAL OF AGENDA

Director Mirbegan moved to approve the May 21, 2019 Agenda with the removal of Agenda item #12 Discuss and approve Committee Charters, to be revisited following the completion of the Board Governance Training. Agenda item #18 Closed Session, Board is not ready yet. Seconded by Director Graham to approve the May 21, 2019 Agenda with noted amendments.

The Board unanimously approved the agenda with the noted amendments.

CONSENT CALENDAR

On a motion made by Director Lieberman and seconded by Director Graham the Board unanimously approved the following Consent Calendar items.

Director Mirbegan request the March 19, 2019 meeting minutes (A) be pulled for minor corrections.

Moved to accept the minutes for the March 19, 2019 Regular Board Meeting by Director Mirbegan with the removal of the underlining on page 3 beginning with Director Mirbegan under Discussion and Possible Action: Scheduling of Board Workshop with Dr Larry Bienati.

Seconded by Director Lieberman to approve the March 19, 2019 Meeting Minutes with the noted amendment. Motion passes Unanimously.

- A. MINUTES: Approval of the March 19, 2019 Regular Board Meeting minutes.
- B. MINUTES: Approval of the April 4, 2019 Safety and Security Meeting minutes.
- C. MINUTES: Approval of the April 10, 2019 Finance Committee Meeting minutes.
- D. MINUTES: Approval of the April 11, 2019 Personnel Committee Meeting minutes.

- E. MINUTES: Approval of the April 16, Regular Board Meeting minutes.
- F. MINUTES: Approval of the April 18, 2019 Finance Committee Meeting minutes.
- G. MINUTES: Approval of the April 22, 2019 Personnel Committee Meeting minutes.
- H. MINUTES: Approval of the April 23, 2019 Closed Session Meeting minutes.
- I. DISBURSEMENTS: Check # 036313 - # 036386 including drafts and payroll for a total of \$357,630.48.

BOARD COMMITTEE REPORT

Finance Committee: (April 10 & 18) No report

Personnel Committee: (April 11 & 22) Additional meeting required to complete the review of the Employee Handbook

Emergency Preparedness Program Committee: (April 4) District Tour to be scheduled

Lake Water Use Agreement-Ad Hoc Committee:

Valley Oaks Sub-Committee: Have not met. Staff provided brief update; Due to LAFCO notification issues Valley Oaks annexation into the District has been delayed. No escrow account has been set up by Valley Oaks.

Poppy Bank Lien has been filed with the County.

STAFF REPORTS

Financial Report: Water Enterprise Fund, Director Mirbegian expressed concerns of coming in below the projected Water Revenue.

Administration/Customer Services Report: No comments

ACWA State Legislative Committee: Region 1 Board position available nomination packets have gone out.

Field Operation Report: No comments

I.T. Monthly Report (April 2019): No comments

General Manager's Report: The General Manager discussed funding options for Unit 9 Tank replacement and an update on the meter moratorium.

DISCUSSION AND POSSIBLE ACTION (SP-2A) **Review and discuss the Draft 2019-20 Budget**

Director Graham suggested cuts to the budget; PR Fund, implement cost share for employee benefits, re-evaluate the purchase of VAC truck, no additional personnel added without optimization study to identify operational efficiencies, reconsider allocation for the General Manager salary increase. Suggests a Board Workshop to discuss the proposed budget.

Director Freeman reminded the board of the Mission of the District, to Provide, Maintain and Protect our community's water, *if the District does not continue to make improvements and put reserves aside, we will end up with inefficient system, infrastructure repairs are necessary for progress.*

Director Mirbegian suggested reallocation of the General Manager salary increase. Salary study should be overlaid with the benefit package and consider cost share for Directors and staff, re-evaluate the purchase of VAC truck. Suggests a Board Workshop to discuss the proposed budget.

Members of the Board request a Board Workshop be scheduled to allow additional time for review and discuss the 2019-20 Draft Budget.

DISCUSSION AND POSSIBLE ACTION (SP-2D)

Review and discuss the Draft Rate Study as presented by NBS Staff requests direction on how the Board wishes to proceed

Members of the Board request a Board Workshop to provide the opportunity for further discussion with NBS Consultant, Greg Clumpner (via teleconference).

DISCUSSION AND POSSIBLE ACTION (SP-5D)

Review the Compensation Policy update-salary survey every 3 yrs. vs. every 5 yrs.

Members of the Board requests the Personnel Committee review the compensation policy and provide a recommendation to the Board.

DISCUSSION AND POSSIBLE ACTION (SP-5D)

Discuss and approve the proposed increase for On Call Pay

Director Mirbegian Moved to approve the increase to the On Call Pay from \$150 per week to \$400 per week at an additional annual cost of \$13,600. To be effective July 1, 2019 pending approval of the 2019-20 Budget. Seconded by Director Graham.

The Board unanimously approved the increase to the On Call Pay from \$150 per week to \$400 per week at an additional annual increase of \$13,600. To be effective July 1, 2019 pending approval of the 2019-20 Budget.

DISCUSSION AND POSSIBLE ACTION (SP-1A)

Discuss and approve Resolution No. 2019-06 Resolution Of The Board Of Directors Of The Hidden Valley Lake Community Services District Adopting A Resolution Stating That The District Utilizes The National Incident Management System Consistent With The Integration Of Said System And The Standardized Emergency Management System In California

Director Mirbegian moved to adopt Resolution No. 2019-06 Resolution Of The Board Of Directors Of The Hidden Valley Lake Community Services District Adopting A Resolution Stating That The District Utilizes The National Incident Management System Consistent With The Integration Of Said System And The Standardized Emergency Management System In California. Seconded by Director Lieberman.

Roll Call Vote:

Ayes: Directors, Graham Mirbegian, Lieberman, Freeman and Herndon

Noes: None

Abstain: None

Absent: None

The Board unanimously approved and adopted Resolution No. 2019-06 Resolution Of The Board Of Directors Of The Hidden Valley Lake Community Services District Adopting A Resolution Stating That The District Utilizes The National Incident Management System Consistent With The Integration Of Said System And The Standardized Emergency Management System In California

PUBLIC COMMENT

Members of the public acknowledged Board discussion of deferred maintenance and the increase costs of delayed repairs, including salary increases. Member encouraged all present to attend the Fire Wise Event in honor of Phil Bayles on June 1st at the Greenview.

Deferred maintenance can be costly as seen in the past, as rate payers we know we need to pay this we may not like it but understand. Fair compensation is important to retain quality staff. We count on the Board to do what is reasonable and in the best interest of the rate payers.

Members of the public were thanked for showing up and asked their thoughts on a rate increase. Understanding of an increase was expressed by several members of the public

BOARD MEMBER COMMENT

Director Mirbegian requests the draft agenda be distributed simultaneously to all members of the Board to allow more time for review. Director Herndon agrees with the suggested distribution as long as it follows the laid-out Governance plan.

Director Lieberman expressed concern of possible brown outs and the effects on septic/sewer system.

Next Agenda Items

- Contingency plan for power outages with potential issues and solutions
- 2019-20 Budget

ADJOURNMENT

On a motion made by Director Mirbegian and seconded by Director Graham the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:37 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
SPECIAL MEETING MINUTES
MEETING DATE: MAY 16, 2019

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

- Director Linda Herndon, President
- Director Judy Mirbegan, Vice President
- Director Jim Freeman
- Director Jim Lieberman
- Director Carolyn Graham

Dr. Larry Bienati, Bienati Consulting Group, Inc.

CALL TO ORDER

The meeting was called to order at 11:56 a.m. by President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Mirbegan and seconded by Director Lieberman the Board unanimously approved the agenda.

Closed Session:

(a) PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957: Review of the General Manager’s performance evaluation

(b) PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957.6: Review of the General Manager’s contract provisions.

Members of the Board entered into closed session at 11:57 a.m. and came out of closed session at 3:12 pm.

No reportable action.

ADJOURNMENT

Meeting was adjourned at 3:12 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board

3/5/19



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS WORKSHOP MINUTES
MEETING DATE: May 13, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present:

Director Linda Herndon, President
Director Jim Freeman
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

Absent: Director Judy Mirbegian, Vice President

CALL TO ORDER

The meeting was called to order at 5:30 p.m. by President Herndon.

APPROVAL OF AGENDA

Motion made by Director Lieberman and seconded by Director Freeman to approve the Agenda; the Board unanimously approved the agenda.

DISCUSSION

RGS Emergency Preparedness Table Top Exercise

Steven Hancock, Senior Advisor, RGS Emergency Management Program presented the Emergency Preparedness Table Top Exercise to members of the board and staff. Members of the Board and staff reviewed and discussed the actions they would take in a particular emergency.

Mr. Hancock discussed the steps the District should consider to better prepare for an emergency;

- o Formally adopt SEMS / NIMS by Policy / Resolution
- o Creating EOP's, update the Vulnerability Assessment Plan
- o Create specific Policies
 1. Communication Roles and Procedures
 2. Current Standards and Terminology
 3. Emergency Evacuation Alerts and Notification Responsibilities
 4. MOU Process
 5. Social Media during an Emergency
 6. Brown Act Violation and Process During and Emergency
 7. Authority to Allocate Resources
 8. Roles of Authority in the Absence of the General Manager and Board Members
 9. General Manager Purchasing Limits during an Emergency
 10. Review financial policies, confirm process for emergency
 11. Written drawdown policy for Staff (State Regs, hours work and required rest time)
 12. Boards roll as support to staff constituents and peers
 13. Situational Awareness
 14. Policy and Procedures for Disaster Services Workers
 15. Proclamation of Emergency; Legal Requirements of signing a Declaration / Proclamation

- Consider formalizing a relationship with HVLA with an MOU.
- Complete the required training through NIMS/SEMS (Staff and Elected Officials)
- Board of Directors Response Guide
- CalWARN Partnership / Vendor Contracts
- Bottled Water Policy
- Written Policy Limited Water Available During an Emergency

PUBLIC COMMENT

There was no Public present.

BOARD MEMBER COMMENT

Director Freeman expressed his appreciation to Mr. Hancock for his presentation and clarification of the roll and responsibilities of the District and a Board Member during an emergency.

ADJOURNMENT

On a motion by Director Graham and second by Director Freeman the board voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:13 p.m.

Linda Herndon Date
President of the Board

Kirk Cloyd Date
General Manager

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1046	RAINBOW AGRICULTURAL SERV			N		FUND TOTAL FOR VENDOR	46.24
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,440.24
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	516.62
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	223.14
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,750.91
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,176.97
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	4,719.27
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	3,050.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	540.60
01-2054	QUESTYS SOLUTIONS			N		FUND TOTAL FOR VENDOR	5,060.48
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,240.73
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	764.61
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	2,200.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	1,252.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	720.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	650.66
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	217.48
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	459.08
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.15
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	123.77
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	196.29
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	287.50
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	950.00
01-2713	POLYDYNE INC.			N		FUND TOTAL FOR VENDOR	559.46
01-2773	DEVELOPMENT GROUP			N		FUND TOTAL FOR VENDOR	137.50
01-2788	GHD			N		FUND TOTAL FOR VENDOR	11,601.25

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	1,241.76
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	3,047.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	600.00
01-2830	CUMMINS SALES AND SERVICE			N		FUND TOTAL FOR VENDOR	936.30
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	270.00
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	277.27
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	704.74
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	101.25
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	124.15
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	67.10
01-2921	LOCAL GOVERNMENT COMMISSI			N		FUND TOTAL FOR VENDOR	4,181.82
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	2,535.18
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	286.50
01-2949	FARR CONSTRUCTION			N		FUND TOTAL FOR VENDOR	12,294.40
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	210.04
01-2951	JENFITCH, LLC			N		FUND TOTAL FOR VENDOR	9,189.67
01-2972	WILEY PRICE & RADULOVICH,			N		FUND TOTAL FOR VENDOR	14.50
01-2974	CITY OF SANTA ROSA			N		FUND TOTAL FOR VENDOR	1,684.66
01-8	AT&T			N		FUND TOTAL FOR VENDOR	120.87
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	4,826.21
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	110.00

*** FUND TOTALS ***

104,162.37

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	422.27
01-1046	RAINBOW AGRICULTURAL SERV			N		FUND TOTAL FOR VENDOR	46.22
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,588.05
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	516.62
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	223.13
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	3,880.00
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,750.90
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,558.05
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	1,055.46
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	3,050.00
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	540.60
01-2054	QUESTYS SOLUTIONS			N		FUND TOTAL FOR VENDOR	5,060.47
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,911.20
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	764.60
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	4,875.36
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	1,252.50
01-2532	WIPF CONSTRUCTION			N		FUND TOTAL FOR VENDOR	960.00
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	128.33
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	42.56
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	60.50
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	459.08
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	123.34
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.14
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	123.76
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	196.24
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	287.50
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	9,073.82

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2773	DEVELOPMENT GROUP			N		FUND TOTAL FOR VENDOR	137.50
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	813.20
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	1,284.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	600.00
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	35,034.71
01-2847	ALYSSA GORDON			N		FUND TOTAL FOR VENDOR	277.28
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	704.73
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	101.25
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	124.13
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	67.10
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,145.49
01-2943	DICKENSON PEATMAN & FOGAR			N		FUND TOTAL FOR VENDOR	1,440.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	286.50
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	238.58
01-2972	WILEY PRICE & RADULOVICH,			N		FUND TOTAL FOR VENDOR	14.50
01-8	AT&T			N		FUND TOTAL FOR VENDOR	120.86
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	17,809.66
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	110.00
*** FUND TOTALS ***							121,653.19

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
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01-9	PACIFIC GAS & ELECTRIC CO			N	FUND TOTAL FOR VENDOR	205.63
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*** FUND TOTALS *** 205.63

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2893	U.S. BANK			N		FUND TOTAL FOR VENDOR	2,086.50
*** FUND TOTALS ***							2,086.50
*** REPORT TOTALS ***			228,107.69				228,107.69

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 1291	VEHICLES	285.77
120 2075	AFLAC	210.04
120 2088	SURVIVOR BENEFITS - PERS	10.62
120 2090	PERS PAYABLE	2,318.15
120 2091	FIT PAYABLE	3,205.33
120 2092	CIT PAYABLE	1,103.13
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	476.80
120 2095	S D I PAYABLE	328.84
120 2099	DEFERRED COMP - 457 PLAN	600.00
120 5-00-5025	RETIREE HEALTH BENEFITS	1,856.91
120 5-00-5060	GASOLINE, OIL & FUEL	704.74
120 5-00-5061	VEHICLE MAINT	1,201.87
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	619.78
120 5-00-5121	LEGAL SERVICES	115.75
120 5-00-5122	ENGINEERING SERVICES	11,601.25
120 5-00-5123	OTHER PROFESSIONAL SERVICES	7,369.32
120 5-00-5130	PRINTING & PUBLICATION	254.83
120 5-00-5145	EQUIPMENT RENTAL	1,037.30
120 5-00-5148	OPERATING SUPPLIES	6,528.96
120 5-00-5150	REPAIR & REPLACE	15,048.09
120 5-00-5155	MAINT BLDG & GROUNDS	1,453.27
120 5-00-5156	CUSTODIAL SERVICES	1,237.50
120 5-00-5191	TELEPHONE	1,163.67
120 5-00-5192	ELECTRICITY	4,826.21
120 5-00-5193	OTHER UTILITIES	223.14
120 5-00-5194	IT SERVICES	5,456.98
120 5-00-5195	ENV/MONITORING	3,047.00

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5312	TOOLS - FIELD	816.35
120 5-10-5010	SALARIES & WAGES	278.01
120 5-10-5020	EMPLOYEE BENEFITS	5,757.15
120 5-10-5021	RETIREMENT BENEFITS	1,696.40
120 5-10-5090	OFFICE SUPPLIES	83.74
120 5-10-5170	TRAVEL MILEAGE	307.49
120 5-10-5179	ADM MISC EXPENSES	7.59
120 5-30-5010	SALARIES & WAGES	196.74
120 5-30-5020	EMPLOYEE BENEFITS	5,316.55
120 5-30-5021	RETIREMENT BENEFITS	1,215.56
120 5-30-5090	OFFICE SUPPLIES	112.55
120 5-30-5170	TRAVEL MILEAGE	35.33
120 5-40-5010	DIRECTORS COMPENSATION	11.10
120 5-40-5020	DIRECTOR BENEFITS	8.27
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,360.90
120 5-60-6006	PW LKHVFB3	12,564.40
	** FUND TOTAL **	104,162.37
130 1052	ACCTS REC WATER USE	422.27
130 1291	VEHICLES	190.52
130 2075	AFLAC	238.58
130 2088	SURVIVOR BENEFITS - PERS	11.70
130 2090	PERS PAYABLE	2,605.97
130 2091	FIT PAYABLE	3,480.51
130 2092	CIT PAYABLE	1,214.25
130 2093	SOCIAL SECURITY PAYABLE	9.61
130 2094	MEDICARE PAYABLE	529.19
130 2095	S D I PAYABLE	364.97
130 2099	DEFERRED COMP - PLAN 457 PAYAB	600.00
130 5-00-5025	RETIREE HEALTH BENEFITS	1,856.91
130 5-00-5060	GASOLINE, OIL & FUEL	704.73
130 5-00-5061	VEHICLE MAINT	265.53
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	619.78
130 5-00-5121	LEGAL SERVICES	115.75
130 5-00-5122	ENGINEERING SERVICES	24,771.46
130 5-00-5123	OTHER PROFESSIONAL SERVICES	3,187.50
130 5-00-5124	WATER RIGHTS	5,320.00
130 5-00-5130	PRINTING & PUBLICATION	254.82
130 5-00-5145	EQUIPMENT RENTAL	1,277.27
130 5-00-5148	OPERATING SUPPLIES	1,933.60
130 5-00-5150	REPAIR & REPLACE	24,398.03
130 5-00-5155	MAINT BLDG & GROUNDS	1,576.59
130 5-00-5156	CUSTODIAL SERVICES	287.50
130 5-00-5191	TELEPHONE	1,163.66
130 5-00-5192	ELECTRICITY	17,809.66
130 5-00-5193	OTHER UTILITIES	223.13

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5194	IT SERVICES	5,456.97
130 5-00-5195	ENV/MONITORING	1,284.00
130 5-00-5312	TOOLS - FIELD	544.22
130 5-10-5010	SALARIES & WAGES	278.02
130 5-10-5020	EMPLOYEE BENEFITS	5,757.15
130 5-10-5021	RETIREMENT BENEFITS	1,696.41
130 5-10-5090	OFFICE SUPPLIES	83.71
130 5-10-5170	TRAVEL MILEAGE	319.66
130 5-10-5179	ADM MISC EXPENSES	7.59
130 5-30-5010	SALARIES & WAGES	248.87
130 5-30-5020	EMPLOYEE BENEFITS	5,316.54
130 5-30-5021	RETIREMENT BENEFITS	1,597.12
130 5-30-5090	OFFICE SUPPLIES	112.53
130 5-30-5170	TRAVEL MILEAGE	35.33
130 5-40-5010	DIRECTORS COMPENSATION	11.85
130 5-40-5020	DIRECTOR BENEFITS	8.83
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,360.90
	** FUND TOTAL **	121,653.19
140 5-00-5192	ELECTRICITY	205.63
	** FUND TOTAL **	205.63
215 5-00-5123	OTHER PROFESSIONAL SERVICES	2,086.50
	** FUND TOTAL **	2,086.50

** TOTAL ** 228,107.69

NO ERRORS

SELECTION CRITERIA

VENDOR SET: 01 Hidden Valley Lake
 VENDOR: ALL
 BANK: ALL
 VENDOR CLASS(ES): ALL CLASSES

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	5/01/2019 THRU 5/31/2019	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

REPORT SEQUENCE: FUND
 G/L EXPENSE DISTRIBUTION: YES
 CHECK RANGE: 000000 THRU 999999

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,613,149.00</u>	<u>256,909.97</u>	<u>2,428,622.27</u>	<u>(815,473.27)</u>	<u>150.55</u>
TOTAL REVENUES	<u>1,613,149.00</u>	<u>256,909.97</u>	<u>2,428,622.27</u>	<u>(815,473.27)</u>	<u>150.55</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	619,745.04	75,841.85	982,887.46	(363,142.42)	158.60
ADMINISTRATION	383,766.00	29,708.36	352,275.35	31,490.65	91.79
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	308,888.00	22,848.87	278,263.94	30,624.06	90.09
DIRECTORS	44,916.00	3,525.27	39,332.90	5,583.10	87.57
SPECIAL PROJECTS	521,410.50	12,564.40	697,215.80	(175,805.30)	133.72
CAPITAL PROJECTS & EQUIP	<u>55,000.00</u>	<u>0.00</u>	<u>60,938.08</u>	<u>(5,938.08)</u>	<u>110.80</u>
TOTAL EXPENDITURES	<u>1,933,725.54</u>	<u>144,488.75</u>	<u>2,410,913.53</u>	<u>(477,187.99)</u>	<u>124.68</u>
REVENUES OVER/(UNDER) EXPENDITURES	(320,576.54)	112,421.22	17,708.74	(338,285.28)	5.52-

