



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE:  
Monday March 15, 2021 – 12:30 P.M.**

The Hidden Valley Lake Community Services District Finance Committee met virtually via Microsoft Teams.

Present were:

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

**CALL TO ORDER**

The meeting was called to order at 1:07 PM by Director Graves.

**APPROVAL OF AGENDA**

On a motion by Director Graves and seconded by Director Freeman the Agenda was approved as amended.

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

**REVIEW and DISCUSS:**

**Monthly Financial Reports & Disbursements**

The Committee reviewed and discussed the financial reports for the period ending February 2021.

Staff addressed inquiries as presented by the committee.

**REVIEW and DISCUSS:**

**Projects Update**

Staff updated the Committee on the following;

Community Power Resilience Application: CalOES Legal Affairs denied the appeal on 2/26/2021

DSIRC Sub-Application: Submitted on 3/3/2021 received by CalOES 3/8/2021. CalOES scheduled for submitting to FEMA Late August

Water Mains planning Sub-Application: The period of performance plan for the planning project is 36 months. GHD also agreed that the cost could be reduced to \$.5M, making the District match commitment only \$125,000.

LNU reimbursement request: District Staff submitted a Request for Public Assistance (RPA) to recoup the costs incurred as a result of this event. Total Expenditures \$254,640.44 Reimbursement Request \$242,287.45

FLASHES project summary: On 2/12/21, due to the uncertainty in Investment Tax Credits (ITC) Trane postponed the project. On 2/19/2021 Trane proposed a Letter of Commitment, with a Term Sheet describing the project, the financing structure, key elements that support the financing structure, conditions to the success of the project, and timelines.

**REVIEW and DISCUSS:**  
**GHD SCADA and Cybersecurity Proposal**

The 5-year Capital Improvement Plan (CIP) identifies SCADA as a needed improvement activity. The timing of this planning project will span over two different fiscal years and meets the expenditure expectations of the CIP. Network connectivity has become unreliable, and many hardware devices have reached the end of their life cycle.

Committee recommendation to the Board to consider moving forward, discuss possible shaving of the cost where possible. Staff recommendation a Not to Exceed cost.

**REVIEW and DISCUSS:**  
**Consider approval of increase to legal budget in the amount of \$39,000 for work in support of proposed FLASHES Project**

District Counsel has recommended Clean Energy Capital, a financial advisory and project management firm with significant experience with projects similar to that proposed by Trane Energy Services.

Committee recommend staff review the contract with District Counsel, the Committee will discuss recommendation to the Board at the meeting.

**REVIEW and DISCUSS:**  
**Budget Planning**

The Committee discussed the 2021-22 FY Budget.  
Staff requested budgeting for a part time Account Rep and one additional Full Time Operator I.

**PUBLIC COMMENT**

No Public Present

**COMMITTEE MEMBER COMMENT**

Director Graves acknowledged staff for all the work done on all the projects.

**ADJOURNMENT**

On a motion made by Director Graves and second by Freeman the Committee voted unanimously to adjourn the meeting. The meeting was adjourned at 2:33 p.m.

No public Comment.

Roll Call Vote:  
AYES: (2) Directors Graves and Freeman  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (0)

Motion carries to adjourn the meeting at 2:33 PM