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	700.00	0.00	300.00	400.00	42.86
120-4036 DEVELOPER SEWER FEES	0.00	0.00	34,421.14 (34,421.14)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,000.00	0.00	4,391.84	608.16	87.84
120-4050 SALES OF RECLAIMED WATER	125,000.00	13,180.67	90,834.48	34,165.52	72.67
120-4111 COMM SEWER USE	22,000.00	2,572.62	28,298.82 (6,298.82)	128.63
120-4112 GOV'T SEWER USE	700.00	60.93	670.23	29.77	95.75
120-4116 SEWER USE CHARGES	1,137,649.00	94,743.20	1,041,614.75	96,034.25	91.56
120-4210 LATE FEE	25,000.00	1,916.76	18,496.18	6,503.82	73.98
120-4300 MISC INCOME	1,500.00	1.75	634.70	865.30	42.31
120-4310 OTHER INCOME	0.00	1,269.81	1,891.16 (1,891.16)	0.00
120-4320 FEMA/CalOES Grants	295,000.00	533.00	401,987.00 (106,987.00)	136.27
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	600.00	3.50	1,730.17 (1,130.17)	288.36
120-4580 TRANSFERS IN	0.00	142,627.73	803,351.80 (803,351.80)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,613,149.00	256,909.97	2,428,622.27 (815,473.27)	150.55
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HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	350.70 (350.70)	0.00
120-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	658.66	9,574.39	11,897.61	44.59
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	8,000.00	704.74	9,187.30 (1,187.30)	114.84
120-5-00-5061 VEHICLE MAINT	12,500.00	1,201.87	22,363.66 (9,863.66)	178.91
120-5-00-5062 TAXES & LIC	800.00	0.00	564.01	235.99	70.50
120-5-00-5074 INSURANCE	22,000.00	0.00	26,372.57 (4,372.57)	119.88
120-5-00-5075 BANK FEES	13,400.00	1,505.39	15,975.31 (2,575.31)	119.22
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	6,400.00	100.00	5,797.00	603.00	90.58
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	618.53	5,776.21 (776.21)	115.52
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	5,000.00	115.75	2,077.25	2,922.75	41.55
120-5-00-5122 ENGINEERING SERVICES	27,000.00	11,601.25	42,312.99 (15,312.99)	156.71
120-5-00-5123 OTHER PROFESSIONAL SERVICE	96,000.00	7,369.32	61,106.93	34,893.07	63.65
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	6,200.00	1,300.00	82.67
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	254.83	2,670.46	2,329.54	53.41
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	14,000.00	1,037.30	22,233.87 (8,233.87)	158.81
120-5-00-5148 OPERATING SUPPLIES	22,000.00	6,528.96	48,799.33 (26,799.33)	221.82
120-5-00-5150 REPAIR & REPLACE	145,000.00	15,048.09	114,881.64	30,118.36	79.23
120-5-00-5155 MAINT BLDG & GROUNDS	5,500.00	1,453.27	5,375.98	124.02	97.75
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	1,237.50	12,875.00	2,275.00	84.98
120-5-00-5157 SECURITY	5,000.00	0.00	720.00	4,280.00	14.40
120-5-00-5160 SLUDGE DISPOSAL	28,500.00	0.00	29,191.83 (691.83)	102.43
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	9,500.00	1,163.67	9,628.52 (128.52)	101.35
120-5-00-5192 ELECTRICITY	45,000.00	4,826.21	41,500.01	3,499.99	92.22
120-5-00-5193 OTHER UTILITIES	2,600.00	223.14	2,152.05	447.95	82.77
120-5-00-5194 IT SERVICES	35,000.00	5,456.98	34,458.76	541.24	98.45
120-5-00-5195 ENV/MONITORING	32,000.00	3,047.00	31,782.50	217.50	99.32
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	1,829.50	170.50	91.48
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	11,873.04	11,689.39	13,027.01 (1,153.97)	109.72
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	0.00	2,599.68	900.32	74.28
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	49.00	201.00	19.60
120-5-00-5580 TRANSFERS OUT	0.00	0.00	401,454.00 (401,454.00)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	619,745.04	75,841.85	982,887.46 (363,142.42)	158.60

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
 ADMINISTRATION
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	244,904.00	19,290.06	232,206.93	12,697.07	94.82
120-5-10-5020 EMPLOYEE BENEFITS	82,142.00	5,918.69	66,067.32	16,074.68	80.43
120-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,100.79	46,585.18	584.82	98.76
120-5-10-5063 CERTIFICATIONS	0.00	0.00	211.50 (211.50)	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	83.74	3,668.50	331.50	91.71
120-5-10-5170 TRAVEL MILEAGE	1,200.00	307.49	1,675.10 (475.10)	139.59
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	1,681.50	2,318.50	42.04
120-5-10-5179 ADM MISC EXPENSES	350.00	7.59	179.32	170.68	51.23
TOTAL ADMINISTRATION	383,766.00	29,708.36	352,275.35	31,490.65	91.79

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	212,658.00	13,764.50	176,273.89	36,384.11	82.89
120-5-30-5020 EMPLOYEE BENEFITS	44,600.00	5,316.55	57,751.95 (13,151.95)	129.49
120-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,619.94	41,066.22	763.78	98.17
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	1,278.37	521.63	71.02
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	420.00	1,080.00	28.00
120-5-30-5090 OFFICE SUPPLIES	2,000.00	112.55	396.20	1,603.80	19.81
120-5-30-5170 TRAVEL MILEAGE	500.00	35.33	182.39	317.61	36.48
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	894.92	3,105.08	22.37
TOTAL FIELD	308,888.00	22,848.87	278,263.94	30,624.06	90.09

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	156.10	1,717.10	1,282.90	57.24
120-5-40-5020 DIRECTOR BENEFITS	100.00	8.27	51.78	48.22	51.78
120-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,360.90	36,472.65	3,643.35	90.92
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	41.37	158.63	20.69
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	1,050.00	450.00	70.00
TOTAL DIRECTORS	44,916.00	3,525.27	39,332.90	5,583.10	87.57

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
SPECIAL PROJECTS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6001 PW LKHVA01	0.00	0.00	0.00	0.00	0.00
120-5-60-6002 PW LKHVB02	0.00	0.00	0.00	0.00	0.00
120-5-60-6003 PW LKHVA81	0.00	0.00	0.00	0.00	0.00
120-5-60-6004 PW LKHVB82	0.00	0.00	0.00	0.00	0.00
120-5-60-6005 PW LKHVF84	0.00	0.00	0.00	0.00	0.00
120-5-60-6006 PW LKHVF83	245,888.00	12,564.40	297,041.46 (51,153.46)	120.80
120-5-60-6007 RAINS 2019	275,522.50	0.00	400,174.34 (124,651.84)	145.24
TOTAL SPECIAL PROJECTS	521,410.50	12,564.40	697,215.80 (175,805.30)	133.72

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7201 I & I	55,000.00	0.00	60,938.08 (5,938.08)	110.80
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	55,000.00	0.00	60,938.08 (5,938.08)	110.80
TOTAL EXPENDITURES	1,933,725.54	144,488.75	2,410,913.53 (477,187.99)	124.68
REVENUES OVER/ (UNDER) EXPENDITURES	(320,576.54)	112,421.22	17,708.74 (338,285.28)	5.52-

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,909,200.00</u>	<u>127,400.83</u>	<u>1,406,223.35</u>	<u>502,976.65</u>	<u>73.66</u>
TOTAL REVENUES	<u>1,909,200.00</u>	<u>127,400.83</u>	<u>1,406,223.35</u>	<u>502,976.65</u>	<u>73.66</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	825,053.70	101,245.27	645,085.87	179,967.83	78.19
ADMINISTRATION	390,713.00	29,720.75	352,203.23	38,509.77	90.14
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	308,288.00	26,879.32	329,367.73 (21,079.73)	106.84
DIRECTORS	44,916.00	3,536.58	39,454.69	5,461.31	87.84
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,568,970.70</u>	<u>161,381.92</u>	<u>1,366,111.52</u>	<u>202,859.18</u>	<u>87.07</u>
REVENUES OVER/(UNDER) EXPENDITURES	340,229.30 (33,981.09)	40,111.83	300,117.47	11.79

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	1,440.00	11,300.00	1,700.00	86.92
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	1,000.00	0.00	680.00	320.00	68.00
130-4040 LIEN RECORDING FEES	500.00	87.53	442.69	57.31	88.54
130-4045 AVAILABILITY FEES	25,000.00	0.00	17,739.16	7,260.84	70.96
130-4110 COMM WATER USE	85,000.00	9,140.61	81,175.27	3,824.73	95.50
130-4112 GOV'T WATER USE	6,000.00	498.93	4,650.29	1,349.71	77.50
130-4115 WATER USE	1,750,000.00	112,729.12	1,172,819.63	577,180.37	67.02
130-4117 WATER OVERAGE FEE	0.00 (3,687.40) (3,687.40)	3,687.40	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	25,000.00	2,591.73	29,907.03 (4,907.03)	119.63
130-4215 RETURNED CHECK FEE	1,000.00 (50.00)	650.00	350.00	65.00
130-4300 MISC INCOME	2,000.00 (184.90)	7,859.93 (5,859.93)	393.00
130-4310 OTHER INCOME	0.00	1,269.80	1,891.15 (1,891.15)	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	700.00	9.85	2,968.48 (2,268.48)	424.07
130-4580 TRANSFER IN	0.00	3,555.56	77,827.12 (77,827.12)	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,909,200.00	127,400.83	1,406,223.35	502,976.65	73.66
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HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	350.70 (350.70)	0.00
130-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	1,198.25	10,126.40	11,345.60	47.16
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,500.00	704.73	9,170.30 (2,670.30)	141.08
130-5-00-5061 VEHICLE MAINT	12,500.00	265.53	8,229.13	4,270.87	65.83
130-5-00-5062 TAXES & LIC	1,200.00	0.00	564.00	636.00	47.00
130-5-00-5074 INSURANCE	25,000.00	0.00	26,372.55 (1,372.55)	105.49
130-5-00-5075 BANK FEES	13,500.00	1,505.37	16,175.30 (2,675.30)	119.82
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000.00	100.00	19,204.00	4,796.00	80.02
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	618.53	5,776.22	223.78	96.27
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	1,000.00	115.75	2,077.25 (1,077.25)	207.73
130-5-00-5122 ENGINEERING SERVICES	60,000.00	24,771.46	50,013.68	9,986.32	83.36
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	3,187.50	23,418.19	11,581.81	66.91
130-5-00-5124 WATER RIGHTS	70,000.00	5,320.00	45,395.04	24,604.96	64.85
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	6,200.00	1,300.00	82.67
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	254.82	2,670.44	4,829.56	35.61
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	50,533.00	1,277.27	39,477.53	11,055.47	78.12
130-5-00-5148 OPERATING SUPPLIES	1,500.00	1,933.60	13,358.89 (11,858.89)	890.59
130-5-00-5150 REPAIR & REPLACE	185,000.00	24,398.03	110,728.04	74,271.96	59.85
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	1,576.59	7,191.96	4,808.04	59.93
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	287.50	4,325.00 (575.00)	115.33
130-5-00-5157 SECURITY	5,000.00	0.00	396.00	4,604.00	7.92
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	2,128.17 (2,128.17)	0.00
130-5-00-5191 TELEPHONE	10,000.00	1,163.66	9,628.46	371.54	96.28
130-5-00-5192 ELECTRICITY	115,000.00	17,809.66	125,460.27 (10,460.27)	109.10
130-5-00-5193 OTHER UTILITIES	2,200.00	223.13	2,151.98	48.02	97.82
130-5-00-5194 IT SERVICES	35,000.00	5,456.97	39,343.38 (4,343.38)	112.41
130-5-00-5195 ENV/MONITORING	15,000.00	1,284.00	20,908.00 (5,908.00)	139.39
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	30,000.00	0.00	26,834.25	3,165.75	89.45
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	808.04	1,191.96	40.40
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	808.03	191.97	80.80
130-5-00-5312 TOOLS - FIELD	9,148.70	7,792.92	7,792.92	1,355.78	85.18
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	0.00	2,170.33	329.67	86.81
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	5,782.42	3,217.58	64.25
130-5-00-5545 RECORDING FEES	250.00	0.00	49.00	201.00	19.60
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	40,000.00	0.00	0.00	40,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	825,053.70	101,245.27	645,085.87	179,967.83	78.19

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	244,904.00	19,290.33	232,070.62	12,833.38	94.76
130-5-10-5020 EMPLOYEE BENEFITS	88,289.00	5,918.67	66,063.62	22,225.38	74.83
130-5-10-5021 RETIREMENT BENEFITS	47,170.00	4,100.79	46,575.42	594.58	98.74
130-5-10-5063 CERTIFICATIONS	0.00	0.00	32.50 (32.50)	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	83.71	3,668.49	331.51	91.71
130-5-10-5170 TRAVEL MILEAGE	2,000.00	319.66	1,716.78	283.22	85.84
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	1,896.48	2,103.52	47.41
130-5-10-5179 ADM MISC EXPENSES	350.00	7.59	179.32	170.68	51.23
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	390,713.00	29,720.75	352,203.23	38,509.77	90.14

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	212,658.00	17,413.42	214,807.92 (2,149.92)	101.01
130-5-30-5020 EMPLOYEE BENEFITS	44,600.00	5,316.54	57,951.37 (13,351.37)	129.94
130-5-30-5021 RETIREMENT BENEFITS	41,830.00	4,001.50	45,271.81 (3,441.81)	108.23
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	1,278.37	521.63	71.02
130-5-30-5063 CERTIFICATIONS	600.00	0.00	550.00	50.00	91.67
130-5-30-5090 OFFICE SUPPLIES	1,000.00	112.53	312.53	687.47	31.25
130-5-30-5170 TRAVEL MILEAGE	1,800.00	35.33	210.51	1,589.49	11.70
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	8,985.22 (4,985.22)	224.63
TOTAL FIELD	308,288.00	26,879.32	329,367.73 (21,079.73)	106.84

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	166.85	1,835.35	1,164.65	61.18
130-5-40-5020 DIRECTOR BENEFITS	100.00	8.83	55.32	44.68	55.32
130-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,360.90	36,472.65	3,643.35	90.92
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	41.37	158.63	20.69
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	1,050.00	450.00	70.00
TOTAL DIRECTORS	44,916.00	3,536.58	39,454.69	5,461.31	87.84

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2019

130-WATER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7202 GENERATORS	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,568,970.70	161,381.92	1,366,111.52	202,859.18	87.07
REVENUES OVER/(UNDER) EXPENDITURES	340,229.30	(33,981.09)	40,111.83	300,117.47	11.79

*** END OF REPORT ***



Hidden Valley Lake Community Services District
Financial Activity, Cash and Investment Summary
As of May 31, 2019
(Rounded and Unaudited)

	Operating Checking	Money Market	LAIF	Bond Trustee	Total All Cash/Investment Accounts
	West America Bank 1010	West America Bank 1130	State Treasurer 1133	US Bank 1200	
Financial Activity of Cash/Investment Accounts in General Ledger [1]					
Beginning Balances	\$ 248,150.28	\$ 808,895.03	\$ 805,056.88	\$ 177,025.19	\$ 2,039,127.38
Cash Receipts					
Utility Billing Deposits	236,274.74	-	-	-	
Electronic Fund Deposits	-	-	-	-	
Other Deposits	-	48.36	-	274.68	
Total Cash Receipts	\$ 236,274.74	\$ 48.36	\$ -	\$ 274.68	
Cash Disbursements					
Accounts Payable Checks issued	203,543.83	-	-	-	
Electronic Fund/Bank Draft Disbursements	34,181.39	-	-	-	
Payroll Checks issued - net	52,028.75	-	-	-	
Bank Fees	3,010.76	-	-	-	
Other Disbursements	-	-	-	-	
Total Disbursements	\$ 292,764.73	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	136,627.73	-	-	-	
Transfers Out	-	11,627.73	125,000.00	-	
Total Transfers Between Accounts	\$ 136,627.73	\$ 11,627.73	\$ 125,000.00	\$ -	
Ending Balances in General Ledger	\$ 328,288.02	\$ 797,315.66	\$ 680,056.88	\$ 177,299.87	\$ 1,982,960.43
Reconciling Adjustments to Financial Institutions [2]					
Financial Institution Ending Balances	\$ 347,244.99	\$ 797,315.66	\$ 680,056.88	\$ 177,299.87	\$ 2,001,917.40

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	(4,307.33)	58,579.36	70,121.07	-	124,393.10
130 Water Operating	15,341.37	164,020.60	104,500.30	-	283,862.27
140 Flood Enterprise	640.38	-	-	-	640.38
215 2016 Sewer Refinancing Bond	(2,086.50)	203,928.57	63,410.18	177,299.87	442,552.12
218 2002 CIEDB Loan	93,095.55	-	11,997.22	-	105,092.77
219 2012 USDA Solar COP	0.23	46,984.18	853.80	-	47,838.21
313 Wastewater Operating Reserve	15,399.00	(17,817.04)	75,119.60	-	72,701.56
314 Wastewater CIP	-	32,828.84	147,356.62	-	180,185.46
319 2012 USDA Solar COP Reserve	-	31,279.87	-	-	31,279.87
320 Water CIP	74,554.53	66,607.23	-	-	141,161.76
325 Water Operating Reserve	32,876.59	-	-	-	32,876.59
350 2002 CIEDB Loan Reserve	-	-	178,402.08	-	178,402.08
711 2016 Bond Administration	(7,358.36)	1,085.86	28,296.01	-	22,023.51
712 Bond Revolving	110,132.56	209,818.19	-	-	319,950.75
Total Ending Balances in General Ledger	\$ 328,288.02	\$ 797,315.66	\$ 680,056.88	\$ 177,299.87	\$ 1,982,960.43

[1] From General Ledger activity by Financial Institution accounts with District Fund accounts consolidated. Checking and Money Market accounts are with West America Bank, Local Agency Investment Account (LAIF) is held by the State Treasurer on behalf of the District and US Bank is the Bond Trustee for the the 2016 Refunding >>>>>>>. All cash accounts have been reconciled to the ending Financial Institution statements.

[2] See Reconciliation Detail Summary for details

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 5/01/2019 THRU 5/31/2019
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	5/10/2019	BANK-DRAFT	000314	AFLAC	224.31CR	CLEARED	A	5/14/2019
1010	5/10/2019	BANK-DRAFT	000315	CALIFORNIA PUBLIC EMPLOYEES RE	5,574.86CR	CLEARED	A	5/13/2019
1010	5/10/2019	BANK-DRAFT	000316	NATIONWIDE RETIREMENT SOLUTION	600.00CR	CLEARED	A	5/10/2019
1010	5/10/2019	BANK-DRAFT	000317	STATE OF CALIFORNIA EDD	1,375.67CR	CLEARED	A	5/10/2019
1010	5/10/2019	BANK-DRAFT	000318	US DEPARTMENT OF THE TREASURY	4,037.27CR	CLEARED	A	5/10/2019
1010	5/10/2019	BANK-DRAFT	051019	CalPERS UAL 26384 May	19.45CR	CLEARED	G	5/13/2019
1010	5/10/2019	BANK-DRAFT	051020	CalPERS UAL 1739 May	9,598.08CR	CLEARED	G	5/13/2019
1010	5/24/2019	BANK-DRAFT	000319	AFLAC	224.31CR	OUTSTND	A	0/00/0000
1010	5/24/2019	BANK-DRAFT	000320	CALIFORNIA PUBLIC EMPLOYEES RE	5,577.07CR	CLEARED	A	5/28/2019
1010	5/24/2019	BANK-DRAFT	000321	NATIONWIDE RETIREMENT SOLUTION	600.00CR	CLEARED	A	5/24/2019
1010	5/24/2019	BANK-DRAFT	000322	STATE OF CALIFORNIA EDD	1,652.62CR	CLEARED	A	5/24/2019
1010	5/24/2019	BANK-DRAFT	000323	US DEPARTMENT OF THE TREASURY	4,697.75CR	CLEARED	A	5/24/2019
CHECK:								
1010	5/03/2019	CHECK	036387	ALPHA ANALYTICAL LABORATORIES	1,065.00CR	CLEARED	A	5/08/2019
1010	5/03/2019	CHECK	036388	VOID CHECK	0.00	CLEARED	A	5/03/2019
1010	5/03/2019	CHECK	036389	ALYSSA GORDON	392.86CR	CLEARED	A	5/14/2019
1010	5/03/2019	CHECK	036390	AT&T MOBILITY	67.10CR	CLEARED	A	5/08/2019
1010	5/03/2019	CHECK	036391	CITY OF SANTA ROSA	1,556.66CR	CLEARED	A	5/14/2019
1010	5/03/2019	CHECK	036392	GHD	6,133.50CR	CLEARED	A	5/08/2019
1010	5/03/2019	CHECK	036393	JENFITCH, LLC	5,984.00CR	CLEARED	A	5/07/2019
1010	5/03/2019	CHECK	036394	MEDIACOM	516.62CR	CLEARED	A	5/08/2019
1010	5/03/2019	CHECK	036395	OFFICE DEPOT	56.61CR	CLEARED	A	5/09/2019
1010	5/03/2019	CHECK	036396	PACIFIC GAS & ELECTRIC COMPANY	9,560.43CR	CLEARED	A	5/07/2019
1010	5/03/2019	CHECK	036397	STREAMLINE	200.00CR	CLEARED	A	5/07/2019
1010	5/03/2019	CHECK	036398	THATCHER COMPANY, INC.	1,389.68CR	CLEARED	A	5/07/2019
1010	5/03/2019	CHECK	036399	BROOKS JR., THOMAS H	39.82CR	CLEARED	A	5/30/2019
1010	5/10/2019	CHECK	036400	ACWA/JPIA	1,081.20CR	CLEARED	A	5/14/2019
1010	5/10/2019	CHECK	036401	ALPHA ANALYTICAL LABORATORIES	764.00CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036402	APPLIED TECHNOLOGY SOLUTIONS	573.00CR	CLEARED	A	5/21/2019
1010	5/10/2019	CHECK	036403	ARMED FORCE PEST CONTROL, INC.	2,505.00CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036404	B & G TIRES OF MIDDLETOWN	247.53CR	CLEARED	A	5/17/2019
1010	5/10/2019	CHECK	036405	CUMMINS SALES AND SERVICE	936.30CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036406	DATAPROSE	1,529.21CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036407	FARR CONSTRUCTION	12,294.40CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036408	HARDESTER'S MARKETS & HARDWARE	778.99CR	CLEARED	A	5/16/2019
1010	5/10/2019	CHECK	036409	VOID CHECK	0.00	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036410	GARDENS BY JILLIAN	200.00CR	CLEARED	A	6/04/2019
1010	5/10/2019	CHECK	036411	LOCAL GOVERNMENT COMMISSION IN	4,181.82CR	CLEARED	A	5/16/2019
1010	5/10/2019	CHECK	036412	MENDO MILL CLEARLAKE	217.48CR	CLEARED	A	5/16/2019
1010	5/10/2019	CHECK	036413	OFFICE DEPOT	219.24CR	CLEARED	A	5/20/2019
1010	5/10/2019	CHECK	036414	PACE SUPPLY CORP	30.50CR	CLEARED	A	5/14/2019
1010	5/10/2019	CHECK	036415	POLYDYNE INC.	559.46CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036416	QUESTYS SOLUTIONS	10,120.95CR	CLEARED	A	5/15/2019

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 5/01/2019 THRU 5/31/2019
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	5/10/2019	CHECK	036417	RAY MORGAN COMPANY	49.91CR	CLEARED	A	5/17/2019
1010	5/10/2019	CHECK	036418	SOUTH LAKE REFUSE COMPANY	446.27CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036419	SPECIAL DISTRICT RISK MANAGEME	31,087.56CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036420	U.S. BANK	2,086.50CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036421	USA BLUE BOOK	3,402.54CR	CLEARED	A	5/21/2019
1010	5/10/2019	CHECK	036422	WIPF CONSTRUCTION	720.00CR	CLEARED	A	5/15/2019
1010	5/10/2019	CHECK	036423	D'ANGELO, VIRGINIA	6.65CR	CLEARED	A	5/17/2019
1010	5/10/2019	CHECK	036424	SIDDELEY, WILLIAM &	5.60CR	OUTSTND	A	0/00/0000
1010	5/17/2019	CHECK	036425	ACTION SANITARY, INC.	123.34CR	CLEARED	A	5/28/2019
1010	5/17/2019	CHECK	036426	ALPHA ANALYTICAL LABORATORIES	534.00CR	CLEARED	A	5/22/2019
1010	5/17/2019	CHECK	036427	AT&T	241.73CR	CLEARED	A	5/22/2019
1010	5/17/2019	CHECK	036428	BOLD POLISNER MADDOW NELSON &	202.50CR	CLEARED	A	5/22/2019
1010	5/17/2019	CHECK	036429	CARDMEMBER SERVICE	2,054.96CR	CLEARED	A	5/23/2019
1010	5/17/2019	CHECK	036430	CITY OF SANTA ROSA	128.00CR	CLEARED	A	5/29/2019
1010	5/17/2019	CHECK	036431	MICHELLE HAMILTON	575.00CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036432	NBS GOVERNMENT FINANCE GROUP	6,100.00CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036433	OFFICE DEPOT	57.95CR	CLEARED	A	5/23/2019
1010	5/17/2019	CHECK	036434	RAINBOW AGRICULTURAL SERVICES	92.46CR	CLEARED	A	5/24/2019
1010	5/17/2019	CHECK	036435	REDFORD SERVICES	950.00CR	CLEARED	A	5/29/2019
1010	5/17/2019	CHECK	036436	TELSTAR INSTRUMENTS, INC	4,875.36CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036437	U S POSTMASTER	220.00CR	CLEARED	A	5/24/2019
1010	5/17/2019	CHECK	036438	USA BLUE BOOK	642.30CR	CLEARED	A	5/30/2019
1010	5/17/2019	CHECK	036439	VERIZON WIRELESS	918.16CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036440	WAGNER & BONSIGNORE	3,880.00CR	CLEARED	A	5/23/2019
1010	5/17/2019	CHECK	036441	WESTGATE PETROLEUM CO., INC.	1,409.47CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036442	WILEY PRICE & RADULOVICH, LLP	29.00CR	CLEARED	A	5/21/2019
1010	5/17/2019	CHECK	036443	WIPF CONSTRUCTION	960.00CR	CLEARED	A	5/22/2019
1010	5/17/2019	CHECK	036444	JASMIN, JAMES L	28.39CR	CLEARED	A	5/30/2019
1010	5/17/2019	CHECK	036445	RICHE, JERED &	103.22CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036446	ALPHA ANALYTICAL LABORATORIES	1,336.00CR	CLEARED	A	5/30/2019
1010	5/24/2019	CHECK	036447	ALYSSA GORDON	161.69CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036448	COASTLAND CIVIL ENGINEERING, I	35,304.71CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036449	DEVELOPMENT GROUP	275.00CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036450	DICKENSON PEATMAN & FOGARTY	1,440.00CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036451	JENFITCH, LLC	3,205.67CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036452	MENDO MILL CLEARLAKE	42.56CR	CLEARED	A	5/30/2019
1010	5/24/2019	CHECK	036453	OFFICE DEPOT	58.73CR	CLEARED	A	5/30/2019
1010	5/24/2019	CHECK	036454	PACE SUPPLY CORP	9,043.32CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036455	RICOH USA, INC.	386.29CR	CLEARED	A	5/30/2019
1010	5/24/2019	CHECK	036456	TELSTAR INSTRUMENTS, INC	2,200.00CR	CLEARED	A	5/29/2019
1010	5/24/2019	CHECK	036457	USA BLUE BOOK	1,729.89CR	CLEARED	A	5/30/2019
1010	5/24/2019	CHECK	036458	BECNEL, CHRISTOPHER	40.41CR	CLEARED	A	6/04/2019
1010	5/24/2019	CHECK	036459	KRIEG, RICHARD J	91.33CR	OUTSTND	A	0/00/0000
1010	5/24/2019	CHECK	036460	ROSS, BARBARA	106.85CR	OUTSTND	A	0/00/0000

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 5/01/2019 THRU 5/31/2019
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	5/31/2019	CHECK	036461	ALPHA ANALYTICAL LABORATORIES	632.00CR	CLEARED	A	6/05/2019
1010	5/31/2019	CHECK	036462	AT&T MOBILITY	67.10CR	CLEARED	A	6/06/2019
1010	5/31/2019	CHECK	036463	GHD	5,467.75CR	CLEARED	A	6/05/2019
1010	5/31/2019	CHECK	036464	MEDIACOM	516.62CR	OUTSTND	A	0/00/0000
1010	5/31/2019	CHECK	036465	PACIFIC GAS & ELECTRIC COMPANY	13,281.07CR	CLEARED	A	6/04/2019
1010	5/31/2019	CHECK	036466	RAY MORGAN COMPANY	198.37CR	CLEARED	A	6/05/2019
1010	5/31/2019	CHECK	036467	SPECIAL DISTRICT RISK MANAGEME	414.25CR	CLEARED	A	6/05/2019
1010	5/31/2019	CHECK	036468	THATCHER COMPANY, INC.	2,290.99CR	CLEARED	A	6/04/2019
1010	5/31/2019	CHECK	036469	TYLER TECHNOLOGY	121.00CR	CLEARED	A	6/04/2019
DEPOSIT:								
1010	5/01/2019	DEPOSIT		CREDIT CARD 5/01/2019	2,142.22	CLEARED	C	5/03/2019
1010	5/01/2019	DEPOSIT	000001	CREDIT CARD 5/01/2019	1,386.54	CLEARED	C	5/06/2019
1010	5/01/2019	DEPOSIT	000002	REGULAR DAILY POST 5/01/2019	922.16	CLEARED	C	5/02/2019
1010	5/01/2019	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	95.06CR	CLEARED	U	5/02/2019
1010	5/01/2019	DEPOSIT	050119	CC Reconciliation 17-1040-01	46.99	CLEARED	G	5/01/2019
1010	5/02/2019	DEPOSIT		CREDIT CARD 5/02/2019	4,721.75	CLEARED	C	5/06/2019
1010	5/02/2019	DEPOSIT	000001	CREDIT CARD 5/02/2019	1,988.52	CLEARED	C	5/06/2019
1010	5/02/2019	DEPOSIT	000002	REGULAR DAILY POST 5/02/2019	936.52	CLEARED	C	5/03/2019
1010	5/02/2019	DEPOSIT	000003	DAILY PAYMENT POSTING	101.96	CLEARED	U	5/03/2019
1010	5/02/2019	DEPOSIT	042619	STORM 2019 #3 PUMPERS	125,000.00	CLEARED	G	5/06/2019
1010	5/03/2019	DEPOSIT		CREDIT CARD 5/03/2019	1,308.21	CLEARED	C	5/06/2019
1010	5/03/2019	DEPOSIT	000001	CREDIT CARD 5/03/2019	1,455.33	CLEARED	C	5/06/2019
1010	5/03/2019	DEPOSIT	000002	REGULAR DAILY POST 5/03/2019	3,678.66	CLEARED	C	5/06/2019
1010	5/06/2019	DEPOSIT		CREDIT CARD 5/06/2019	2,091.56	CLEARED	C	5/06/2019
1010	5/06/2019	DEPOSIT	000001	CREDIT CARD 5/06/2019	2,077.28	CLEARED	C	5/07/2019
1010	5/06/2019	DEPOSIT	000002	CREDIT CARD 5/06/2019	1,419.37	CLEARED	C	5/08/2019
1010	5/06/2019	DEPOSIT	000003	CREDIT CARD 5/06/2019	1,720.93	CLEARED	C	5/09/2019
1010	5/06/2019	DEPOSIT	000004	REGULAR DAILY POST 5/06/2019	7,679.77	CLEARED	C	5/07/2019
1010	5/07/2019	DEPOSIT		CREDIT CARD 5/07/2019	1,869.12	CLEARED	C	5/09/2019
1010	5/07/2019	DEPOSIT	000001	CREDIT CARD 5/07/2019	104.53	CLEARED	C	5/10/2019
1010	5/07/2019	DEPOSIT	000002	CREDIT CARD 5/07/2019	4,789.86	CLEARED	C	5/10/2019
1010	5/07/2019	DEPOSIT	000003	REGULAR DAILY POST 5/07/2019	3,742.61	CLEARED	C	5/08/2019
1010	5/08/2019	DEPOSIT		CREDIT CARD 5/08/2019	2,930.77	CLEARED	C	5/10/2019
1010	5/08/2019	DEPOSIT	000001	CREDIT CARD 5/08/2019	6,202.90	CLEARED	C	5/13/2019
1010	5/08/2019	DEPOSIT	000002	REGULAR DAILY POST 5/08/2019	9,767.74	CLEARED	C	5/09/2019
1010	5/09/2019	DEPOSIT		CREDIT CARD 5/09/2019	2,559.98	CLEARED	C	5/13/2019
1010	5/09/2019	DEPOSIT	000001	CREDIT CARD 5/09/2019	343.04	CLEARED	C	5/13/2019
1010	5/09/2019	DEPOSIT	000002	CREDIT CARD 5/09/2019	2,878.30	CLEARED	C	5/13/2019
1010	5/09/2019	DEPOSIT	000003	REGULAR DAILY POST 5/09/2019	7,109.17	CLEARED	C	5/10/2019
1010	5/09/2019	DEPOSIT	050919	Chlorine Basin Repair Project	6,294.40	CLEARED	G	5/14/2019
1010	5/10/2019	DEPOSIT		CREDIT CARD 5/10/2019	3,149.56	CLEARED	C	5/13/2019
1010	5/10/2019	DEPOSIT	000001	REGULAR DAILY POST 5/10/2019	3,647.16	CLEARED	C	5/13/2019
1010	5/13/2019	DEPOSIT		CREDIT CARD 5/13/2019	2,830.55	CLEARED	C	5/13/2019

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 5/01/2019 THRU 5/31/2019
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	5/13/2019	DEPOSIT	000001	CREDIT CARD 5/13/2019	845.04	CLEARED	C	5/13/2019
1010	5/13/2019	DEPOSIT	000002	CREDIT CARD 5/13/2019	1,065.30	CLEARED	C	5/14/2019
1010	5/13/2019	DEPOSIT	000003	CREDIT CARD 5/13/2019	319.66	CLEARED	C	5/15/2019
1010	5/13/2019	DEPOSIT	000004	CREDIT CARD 5/13/2019	1,479.63	CLEARED	C	5/16/2019
1010	5/13/2019	DEPOSIT	000005	REGULAR DAILY POST 5/13/2019	15,455.07	CLEARED	C	5/14/2019
1010	5/14/2019	DEPOSIT		CREDIT CARD 5/14/2019	1,015.09	CLEARED	C	5/16/2019
1010	5/14/2019	DEPOSIT	000001	CREDIT CARD 5/14/2019	996.69	CLEARED	C	5/17/2019
1010	5/14/2019	DEPOSIT	000002	REGULAR DAILY POST 5/14/2019	2,873.04	CLEARED	C	5/15/2019
1010	5/14/2019	DEPOSIT	051419	TOOLS TRUCK #2	5,333.33	CLEARED	G	5/15/2019
1010	5/15/2019	DEPOSIT		CREDIT CARD 5/15/2019	2,506.99	CLEARED	C	5/17/2019
1010	5/15/2019	DEPOSIT	000001	CREDIT CARD 5/15/2019	1,200.52	CLEARED	C	5/20/2019
1010	5/15/2019	DEPOSIT	000002	REGULAR DAILY POST 5/15/2019	3,785.09	CLEARED	C	5/16/2019
1010	5/15/2019	DEPOSIT	000003	DRAFT POSTING	10,593.45	CLEARED	U	5/16/2019
1010	5/15/2019	DEPOSIT	000004	CC DRAFT POSTING	14,624.32	CLEARED	U	5/20/2019
1010	5/16/2019	DEPOSIT		CREDIT CARD 5/16/2019	5,925.67	CLEARED	C	5/20/2019
1010	5/16/2019	DEPOSIT	000001	CREDIT CARD 5/16/2019	1,617.34	CLEARED	C	5/20/2019
1010	5/16/2019	DEPOSIT	000002	REGULAR DAILY POST 5/16/2019	8,320.03	CLEARED	C	5/17/2019
1010	5/17/2019	DEPOSIT		CREDIT CARD 5/17/2019	2,369.34	CLEARED	C	5/20/2019
1010	5/17/2019	DEPOSIT	000001	REGULAR DAILY POST 5/17/2019	5,230.39	CLEARED	C	5/20/2019
1010	5/20/2019	DEPOSIT		CREDIT CARD 5/20/2019	2,321.00	CLEARED	C	5/20/2019
1010	5/20/2019	DEPOSIT	000001	CREDIT CARD 5/20/2019	2,202.11	CLEARED	C	5/20/2019
1010	5/20/2019	DEPOSIT	000002	CREDIT CARD 5/20/2019	1,994.88	CLEARED	C	5/21/2019
1010	5/20/2019	DEPOSIT	000003	CREDIT CARD 5/20/2019	4,856.55	CLEARED	C	5/22/2019
1010	5/20/2019	DEPOSIT	000004	CREDIT CARD 5/20/2019	7,448.26	CLEARED	C	5/23/2019
1010	5/20/2019	DEPOSIT	000005	REGULAR DAILY POST 5/20/2019	17,081.43	CLEARED	C	5/21/2019
1010	5/20/2019	DEPOSIT	000006	CREDIT CARD 5/20/2019	3,317.44	CLEARED	C	5/23/2019
1010	5/21/2019	DEPOSIT		CREDIT CARD 5/21/2019	1,376.83	CLEARED	C	5/23/2019
1010	5/21/2019	DEPOSIT	000001	CREDIT CARD 5/21/2019	633.84	CLEARED	C	5/24/2019
1010	5/21/2019	DEPOSIT	000002	REGULAR DAILY POST 5/21/2019	1,594.62	CLEARED	C	5/22/2019
1010	5/22/2019	DEPOSIT		CREDIT CARD 5/22/2019	1,138.01	CLEARED	C	5/24/2019
1010	5/22/2019	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	100.23CR	CLEARED	U	5/21/2019
1010	5/22/2019	DEPOSIT	000002	DAILY PAYMENT POSTING	123.00	CLEARED	U	5/21/2019
1010	5/22/2019	DEPOSIT	000003	CREDIT CARD 5/22/2019	769.92	CLEARED	C	5/28/2019
1010	5/22/2019	DEPOSIT	000004	REGULAR DAILY POST 5/22/2019	700.02	CLEARED	C	5/23/2019
1010	5/23/2019	DEPOSIT		CREDIT CARD 5/23/2019	1,080.47	CLEARED	C	5/28/2019
1010	5/23/2019	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	13.97	CLEARED	U	5/23/2019
1010	5/23/2019	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	37.02CR	CLEARED	U	5/23/2019
1010	5/23/2019	DEPOSIT	000003	CREDIT CARD 5/23/2019	928.64	CLEARED	C	5/28/2019
1010	5/23/2019	DEPOSIT	000004	REGULAR DAILY POST 5/23/2019	1,596.90	CLEARED	C	5/24/2019
1010	5/24/2019	DEPOSIT		CREDIT CARD 5/24/2019	785.84	CLEARED	C	5/28/2019
1010	5/24/2019	DEPOSIT	000001	CREDIT CARD 5/24/2019	511.82	CLEARED	C	5/28/2019
1010	5/24/2019	DEPOSIT	000002	REGULAR DAILY POST 5/24/2019	2,056.13	CLEARED	C	5/28/2019
1010	5/28/2019	DEPOSIT		CREDIT CARD 5/28/2019	563.98	CLEARED	C	5/28/2019
1010	5/28/2019	DEPOSIT	000001	CREDIT CARD 5/28/2019	295.82	CLEARED	C	5/28/2019

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 5/01/2019 THRU 5/31/2019
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	5/28/2019	DEPOSIT	000002	CREDIT CARD 5/28/2019	722.43	CLEARED	C	5/30/2019
1010	5/28/2019	DEPOSIT	000003	CREDIT CARD 5/28/2019	1,140.08	CLEARED	C	5/31/2019
1010	5/28/2019	DEPOSIT	000004	REGULAR DAILY POST 5/28/2019	8,252.34	CLEARED	C	5/29/2019
1010	5/29/2019	DEPOSIT		CREDIT CARD 5/29/2019	884.99	CLEARED	C	5/31/2019
1010	5/29/2019	DEPOSIT	000001	CREDIT CARD 5/29/2019	954.85	CLEARED	C	6/03/2019
1010	5/29/2019	DEPOSIT	000002	REGULAR DAILY POST 5/29/2019	504.46	CLEARED	C	5/30/2019
1010	5/30/2019	DEPOSIT		CREDIT CARD 5/30/2019	215.78	CLEARED	C	6/03/2019
1010	5/30/2019	DEPOSIT	000001	CREDIT CARD 5/30/2019	1,206.33	CLEARED	C	6/03/2019
1010	5/30/2019	DEPOSIT	000002	REGULAR DAILY POST 5/30/2019	576.64	CLEARED	C	5/31/2019
1010	5/31/2019	DEPOSIT		CREDIT CARD 5/31/2019	1,225.57	CLEARED	C	6/03/2019
1010	5/31/2019	DEPOSIT	000001	CREDIT CARD 5/31/2019	1,166.40	CLEARED	C	6/03/2019
1010	5/31/2019	DEPOSIT	000002	REGULAR DAILY POST 5/31/2019	531.57	CLEARED	C	6/03/2019
1010	5/31/2019	DEPOSIT	000003	DAILY PAYMENT POSTING	95.06	CLEARED	U	5/31/2019
1010	5/31/2019	DEPOSIT	053119	Web CC Reconciliation	186.65CR	CLEARED	G	5/31/2019

MISCELLANEOUS:								
1010	5/10/2019	MISC.		PAYROLL DIRECT DEPOSIT	26,052.87CR	CLEARED	P	5/10/2019
1010	5/24/2019	MISC.		PAYROLL DIRECT DEPOSIT	25,975.88CR	CLEARED	P	5/24/2019

SERVICE CHARGE:								
1010	5/02/2019	SERV-CHG		April ETS Fees 5	917.61CR	CLEARED	G	5/02/2019
1010	5/02/2019	SERV-CHG	000001	April ETS Fees 7	1,314.54CR	CLEARED	G	5/02/2019
1010	5/02/2019	SERV-CHG	000002	April ETS Fees 9	384.46CR	CLEARED	G	5/02/2019
1010	5/16/2019	SERV-CHG		ANALYSIS FEE APRIL 2019	394.15CR	CLEARED	G	5/15/2019

TOTALS FOR ACCOUNT 1010	CHECK	TOTAL:	203,543.83CR
	DEPOSIT	TOTAL:	372,902.47
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	52,028.75CR
	SERVICE CHARGE	TOTAL:	3,010.76CR
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	34,181.39CR

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	203,543.83CR
	DEPOSIT	TOTAL:	372,902.47
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	52,028.75CR
	SERVICE CHARGE	TOTAL:	3,010.76CR
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	34,181.39CR



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**CAPITAL EXPENDITURES
2018 - 2019 BUDGET**

May-19

SEWER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Construction Truck (60%)	314	78,000	70,941
Headworks Rake	314	62,000	
I & I Repair	314	55,000	60,938
I & I Study (Intern/Fellowship)	313	46,000	33,455
Total		241,000	165,334

SEWER CIP/OP REVENUE	FUND	Revenue	Yr to Date Actual
Sewer Op Reserve (1.5%)	313	20,000	
FEMA/CalOES	313	102,000	18,000
Sewer CIP (1.5%)	314	20,000	
FEMA/CalOES	314	193,000	383,454
Total		335,000	401,454

WATER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Unit 9 Tank Replacement	*1	1,279,000	
Repair Water Main Line	*2	150,000	
Construction Truck (40%)	320	52,000	46,599
Total		1,481,000	46,599

WATER CIP/OP RESERVE	FUND	Revenue	Yr to Date Actual
Water CIP (6%)	320	115,000	92,960
Water OP Reserve Fund -NEW- (3.75%)	325	72,000	58,091
Total		187,000	151,051

*1 Financial Options Undetermined

*2 Financial Options Undetermined



MEMO

To: Board of Directors

From: Trish Wilkinson, Full Charge Bookkeeper

Date: June 7, 2019

RE: Office & Administrative Staff Overtime Monthly Report

May 2019

Overtime:

Administrative Assistant: 12.75 hours

Water Resources Specialist: - hours

Full Charge Bookkeeper: 3.00 hours

Senior Accounts Representative: .50 hours

Senior Accounts Representative: .50 hours

Total Overtime: 16.75 hours

MEMO

To: Board of Directors
From: Marty Rodriguez
Date: 06/16/2019
RE: Senior Account Representative's Monthly Report

Monthly Billing 05/31/2019

Mailed statements: 2,140

Electronic statements: 459

The statement "SPECIAL MESSAGE"

The Consumer Confidence Report is available on our website at www.hvlcsd.org. A printed. A printed copy is available at the District Office upon request. El informe de confianza del consumidor esta disponible en nuestro sitio web en www.hvlcsd.org. Una copia impresa tambien esta disponible en la oficina del distrito a petición.

Delinquent Billing 05/20/2019

Delinquent statements for May bills:

Mailed statements: 448

Electronic statements: 62

Courtesy Notification 06/11/2019

Courtesy notices delivered to the customer's property for delinquent November's bill:

161

Electronic notices: 24

Phone Notification 06/12/2019

Phone notifications: 100

The phone notification was sent out around 10:30 am resulting in 74 payments received by the office staff during business hours.

Lock Offs 06/13/2019

26 Customers were in the Lock Off Process at 5:00 pm on 06/12/2019.

12 payments were made before service orders went out in the field at 9:00 am on 06/13/2019.

A total of 14 customers were Locked Off for non-payment.

Throughout Lock off day 7 payments were collected and meters unlocked.

At the time of this report only 7 meters remain locked.



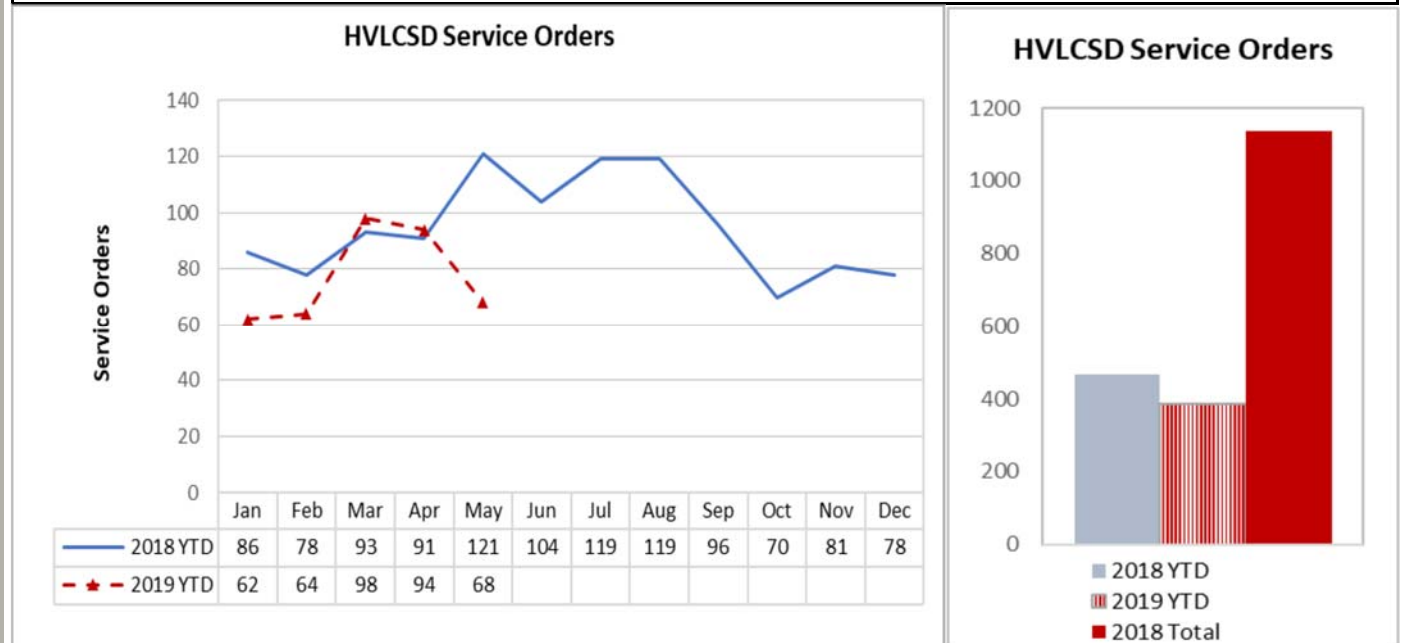
Hidden Valley Lake Community Services District

May 2019 Report

FIELD OPERATIONS

Water Connections:		Sewer Connections:	
New (May)	0	New (May)	0
Residential (April)	2444	Residential (April)	1472
Commercial & Govt (April)	39	Commercial & Govt (April)	16
Total (May) :	2483		1488

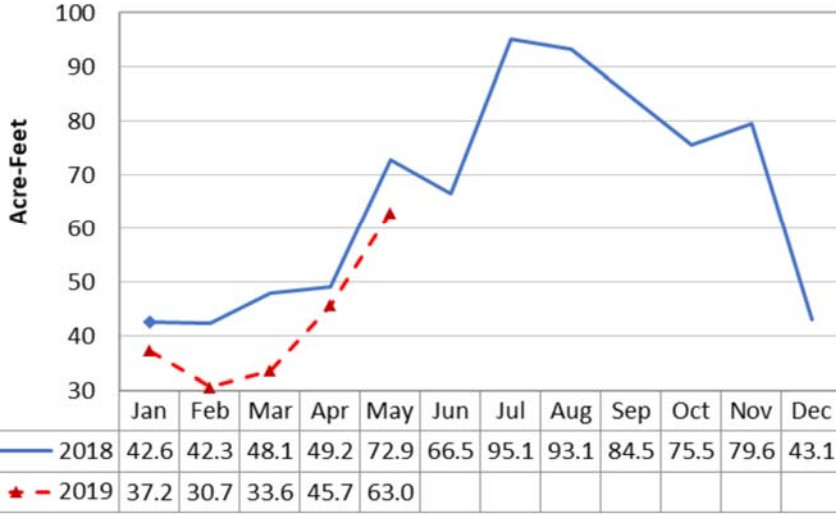
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
3.975	0	1.11



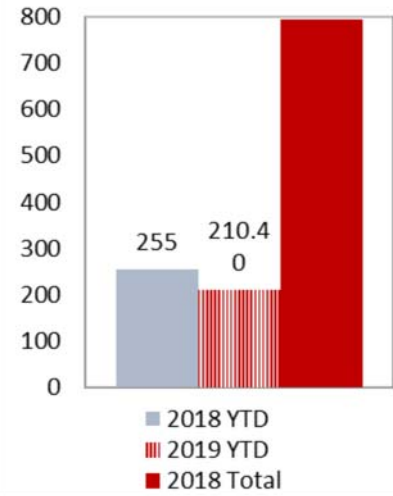
Hours		
Overtime Hours	26.25	\$1,187.45

May 2019 Field Report

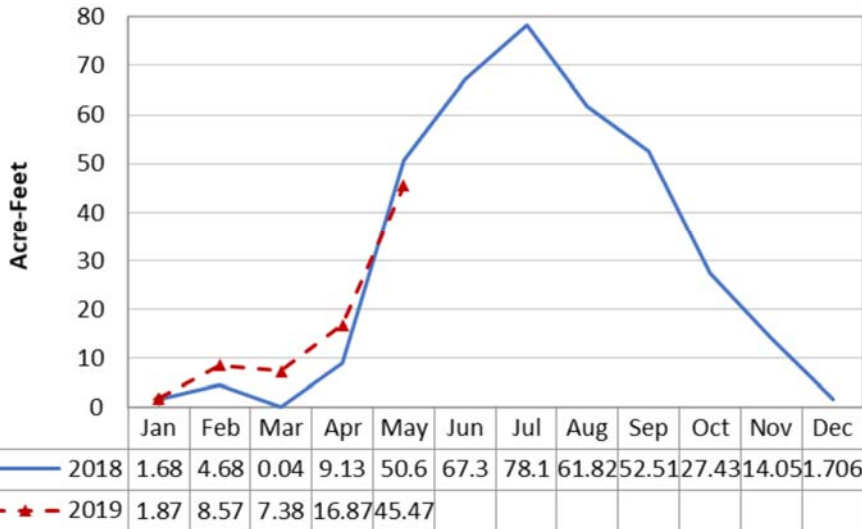
HVLCSD Municipal Well Production



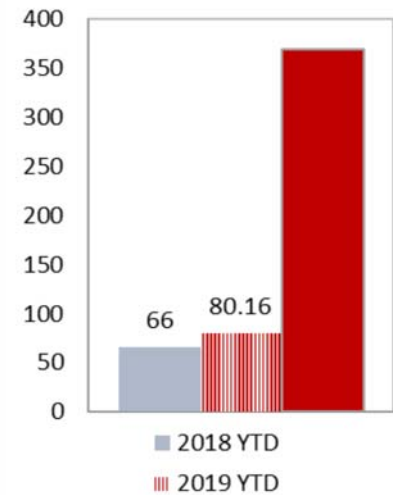
HVLCSD Municipal Well Production (AF)



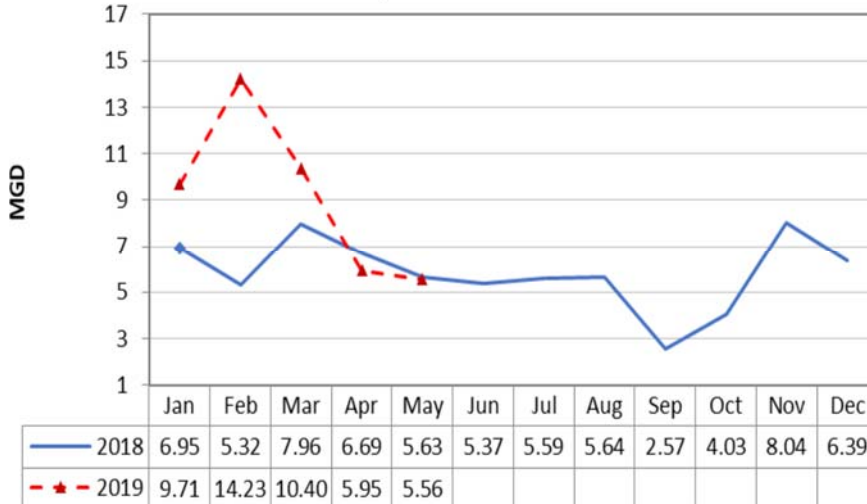
HVLCSD Municipal Reclaimed Water Use



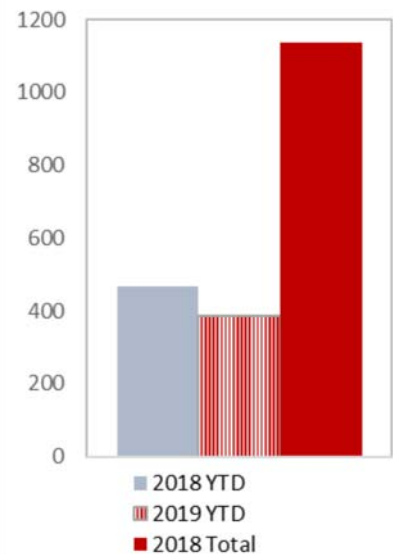
HVLCSD Municipal Reclaimed Water (AF)



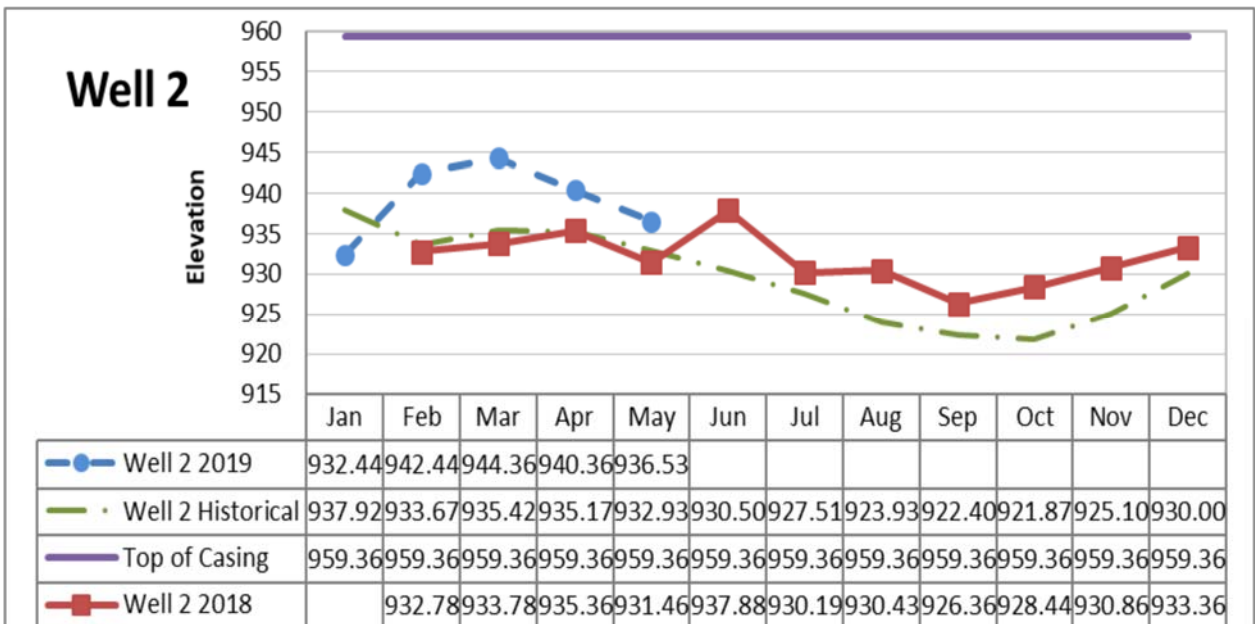
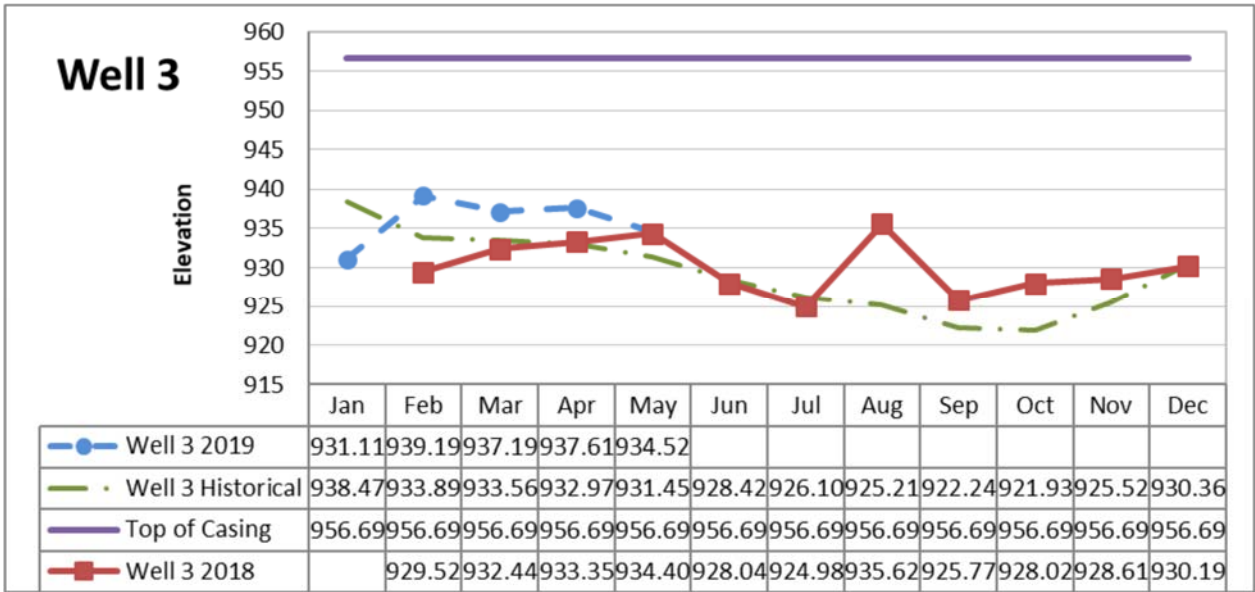
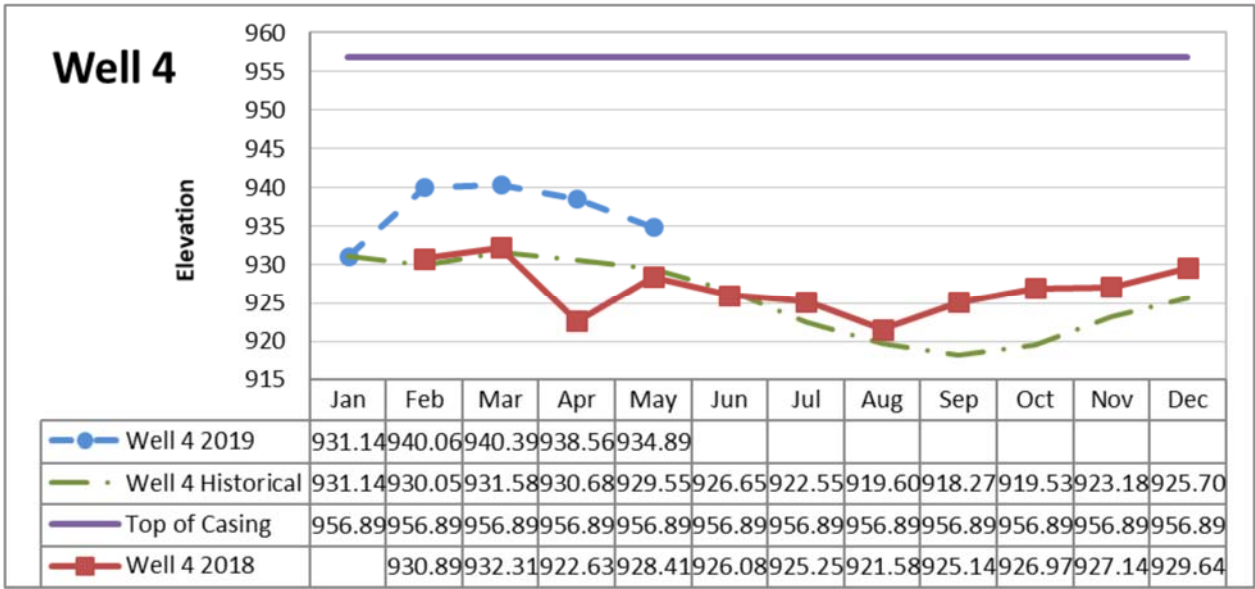
HVLCSD Municipal Wastewater Influent



HVLCSD Service Orders



May 2019 Field Report



Projects Update

FEMA projects

HMGP DR-4407 Project 57 (Generators)

5/29 Special Meeting \$23,840 approved for Environment work by Planning Partners

5/30 Environmental kick-off meeting, site visit

6/4 Special Meeting \$24,988 approved for Design, Cost, and Schedule by Coastland

6/10 Environmental survey

6/11 Engineering kick-off meeting, site visit

6/18 Submittal of Match Commitment and Project Commitment Letters

7/5 subapplication due date

HMGP DR-4344 Project-512 (LHMP)

6/5 Notification that application has been **approved**, for \$112,542 federal share of project costs (See attached)

* Upcoming CivicSpark service year includes LHMP as part of the scope of work (See attached)

RPA DR-4434 (February Rains)

5/30 Submitted FEMA form 9-0-49, enrolled in Grants portal

6/7 Attended Applicant Briefing

6/7 Submitted CalOES form 89

Non_FEMA projects

CalWARN

6/6 Developed CalWARN assistance request SOP

Projects Update

Temporary Generators

6/10 Attended EOC meeting, discussed Public Safety Power Shutoff Policy

Developing call tree for portable generator mutual aid candidates

Developing 5 month rental estimates

CivicSpark

5/29 California Volunteers site visit

Geo-locating manholes

Adding sewer laterals to GIS

Finalized SSO SOP, provided transition

6/6 Replaced 3 manhole lids

Water main replacement

5/24 95% submittal received

6/12 Scheduling bid notification

6/14 100% submittal, bid document completed

7/11 Bid opening

IRWM/Waterboards

6/5 Unit 9 Tank and I&I projects application development fo Prop 1 funding

6/11 Submitted MHI survey request

ACWA SLC

5/17 Met, reviewed 18 bill proposals, including 3 hand-carrys

6/5 Emergency con-call meeting, AB401, Oppose unless amended by roll-call vote (See attached)

6/13 HVLCSD added to AB402 coalition letter

6/14 Next meeting

May2019 Field Report

Water Operations and Maintenance Highlights

- 5/7, 5/9 Courtesy notices, lockoffs
- 5/1 Powderhorn service repair
- 5/7 Level indicator repair at LP tank
- 5/16 Valve exercising , Mrn Meadow North, Donkey Hill
- 5/20 Road repair, Tank site 1
- Weed eating
- Pump efficiency testing
- Regular maintenance and operations
- 5/23-5/31 Meter reads

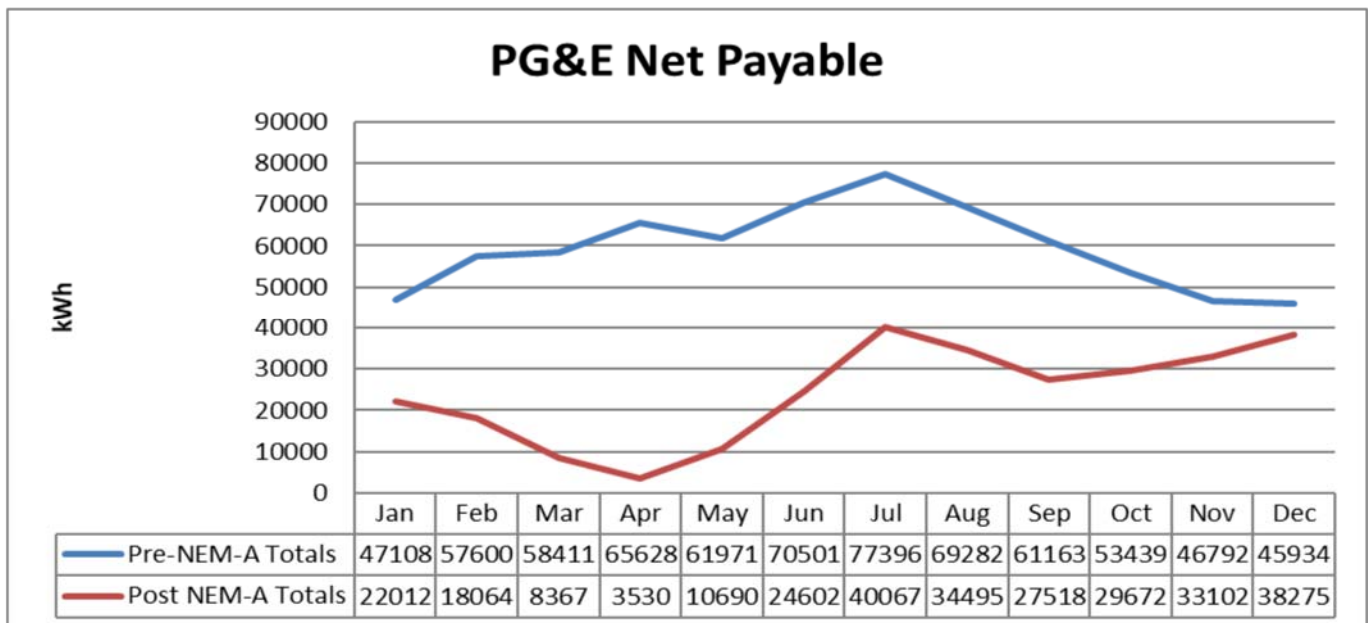
Wastewater Operations and Maintenance Highlights

- 5/7, 5/9 Courtesy notices, lockoffs
- 5/3 Implemented new polymer with new mixer
- 5/5 Troubleshooting turbidity in clarifier
- 5/6 Supplement effluent pond with AG well
- 5/8 Replaced filter in injection room
- 5/15 Geo-locating manholes
- 5/21 Changed out headworks screen float
- Regular maintenance and operations
- 5/23-5/31 Meter reads

May2019 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	177
Truck 2 (new construction truck)	1824
Truck 3	2272
Truck 4	122
Truck 6	712
Truck 7	1261
Truck 8	0
Dump Truck	116
Backhoe	18.1 hrs
New Holland Tractor	10 hrs

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	219.2	221.5
Fuel Log	219.5	221.5





FEMA

June 5, 2019

Mr. Mark Ghilarducci
Governor's Authorized Representative
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655

Reference: Application Approval, HMGP #4344-512-15P
Hidden Valley Lake Community Services District Hazard Mitigation Plan
Supplement #13

Dear Mr. Ghilarducci:

We have approved and issued Hazard Mitigation Grant Program (HMGP) funds for the above-referenced Hazard Mitigation Plan HMGP #4344-512-15P.

The total eligible cost is \$150,056. As shown in the enclosed Supplement #13 Obligation Report, we have obligated \$112,542 federal share reimbursement of eligible costs. These funds are now available in Smartlink for eligible disbursements, and this approval is based on the following:

1. These funds are obligated based on Hidden Valley Lake Community Services District's scope of work (SOW) for a new plan.
2. The award of funds is subject to the enclosed Standard Hazard Mitigation Grant Program Conditions, August 2018. Federal funds may be de-obligated for work that does not comply with these conditions.
3. The project schedule in the application identified that all work will be completed in 24 months or by June 5, 2021. Please be advised that all federal funds may be de-obligated for work that is not completed within schedule, and for which no extension is approved.
4. In compliance with the National Environmental Policy Act (NEPA), this undertaking is categorically excluded (CE) from the need to prepare either an environmental assessment or environmental impact statement.

Mr. Ghilarducci
June 5, 2019
Page 2

If you have any questions or need further assistance, please contact Linda Ortiz, Hazard Mitigation Assistance Specialist, at (510) 627-7096.

Sincerely,



Juliette Hayes
Director
Mitigation Division
FEMA Region IX

Enclosures (3):

Supplement #13
Project Management Report
Standard HMGP Conditions

cc: Monika Saputra, Cal OES
Robin Shepard, Cal OES

HAZARD MITIGATION GRANTS PROGRAM

Obligation Report w/ Signatures

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4344	15-P	0	512	1	13	CA	Statewide

Sub-Recipient: HIDDEN VALLEY LAKE COMM SVC

Project Title : 7% 2018 Hidden Valley Lake Community Services District LHMP

Sub-Recipient FIPS Code: 033-2277F

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
\$112,542.00	\$112,542.00	\$0.00	\$0.00

Project Amount	Subrecipient Management cost amount	Total Obligation	IFMIS Date	IFMIS Status	FY
\$112,542.00	\$0.00	\$112,542.00	06/04/2019	Accept	2019

Comments

Date: 06/04/2019 User Id: KMOJICA

Comment: Approved for new plan

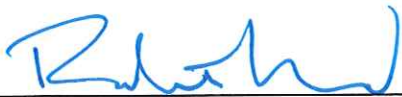
Authorization

Preparer Name: KAREN MOJICA

Preparation Date: 06/04/2019

HMO Authorization Name: LINDA ORTIZ

HMO Authorization Date: 06/04/2019



Authorizing Official Signature



Authorizing Official Title



Authorization Date

Authorizing Official Signature

Authorizing Official Title

Authorization Date

HAZARD MITIGATION GRANT PROGRAM

Project Management Report

Disaster Number	FEMA Project Number	Amendment Number	App ID	State	Recipient
4344	15-P	0	512	CA	Statewide

Sub-Recipient: HIDDEN VALLEY LAKE COMM SVC

FIPS Code: 033-2277F

Project Title : 7% 2018 Hidden Valley Lake Community Services District LHMP

Mitigation Project Description

Amendment Status : Approved

Approval Status: Approved

Project Title : 7% 2018 Hidden Valley Lake Community Services District LHMP

Recipient : Statewide

Sub-Recipient : HIDDEN VALLEY L

Recipient County Name : Lake

Sub-Recipient County Name : Lake

Recipient County Code : 33

Sub-Recipient County Code : 33

Recipient Place Name : Lake (County)

Sub-Recipient Place Name : Lake (County)

Recipient Place Code : 0

Sub-Recipient Place Code : 99033

Project Closeout Date : 00/00/0000

Work Schedule Status

Amend #	Description	Time Frame	Due Date	Revised Date
0	Subapplication Development and Submission	5 months	00/00/0000	00/00/0000
0	Consultant selection via RFP	2 months	00/00/0000	00/00/0000
0	Public Outreach	3 months	00/00/0000	00/00/0000
0	Build a Team	1 month	00/00/0000	00/00/0000
0	Identify Hazards	1 month	00/00/0000	00/00/0000
0	Vulnerability assessment	1 month	00/00/0000	00/00/0000
0	Set goals	5 months	00/00/0000	00/00/0000
0	Review possible activities	1 month	00/00/0000	00/00/0000
0	Implementation strategy	2 month	00/00/0000	00/00/0000
0	Implement, evaluate, revise	1 month	00/00/0000	00/00/0000
0	Cal OES/FEMA Review	6 months	00/00/0000	00/00/0000
0	Local Plan Adoption	2 months	00/00/0000	00/00/0000
0	Grant CClose-out	3 months	00/00/0000	00/00/0000

Approved Amounts

Total Approved Net Eligible	Federal Share Percent	Total Approved Federal Share Amount	Non-Federal Share Percent	Total Approved Non-Fed Share Amount
\$150,056	75.00000000	\$112,542	25.00000000	37514

Allocations

Allocation Number	IFMIS Status	IFMIS Date	Submission Date	FY	ES Support Req ID	ES Amend Number	Proj Alloc Amount Fed Share	Subrecipient Management Cost	Total Alloc Amount
15	A	06/04/2019	06/04/2019	2019	2793461	4	\$112,542.00		\$717,497.02
Total							\$112,542.00	\$0.00	\$112,542.00

HAZARD MITIGATION GRANT PROGRAM

Project Management Report

Disaster Number	FEMA Project Number	Amendment Number	App ID	State	Recipient
4344	15-P	0	512	CA	Statewide

Sub-Recipient: HIDDEN VALLEY LAKE COMM SVC

FIPS Code: 033-2277F

Project Title : 7% 2018 Hidden Valley Lake Community Services District LHMP

Obligations

Action Nr	IFMIS Status	IFMIS Date	Submission Date	FY	ES Support Req ID	ES Amend Number	Suppl Nr	Project Obligated Amt - Fed Share	Subrecipient Management Cost	Total Obligated Amount
1	A	06/04/2019	06/04/2019	2019	2871595	0	13	\$112,542.00	0.00	\$112,542.00
Total								\$112,542.00	\$0.00	\$112,542.00

Standard Mitigation Grant Program (HMGP) Conditions

FEMA Region IX, August, 2018

The following list applies to Recipients and Subrecipients accepting HMGP funds from the Federal Emergency Management Agency (FEMA) of the Department of Homeland Security (DHS):

1. **Applicable Federal, State, and Local Laws and Regulations.** The Recipient/Subrecipient must comply with all applicable Federal, State, and Local laws and regulations, regardless of whether they are on this list or other project documents. DHS financial assistance Recipients and Subrecipients are required to follow the provisions of the State HMGP Administrative Plan, applicable Hazard Mitigation Assistance Uniform Guidance, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in Title 2 of the Code of Federal Regulations (CFR) Part 200, adopted by DHS in 2 CFR 302.
2. **Financial Management Systems.** The Recipient and Subrecipient must maintain financial management systems to account for and track funds, as referenced in 2 CFR 200.302.
3. **Match or Cost Share.** Non-federal match or cost share must comply with 2 CFR 200.306, the scope of work (SOW), and any agreements among the Subrecipient, the Recipient, and FEMA.
4. **Budget Changes.** Unanticipated adjustments are permitted within the approved total cost. However, if costs exceed the federal share, the Subrecipient must notify the Governor's Authorized Representative (GAR) of overruns before implementation. The GAR shall submit a written request for approval to FEMA Region IX. The subaward must continue to meet HMGP requirements, including cost effectiveness and cost share. Refer to 2 CFR 200.308 for additional information.
5. **Real Property and Land.** The acquisition, use, and disposition must comply with 2 CFR 200.311.
6. **Equipment.** The acquisition, use, and disposition must comply with 2 CFR 200.313.
7. **Supplies.** Upon project completion, FEMA must be compensated for unused supplies, exceeding \$5,000 (fair market value), and not needed for other federal programs. Refer to 2 CFR 200.314.
8. **Procurement.** Procurement procedures must be in conformance with 2 CFR 200.318-320.
9. **Monitoring and Reporting Program Performance.** The Recipient and Subrecipient must submit quarterly progress reports, as referenced in the 2 CFR 200.328 and State HMGP Administrative Plan.
10. **Records Retention.** In accordance with 2 CFR 200.333, financial/ programmatic records related to expenditures must be maintained at least 3 years after the date of Recipient's final expenditure report.
11. **Enforcement and Termination.** If the Recipient or Subrecipient fails to comply with the award or subaward terms, whether stated in a Federal statute or regulation, the State HMGP Administrative Plan, subapplication, a notice of award, an assurance, or elsewhere, FEMA may take one or more of the actions outlined in 2 CFR 200.338, including termination or partial termination of the award or subaward outlined in 2 CFR 200.339.
12. **Allowable Costs.** Funds are to be used for allowable costs in compliance with 2 CFR 200.403, the approved SOW, and any agreements among the Subrecipient, Recipient, and FEMA.

13. **Non-Federal Audit.** The Recipient and Subrecipient are responsible for obtaining audits in accordance with the Single Audit Act of 1984, in compliance with 2 CFR 200.501.
14. **Debarred and Suspended Parties.** Recipients and Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, and 2 CFR 180. These regulations restrict federal financial assistance awards, subawards, and contracts with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in the federal assistance programs or activities.
15. **Equipment Rates.** Rates claimed for use of Subrecipient-owned equipment in excess of the FEMA-approved rates must be approved under State guidelines issued by the State Comptroller's Office or must be certified by the Recipient to include only those costs attributable to equipment usage less any fixed overhead and/or profit.
16. **Duplication of Funding between Public Assistance (PA) and HMGP.** Funding for PA Section 406 and HMGP Section 404 are permitted on the same facility/location, but the activities identified under each program must be distinct with separately accounted funds. At closeout, FEMA may adjust the funding to ensure the Subrecipient was reimbursed for eligible work from only one funding source.
17. **Historic Properties and Cultural Resources.** In compliance with 2 CFR 800, if a potential historic property or cultural resource is discovered during construction, the Subrecipient must cease work in the area and take all reasonable measures to avoid or minimize harm to the discovered property/resource. During construction, the Subrecipient will monitor ground disturbance activity, and if any potential archeological resources are discovered, will immediately cease work in that area, and notify the Recipient and FEMA. Construction in the area may resume with FEMA's written approval after FEMA's consultation, if applicable, with the State Historic Preservation Officer (SHPO).
18. **NEPA and Changes to the Scope of Work (SOW).** To comply with the National Environmental Policy Act (NEPA), and other Laws and Executive Orders, any change to the approved SOW shall be re-evaluated before implementation. Construction associated with a SOW change, prior to FEMA approval, may be ineligible for funding. Acceptance of federal funding requires environmental permits and clearances in compliance with all appropriate federal, state and local laws, and failure to comply may jeopardize funding.

Within their authority, the Recipient and Subrecipient must use of all practicable means, consistent with other essential policies, to create and maintain productive harmony for people and nature, and fulfill the social, economic, and other needs of present and future generations of Americans.

- 1) Project Specific Scope of Work
 - a) HVLCSO is currently focusing on two major projects to improve the safety, sustainability, and reliability of the utility, and the community that it serves; The LHMP, and the I&I project.
 - i) HVLCSO will begin work on the Local Hazard Mitigation Plan (LHMP). This is a FEMA-required plan that will serve as the cornerstone upon which HVLCSO can leverage much-needed infrastructure projects. These projects include improved water storage and water reliability. Project management, professional writing, data management and GIS proficiency are a few of the skills that are needed to see this project through completion. Garnering public support and awareness through outreach is a key success factor in this project.
 - ii) The Inflow and Infiltration (I&I) project began in 2017, and continues to grow each year. The pressure from groundwater on sewer lines can compromise the system's ability to treat wastewater, and can create a threat to public safety. HVLCSO is steadily increasing its financial commitment to reverse this effect long term. Flow monitors will be added to the collection system, as well as an enhanced GIS license to build structure and efficiency into asset management. The skills needed to build capacity in this project will require strong MS Excel ability, data analysis and management, GIS proficiency, professional writing, and project management. Field work is the basis upon which data collection and analysis will be built.
 - b) As projects evolve, it is expected that Fellows will also evolve and seize upon opportunities to meet the ever-changing needs of a live project. By being flexible in the face of uncertainty and ambiguity, both the Partner and Fellow shall grow together to find a successful attainment of mutual goals.
 - c) This project will include: 1) an initial gap assessment conducted by the Fellow, 2) a volunteer engagement component, and 3) a transitional support activity.
 - i) Minor changes to the scope following the requisite gap assessment process may be needed.

June 1, 2019
The Honorable Benjamin Allen
Chair, Senate Environmental Quality Committee
State Capitol, Room 2205
Sacramento, CA 95814

RE: AB 402 (Quirk) – Letter of Concern

Dear Chair Allen:

On behalf of the Association of California Water Agencies (ACWA), I am writing to express our concerns with AB 402, relating to the creation of a funding stabilization program to subsidize local primacy agency (LPA) regulatory oversight responsibilities.

As introduced on February 6, 2019, this bill would create a funding stabilization program (program), which LPAs could opt into and would be overseen by the State Water Resources Control Board (State Water Board). By participating in this program, LPAs—which are county health offices that provide regulatory oversight of small public water systems instead of the State Water Board—would delegate their authority to establish and collect fees on small public water systems to the State Water Board while retaining their regulatory oversight authority.

ACWA is concerned about how the State Water Board would fund this program. AB 402 would mandate the State Water Board to “establish and collect all fees payable by public water systems for local primacy agency activities set forth in this section” (Health and Safety Code Section 116330, subd. (g)(3)(A)). ACWA did not actively engage on this bill in the Assembly because analyses in the Assembly Environmental Safety & Toxic Materials Committee and the Assembly Appropriations Committee stated that the bill authorized the State Water Board to establish and collect fees only on “small public water systems.” ACWA relied on this interpretation of the bill, especially since the Environmental Safety & Toxic Materials Committee is staffing the bill for the author. However, in recent days, ACWA learned that these analyses were incorrect, and it is now the intent of the bill to allow the State Water Board to establish fees on all public water systems to subsidize this program. In light of this information, ACWA has significant concerns with the bill that were not identified in the Assembly.

- I. Authorizing the State Water Board to assess fees on **all** public water systems to subsidize this program would **expand** existing fee authority

Ever since the intent of this bill has been revealed, the proponents have been reluctant to amend the bill to reflect its original intent—which was to provide the State Water Board the authority to assess fees only on small public water systems overseen by LPAs that opt into this program. Their concern is that such an amendment would restrict the State Water Board’s existing fee authority. Amending the bill to reflect its original intent would not limit the State Water Board’s existing fee authority because the State Water Board currently has no authority to fund this program. AB 402 would create the mechanism to fund this program. And by allowing the State Water Board to raise or establish new fees to fund this program, this bill would expand the State Water Board’s fee authority.

II. Recent legislation that allows the State Water Board to address small water systems that fail to provide safe drinking water will likely reduce the regulatory oversight costs of LPAs

According to the Public Policy Institute of California, “over 90 percent of the non-compliant community water systems are small, serving fewer than 3,300 people each. Small systems are more likely to violate drinking water standard and to lack the technical, financial, and managerial capacity to resolve these issues on their own.” The proponents of this bill argue that these systems, which are oftentimes regulated by LPAs, lead to increased regulatory oversight costs that have resulted in some LPAs returning their authority to the State Water Board.

The California Legislature has, and continues to, actively identify solutions to address small public water systems that systemically fail to provide safe drinking water. Specifically, numerous bills have authorized the State Water Board to facilitate consolidations of these small public water systems, which are the type of systems overseen by LPAs. In some cases, large-and medium-size water systems have initiated consolidation efforts by absorbing these smaller systems. Merging neighboring systems creates economies of scale and allows water systems to share resources. Already the State Water Board has overseen more than 100 voluntary consolidations.

If consolidations reduce the number of small public water systems and brings failing systems into compliance, this will reduce regulatory oversight costs for LPAs. Lowering these costs would also lessen the need for bills like AB 402. The Legislature is confident that these measures will help address issues that pervade small public water systems. ACWA would encourage the Legislature to allow these measures to produce intended results before asking large-and medium-size public water systems to undertake an additional burden of subsidizing oversight costs of LPAs.

III. AB 402 authorizes the State Water Board to create a tax on all public water systems in order to subsidize the funding stabilization program

This bill directs the State Water Board “establish ... fees” on all public water system for the purpose of funding this program. This provision authorizes the State Water Board to create and assess a new fee on all public water systems. Public water systems would (1) be compelled to pay this fee, and (2) receive no benefit from the resulting revenue. While the bill characterizes this assessment as a “fee,” it would be considered a tax according to Article XIII A of the California Constitution. Any bill authorizing the creation of a tax would also necessitate a two-thirds vote by both houses of the Legislature. It seems likely that Legislative Counsel did not set this bill to receive a two-thirds vote because they understood it would authorize the State Water Board to fund this program by establishing fees only on small public water systems. However, given new information about the bill, ACWA would request that Legislative Counsel re-evaluate whether this bill authorizes the State Water Board to establish a tax.

The Assembly Appropriations analysis estimated this program would annually cost the State Water Board \$6.9 million if every LPA opted into the program. The State Water Board annually collects \$23 million in drinking water fees from public water systems. A tax created by this bill would generate almost a third of the revenue as existing drinking water fees, thereby imposing a significant financial burden on ACWA members. Creating a tax that only benefits LPAs that opt into the program would also incentivize every LPA join this program. ACWA is adamantly opposed to a bill that would tax its members in order to subsidize regulatory oversight costs of LPAs.

IV. Existing law grants LPAs with more expansive fee authority than the State Water Board

Two provisions in existing law grant LPAs the authority to assess fees necessary to cover actual regulatory oversight costs. First, subdivision (f) of section 116565 of the California Health and Safety Code permits LPAs to collect fees from small public water systems within their jurisdiction to cover the costs of conducting regulatory oversight. Second, section 101325 authorizes counties to adopt *additional* fees whenever that county determines that the state has authorized the LPA to perform acts that are not met by fees prescribed by the state. This fee authority is unique to LPAs. The question is, are LPAs that are considering returning regulatory oversight to the State Water Board properly utilizing this fee authority? Raising fees on public water systems is never a popular decision. Indeed, ACWA members often contend with this dilemma whenever costs outpace existing fees. However, when the situation necessitates a fee increase, tough decisions must be made despite political perils.

Before mandating that ACWA members subsidize regulatory oversight costs of LPAs, we ask if an analysis has thoroughly explored whether LPAs are sufficiently utilizing this expansive fee authority?

V. Conclusion

This bill moved out of the Assembly without receiving a single “no” vote. However, the lack of opposition resulted from a fundamental misunderstanding of how the existing language would be applied in practice. ACWA wants to highlight these issues so the Senate can freshly examine this bill and the significant financial ramifications it would have for all public water agencies.

ACWA will not be able to register a position until its State Legislative Committee meets on June 14. We will file an update letter once we take a position. In the meantime, we request the author amend AB 402 to reflect its original, and publicized, intent—that the State Water Board could only fund this program by assessing fees on small public water systems overseen by LPAs that opt into this program.

If you have any questions, please feel free to contact Kristopher Anderson at krisa@acwa.com or at 916-441-4545.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Anderson", written in a cursive style.

Kristopher M. Anderson, Esq.
Legislative Advocate

KA:ka

cc: The Honorable Bill Quirk
Members, Senate Environmental Quality Committee
Gabrielle Meindl, Chief Consultant, Senate Environmental Quality Committee
Scott Seekatz, Consultant, Senate Republican Caucus

**ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

DATE: June 18, 2019

AGENDA ITEM: Discussion and Possible Action: Adoption of FY 2019-2020 Budget and Investment Policy

RECOMMENDATIONS:

- 1) Conduct public hearing to receive public comment on recommended fiscal year 2019-2020 budget.
- 2) Adopt fiscal year 2019-2020 budget as recommended by staff or subsequently modified following public and/or Board member comment, via adoption of Resolution 2019-04.
- 3) Adopt Investment Policy for fiscal year 2019-2020 via adoption of Resolution 2019-05

FINANCIAL IMPACT:

Establish operating and capital improvement budgets, and policies related to the investment of District funds, for fiscal year 2019-2020.

BACKGROUND:

Pursuant to Government Code 61110, the Board must conduct a hearing to provide the public with an opportunity to comment on the proposed budget. Following the public hearing and Board discussion, staff recommends the Board adopt the fiscal year 2019-2020 budget by way of resolution.

Each year the Board adopts an Investment Policy in conjunction with the fiscal year budget. The Investment Policy defines the parameters within which the District’s funds are to be managed. In 2012 the Finance Committee spent considerable time reviewing the District’s long-standing Investment Policy, and a revised Investment Policy was subsequently adopted in October 2012 (aka October 2012 version). The October 2012 version ultimately became the FY 2013-2014 Investment Policy. Staff is once again recommending the Board adopt, by resolution, the October 2012 version as the District’s FY 2019-2020 Investment Policy.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on June 18, 2019, by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

Fiscal Year 2019-2020

Budget

(DRAFT)



Adopted June 18, 2019

Board of Directors:

Linda Herndon, President

Judy Mirbegian, Vice President

Jim Freeman

Jim Lieberman

Carolyn Graham

General Manager:

Kirk Cloyd

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Introduction

The Hidden Valley Lake Community Services District (District) is an independent special district serving the Hidden Valley Lake Community in southern Lake County, California. The District, which consists of 12 full-time employees that provide municipal water to approximately 2,475 homes and 35 businesses, and sewer services to approximately 1,485 within its three-square mile service area.

Mission Statement

"The mission of the Hidden Valley Lake Community Services District is to provide, maintain and protect our community's water."

History

The Stonehouse Mutual Water Company was established in 1968 and supplied water to the Hidden Valley Lake subdivision. The Hidden Valley Lake Community Service District was established in 1984. A sewer system controversy led to a lawsuit between the two agencies in 1988; the suit was dismissed in the spring of 1989.

Stonehouse Mutual Water Company's problems led to discussions of a merge with Hidden Valley Lake Community Services District. It was evident that combining the two stand alone providers into one utility company would result in a tremendous cost savings for the agencies and rate payers. The merge also provided additional protection to the community via State oversight as well as access to grants and low cost loans. With the passage of AB 1504, the merger of the two utilities was accomplished on January 1, 1993 at 12:01 am.

Board of Directors

The Board of Directors of the Hidden Valley Lake CSD consists of five elected officials who are tasked with representing the general interest of those in the Hidden Valley Lake community. Directors must live within the boundaries of the water, sewer and recycled water district, ensuring that they fully understand the intricacies of the community and are enlisted in services provided. Each member serves a four year term. Elections are held in November of even numbered years, and Director terms are staggered to mitigate disruption.

The Board of Directors sets goals and creates policies that guide District operations. The Board appoints a General Manager to handle the day to day operations of the District and to carry out the policies established by the Board. It is the General Manager's responsibility to ensure that District procedures are in line with the District's mission and Board policies. Beyond the General Manager, the Board also appoints legal counsel and financial auditors.

The HVLCSD Board of Directors is committed to transparency. Board meetings are held in accordance to the Brown Act and are noticed as such. Regular board meetings are held on the third Tuesday of the month at 7:00 p.m. at the Districts business office, 19400 Hartmann Rd., Hidden Valley Lake. The board also assigns standing and ad hoc committees that meet throughout the year to assist in the development of policy. Committee meetings are also held at the District's business office; times and dates vary by committee and can be found on the district website, www.hvllcsd.org. Each meeting ends with a call for public comment, and community members are encouraged to attend and voice concerns.

It is projected that the 2018/19 budget year will close within the approved budgeted amounts. The 2019/20 budget provides a greater level of transparency and follows the 2017/18 audit with no reportable action for the first time in recent district history. District short falls have been brought to light and financial programs put in place to provide the District with a means to address them, but only with the implementation of a water and sewer rate increase as indicated in the NBS Rate Study dated April 2019. It is the desire of the District to continue down the path of financial health as we enter into the 2019/20 fiscal year. The new fiscal year has the means to provide the District with resources to improve infrastructure that is decaying due to deferred maintenance should the public approve a rate increase through the 218 process and the Board give staff the approval to proceed with the many grants and funding opportunities to save District constituents a portion of the financial outlay.

The 2019/20 Fiscal Budget is based on historical data from the previous three fiscal years. This provides the District with a more fact-based analysis of actual funds spent and less of a projection which can be skewed.

Revenue and Expense Trends and Forecast

Water Fund

With the last remaining rate increase of the 2014 Rate Study scheduled to be implemented July 1, 2019, the Water Fund is expected to experience minor improvement in the 2019/20 FY. However, the majority of the increase will be eaten away by the ever-increasing costs of doing business. The rate increases in recent years helped but did not completely restore the operating revenue stream nor were they designed to address regulatory requirements such as the Hexavalent Chrome or meter moratorium issues. Recent increases were not designed to address the need for an operational reserve, capital improvements or an emergency operating fund for the District, however, the District managed to establish small reserve accounts for each in the 2018/19 fiscal year. A similar percentage is expected to be placed in reserves this year. Replacement of aging infrastructure such as the wooden water tanks, water mains, hydrant replacement and emergency generators to provide domestic water and fire flow during PG&E outages were not included in previous rate increases. The 2017/18 fiscal year was the first time HVLCSD established an Operational Reserve Fund for water putting 7% of the monthly revenues into this account. This account is required to be funded should the District need to request a loan such as the State Revolving Fund (SRF) loan or to match with a state/federal grant such as Prop. 1 to replace the five (5) wooden water tanks that are over 51 years old or the aging water meters that are not accounting for well over 30% of the water loss. This is lost revenue the District should be recovering. In the 2019/20 fiscal budget year, funding has been designated for the Water Operational Reserve Fund (5.0%) and CIP Fund (7.0%). Unfortunately, these funds fall short of what is needed to replace aging infrastructure, address the meter moratorium, prepare for future regulations such as Chrome 6 and address the need for emergency generators during prolonged power outages, however, now that funding is being continued this budget year, along with a means to guarantee a percentage is deposited into these funds annually. The District continues on the path to a healthy financial future. Future rate increases must include substantial increases to the current annual percentages designated for each Water fund.

This past year, saw continued stabilization in water usage since the Governor lifted the drought mandate in 2017. Prior to the economic recession and drought, total District water use was approximately 25 percent higher than today. Water usage, particularly outdoor use, plummeted

as homes fell into foreclosure and landscaping was left to wither. The change to zero landscape, drought tolerant plants and lo flow appliances has also stabilized. Although the number of residential water connections has rebounded and exceeded pre-recession numbers (approximately 2477 connections), the amount of water used by each connection is still below that of pre-recession/pre-drought usage while the cost of providing utility services continues to increase. This year we noted continued increases from PG&E, increased fuel costs based on the Governor's increased tax on gasoline and diesel fuel which also effects the cost of all commodities used to operate a utility district in such a rural area. This also impacts district staff as they drive to work as this District does not provide an annual cost of living increase for its employees. Not only has the cost to transport items such as chlorine greatly increased but the District noted an increase in chemicals in general as well as most other goods and services from our vendors. In summary, the Water Fund revenue stream has stabilized as the reduction in water use has stabilized but an increase to the cost of doing business greatly affects the District's ability to provide services at the same level while cutting costs to work within the existing budget. Again, this year, the increase in operating costs and need to replace aging infrastructure will not be offset by the coinciding rate increases we will see July 1, 2019.

Over the previous nine years, annual Water Fund operating expenses have increased by an average of 17 percent while revenue has increased only 15 percent. Additionally, there is considerable "expense wobble" between years. The wobble is partially attributable to weather, which impacts the amount of water that must be treated and delivered in any given year. Also, to be considered are the "one-time" expenses such as the Water Rights Petition Project, the meter moratorium and the Hexavalent Chromium (Cr6) issue – all of which were mandated by regulatory agencies and require substantial resources in the form of time and monies.

In summary, it is anticipated that Water Fund operating expenses will continue to steadily increase due to utility costs, infrastructure replacement needs and pending failures, the ever-increasing cost of regulatory oversight and increasing costs associated with keeping qualified individuals on staff. These expenses exceed the current and projected revenue streams thus replacement projects continue to be put on hold.

Sewer Fund

Despite the fiscal hardship the Sewer Fund continues to experience, last year, the District established Operational Reserve Fund (313) and CIP Fund (314). The 2019/20 Budget increases the reserve amount for both funds by 1.5% providing an over-all 3% of the monthly revenues going into each account (3.0% is an estimated \$45K per year.) This \$45K per year into each account will in no way allow the District to apply for grants and/or loans on their own, however, it continues the clear path to financial health should the Board of Directors and administrative staff choose to follow it now and, in the years, to come. The 2019/20 Budget also continues to express the Solar Debt Reserve (2.0% Sewer Rev) in line item 319-4580. As you may recall, the District received incentive pay from PG&E for the installation of the solar array at the RWRP. That incentive was in the form of money put into fund 219 and used to pay for the annual loan debt. Fund 219-4115 established in the 2018/19 Budget provides funds to pay the debt service throughout the life of the loan. The annual debt service is just under \$33K per year. The new Solar Debt Reserve of 2.0% is expected to provide approx. \$32K per year with the remaining \$1K coming from the remaining \$80K in Fund 219, initially from the PG&E incentive. Future budget years will need to see a minor increase to this reserve to avoid a balloon payment at the end of the loan.

The early payoff of a bond in 2009 and state loan in 2016 stabilized the Sewer Fund temporarily, however, this year the District again found it considerably more difficult to present a balance sewer budget. Sewer Fund revenues were blunted by the 2008 recession and with the reduction in water usage due to the drought, sewer revenue has dropped. Similar to Water Fund revenues, which are determined by the number of water connections and quantity of water delivered to each connection, sewer revenues are based on the number of connections and the individuals water usage from the previous December through March when outdoor usage is at its lowest. Accordingly, a homeowner can reduce water and sewer use and their associated costs through proper utility management. The self-managing of utilities by District constituents is in part based on the Governor's powerful message to make "...water conservation a way of life," thus reducing the revenue previously seen in the sewer fund.

From 2008 to 2016, annual Sewer Fund operating expenses increased by an average of 38 percent while revenue increased 53 percent. Unlike the Water Fund, the Sewer Fund kept up

with operating expenses until last fiscal year. As stated in the 2017/18 Budget Narrative, “...with the recent changes in how sewer bills are calculated, going from a flat rate to usage-based billing, the Sewer Fund will succumb to the same fate as the Water Fund over time should rates not be increased.” That time is currently before us. During the last three years, the operational costs have exceeded the annual revenue requiring reductions that are needed for capital repair projects. This is reflected in the \$3K reduction in the Repair & Replace (5150) (which falls on the heels of a \$10K reduction in 2018/19 Budget) and the minimal investment into Funds 313 and 314 which are required to replace aging infrastructure such as the sewer lines that allow rain water to enter the collection system during and following a rain event, and year-round due to ground water, accounting for 50% of the water HVLCSD treats at its RWF. Additionally, like the Water Fund, the Sewer Fund expenses tend to “wobble” between years. This year-to-year variation is becoming increasingly apparent with the increase in historic rain events and aging of the sewer system. Infiltration and inflow (I&I) of rain and ground water hydraulically overload the collection system causing Sanitary Sewer Overflows (SSO’s), increase pumping and treatment costs, lead to disposal complications, greater regulatory oversight and costly mandated repairs and modifications. Due to these issues, the Sewer Fund now suffers from the same fate as the Water Fund and similarly, without a rate increase, maintenance, repair and capital items associated with operating expenses and replacement of aging facilities cannot be funded.

Lastly, Recycled Water is a valuable resource in the fight against droughts while providing a means for our local golf course to irrigate while not depleting our ground water through the pumping and consumption of raw water. Noting that the last Recycled Water rate increase was in 2012. Recycled water rates were recently evaluated in the NBS rate study of 2019 and are recommended for a small increase in the most recent rate study.

Final Thoughts:

Again, this year, the District acknowledges that a rate increase is inevitable for a healthy and financially responsible utility provider, however, methodical replacement of infrastructure can be achieved with intelligent increases, sound financial planning, strategic partnering of grants with low interest loans and a financially stable and responsible District. To this end, the District has

presented a balanced budget for the 2019/20 fiscal year with recommendation to implement any future water rate increase approved by the votes through the Prop. 218 process and the governing body of this district on or as close to January 1st as possible of each consecutive year and sewer rate increase on or as close to July 1st as possible of each consecutive year.

The intent of this implementation strategy is to implement any water rate increase during the winter months when water usage is at its lowest due to cooler and rainy weather. This strategy allows the District's constituents to self-manage water usage as temperatures gradually increase in the summer months rather than having a spike in their bill July first when water usage is much higher. Additionally, the District bases its sewer rates on constituent's water usage December through March. With this, a sewer rate increase would need to be put in place July of each year based on the previous review period. This strategy empowers the District's constituents to self-manage their water and sewer utility costs without a sudden increase during high usage months.

Capital expenses far exceed the current and projected revenue streams thus repair/replacement projects such as the: Wooden water tank replacement; repairs to reduce I&I in the sewer system; water meters replacement (AMI); SCADA system repairs; and emergency generators for the water continue to be put on hold.

In short, the District continues to be on "Life Support." The new path the District has taken over the last two years, along with intelligent rate increases, is expected to revive the District over time and usher in a financially responsible and health utility district.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2019-2020 BUDGET

Draft

SEWER ENTERPRISE FUND

REVENUE	
120-1051 A/R Retiree Health	11,420
120-4020 PERMIT & INSPECTION FEES	500
120-4036 DEVELOPER SEWER FEES	15,200
120-4040 LIEN RECORDING FEES	-
120-4045 AVAILABILITY FEES	5,000
120-4050 SALES OF RECLAIMED WATER	118,000
120-4060 CC TRANSACTION FEE	18,000
120-4111 COMMERCIAL SEWER USE	36,959
120-4112 GOVERNMENT SEWER USE	855
120-4116 SEWER USE CHARGES	1,167,934
120-4210 LATE FEE 10%	20,000
120 4300 MISC INCOME	1,500
120-4310 OTHER INCOME	200
120-4320 FEMA/CalOES Grants	135,000
120-4550 INTEREST INCOME	1,500
120-4580 TRANSFER IN	54,821
	-
TOTAL REVENUE	1,586,889

EXPENSES	
120-5-10-5010 ADMIN SALARY & WAGES	301,602
120-5-30-5010 FIELD SALARY & WAGES	215,150
120-5-40-5010 DIRECTORS SALARY & WAGES	3,000
120-5-10-5020 ADMIN EMPLOYEE BENEFITS	93,979
120-5-30-5020 FIELD EMPLOYEE BENEFITS	68,254
120-5-40-5020 DIRECTOR BENEFITS	90
120-5-10-5021 ADMIN RETIREMENT BENEFITS	57,507
120-5-30-5021 FIELD RETIREMENT BENEFITS	46,724
120-5-30-5022 FIELD CLOTHING ALLOWANCE	1,800
120-5-00-5024 WORKERS' COMP INSURANCE	11,770
120-5-00-5025 RETIREE HEALTH BENEFITS	22,840
120-5-00-5026 COBRA	-
120-5-40-5030 DIRECTOR HEALTH BENEFITS	41,340
120-5-00-5040 ELECTION EXPENSE	-
120-5-00-5060 GASOLINE, OIL & FUEL	12,000
120-5-00-5061 VEHICLE MAINT	15,000
120-5-00-5062 TAXES & LICENSE	800
120-5-10-5063 ADMIN CERTIFICATIONS	500
120-5-30-5063 FIELD CERTIFICATIONS	1,500
120-5-00-5074 INSURANCE	27,000
120-5-00-5075 BANK FEES	21,000
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500
120-5-10-5090 ADMIN OFFICE SUPPLIES	4,000
120-5-30-5090 FIELD OFFICE SUPPLIES	1,000
120-5-00-5092 POSTAGE & SHIPPING	7,000
120-5-00-5110 CONTRACTUAL SERVICES	-
120-5-00-5121 LEGAL SERVICES	5,000
120-5-00-5122 ENGINEERING SERVICES	27,000
120-5-00-5123 OTHER PROFESSIONAL SERVICE	10,000
120-5-00-5126 AUDIT SERVICES	4,000
120-5-00-5130 PRINTING & PUBLICATION	5,000
120-5-00-5135 NEWSLETTER	500
120-5-00-5145 EQUIPMENT RENTAL	5,000
120-5-00-5148 OPERATING SUPPLIES	40,000
120-5-00-5150 REPAIR & REPLACE	142,000
120-5-00-5155 MAINT BLDG & GROUNDS	5,500
120-5-00-5156 CUSTODIAL SERVICES	16,500
120-5-00-5157 SECURITY	5,000

120-5-00-5160 SLUDGE DISPOSAL	45,000
120-5-10-5170 ADMIN TRAVEL MILEAGE	1,200
120-5-30-5170 FIELD TRAVEL MILEAGE	500
120-5-40-5170 DIRECTORS TRAVEL MILEAGE	200
120-5-10-5175 ADMIN EDUCATION/SEMINARS	4,000
120-5-30-5175 FIELD EDUCATION/SEMINARS	4,000
120-5-40-5175 DIRECTORS EDUCATION/SEMINARS	1,500
120-5-40-5176 DIRECTOR TRAINING	3,600
120-5-10-5179 ADM MISC EXPENSE	350
120-5-00-5191 TELEPHONE	9,500
120-5-00-5192 ELECTRICITY	60,000
120-5-00-5193 OTHER UTILITIES	2,600
120-5-00-5194 IT SERVICES	45,000
120-5-00-5195 ENV/MONITORING	32,000
120-5-00-5196 RISK MANAGEMENT	-
120-5-00-5198 ANNUAL OPERATING FEES	2,000
120-5-00-5310 EQUIPMENT - FIELD	1,500
120-5-00-5311 EQUIPMENT - OFFICE	1,300
120-5-00-5312 TOOLS - FIELD	1,500
120-5-00-5315 SAFETY EQUIPMENT	3,500
120-5-00-5545 RECORDING FEES	250
120-5-00-5580 TRANSFER OUT	-
120-5-00-5590 NON-OPERATING OTHER	-
120-5-00-5591 EXPENSES APPLICABLE TO PY	-
120-5-00-5600 CONTINGENCY	5,000
120-5-60-6006 PLKVF83	-
120-5-60-6007 STORMS 2019	-
120-OPEB OBLIGATION	12,500
140-5-00-5192 ELECTRICITY - FLOOD CONTROL	1,000
319-4580 SOLAR DEBT RESERVE (2% SEWER REV)	31,739
313-WASTEWATER OP RESERVE (3%)	45,147
314-WASTEWATER CIP (3%)	45,147
TOTAL EXPENDITURES	1,586.889

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2019-2020 BUDGET

Draft

WATER ENTERPRISE FUND

REVENUE	
130-1051 A/R RETIREE HEALTH	11,420
130-4035 RECONNECT FEES	12,000
130-4038 COMM WATER CONNECTIONS	-
130-4039 WATER METER INSTALLATION	1,000
130-4040 RECORDING FEE INCOME	500
130-4045 AVAILABILITY FEES	25,000
130-4060 CC TRANSACTION FEE	18,000
130-4110 COMMERCIAL WATER USE	104,000
130-4112 GOVERNMENT WATER USE	6,000
130-4115 WATER USE CHARGES	1,940,435
130-4210 LATE FEE 10%	25,000
130 4215 RETURNED CHECK FEE	1,000
130-4300 MISC INCOME	2,000
130-4310 OTHER INCOME	100
130-4550 INTEREST INCOME	2,000
130-4580 TRANSFER IN	-
TOTAL REVENUE	2,148,455

EXPENSES	
130-5-10-5010 ADMIN SALARY & WAGES	301,602
130-5-30-5010 FIELD SALARY & WAGES	215,150
130-5-40-5010 DIRECTORS SALARY & WAGES	3,000
130-5-10-5020 ADMIN EMPLOYEE BENEFITS	93,979
130-5-30-5020 FIELD EMPLOYEE BENEFITS	68,254
130-5-40-5020 DIRECTOR BENEFITS	90
130-5-10-5021 ADMIN RETIREMENT BENEFITS	57,507
130-5-30-5021 FIELD RETIREMENT BENEFITS	46,724
130-5-30-5022 FIELD CLOTHING ALLOWANCE	1,800
130-5-00-5024 WORKERS' COMP INSURANCE	11,770
130-5-00-5025 RETIREE HEALTH BENEFITS	22,840
130-5-40-5030 DIRECTOR HEALTH BENEFITS	41,340
130-5-00-5040 ELECTION EXPENSE	-
130-5-00-5060 GASOLINE, OIL & FUEL	11,000
130-5-00-5061 VEHICLE MAINT	24,292
130-5-00-5062 TAXES & LICENSE	1,200
130-5-10-5063 ADMIN CERTIFICATIONS	-
130-5-30-5063 FIELD CERTIFICATIONS	600
130-5-00-5074 INSURANCE	27,000
130-5-00-5075 BANK FEES	21,000
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000
130-5-10-5090 ADMIN OFFICE SUPPLIES	4,000
130-5-30-5090 FIELD OFFICE SUPPLIES	1,000
130-5-00-5092 POSTAGE & SHIPPING	6,000
130-5-00-5110 CONTRACTUAL SERVICES	-
130-5-00-5121 LEGAL SERVICES	10,000
130-5-00-5122 ENGINEERING SERVICES	60,000
130-5-00-5123 OTHER PROFESSIONAL SRV	20,000
130-5-00-5124 WATER RIGHTS	70,000
130-5-00-5126 AUDIT SERVICES	4,000
130-5-00-5130 PRINTING & PUBLICATION	7,500
130-5-00-5135 NEWSLETTER	500
130-5-00-5140 RENT & LEASES	-
130-5-00-5145 EQUIPMENT RENTAL	35,000
130-5-00-5148 OPERATING SUPPLIES	5,000
130-5-00-5150 REPAIR & REPLACE	185,000
130-5-00-5155 MAINT BLDG & GROUNDS	12,000
130-5-00-5156 CUSTODIAL SERVICES	4,200

130-5-00-5157 SECURITY	5,000
130-5-10-5170 ADMIN TRAVEL MILEAGE	2,000
130-5-30-5170 FIELD TRAVEL MILEAGE	2,000
130-5-40-5170 DIRECTORS TRAVEL MILEAGE	200
130-5-10-5175 ADMIN ED/SEMINARS	4,000
130-5-30-5175 FIELD EDUCATION/SEMINARS	4,000
130-5-40-5175 DIRECTORS ED/SEMINARS	1,500
130-5-40-5176 DIRECTOR TRAINING	8,400
130-5-10-5179 ADM MISC EXPENSE	350
130-5-00-5191 TELEPHONE	9,500
130-5-00-5192 ELECTRICITY	150,000
130-5-00-5193 OTHER UTILITIES	2,200
130-5-00-5194 IT SERVICES	40,000
130-5-00-5195 ENV/MONITORING	20,000
130-5-00-5196 RISK MANAGEMENT	-
130-5-00-5198 ANNUAL OPERATING FEES	30,000
130-5-00-5310 EQUIPMENT - FIELD	1,000
130-5-00-5311 EQUIPMENT - OFFICE	1,000
130-5-00-5312 TOOLS - FIELD	1,000
130-5-00-5315 SAFETY EQUIPMENT	2,500
130-5-00-5505 WATER CONSERVATION	9,000
130-5-00-5545 RECORDING FEES	100
130-5-00-5580 TRANSFER OUT	-
130-5-00-5600 CONTINGENCY	20,000
130-OPEB OBLIGATION	12,500
218-5522 INTEREST LONG TERM DEBT	59,567
218-5595 CIEDB LOAN ANNUAL FEE	5,135
218-5599 PRINCIPAL PMT	106,363
320-4115 Water Capital Fund (7%)	148,243
325-4115 Water Operating Reserve (5%)	105,548
TOTAL EXPENDITURES	2,148,455



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

CAPITAL EXPENDITURES

DRAFT 2019 - 2020

SEWER CIP EXPENSES	FUND	Budget
I & I Study (Intern/Fellowship)	313	60,000
IT Upgrades	313	5,000
Vac Truck (60%)	712	201,000
I & I Repair	314	100,000
Chlorine tank auto shutoff	314	32,000
SCADA	712	30,000
Chlorine Disinfection Facility	314	45,000
Aquatic Harvesting	314	35,000
Total		\$ 508,000

SEWER CIP REVENUE	FUND	Revenue
Sewer Op Reserve (3%)	313	45,147
FEMA/CalOES	313	
Sewer CIP (3%)	314	45,147
FEMA/CalOES	314	
Total		\$ 90,294

WATER CIP EXPENSES	FUND	Budget
Unit 9 Tank Replacement 1,850,000 (*1)	320/325/130	220,000
AMI	320/325/130	100,000
Vac Truck (40%)	320	134,000
Repair Water Main Line	320	200,000
IT Upgrades	320	5,000
Total		\$ 659,000

WATER CIP/OP RESERVE	FUND	Revenue
Water CIP (7%)	320	148,243
Water OP Reserve Fund (5%)	325	105,548
Total		\$ 253,791

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT			
DRAFT 2019 - 2020 BUDGET			
	<u>DEBT SERVICE REVENUE</u>	<u>FUND</u>	<u>AMOUNT</u>
1)	1995-2 BOND - TAX ASSESMENT	215	\$ 298,541
2)	CIEDB LOAN - FUND 130	218	171,064
3)	USDA RUS LOAN (SOLAR) - FUND 120	219	32,258
	TOTAL REVENUE		\$ 501,862
	<u>DEBT SERVICE EXPENDITURE</u>		
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 179,000
	1995-2 BOND REDEMPTION (INTEREST)	215	105,272
	BOND ADMINISTRATION (ANNUAL FEE)	215	6,585
	COUNTY COLLECTION FEES	215	3,414
	CSD ADMIN COSTS	215	4,270
			\$ 298,541
2)	CIEDB (PRINCIPAL)	218	106,363
	CIEDB (INTEREST)	218	59,566
	CIEDB (ANNUAL FEE)	218	5,135
			171,064
3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 16,500
	USDA RUS LOAN (INTEREST)	219	15,758
			\$ 32,258
	TOTAL DEBT SERVICE		501,862

Projects

Replacement of the 8” water main in Mountain Meadow N. Between Hartmann & Donkey Hill \$200K.

Planning, design and land acquisition for the replacement of the Unit 9 water tank will continue during this budget year. The total project is estimated to cost \$1,850,00.

Upon Board approval, a 218 vote will be implemented requesting a water, sewer and recycled water rate increase.

I & I repair continues. The District has identified the need to invest \$100,000 in the 2019/20 fiscal year.

In accordance with the District’s Risk Management Plan, the District is required to install a chlorine tank auto shutoff. Staff has identified \$32,000 to make this improvement. Additionally, the District will conduct a chlorine disinfection facility feasibility study to determine future alternatives.

Aquatic Harvesting. The District has identified 35,000 to ensure this effort is undertaken in the 2019/20 budget year. Alternatives are being looked at to provide cost saving measure.

The District has identified \$335,000 for the purchase of a Combo (Vac) Truck which will reduce rental costs for collection system line and wet well maintenance as well as enhance the District’s ability to make water/sewer line repairs safer/more efficient and clean valve cans so staff can establish a valve exercising program.

The District has identified weaknesses in the aging SCADA system and is working to upgrade to a cloud-based SCADA system over the next few years. \$30,000 has been identified for the 2019/20 budget year.

The District has identified \$100,000 in the 2019/20 budget to start the multi-year meter replacement program. The District is evaluating several funding options and the practicality of going to a fully automated AMI system or starting with an AMR system and transitioning to an AMI system when funding is available.

Summary Descriptions

Revenue

Permits and Inspections: New connections

Charges for Services: Water and sewer services, water overage, reclaimed water sales.

Miscellaneous: Availability (providing access to water and wastewater), lease income, interest, miscellaneous.

Expenditures

Salaries and Benefits: Salaries, wages, payroll taxes, retirement, employee medical and dental, director medical.

Insurance: Liability insurance.

Office Expenses: Office supplies, printing and publication, newsletter, administrative miscellaneous, recording fees.

Contractual Services: Software, cleaning service, internet, postage meter, web hosting.

Dues and Subscriptions: Membership fees and subscriptions.

Postage: Postage.

Repairs and Maintenance: Vehicle maintenance, repair and replace, maintenance building and grounds.

Gas, Fuel, and Oil: Gasoline, fuel & oil.

Supplies: General supplies.

Professional Services: Water rights consultants, aquatic ecologist, auditor, website design.

Travel: Mileage reimbursements, lodging (not related to education or seminars).

Telephone: Landline and mobile telephone service.

Power: Electricity.

Other Operating: Debt service payments, operating revenue set aside for capital improvements.

Office and Safety Equipment: Telephones, computers, printers, AED, medical supplies and hazmat equipment.

Environmental Monitoring: Lab samples.

Water Conservation: District education program, low flow toilet rebates, high efficiency washing machine rebates.

Annual Operating Fees: Permits, water rights, Unites States Geological Services fees.

Significant Changes

Salaries and Benefits

Fiscal year 2019/20 shows an increase in salary for the General Manager based on the 2017 salary survey completed by CPS HR Consulting and approved by the Board to be implemented July 1, 2018 for all staff members except the General Manager. This was at the recommendation of the General Manager as the 2018/19 Budget could only support an increase for staff other than the General Manager. The 2019/20 Budget can now support all recommended increase from 2017 salary survey. Additionally, benefits such as insurance and CalPERS continue to rise. A small cause for increase is due to the District's medical insurance provider, Special Districts Risk Management Authority (SDRMA,) with a 1.29% increase in health benefits beginning January 1, 2020.

Insurance (Property/Liability)

The 2019/20 insurance premium reflects a minor increase based on industry standards but no major increase is noted in this area.

Contractual Services

No changes are expected in contractual services for the 2019/20 fiscal year; however, the District may go out for bid for custodial services at the Admin. facility as well as at the RWRP.

Repairs and Maintenance

The 2019/20 Sewer Operating budget includes a \$3,000 decrease in the Repair and Replace line item in order to maintain a balanced budget and provide for an increase to on-call pay.

Professional Services

As noted under projects, the District intends to continue to work with Wagner & Bonsignore to address the meter moratorium.

Other Operating Expenses

For both the sewer and the water funds, the majority of costs in the Other Operating Expenses line item are related to the payment of debt [the solar loan to USDA for sewer (\$33,000 per year), and the CIEDB loan for water (\$172,767 per year)].

Office and Safety Equipment

The 2019/2020 budget will mirror the 2018/19 budget for Office and Safety Equipment line item that will cover improved security at the Administrative facility and several field facilities.

Capital Additions

(Unfunded)

Sewer

Rebuild the entrance road outside the gate to the existing 4” asphalt at the Reclamation Plant.

This fund is expected to continue each year until the road to Grange Rd. is completely paved, once funds are identified.

Water

All capital additions for water that have been identified are noted in the projects or are funded in the 2019/20 operational budget.

Stormwater

(Funds are currently not available for Capital additions in this area.)

Debt

Sewer Expansion and Wastewater Treatment Plant

In 1994, the District expanded the sewer system and relocated wastewater treatment to the new Grange Road plant. Prior to the expansion, there were many vacant lots remaining in the Hidden Valley Lake subdivision that were not considered buildable. The composition of the soil would not allow proper drainage that would make septic systems a feasible option to potential builders. The expansion of the system allowed 1460 properties within the Hidden Valley Lake Association to be viable for construction.

The project was funded by four bonds and a low interest loan. Of the four bonds, three were paid off early in order to minimize interest payments. The remaining bond, the 1995-2 series bond was issued by the USDA on August 16, 1995 for \$5,500,000. The bond carried a 5.5% interest rate. This Bond was refinanced in March of 2016. At that time, the balance was 3,650,000 and currently has an interest rate of 3.25%. The remaining principal balance of the loan on June 30, 2018 was \$2,711,932.00 (Interest is not included.) The principal and interest related to the 1995-2 bond is collected annually on the property tax roll.

Water Infrastructure Project

In 2002 the District upgraded the existing water infrastructure to meet increasing demands and ensure continuity of services. The Water Infrastructure Project included the addition of two 500,000 gallon storage tanks and the replacement of two pump stations. Additionally, pressure reducing valves were replaced throughout the District to ensure adequate water pressure was provided to all customers. The District's supervisory control and data acquisition (SCADA) system was also upgraded to allow for remote control of the water and wastewater systems.

The Water Infrastructure project was funded by the California Infrastructure and Economic Development Bank (CIEDB) via a low interest loan. The District borrowed \$3,000,000 on June 24, 2002 at 3.48%. The loan is set to mature in 2032, and the remaining balance is \$1,913,810. Loan payments were intended to be funded by new connections to the water system, but with the economic downturn, meter moratorium, and subsequent decline in new construction, annual loan payments are now made from the operating budget.

Solar Project

In an effort to mitigate anticipated increases in the cost of energy, the District installed a photovoltaic (PV) project at the Wastewater Treatment Plant. The PV went online in December 2011. The array was designed to meet the full demands of the Treatment facility, and the savings to the District have exceeded original estimates. The District has also extended this cost savings to the domestic well field on Grange Rd. as it is on contiguous properties with the PV.

The project was funded by the United States Department of Agriculture (USDA) via an \$885,000 grant and a \$640,000 low interest loan. Additionally, the District received \$200,000 in PG&E rebates for the project (to be paid over a five-year period). The USDA loan was signed on October 1, 2011 in the amount of \$640,000 at 3% interest. The outstanding balance of the loan is \$476,341 and the loan will mature in 2041. Annual loan payments of \$32,245 were said to be made from the operating budget from surplus funds remaining after electricity is paid. Historical review of past budgets suggest that loan payments have been paid out of the initial \$200,000 PG&E rebate provided the District. Currently that fund has a balance of approx. \$80,000. A new line item (219-4115) was added to the 2018/19 budget where \$25,000 of the budget is used to pay for most of the annual loan payment. The remaining \$7,245 will continue to be paid for out of the PG&E rebate the district holds in Fund 219. As the District becomes more financially sound and this loan approaches maturity, additional funds may need to be budgeted into 219-4115.

Closing Thoughts:

The goal is to manage the District's assets in a fiscally responsible manner while planning for the repair and replacement of aging infrastructure and equipment. Old equipment should be depreciated annually, while Capital Reserve funds are used to repair and replace distressed infrastructure and equipment.

A minimum of six (6) months Operational Reserve funds should be in place to allow the District to continue to operate and rebuild in the event of a catastrophic event such as wildfire or earthquake.

The 2017/18 budget year was the first-year funds were put into the new Water CIP (320) fund and the 2018/19 Budget Year ushered in three additional accounts: Water Operational Reserve (325), Wastewater Operational Reserve (313) and Wastewater CIP (314). Each see a relatively small deposit over the fiscal year; however, it sets precedence which the District is strongly encouraged to follow and increase whenever possible.

These funds pave the way for the District to obtain grants and loans as the District will improve its financial posture when viewed by grant administrators and lenders.

The final escalation of the five-year rate increase, which is currently in place, is scheduled for July 1, 2019 for the fiscal budget year 2019/20. This rate increase considered operational costs such as increases in insurance and projected costs to do business. It did not consider the fuel tax (\$0.30 per gallon for diesel) which affects all deliverables (chlorine, fuel, chemicals, dry goods etc.) that the District requires to operate. Additionally, replacement costs for the five wooden water tanks (which turned 51 years old in 2019), transitioning water meters to AMR/AMI and the financial software upgrades that are required, replacement of failing water and sewer mains (I&I), replacement of aging vehicles and equipment and an aging SCADA system were not factored into previous rate studies. Due to these factors, the current rate study does not meet the operational and financial obligations of the District. The District contracted with NBS to complete a new rate study which takes many of these factors into consideration. This study has been completed and is currently under review by the Board of Directors.

HVLCSD intends to provide greater transparency of its financial obligations and position using the new Website (www.hvllcsd.org) and Facebook page. Communicating the District's financial short comings and successes related to infrastructure and equipment, repair/replacement so the public may better choose the direction of their water, wastewater and recycled water utility now and in the future through the Prop. 218 process.



RESOLUTION NO 2019-04
A RESOLUTION FIXING AND APPROVING BUDGET
FOR FISCAL YEAR 2019-2020

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESOLVED, by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California as follows:

1. That the balance on hand as of June 18, 2019 in each of the funds of the District shall be reserved for use by the District during the fiscal year 2019-2020.
2. That the budget for said District for the fiscal year 2019-2020 heretofore presented to the Board and a copy of which hereto attached is approved.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 18th day of June 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Herndon
President of the Board
Hidden Valley Lake
Community Services District

Kirk Cloyd
General Manager/Secretary to the Board
Hidden Valley Lake
Community Services District



RESOLUTION NO. 2019-05

A RESOLUTION APPROVING AND ADOPTING
INVESTMENT POLICY FOR FISCAL YEAR 2019-2020

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESOLVED, by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, that certain Investment Policy for Fiscal Year 2019-2020, attached hereto and setting forth the policy for investment of District's funds for said Fiscal Year, be and it is hereby, approved and adopted as the Official Investment Policy of this District for Fiscal Year 2019-2020.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 18th day of June 2019, by the following vote:

AYES,

NOES,

ABSENT,

ABSTAIN,

Linda Herndon
President of the Board

Kirk Cloyd
General Manager/Secretary to the Board



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY
FY 2019-2020

Except for immediate cash requirement or pursuant to specific action by the Board of Directors, the District shall invest all of its surplus funds with the Local Agency Investment Fund, administered by the Treasurer of the State of California, or in a money market fund held with the District's Service Bank to assure in priority order; Safety; Liquidity and Yield with minimum risk and administrative cost.

Upon a positive vote by the Board, the District may invest in other securities and instruments as noted in Appendix A within the limitations indicated.

Reporting

District Staff shall prepare a monthly report titled "Investment Report", for review by the Board at its regular monthly meetings. This report shall display:

1. Monthly investments by the District
2. Rate of return and yield by item
3. Total interest income for the period

Total interest income earned for the period shall agree with the District's monthly financial reports.

The report shall include the type of investment, issuer, and account balance. For investments in the Local Agency Investment Fund, in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, or in a county investment pool, the report may instead attach the most recent statement received from the institutions. The monthly report shall state that the portfolio complies with this Investment Policy or the manner in which the portfolio is not in compliance. Monies not required for immediate needs shall be considered surplus funds and shall be invested to provide the highest yield and liquidity at the minimum level of risk, until needed for payment of District obligations.

The Full Charge Bookkeeper, or designee, shall present the Investment Report to the Board of Directors for consideration at the District's regular monthly meetings.

Service Bank

The Board shall designate a State or Federally chartered bank, operating within the State of California, to serve as the District's primary service bank, and the District shall use said bank as a clearing house for all funds.

Safekeeping Account

When practical all negotiable securities shall be held in a safekeeping account at the Trust Department of the designated District Service Bank.

Investment Documentation and Review

Each investment transaction must be duly documented. All dealer and safekeeping confirmations are to be reviewed by a person other than the person initiating the transaction. Any discrepancies must be resolved immediately and a new confirmation issued.

Audit

The Board shall establish an annual process of independent review by an external auditor. This review shall provide internal control by assuring compliance with policies and procedures. The external auditor shall submit a report of his/her findings for consideration by the Board. Upon deliberation, the Board shall consider the report and by official action accept or reject it.

Policy Review

The Hidden Valley Lake Community Services District's Investment Policy shall be adopted by resolution of the Board of Directors on an annual basis. This Investment Policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation to principal, liquidity and yield, and its compliance with current law and relation to financial and economic trends. Any amendments to the policy shall be forwarded to the Board of Directors for approval.

Standard of Care (Prudent Investor Standard)

The standard of care to be used in investing District funds shall be the prudent investor standard described in Government Code section 53600.3 and shall be applied in the context of managing an overall portfolio. The Board, acting in accordance with written procedures and this Investment Policy, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Legislative Changes

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will be incorporated into the Hidden Valley Lake Community Services District's Investment Policy and supersedes any and all previous applicable language.

Interest Earnings

All monies earned and collected from investments authorized in this policy shall be allocated monthly to various fund accounts based on the cash balance in each fund as a percentage of the entire pooled portfolio.



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY

APPENDIX A

Authorized Investments

Investments of District Funds are governed by the California Government Code Sections 53600 et seq. Within the context of those limitations, the following investments are authorized as further limited herein:

<u>INSTRUMENT</u>	<u>PERCENTAGE OF PORTFOLIO</u>
Repurchase Agreements	0 to 100%
Local Agency Investment Fund	0 to 100%
U.S. Treasury Bonds/Notes/Bills	0 to 100%
U.S. Government Agency Obligations	0 to 100%
Bankers' Acceptances	0 to 40%
Commercial Paper	0 to 15%
Negotiable Certificates of Deposit	0 to 30%
Time Certificates of Deposit	0 to 25%
Reverse Repurchase Agreements	0 to 20%

1. United States Treasury Bills, Bonds, Notes or certificates of indebtedness or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

2. Obligations issued by the Government National Mortgage Association (GNMA), the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank Board (FHLB), the Federal Farm Credit System (FFCB), and the Federal Home Loan Mortgage Association (FHLMC). There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

Investments detailed in items 3 through 10 are further restricted to percentage of the cost value of the portfolio in any one user name to a maximum of 15%. The total value invested in any one issuer shall not exceed 5% of the issuer's net worth. Again, a five-year maximum maturity limitation is applicable unless further restricted by this policy.

3. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise as Bankers' Acceptances. Bankers' Acceptances purchased may not exceed 270 days maturity or 40% of the cost value of the portfolio. Bankers' Acceptances may only be purchased from the top 100 Banks of the World as compiled by American Banker from Merrill Lynch.

4. Commercial paper ranked P1 by Moody's Investor Services or A1+ by Standard & Poor's, and issued by domestic corporations having assets in excess of \$500,000,000 and having an AA or better rating on its' long-term debentures as provided by Moody's or Standard and Poor's. Purchases of eligible commercial paper may not exceed 180 days to maturity nor represent more than 10% of the outstanding paper if the issuing corporation. Purchases of commercial paper may not exceed 15% of the cost value of the portfolio.

5. Negotiable Certificates of Deposit will be issued by nationally or state-chartered banks or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.

6. Repurchase agreements which specify terms and conditions may be transacted with banks and broker dealers. The maturity of the repurchase agreements shall not exceed 90 days. The market value of the securities used as collateral for the repurchase agreements shall be monitored by the investment staff and shall not be allowed to fall below 102% of the value of the repurchase agreement.

7. Reverse repurchase agreements which specifies terms and conditions may be transacted with broker dealers and financial institutions but cannot exceed 20% of the portfolio value on the date entered into. The District may enter into reverse repurchase agreements only to fund short term liquidity needs. The term of reverse repurchase agreements may not exceed 92 days. Prior approval by the Board is required. The underlying securities must have been owned by the District at least 30 days before sale.

8. Local Agency Investment Fund (LAIF) which is a State of California managed investment pool may be used up to the maximum permitted by California State Law.

9. Time deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 25% of the investment portfolio may be invested in this investment type.

10. Moneys held by a trustee or fiscal agent and pledged to the payment or security of notes, bonds, or other indebtedness, or obligations under a lease, installment sale, or other agreement, or certificates of participation in such obligations (collectively "debt obligation"), may be invested in accordance with the statutory provisions governing the issuance of those debt obligations or in accordance with the ordinance, resolution, indenture, or agreement providing for their issuance.

AUTHORIZED BROKERS: Purchases and sales of securities shall be made through firms designated as Primary Dealers by the Federal Reserve Board; furthermore, the firm must operate from an office within this state.

INVESTMENT PURCHASES: Purchases shall attempt to be made in minimum amounts of \$1,000, par value. When practical, a minimum of three bids shall be obtained to insure competitive pricing. Investments shall be held in the safekeeping account with the exception that Time Certificates of Deposit shall be delivered to the District's vault and held until maturity. All transactions will be settled on payment vs. delivery.

INVESTMENT SALES: Securities may be sold prior to maturity to provide for cash flow needs. Securities shall not be sold for less than cost plus accrued interest without prior approval of the Board. Three bids should, when possible, be obtained to insure competitive pricing. Settlement shall be on a payment vs. delivery basis.

SWAP TRADES: The concurrent sale of an owned investment and purchase of a substitute investment may be performed provided the transaction results in a minimum gain of \$600.00. Normally, the maturity of the new investment should be within two weeks in either direction of the maturity of the security sold.

REPURCHASE AGREEMENT: Repo's shall be collateralized by Government Securities, Bankers' Acceptance, Commercial Paper or Negotiable Certificates of Deposit. Collateral will be included in percentage limitations under authorized investments. The market value plus accrued interest of the collateral must equal or exceed 102% of the repo cost at all times. All collateral shall be delivered to the safekeeping account or to the District.

REVERSE REPURCHASE AGREEMENT: Securities may be sold under an agreement to repurchase only when necessary to fund short term cash flow needs. However, each such transaction must be approved in advanced by the Board. Securities sold under such agreement to repurchase shall at no time be in excess of \$300,000, nor for a longer period than 92 days.

CREDIT REQUIREMENTS: For the purpose of this Policy, all Domestic Banks are limited to those with a current Thomson Bank Watch Inc. rating of "B/C" or better and a TBW-1 short term rating. The Investment Group is granted the authority to specify approved California Banks with a Thomson Bank Watch Inc. rating of "C" or better and TBW-2 rating where appropriate. Foreign Banks with domestic licensed offices must be AAA for country risk and "B" or better and a TBW-1 short term for the company by Thomson Bank Watch Inc. Domestic Savings Banks must be rated "B/C" or better and a TBW-1 short term rating by Thomson Bank Watch Inc.



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

The Hidden Valley Lake Community Services District Board of Directors will present the 2019-2020 Budget for adoption at the regular board meeting held on June 18, 2019 at 7:00 pm. This meeting to be held in the District's boardroom at 19400 Hartmann Road, Hidden Valley Lake, California.

PLEASE TAKE NOTICE that the Secretary to the Board of the Hidden Valley Lake Community Services District has called a hearing to set forth a resolution for adoption of the 2019-2020 fiscal year budget. The Hidden Valley Lake Community Services District's Board of Directors will conduct a hearing on June 18, 2019 during the regular board meeting located at 19400 Hartmann Road, Hidden Valley Lake, California, for the possible adoption of the 2019-2020 fiscal year budget. The said meeting is scheduled at 7:00 pm. At that time and place, any interested person, including all persons owning property within the District, may appear and be heard to address the proposed 2019-2020 fiscal year budget.

If you have any questions, please contact the District Office at (707) 987-9201.

Kirk Cloyd, General Manager/Secretary to the Board

Posted:



**Hidden Valley Lake
Community Services District**

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hvlcsd.org

PROJECT MAINTENANCE LETTER

6/19/2019

Hidden Valley Lake Community Services District
19400 Hartmann Road
Hidden Valley Lake, CA 95467

RE: DR4407-057 Project Subapplication

Dear State Hazard Mitigation Officer:

This is to confirm that Hidden Valley Lake Community Services District is committed to perform the necessary maintenance for the entire useful life of this project (19 YEARS) once completed. The General Manager is allocating an annual budget of \$10,700 which will allow maintenance to occur as needed to ensure that all four generator locations Water Treatment Plant, Greenridge BPS, Unit BPS, and the Wellfield remain in good repair and operational.

ENTITY RESPONSIBLE FOR THE MAINTENANCE:

PAST MAINTENANCE TASKS INVOLVED:

FUTURE MAINTENANCE TASKS INVOLVED:

FUTURE MAINTENANCE SCHEDULE:

FUTURE COST OF MAINTENANCE:

SOURCE OF FUTURE MAINTENANCE FUNDS:

Please contact Alyssa Gordon, Water Resources Specialist with questions.

Sincerely,

Kirk Cloyd
General Manager

707-987-9201 (O); 707-987-3237 (F)
kcloyd@hvlcsd.org



Hidden Valley Lake
Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hvlcsd.org

LOCAL MATCH FUND COMMITMENT LETTER

6/19/2019

Hidden Valley Lake
Community Services District
19400 Hartmann Rd
Hidden Valley Lake, CA 95467

RE: DR4407-057 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

As part of the Hazard Mitigation Grant Program process, a local funding match of at least 25% is required. This letter serves as Hidden Valley Lake Community Services District’s commitment to meet the local match fund requirements for the Hazard Mitigation Grant Program.

SOURCE OF NON-FEDERAL FUNDS:

LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NAME OF FUNDING SOURCE:

FUNDS AVAILABILITY DATE:

FEDERAL SHARE AMOUNT REQUESTED:

LOCAL SHARE AMOUNT MATCH:

FUNDING TYPE:

Hidden Valley Lake Community Services District
7/1/2020
\$1,629,000
\$543,000
Operating revenues, force account labor, administration

If additional federal funds are requested, an additional local match fund commitment letter will be required.

Please contact Alyssa Gordon, Water Resources Specialist at 707-987-9201; agordon@hvlcsd.org with questions.

Sincerely,

Kirk Cloyd
General Manager
707-987-9201
707-987-3237
kcloyd@hvlcsd.org

Lake County Special Districts		No	Jan
City of Lakeport		No	Paul
City of Clearlake		left msg	Allen Flora
SCWA		left msg	Kevin Booker
City of Santa Rosa		No	Joe
CLOWD		No	Dianna
SF Water PUC	415-554-3289	Maybe	Josh Gale
EBMUD	510-287-0454 (storekeeper)	left msg	Ken Younger
City of Sacramento Water	916-808-5454	Maybe	Royce
CMSA	415-459-1455 x101	No, no longer members	Chris
NMWD	415-897-4133	No	Robert Clark
City of Napa	707-257-9521	No	Royce
Calistoga	707-942-2847	left msg	Jeremy
RVCWD	707-485-0679	left msg	
CalWater (Lucerne)	707-274-6624	No	
SCWA2	707-451-6090	No	Chris Lee
LPCCS (Streamkeeper)	530-902-1794	No	Rich; rmarovich
City of Fairfield	707-428-7485	No	
City of Fairfield Operations	707-428-7407	left msg	
COF WTP	434-6100	No	
SID Water	707-455-4013	Maybe	Gabe
National Guard			
General Officer Management			
Office	703-607-3643	left msg	

govt surplus, dept of genrl service
airboard > 50hp

Peterson Power			
	Monthly	Total # of	7 day
	Standby rate	months	emergency event
Hartmann Rd	\$ 9,175.00		\$ 13,762.50
Greenridge	\$ 6,850.00		\$ 10,275.00
Unit 9	\$ 4,500.00		\$ 6,750.00
Charges	\$ 300.00		\$ 300.00
Discount	\$ (4,285.00)		
	\$ 16,540.00	5	\$ 31,087.50
Total Standby only costs	\$ 82,700.00		
Total Standby and Usage costs			\$ 155,437.50

Sunbelt Rentals			
	Monthly	Total # of	7 day
	Standby rate	months	emergency event
Hartmann Rd	\$ 8,740.00		\$ 20,910.00
Greenridge	\$ 4,664.00		\$ 10,565.00
Unit 9	\$ 4,160.00		\$ 9,756.00
Charges	\$ 6,585.85		\$ 6,585.85
Discount			
	\$ 24,149.85	5	\$ 47,816.85
Total Standby only costs	\$ 120,749.25		
Total Standby and Usage costs			\$ 239,084.25

23
7
14217 3565
6693 7000

Cummins			
	Monthly	Total # of	7 day
	Standby rate	months	emergency event
Hartmann Rd	\$ 8,465.00		\$ 12,697.50
Greenridge	\$ 3,615.00		\$ 7,287.00
Unit 9	\$ 2,786.00		\$ 6,500.00
Discount			
Charges	\$ 3,600.00		\$ 3,600.00
	\$ 18,466.00	5	\$ 30,084.50
Total Standby only costs	\$ 92,330.00		
Total Standby and Usage costs			\$ 150,422.50

Herc			
	Monthly	Total # of	7 day
	Standby rate	months	emergency event

Hartmann Rd	\$ 11,550.00	\$ 17,528.00	385	8085	8855
Greenridge	\$ 5,012.00	\$ 7,684.00	167.0667	3507	3841
Unit 9	\$ 4,053.00	\$ 6,276.00	135.1	2835	3105
Discount					
Charges	\$ 1,596.50	\$ 3,600.00			
	\$ 22,211.50	5 \$ 35,088.00			
Total Standby only costs	\$ 111,057.50				
Total Standby and Usage costs		\$ 175,440.00			

3197
6559

588
336
336

RESOLUTION NO. 2019-06

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
HIDDEN VALLEY LAKE COMMUNITY SERVICES
DISTRICT
PLACING IN NOMINATION (NOMINEE NAME)
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION 1 (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT AS
FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region 1
and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region 1.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT,

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region 1.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region 1 shall be borne by the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Adopted and approved this 18th day of June 2019.

(SEAL)

(Nominee Name), (Title)
Hidden Valley Lake
Community Services District

ATTEST:

Kirk Cloyd, Secretary

I, Kirk Cloyd, Secretary to the Board of Directors of Hidden Valley Lake Community Services District hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the 18th day of June 2019, and was adopted at that meeting by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

Kirk Cloyd, Secretary to the
Board of Directors of
Hidden Valley Lake Community Services District

TO: ACWA Member Agency Presidents and General Managers
(sent via email)

CC: ACWA Board of Directors

FROM: ACWA Nominating Committee

DATE: June 10, 2019

SUBJECT: Call for Candidates Nominations for ACWA President/Vice President for the 2020-2021 Term

ACWA's Nominating Committee is responsible for submitting a slate for the Association's statewide positions of President and Vice President to the general membership meeting at Fall Conference.

Nominations must be received in the ACWA office by **Tuesday, September 3, 2019** to be considered by the committee.

The following criteria must be met for names to be considered:

- At the time of their election, the President and Vice President will each be an elected or appointed member of the governing body or commission of a member agency of the Association.
- An official nominating resolution from the Association member agency on whose board the nominee serves will accompany all nominations for the position of President and Vice President. An authorized signatory of the member agency's Board of Directors will sign said resolution.
- Each nomination will include a statement of qualifications or resume highlighting the candidate's qualifications for the position.

Additional letters or resolutions of support from other agencies may be submitted but are not required.

ACWA's Bylaws and Board policies establish the criteria set forth above, which also govern nominations from the floor. ACWA Bylaws (Article 9, Section 9) and Board Policy 2.3.3 require that all nominations received for the positions of ACWA President and Vice President will be accompanied by a nominating resolution from the ACWA member agency on whose board the nominee serves, and signed by an authorized signatory of the member agency's Board of Directors. This policy applies to nominations received in the ACWA office prior to election, as well as to all nominations received from the floor at general session during the floor nomination process.



We appreciate your interest and participation in this process to find the best qualified individuals to serve in representing the statewide membership of ACWA.

Nominating Committee members include:

- Shannon Cotulla, Region 3
- Terri Daly, Region 2
- Edgar Dymally, Region 8
- Palmer McCoy, Region 6
- Brad Sherwood, Region 1
- Sue Stephenson, Region 5
- Bill Taube, Region 7
- Kathy Tiegs, Region 9
- DeAna Verbeke, Region 10 (Chair)
- John Woodling, Region 4

We ask that Nominating Committee members not be approached to solicit their support of any candidate.

Important Dates

- Deadline to receive candidate nominations: **Tuesday, September 3, 2019**
- Tentative date for candidate interviews: **Monday, September 16, 2019**
- Election of ACWA's President and Vice President: **Wednesday, December 4, 2019**, at Fall Conference

To nominate a candidate, send a copy of the agency resolution and the candidate's statement of qualifications/resume by **September 3** to:

DeAna Verbeke, Nominating Committee Chair
c/o Donna Pangborn, ACWA
910 K Street, Suite 100
Sacramento, CA 95814

Nominations also may be emailed to ACWA's Clerk of the Board Donna Pangborn at donnap@acwa.com.

Should you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at the ACWA office at 916-441-4545 or donnap@acwa.com

Enclosures:

1. ACWA Officers' Nominee Information: Board Policy GO-2.3, Board Officers
2. Sample Resolution to Nominate Candidate for ACWA President or Vice President
3. Sample Resolution to Support Candidate for ACWA President or Vice President

GO-2.3 Board Officers

The President and Vice President are the elected officers of the Association.

2.3.1 President

The President is an elected officer of the Association and presides at all meetings of the Board, the Executive Committee, and the general membership. The President is responsible to the Board of Directors and the general membership for the duties established by the Bylaws.

2.3.1.1 Duties and Authority

Within the limits of Bylaws and the Duties and Authorities established for Board members, and in coordination with the Executive Director, the President:

- Serves on the ACWA Board and presides at all meetings.
- Serves as the chair of the Executive Committee and presides at all meetings.
- Schedules special Board and Executive Committee meetings.
- Presides over all general membership meetings.
- Serves as a non-voting *ex officio* member of each committee, but will not be an *ex officio* member of the Nominating Committee or the region boards.
- Appoints members of all committees upon recommendation from members and regions as communicated by the region chairs.
- Appoints the chair and vice chair of each committee, each of whom will be subject to ratification by the Board.
- Appoints Nominating Committee, whose purpose will be to nominate qualified individuals for the offices of President and Vice President of the Association for the succeeding term.
- Appoints special committees, work groups, and task forces from time to time as needed to accomplish a specific task or assignment, consistent with and supportive of the mission of the Association.
- Participates in the Association's spring and fall conferences.
- Represents and supports the Association's official policies and positions when acting in capacity of President.

- Represents and promotes the Association's purposes, policies, and goals at a variety of Association functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the Executive Director.
- Represents and promotes the Association's purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the Executive Director.
- Performs other responsibilities assigned by the Board.
- Authorizes expenditures from the Executive Director's contingency fund in conjunction with the Vice President and Finance Committee Chair.
- Reviews and approves the Executive Director's monthly expense reports in conjunction with the Finance Committee Chair.

2.3.1.2 Qualification

The President will be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

2.3.1.3 Term of Office

The members of the Association will elect the President at its fall conference in each odd-numbered year. The President will take office on January 1 of the calendar year following election and will hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed. An elected President is not permitted to succeed himself/herself to that office.

2.3.1.4 Vacancy

Should a vacancy occur in the President's office, the Vice President will assume the duties of that office and succeed the President for the unexpired term. Should the Vice President not be able to assume this role, the Board will appoint a person to fill the office for the unexpired term thereof.

2.3.1.5 Compensation

The President will serve without compensation by the Association. The Association will reimburse the President for necessary, actual, and reasonable expenses incurred in the performance of his/her duties while on Association business. The Association will reimburse the President for expenses incurred for attending conferences, meetings, seminars, and workshops or other events and which are mutually beneficial to the officer and the Association and have been authorized by either the Board or the Executive Director.

2.3.2 Vice President

The Vice President is an elected officer of the Association and is a voting member of the Board. The Vice President is responsible to the Board of Directors and the general membership for the duties established by Bylaws.

2.3.2.1 Duties and Authority

Within the limits of the Bylaws and the Duties and Authorities established for ACWA Board members, and in coordination with the Executive Director and President, the Vice President:

• Serves as a voting member of the Board.

- Serves as a voting member of the Executive Committee.
- Performs the duties of the President in the President's absence.
- Succeeds the President for an unexpired term if vacancy occurs.
- Serves on the ACWA/JPIA's Executive Committee.
- Participates in the Association's spring and fall conferences.
- Represents and supports the Association's official policies and positions when acting in capacity of Vice President.
- Represents and promotes the Association's purposes, policies, and goals at a variety of Association functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the Executive Director.
- Represents and promotes the Association's purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the Executive Director.
- Authorizes expenditures from the Executive Director's contingency fund in conjunction with the President and Finance Committee Chair.
- Serves as a chair/vice chair or participant on committees or task forces as appointed by the President or Board.
- Performs other responsibilities assigned by the Board and President.

2.3.2.2 Qualification

The Vice President will be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

2.3.2.3 Term of Office

The members of the Association will elect the Vice President at its fall conference in each odd-numbered year. The Vice President will take office on January 1 of the calendar year following election and will

hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed.

2.3.2.4 Vacancy

Should a vacancy occur in the Vice President's office, the Board will appoint a person to fill the office for the unexpired term thereof.

2.3.2.5 Compensation

The Vice President will serve without compensation by the Association. The Association will reimburse the Vice President for necessary, actual, and reasonable expenses incurred in the performance of his/her duties while on Association business. The Association will reimburse the Vice President for expenses incurred for attending conferences, meetings, seminars, and workshops or other events and which are mutually beneficial to the officer and the Association and have been authorized by either the Board or the Executive Director.

Resolution to Nominate Candidate for ACWA President or Vice President



RESOLUTION OF THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

TO NOMINATE AND SUPPORT

AS A CANDIDATE FOR THE POSITION OF ACWA _____

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association's statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, _____ has served in a leadership role as a member of the _____ Board of Directors since _____; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _____ Board of Directors that _____ possesses all of the qualities needed to fulfill the duties of the office of ACWA _____.

NOW, THEREFORE, BE IT RESOLVED, that the _____ Board of Directors does hereby nominate and support _____ as a candidate for the office of ACWA _____, pledging the District's support of his/her endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED by the _____ Board of Directors at a regular meeting of said Board held on the _____ day of _____, 2019, by the following vote:

Ayes:

Noes:

Absent:



Resolution to Support Nomination ACWA President or Vice President Candidate

RESOLUTION OF THE BOARD OF DIRECTORS OF

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

IN SUPPORT OF THE NOMINATION OF

AS A CANDIDATE FOR THE POSITION OF ACWA _____

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association’s statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, _____ has served in a leadership role as a member of the _____ Board of Directors since _____; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _____ Board of Directors that _____ possesses all of the qualities needed to fulfill the duties of the office of ACWA _____.

NOW, THEREFORE, BE IT RESOLVED, that the _____ Board of Directors wholeheartedly supports _____ for nomination as a candidate for the office of ACWA _____.

PASSED AND ADOPTED by the _____ Board of Directors at a regular meeting of said Board held on the _____ day of _____, 2019, by the following vote:

Ayes:

Noes:

Absent: