



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: Tuesday September 19, 2017
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) EMPLOYEE RECOGNITION
- 6) PRESENTATIONS
 - A. FEMA Funding Overview
 - B. Proposed Verizon Cell Tower Overview
- 7) CONSENT CALENDAR
 - A. MINUTES: Approval of the Board of Directors Regular Board Meeting Minutes for August 15, 2017.
 - B. MINUTES: Approval of the Personnel Committee Meeting Minutes for August 17, 2017.
 - C. MINUTES: Approval of the Finance Committee Meeting Minutes for August 18, 2017.
 - D. DISBURSEMENTS: Check # 34791 - # 34855 including drafts and payroll for a total of \$411,811.43.
- 8) BOARD COMMITTEE REPORTS
(for information only, no action anticipated)
 - Personnel Committee
 - Finance Committee
 - Emergency Preparedness Committee
 - Lake Water Use Agreement-Ad Hoc Committee
- 9) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS
(for information only, no action anticipated)

Other meetings attended
SDRMA Report by Director Graham

- 10) STAFF REPORTS
(for information only, no action anticipated)

ACWA State Legislative Committee
Financial Report
Administration/Customer Service Report
Field Operations Report
General Manager's Report
- 11) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2017- 14 HVLCSD Committee Appointment Policy superseding HVLCSD Board of Directors General Rules for Board Committees approved April 16, 2013.
- 12) DISCUSSION AND POSSIBLE ACTION: Discuss and Approve the General Manager to enter into a contract with GHD to complete a Water Balance Report Revision and an I&I Work plan as required by the Central Valley Regional Water Quality Control Board.
- 13) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to purchase a lift station flow meter, as required by the Central Valley Regional Water Quality Control Boards.
- 14) DISCUSSION AND POSSIBLE ACTION: Review of the Communication and Board Support Policy
- 15) DISCUSSION AND POSSIBLE ACTION: Approve Resolution 2017-08 A Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Establishing Active Director Health Care Benefit Eligibility
- 16) PUBLIC COMMENT
- 17) BOARD MEMBER COMMENT
- 18) ADJOURNMENT

Public records are available upon request. Board Packets are posted on our website at www.hvllcsd.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.



FEMA funding overview

Definitions

Request for Public Assistance (RPA)	Public Assistance Hazard Mitigation (PA) -406	Hazard Mitigation Grant Program (HMGP) - 404
<ul style="list-style-type: none"> • Assistance requested for activities related to disaster declaration (DR-4301, DR-4308) • Emergency categories A&B occurred during or immediately following the disaster (ie pump&dump) • Permanent work category F is repair work completed within 18 months of disaster declaration 	<ul style="list-style-type: none"> • Mitigation of incident-caused damage • Funding for disaster-damaged facilities only 	<ul style="list-style-type: none"> • Multi-hazard, statewide mitigation • Funding based on percentage of \$\$ obligated to PA
~596M	N/A	~115M

Percentages

Request for Public Assistance (RPA)	Public Assistance Hazard Mitigation (PA) -406	Hazard Mitigation Grant Program (HMGP) - 404
<ul style="list-style-type: none"> • 75% FEMA funding • 18.75% CalOES funding (75% of the remaining 25%) • 6.25% District funding (25% of 25%) 	<ul style="list-style-type: none"> • 75% FEMA funding • 18.75% CalOES funding (75% of the remaining 25%) • 6.25% District funding (25% of 25%) 	<ul style="list-style-type: none"> • 75% FEMA funding • 25% District
~596M	N/A	~115M

Costs

Request for Public Assistance (RPA)	Public Assistance Hazard Mitigation (PA) -406	Hazard Mitigation Grant Program (HMGP) - 404
<ol style="list-style-type: none"> 1. DR-4301 <ol style="list-style-type: none"> 1. Category A - \$236,405 2. Category B - \$10,144 2. DR-4308 <ol style="list-style-type: none"> 1. Category A - \$416,569 2. Category B - \$5,317 3. Category F - ??? - PW LKHVF83 - Up to \$559,558 - Missing parts of LOP #4 	<p>????</p> <p>PW LKHVF83</p> <p>LOP #4</p>	<ol style="list-style-type: none"> 1. Tideflex - \$.6m 2. Tanks - \$4.9m 3. Distribution - \$2.4m 4. Well – \$3.7m 5. Generators - \$2.7m
~596M	N/A	~115M

List of Projects

APPLICANT: Hidden Valley Lake Community Services District				DATE SUBMITTED: 5/26/17					
CONTACT NAME AND PHONE NUMBER: Alyssa Gordon 707-987-9201				IS THIS AN AMENDED LIST OF PROJECTS? _____					
ITEM #	LOCATION	DESCRIPTION OF DAMAGE AND SCOPE OF WORK	COST ESTIMATE	CATEGORY*	WAS WORK COMPLETED BY FORCE ACCT. (FA), CONTRACT (C) OR BOTH (F/C)?	ENTER "ENV" IF THERE ARE ENVIRONMENTAL ISSUES OR "HIST" FOR HISTORIC ISSUES, OR BOTH	WAS THERE INSURANCE COVERAGE? IF YES, ENTER DEDUCTIBLE AMOUNT	WAS THE FACILITY DAMAGED IN A PRIOR DISASTER(S)? IF YES, ENTER DISASTER NAME(S) OR NUMBER(S)	ARE THERE COST EFFECTIVE HAZARD MITIGATION MEASURES THAT MAY PREVENT FUTURE DAMAGE?
1	Wastewater Treatment Plant	Wastewater Treatment Plant Debris Removal		A			\$		
2	Hidden Valley Lake	Community Emergency Protective Services		B			\$		
3	Wastewater Treatment Plant	EQ Cleaning					\$		
4	Wastewater Treatment Plant	Wastewater Treatment Plant Basin repair		F			\$		
5	Wastewater Treatment Plant	Pond Aeration		F			\$		
6	Wastewater Treatment Plant	EQ expansion		F			\$		
7	Wastewater Treatment Plant	Water Balance Report		F			\$		
8	Wastewater Treatment Plant	Repairs from pumper truck damage		F			\$		
9	Hidden Valley Lake	Collection System repair		F			\$		
<p>*CATEGORY: A) Debris Clearance; B) Protective Measures; C) Road System; D) Water Control Facility; E) Buildings and Equipment; F) Public Utility System; G) Other. (Note: if a single site has more than one category, indicate the category that represents the majority of damage.)</p>									

Requirements and Deadlines

Request for Public Assistance (RPA)	Public Assistance Hazard Mitigation (PA) -406	Hazard Mitigation Grant Program (HMGP) - 404
<p>DR-4301 A&B – Complete</p> <p>DR-4308 A&B – Complete</p> <p>DR-4308 F – Quote needed: Chlorination Basin Restoration “9/22/17”</p>	<p>DR-4308 F – Quote needed: Chlorine Analyzer relocation “9/22/17”</p>	<p>NOI for all projects – Complete</p> <p>Application – 11/1/2017</p> <ol style="list-style-type: none"> 1. Current Local Hazard Mitigation Plan 2. Match Commitment Letter
~596M	N/A	~115M



PROJECT : Hidden Valley Lake - New Build

15447 SPRUCE GROVE ROAD
LOWER LAKE, CA 95457

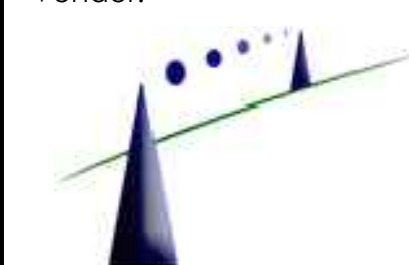
LOCATION NO: 296602

PREPARED FOR



295 Parkshore Drive
Folsom, California 94630

Vendor:

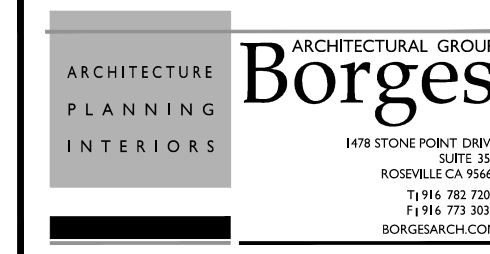


8700 Auburn Folsom Road, Suite 400
Granite Bay, California 95746

Project Address:

15447 Spruce Grove Road
Lower Lake, CA 95457

Architect:



PROJECT NO: 20141062161

LOCATION NO: 296602

DRAWN BY: H.L.H.

CHECKED BY: B.K.W.

REV	DATE	DESCRIPTION
D	01/22/16	100% ZD Rev 1
C	11/18/15	100% ZD Submittal
B	08/31/15	95% ZD Submittal
A	04/02/15	90% ZD Submittal

Licenser:

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Issued For:

01/22/16
100% ZD Submittal

SHEET TITLE:

TITLE SHEET

SHEET NUMBER:

A-0

PROJECT DESCRIPTION	PROJECT INFORMATION	PROJECT TEAM	SHEET INDEX	REV																										
<p>NEW SITE BUILD OF AN UNMANNED TELECOMMUNICATION WITH THE FOLLOWING:</p> <ol style="list-style-type: none"> [P] 25'-0" x 35'-0" CHAIN LINK FENCE EQUIPMENT COMPOUND WITH [P] VERIZON WIRELESS OUTDOOR EQUIPMENT ON [P] PREMANUFACTURED CONCRETE CELLBLOCKS [P] 30KVA DIESEL GENERATOR W/ 132 GALLON TANK [P] 60'-0" WITH 5'-0" CROWN (65' OVERALL) STEALTH MONOPINE ADD [P] METER, DISCONNECT, & TELCO CABINET ADD (3) PANEL ANTENNAS PER SECTOR (3 SECTORS, 9 ANTENNAS TOTAL) ADD (3) RRU12 WITH A2 MODULE BEHIND PER SECTOR, FOR A TOTAL OF (9) MOUNTED BEHIND ANTENNAS. ADD (4) SURGE SUPPRESSORS, (2) MOUNTED AT [P] MONOPOLE, (2) MOUNTED ON [P] H-FRAME ADD (2) HYBRID FIBER CABLES ADD (2) GPS ANTENNAS ADD (2) 4' MICROWAVE DISH 	<p>Property Information: Site Name: HIDDEN VALLEY LAKE Site Number: 296602 Search Ring: HIDDEN VALLEY LAKE Site Address: 15447 SPRUCE GROVE ROAD LOWER LAKE, CA 95457 A.P.N. Number: 013-060-050 Zoning: RR (RURAL RESERVE) Current Use: RURAL RESERVE Jurisdiction: LAKE COUNTY</p> <p>Property Owner: STONEHOUSE MUTUAL WATER COMPANY 19400 HARTMANN ROAD HIDDEN VALLEY LAKE, CA 95467 contact: ROLAND SANFORD ph: (707) 987-9201</p> <p>Power Agency: PG&E 77 Beale Street, 24th Floor San Francisco, CA 94105 ph: (415) 973-8200</p> <p>Telephone Agency: AT&T California 525 MARKET STREET SAN FRANCISCO, CA 94105 ph: (800) 310-2355</p>	<p>Construction Mgr.: EPIC WIRELESS GROUP, INC. 8700 AUBURN FOLSOM ROAD, SUITE 400 GRANITE BAY, CA 95746 contact: PETE MANAS email: pete.manas@epicwireless.net ph: (530) 383-5957</p> <p>Agent for Applicant, Planning and Zoning Mgr: EPIC WIRELESS GROUP, INC. 8700 AUBURN FOLSOM ROAD, SUITE 400 GRANITE BAY, CA 95746 contact: ANDREW LESA email: andrew.lesa@epicwireless.net ph: (530) 368-2357</p> <p>Architect / Engineer: BORGES ARCHITECTURAL GROUP, INC. 1478 STONE POINT DRIVE, SUITE 350 ROSEVILLE, CA 95661 contact: BRIAN K. WINSLOW email: brian@borgesarch.com ph: (916) 782-7200</p> <p>Structural Engineer: NORM SCHEEL STRUCTURAL ENGINEER 5022 SUNRISE BLVD FAIR OAKS, CA 95628 contact: NORM SCHEEL email: norm@nsse.com ph: (916) 536-9585</p> <p>Survey: Geil Engineering 1226 High Street Auburn, CA 95603 contact: KENNETH D. GEIL ph: (530) 885-0426</p> <p>RF Engineer: VERIZON WIRELESS 255 PARKSHORE DRIVE FOLSOM, CA 95630 contact: ERIC MALANA email: eric.malana@verizonwireless.com ph: (916) 357-2586</p>	<p>A-0 TITLE SHEET</p> <p>C-1 SITE SURVEY</p> <p>A-1 OVERALL SITE PLAN</p> <p>A-2 ENLARGED SITE PLAN</p> <p>A-3 EQUIPMENT & ANTENNA LAYOUTS</p> <p>A-4.1 SITE ELEVATIONS</p> <p>A-4.2 SITE ELEVATIONS</p> <p>A-5 GENERATOR SPECS</p>	<p>D</p> <p>C</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p>																										
<p>CODE COMPLIANCE</p> <p>ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.</p> <ol style="list-style-type: none"> 2013 CALIFORNIA ADMINISTRATIVE CODE, CHAPTER 10, PART 1, TITLE 24 CODE OF REGULATIONS 2013 CALIFORNIA BUILDING CODE (CBC) WITH CALIFORNIA AMENDMENTS, BASED ON THE 2012 IBC (PART 2, VTOL 1-2) 2013 CALIFORNIA RESIDENTIAL CODE (CRC) WITH APPENDIX H, PATIO COVERS, BASED ON THE 2012 IRC (PART 2.5) 2013 CALIFORNIA GREEN BUILDINGS STANDARDS CODE (ALGARVE) (PART 11) (AFFECTED ENERGY PROVISIONS ONLY) 2013 CALIFORNIA FIRE CODE (CFC), BASED ON THE 2012 IFC, WITH CALIFORNIA AMENDMENTS (PART 9) 2013 CALIFORNIA MECHANICAL CODE (CMC), BASED ON THE 2012 UMC (PART 4) 2013 CALIFORNIA PLUMBING CODE (CPC), BASED ON THE 2012 UPC (PART 5) 2013 CALIFORNIA ELECTRICAL CODE (CEC) WITH CALIFORNIA AMENDMENTS, BASED ON THE 2011 NEC (PART 3) 2013 CALIFORNIA ENERGY CODE (CEC)- AFTER JULY 1, 2014 (PART 6) ANSI / EIA-TIA-222-G 2012 NFPA 101, LIFE SAFETY CODE 2013 NFPA 72, NATIONAL FIRE ALARM CODE 2013 NFPA 13, FIRE SPRINKLER CODE 	<p>VICINITY MAP</p>	<p>DIRECTIONS FROM VERIZON WIRELESS</p> <p>DIRECTIONS FROM VERIZON WIRELESS'S OFFICE AT 255 PARKSHORE DRIVE, FOLSOM , CA</p> <ol style="list-style-type: none"> Head northeast on Parkshore Dr toward Coolidge Dr Turn left onto Plaza Dr Turn right to stay on Plaza Dr Turn right onto Blue Ravine Rd Turn left onto Folsom Blvd Turn right to merge onto US-50 W toward Sacramento Merge onto US-50 W Continue onto I-305 W/I-80BUS W/US-50 W Take the Interstate 5 N/Interstate 5 S/State Route 99 North exit toward Redding/Los Angeles Keep right at the fork, follow signs for I-5 N/Redding and merge onto I-5 N Keep left to stay on I-5 N, follow signs for Interstate 5/Woodland/Redding Take the CA-20 exit toward Clear Lake/Colusa Turn left onto CA-20 W Turn left onto CA-53 S Continue onto CA-29 S Turn left onto Spruce Grove Rd Turn left onto Deer Hill Rd Turn left onto Eagle Rock Rd Turn left onto Little Peak Rd <p>Destination will be on the right</p>	<p>SPECIAL INSPECTIONS</p> <p>POST INSTALLED CONCRETE WEDGE ANCHORS</p>	<p>OCCUPANCY AND CONSTRUCTION TYPE</p> <p>OCCUPANCY : U (UNMANNED) CONSTRUCTION TYPE: V-B DISABLE ACCESS REQUIREMENTS FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION; ACCESSIBILITY ACCESS IS NOT REQUIRED, IN ACCORDANCE WITH CALIFORNIA BUILDING CODE, CODE OF REGULATIONS, TITLE 24, PART 2, VOLUME 1, CHAPTER 11B, DIVISION 2, SECTION 11B-203.5</p>																										
<p>VERIZON SIGNATURE BLOCK</p> <table border="1"> <thead> <tr> <th>DISCIPLINE:</th> <th>SIGNATURE:</th> <th>DATE:</th> </tr> </thead> <tbody> <tr> <td>SITE ACQUISITION:</td> <td></td> <td></td> </tr> <tr> <td>CONSTRUCTION:</td> <td></td> <td></td> </tr> <tr> <td>RF:</td> <td></td> <td></td> </tr> <tr> <td>MICROWAVE:</td> <td></td> <td></td> </tr> <tr> <td>TELCO:</td> <td></td> <td></td> </tr> <tr> <td>EQUIPMENT:</td> <td></td> <td></td> </tr> <tr> <td>PROJECT ADMINISTRATOR:</td> <td></td> <td></td> </tr> <tr> <td>WO ADMINISTRATOR:</td> <td></td> <td></td> </tr> </tbody> </table>			DISCIPLINE:	SIGNATURE:	DATE:	SITE ACQUISITION:			CONSTRUCTION:			RF:			MICROWAVE:			TELCO:			EQUIPMENT:			PROJECT ADMINISTRATOR:			WO ADMINISTRATOR:			<p>GENERAL CONTRACTOR NOTES</p> <p>DO NOT SCALE DRAWINGS</p> <p>THESE DRAWINGS ARE FORMATTED TO BE FULL SIZE AT 24" x 36". CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOBSITE AND SHALL IMMEDIATELY NOTIFY THE ARCHITECT/ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR MATERIAL ORDERS OR BE RESPONSIBLE FOR THE SAME.</p>
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Plot Date: 1/22/2016 2:32:49 PM File Name: \\V:\14002-39_Verizon\14002-39_Hidden Valley Lake_296602-Hidden Valley Lake\Sheet\Title Sheet.dwg Printed By: Susan Daniels

14002-39

THIS IS NOT A SITE SURVEY
 ALL PROPERTY BOUNDARIES, ORIENTATION OF TRUE NORTH AND STREET HALF-WIDTHS HAVE BEEN OBTAINED FROM A TAX PARCEL MAP AND EXISTING DRAWINGS AND ARE APPROXIMATE.

NOTES:
 1. NO GRADING OR PERMANENT CONSTRUCTION SHALL OCCUR WITHIN DRIP LINES OF TREES THAT ARE TO REMAIN WITHOUT ARBORIST APPROVAL.
 2. PRIOR TO CONSTRUCTION, GENERAL CONTRACTOR TO CONTACT DIGALERT TO MARK OUT EXISTING UNDERGROUND UTILITIES. IN THE EVENT OF CONFLICTS, CONTRACTOR TO CONTACT PDC.

PREPARED FOR
verizon
 295 Parkshore Drive
 Folsom, California 94630

Vendor:
EPIC WIRELESS GROUP INC.
 8700 Auburn Folsom Road, Suite 400
 Granite Bay, California 95746

Project Address:
 15447 Spruce Grove Road
 Lower Lake, CA 95457

Architect:
Borges ARCHITECTURAL GROUP
 ARCHITECTURE
 PLANNING
 INTERIORS
 1400 STONE POINT DRIVE SUITE 200
 ROSELAKE CA 94568
 916.775.2200
 BORGESARCH.COM

PROJECT NO: 20141062161
 LOCATION NO: 296602
 DRAWN BY: H.L.H.
 CHECKED BY: B.K.W.

REV	DATE	DESCRIPTION
D	01/22/16	100% ZD Rev 1
C	11/18/15	100% ZD Submittal
B	08/31/15	95% ZD Submittal
A	04/02/15	90% ZD Submittal

Licensor:
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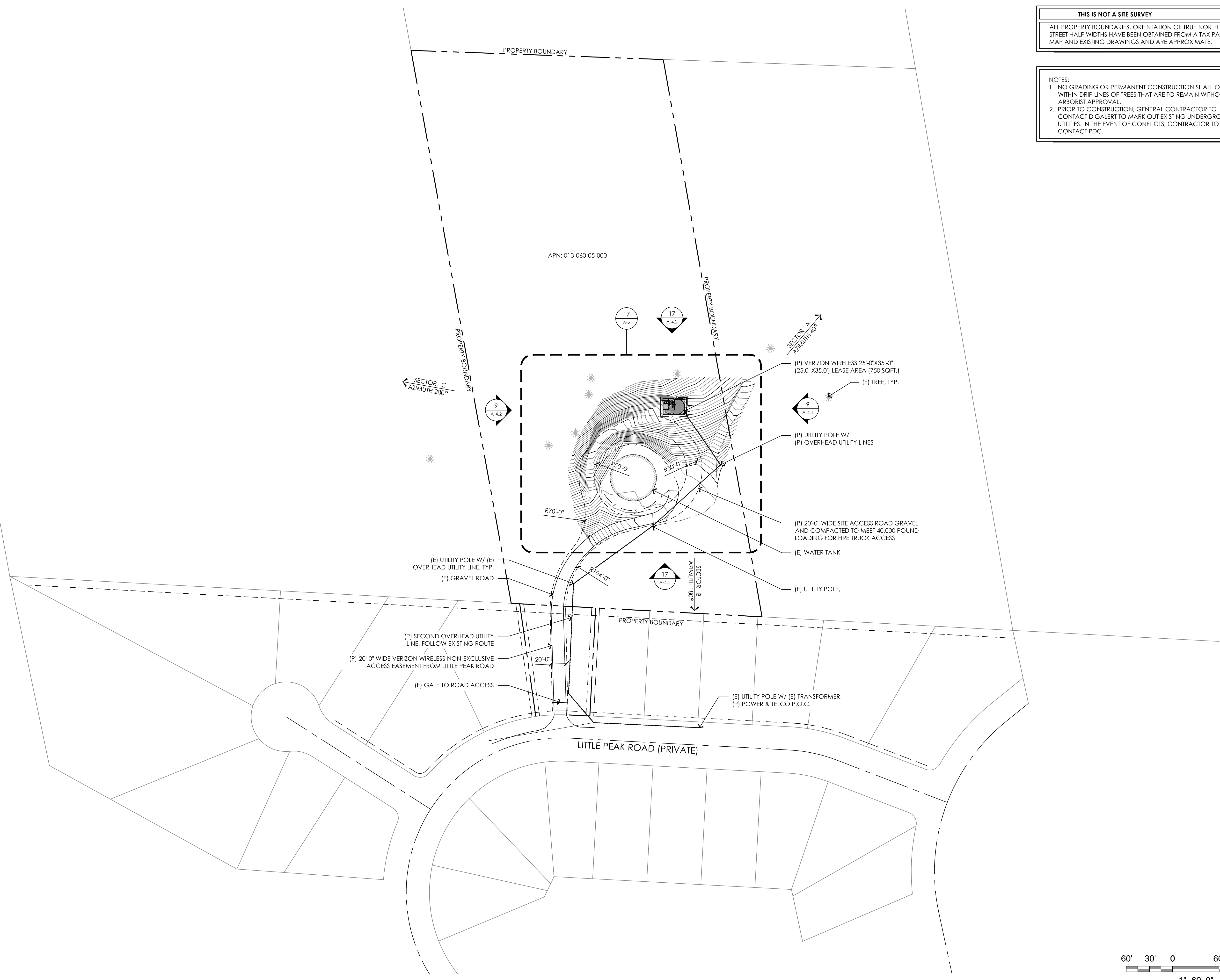
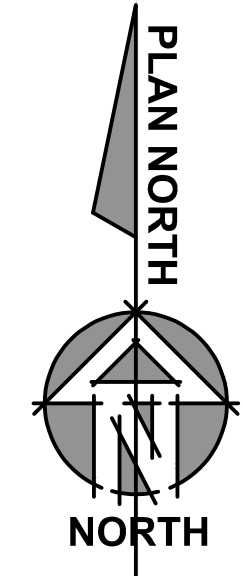
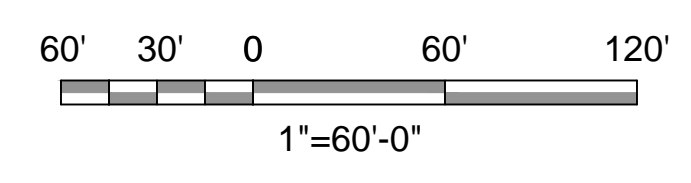
Issued For:
 01/22/16
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SHEET TITLE:
 OVERALL SITE PLAN

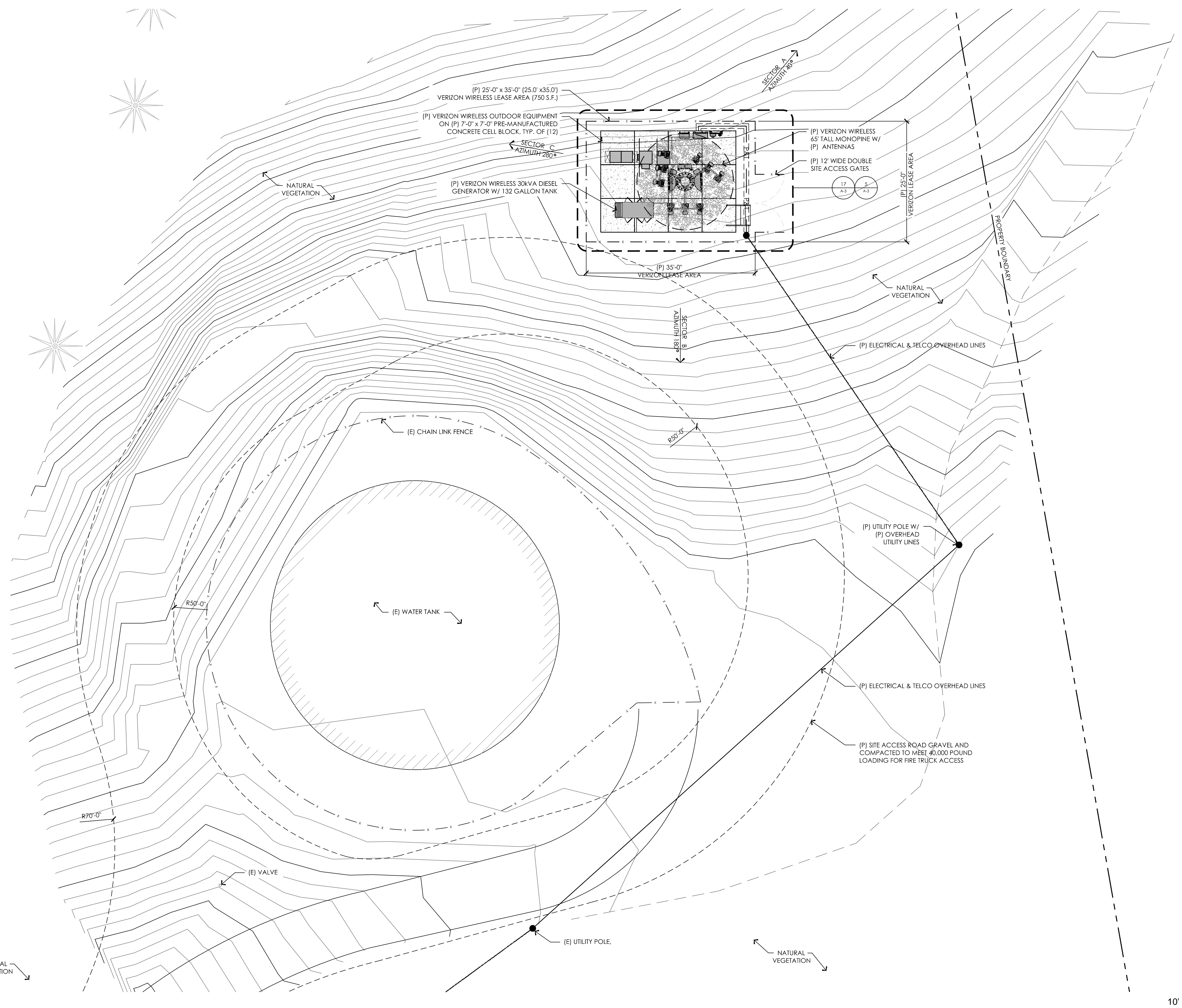
SHEET NUMBER:
A-1

Plot Date: 1/22/2016 2:18:24 PM File Name: S:\2014\14002 - Epic Wireless\2014\14002 - Epic Wireless\2014\14002 - Hidden Valley\14002 - Hidden Valley\14002 - Overall Site Plan.dwg Plotted By: Susan Daniels

17 OVERALL SITE PLAN
 1" = 60'-0"



14002-39



PREPARED FOR

verizon

295 Parkshore Drive
Folsom, California 94630

Vendor:

EPIC
WIRELESS GROUP INC.
8700 Auburn Folsom Road, Suite 400
Granite Bay, California 95746

Project Address:

15447 Spruce Grove Road
Lower Lake, CA 95457

Architect:

Borges
ARCHITECTURAL GROUP
ARCHITECTURE
PLANNING
INTERIORS
1400 STEPHENSON DRIVE SUITE 200
ROSELAND CA 94668
TEL: 925 775 2200
FAX: 925 775 2217
BORGESARCH.COM

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Licensors:

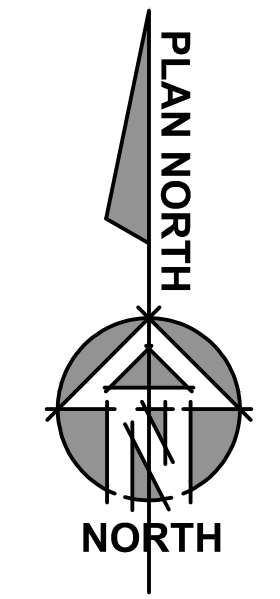
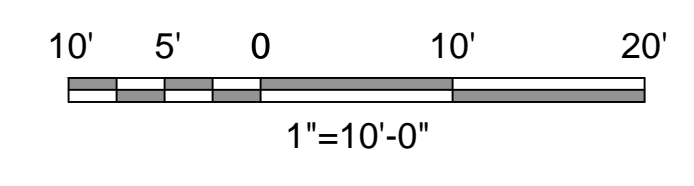
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Issued For:

01/22/16
100% ZD Submittal

SHEET TITLE:
ENLARGED SITE PLAN

SHEET NUMBER:
A-2



Plot Date: 1/22/2016 2:24:51 PM File Name: \\20141062161.dwg - Epic Wireless 20141062161.dwg - F:\admin\valley\valley\lower\shawn\A-2 Enlarged Site Plan.dwg Plotted By: Shawn Daniels

14002-39

PREPARED FOR



295 Parkshore Drive
Folsom, California 94630

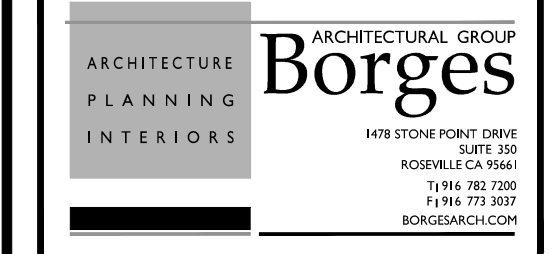
Vendor:



Project Address:

15447 Spruce Grove Road
Lower Lake, CA 95457

Architect:



PROJECT NO: 20141062161

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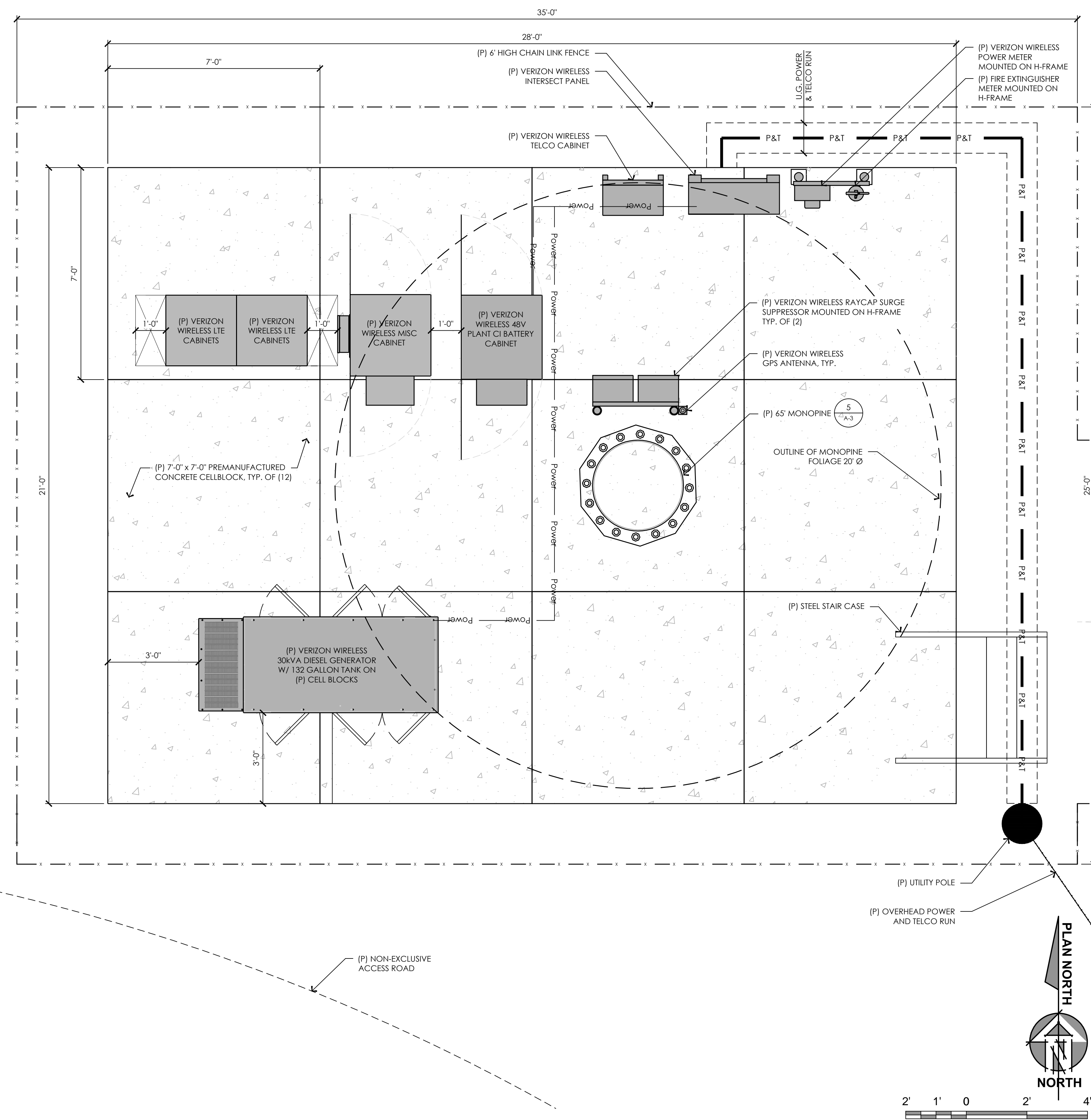
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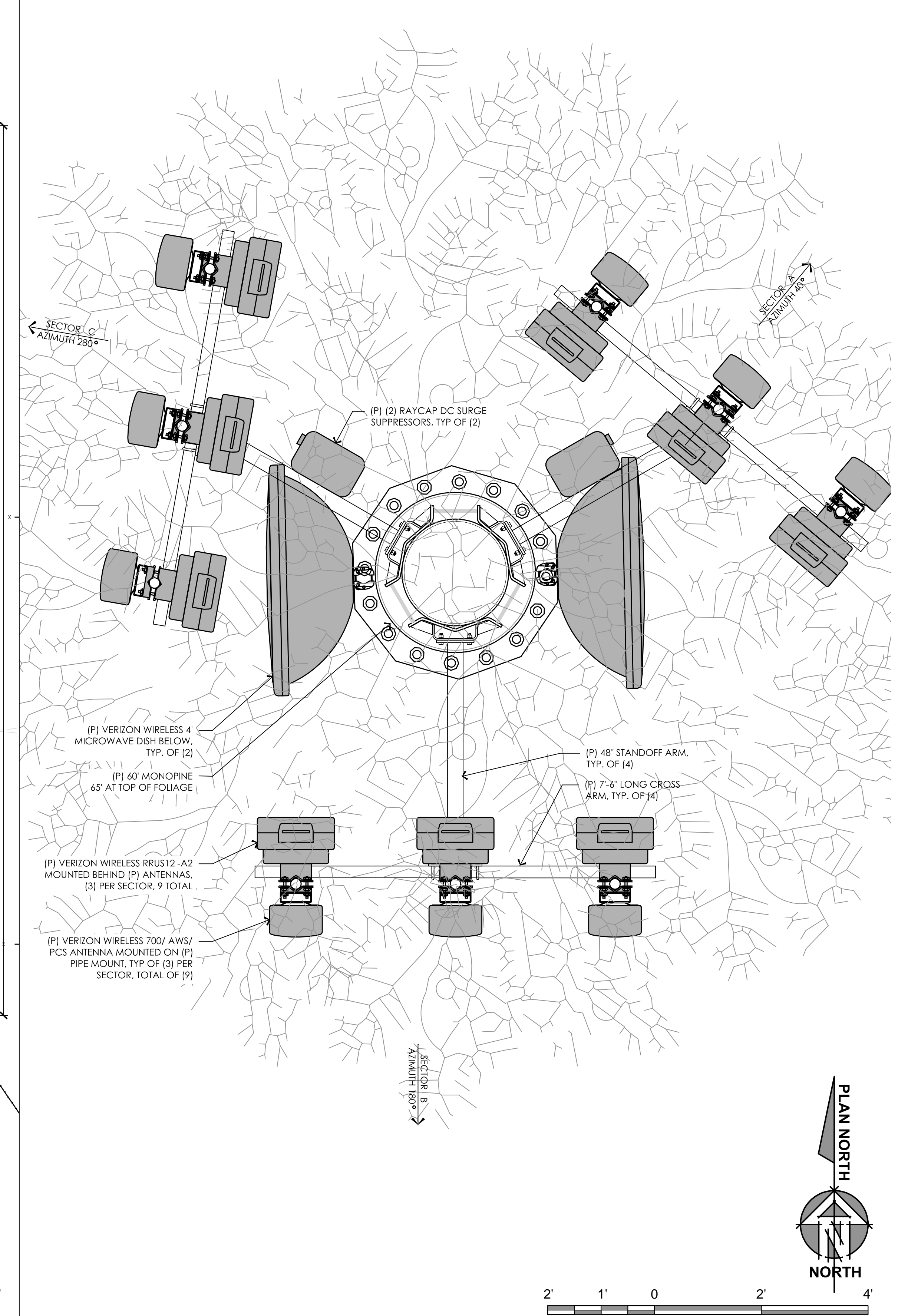
01/22/16
100% ZD Submittal

SHEET TITLE:
EQUIPMENT &
ANTENNA LAYOUTS

SHEET NUMBER:
A-3



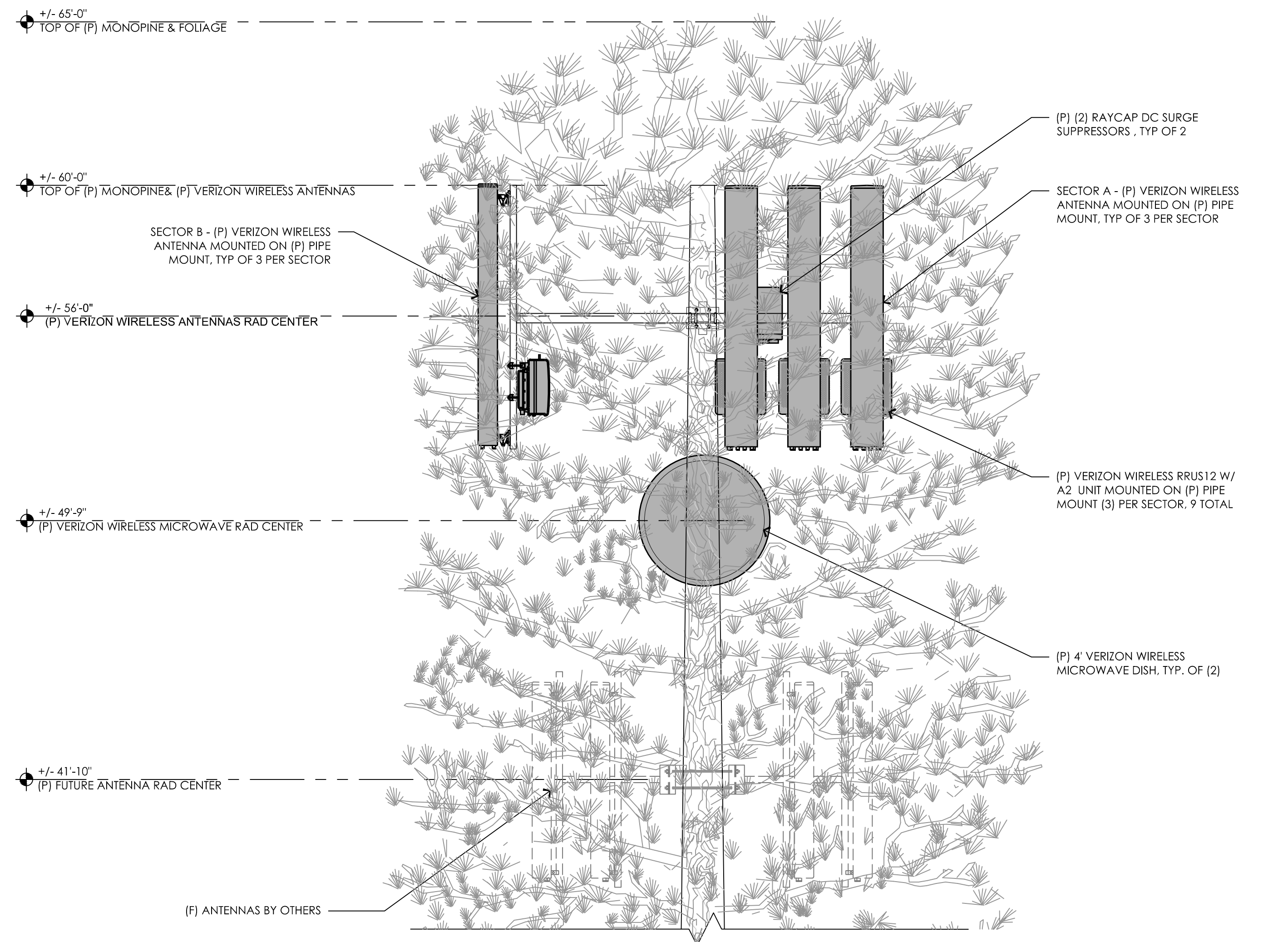
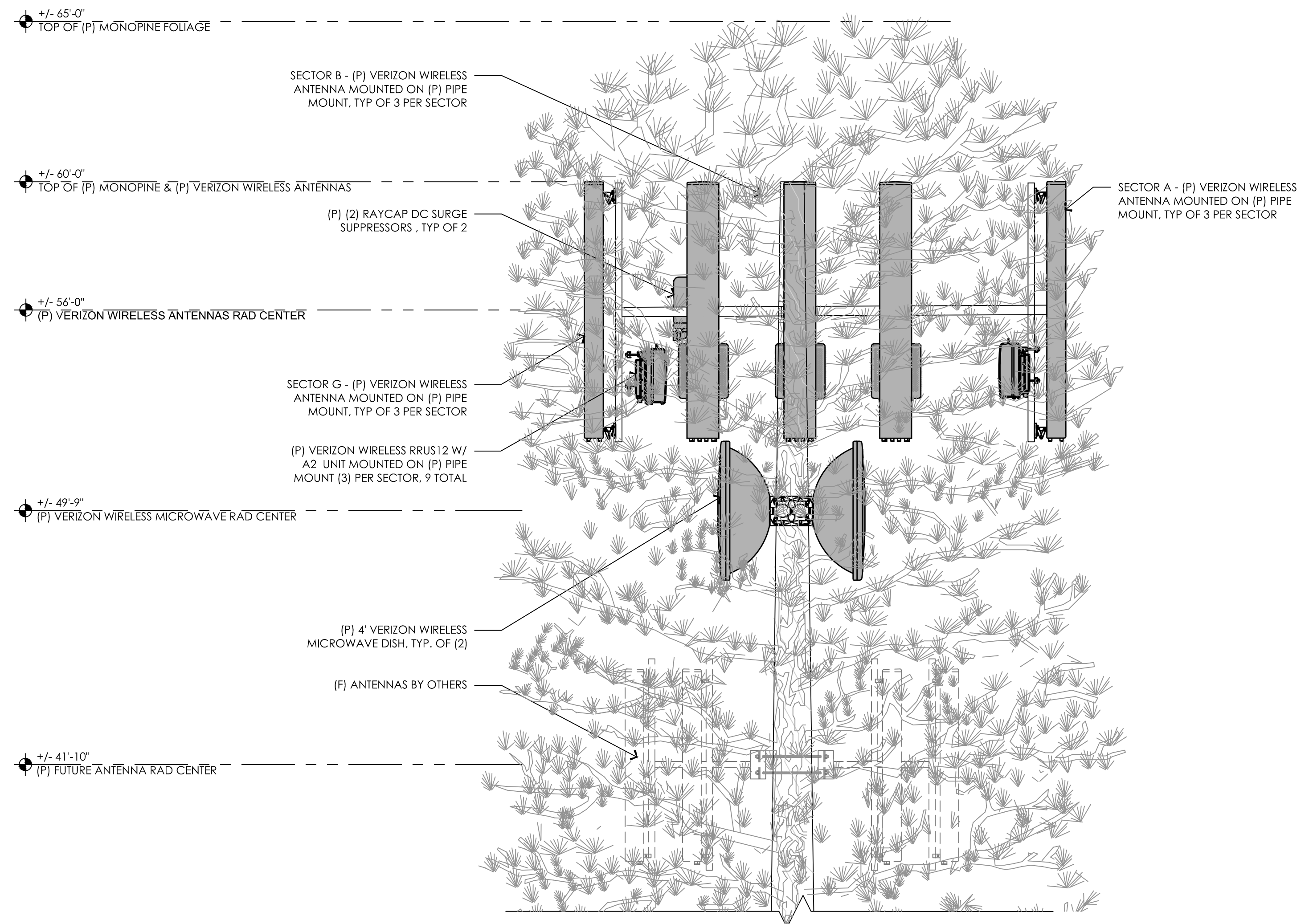
17 ENLARGED EQUIPMENT PLAN
1/2" = 1'-0"



5 ENLARGED ANTENNA LAYOUT
3/4" = 1'-0"

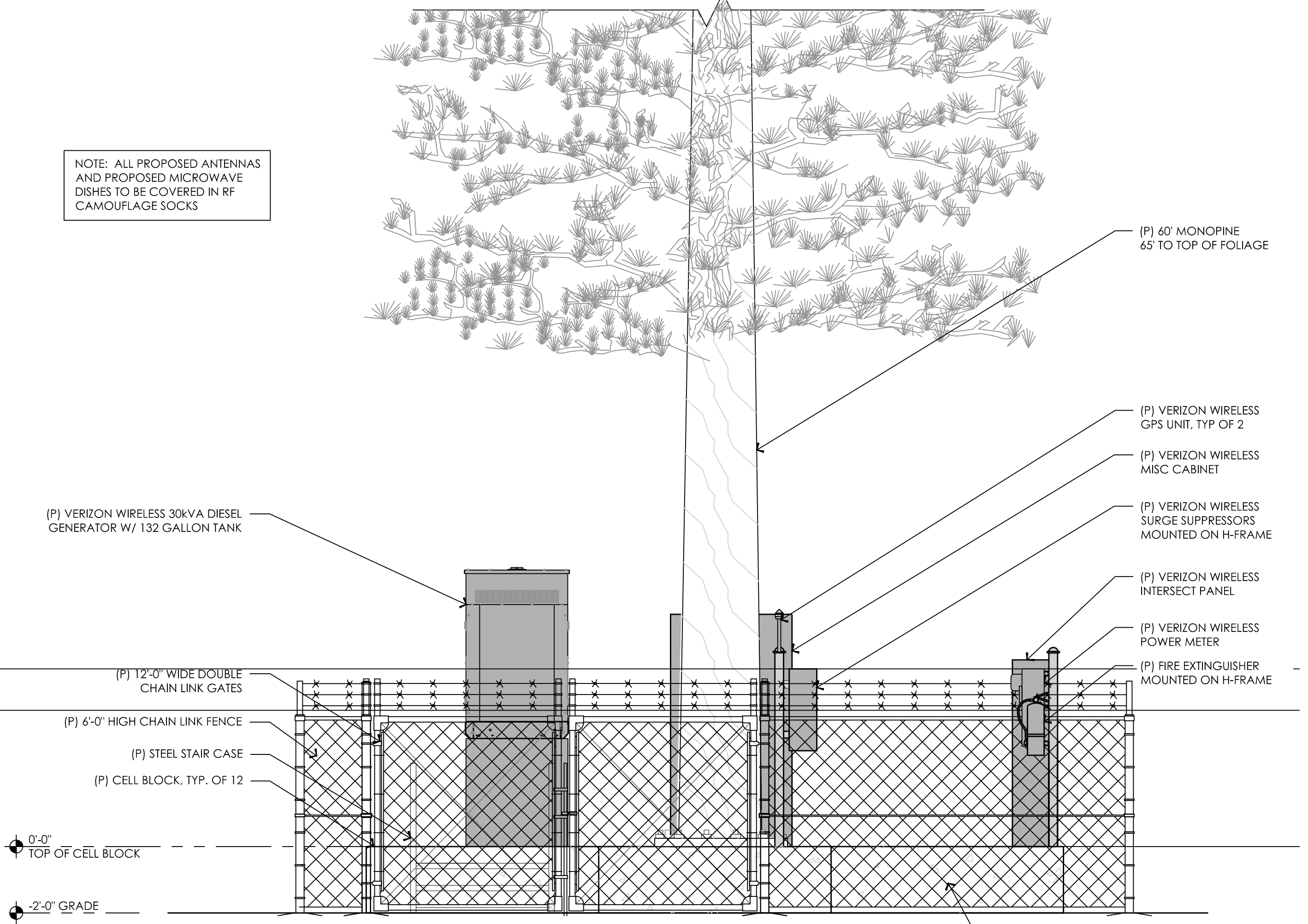
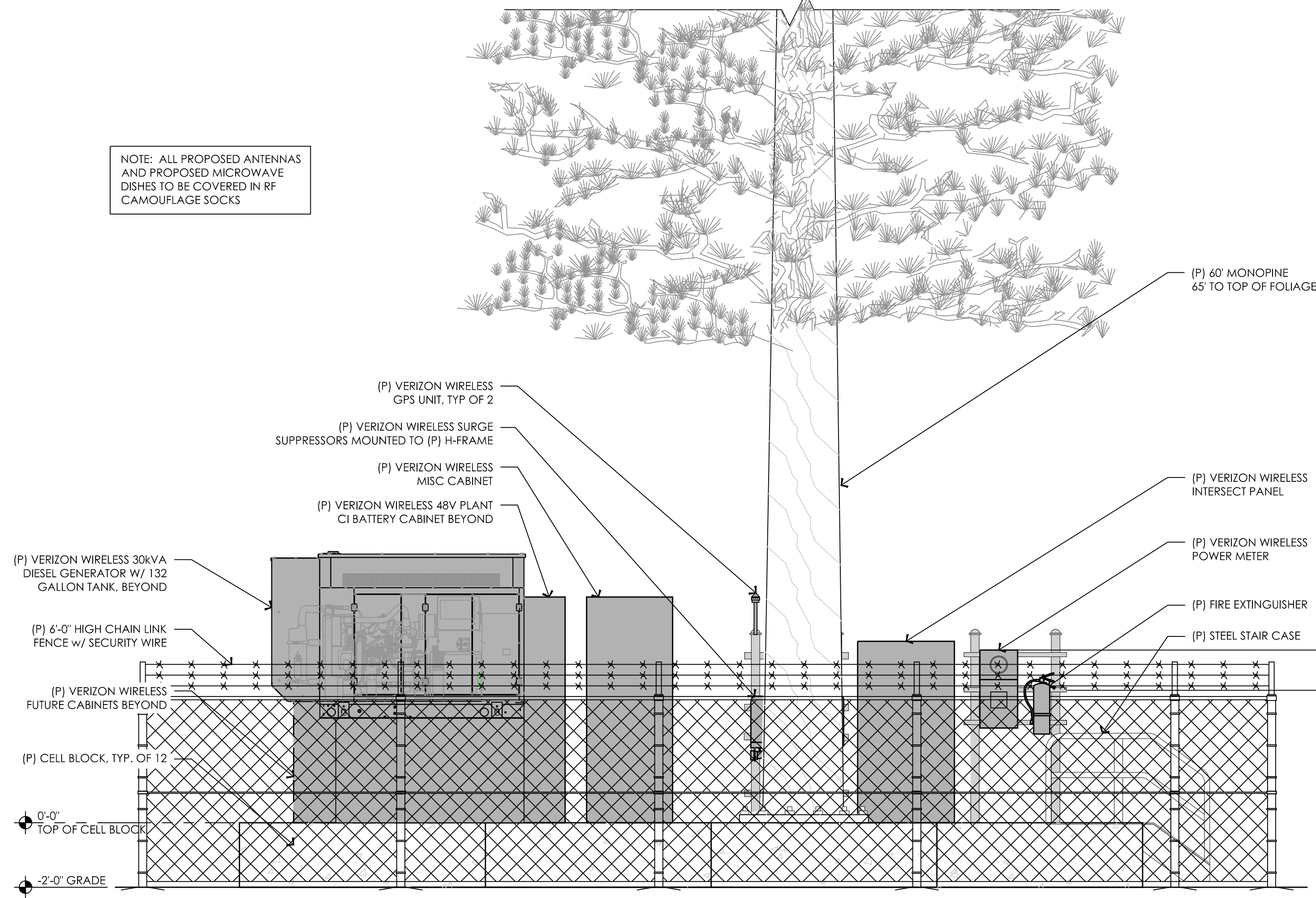
Plot Date: 1/22/2016 2:28:08 PM File Name: 20141062161.dwg Plot Name: 20141062161.dwg Equipment & Antenna Layout.dwg Plotted By: Jason Daniels

14002-39



NOTE: ALL PROPOSED ANTENNAS AND PROPOSED MICROWAVE DISHES TO BE COVERED IN RF CAMOUFLAGE SOCKS

NOTE: ALL PROPOSED ANTENNAS AND PROPOSED MICROWAVE DISHES TO BE COVERED IN RF CAMOUFLAGE SOCKS



17 PROPOSED SOUTH ELEVATION
3/8" = 1'-0"

9 PROPOSED EAST ELEVATION
3/8" = 1'-0"

PREPARED FOR



295 Parkshore Drive
Folsom, California 94630

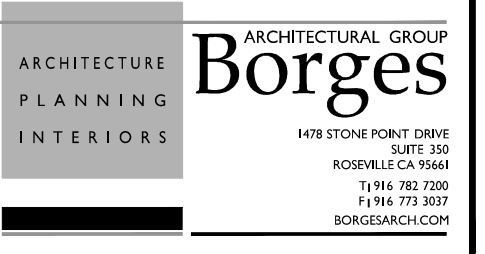
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15447 Spruce Grove Road
Lower Lake, CA 95457

Architect:



PROJECT NO: 20141062161

LOCATION NO: 296602

DRAWN BY: H.L.H.

CHECKED BY: B.K.W.

REV	DATE	DESCRIPTION
D	01/22/16	100% ZD Rev 1
C	11/18/15	100% ZD Submittal
B	08/31/15	95% ZD Submittal
A	04/02/15	90% ZD Submittal

Licensor:

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

Issued For:

01/22/16
100% ZD Submittal

SHEET TITLE:

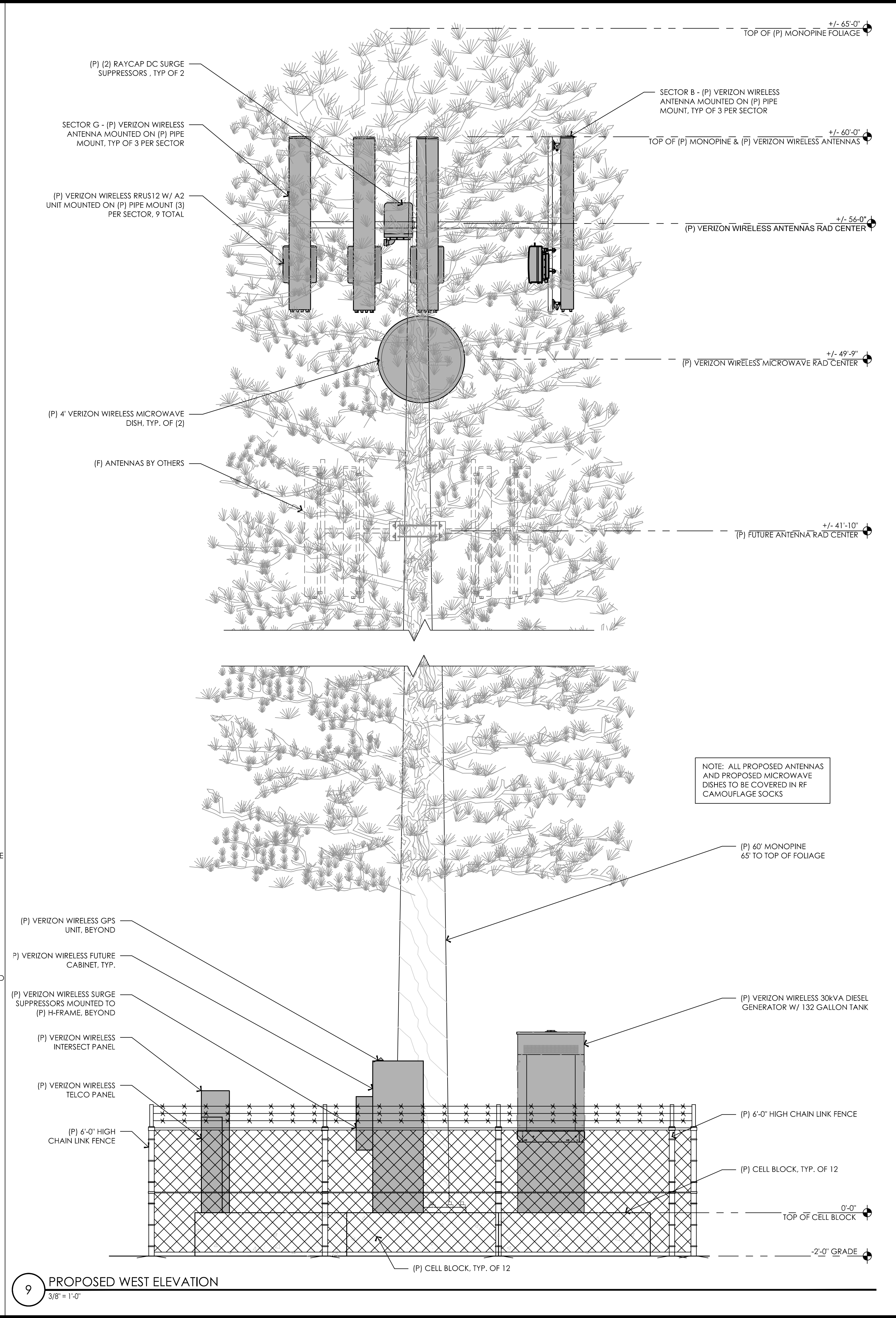
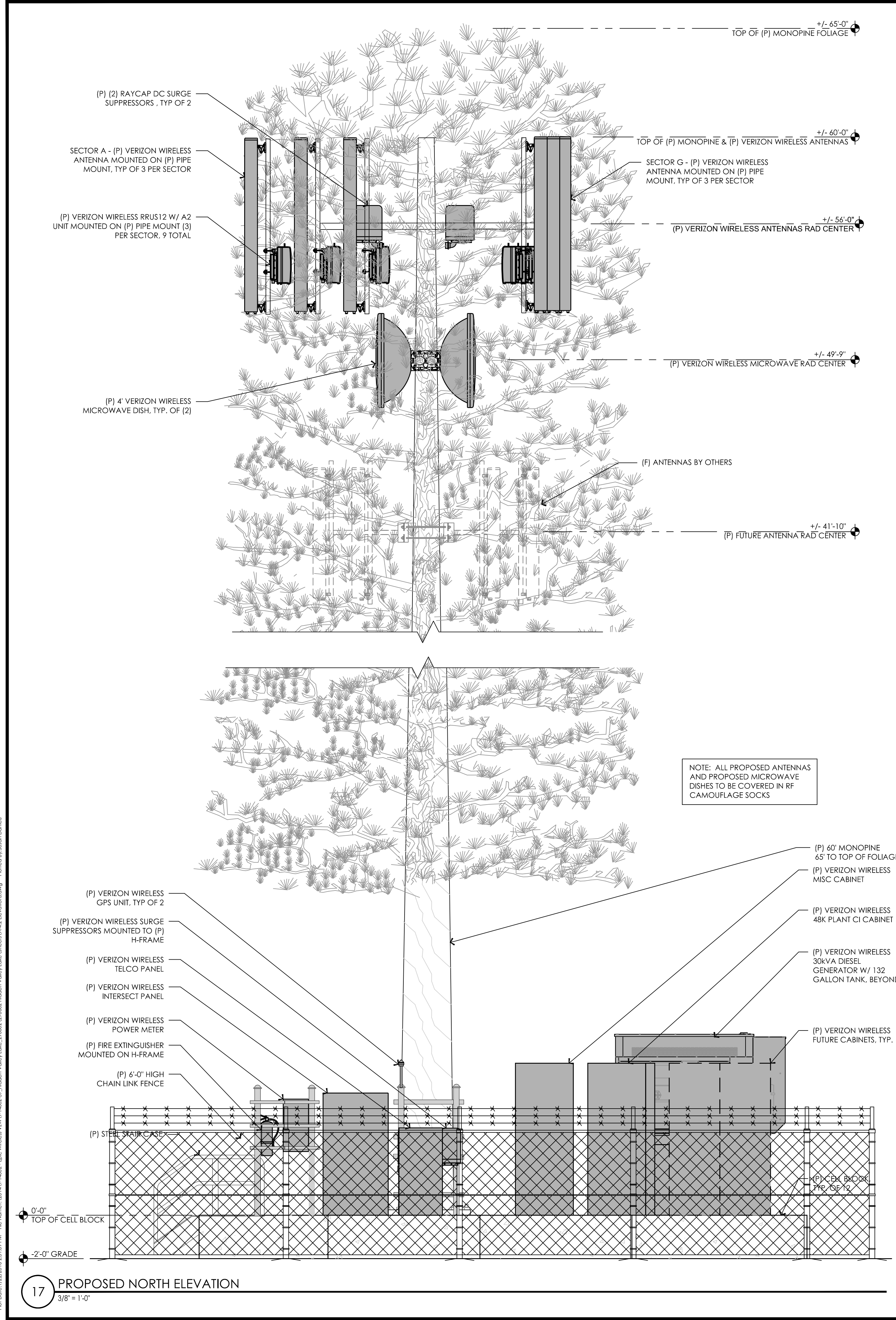
ELEVATIONS

SHEET NUMBER:

A-4.1

Plot Date: 1/22/2016 2:29:31 PM File Name: \\30141062161\4002 - Epic Wireless\30141062161_Hidden Valley\30141062161_Elevations.dwg Plotted By: Susan Dorwick

14002-39



17 PROPOSED NORTH ELEVATION
3/8" = 1'-0"

9 PROPOSED WEST ELEVATION
3/8" = 1'-0"

PREPARED FOR
verizon
295 Parkshore Drive
Folsom, California 94630

Vendor:
EPIC WIRELESS GROUP INC.
8700 Auburn Folsom Road, Suite 400
Granite Bay, California 95746

Project Address:
15447 Spruce Grove Road
Lower Lake, CA 95457

Architect:
Borges
ARCHITECTURAL GROUP
PLANNING
INTERIORS
400 STONE HARBOR DRIVE SUITE 300
ROSELAND CA 94668
TEL: 916 775 2222
BORGESARCH.COM

PROJECT NO:	20141062161
LOCATION NO:	296602
DRAWN BY:	H.L.H.
CHECKED BY:	B.K.W.

REV	DATE	DESCRIPTION
D	01/22/16	100% ZD Rev 1
C	11/18/15	100% ZD Submittal
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Licensor:

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Issued For:
01/22/16
100% ZD Submittal

SHEET TITLE:
ELEVATIONS

SHEET NUMBER:
A-4.2

Plot Date: 1/22/2016 2:31:09 PM File Name: \\14002-39_Epic_Wireless\14002-39_Hidden_Volley_Site\14002-39_Hidden_Volley_Site\A-4.2_Elevations.dwg Plotted By: Susan Dorwick

14002-39



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: August 15, 2017**

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

Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

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

APPROVAL OF AGENDA

On a motion made by Director Herndon and second by Director Mirbegian the Board unanimously approved the August 15, 2017 Regular Board Meeting Agenda.

EMPLOYEE RECOGNITION

The District recognized Alyssa Gordon for her hard work, dedication and challenges she has overcome to meet the CalOES/FEMA application requirements related to the 2017 Storms, the Hazard Mitigation applications as well as representing The District at ACWA State Legislature.

Alyssa was also congratulated on her 3^{-year} anniversary with The District.

PRESENTATIONS

RGS Senior Financial Advisor, David Spillman presented an overview and preliminary observations of The District's budget and reporting format and financial policies and procedures.

CONSENT CALENDAR

On motion by Director Mirbegian and second by Director Herndon the Board unanimously approved the following Consent Calendar items:

- (A) MINUTES: Approval of Board of Directors Regular Board Meeting minutes for July 18, 2017
- (B) DISBURSEMENTS: Check #34711 - #34790 including drafts and payroll for a total of \$340,203.82.

BOARD COMMITTEE REPORTS

Personnel Committee: Meeting scheduled for August 17 at noon.

Finance Committee: Meeting to be scheduled.

The Committee plans to work with Mr. Spilman to develop a Financial Orientation for all Board Members as well a policy for reviewing of financial statements.

Emergency Preparedness Program Committee: No meeting was held.

Lake Water Use Agreement-Ad Hoc Committee: No meeting was held.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 Board: Director Mirbegian recommended the Board support the nomination of Mr. Hasteley for President, currently Vice President of ACWA..

Other Meetings Attended: Staff attended the ACWA Region 1 Marin Municipal Water District Mount Tam Watershed Tour.

STAFF REPORTS

ACWA State Legislative Committee: Scheduled for August 25.

Financial Report: No questions.

Administration/Customer Service Report: The Board acknowledged the front staff for their hard work and great customer care.

Director Mirbegian requested a quarterly Lien Report be provided to the Board in the General Managers Report.

Field Operations Report: Alyssa Gordon provided an update on FEMA as well as the recent FEMA /CalOES site inspection at the WWTP. A second site inspection Aug. 15th by FEMA and CalOES representatives (with wastewater treatment plant experience) helped provide an accurate picture of how the storms have affected The District and the amount of damage that remains to be repaired.

FEMA has approved reimbursement for Emergency work related to the past winter storms. A percentage of that will be paid to the County for providing pumping and dumping services.

Field Staff was acknowledged for their hard work due to the increased amount of service orders.

Lake County Water Agency OES: Scheduled to meet August 24 at 1pm, Lakeport City Hall.

General Manager's Report: The General Manager discussed items in his report, and responded to all inquiries.

DISCUSSION AND POSSIBLE ACTION:

Review and discuss the Lake Water Use Agreement and Hidden Valley Lake Associations Current Insurance Policy

On a motion by Director Mirbegian and second by Director Herndon The Current Lake Water Use Agreement and the HVLA's current Insurance Policy was approved.

Staff recommend the Ad-Hoc Committee strengthening the language of the agreement to state clear and precise requirements to include the following;

The District must be notified and included in meetings and or conversations regarding the inspection of the dam and dredging of the Lake.

An annual review to be conducted of HVLA's Insurance policy regarding the coverage of the Lake.

No Public Comment

Roll call vote:

AYES (5): Directors Freeman, Lieberman, Graham, Mirbegian and Herndon

NAYS (0):

ABSTAIN (0):

ABSENT (0):

The Hidden Valley Lake CSD Board of Directors unanimously approved The Current Lake Water Use Agreement and the HVLA's current Insurance Policy.

DISCUSSION AND POSSIBLE ACTION: Discuss the AMI Meter replacement project. Schneider Electric had a representative subset of our existing meters bench tested. The initial rough estimate indicated replacing existing meters with new meters would capture lost revenue netting approx. \$32K per year; while no longer subsidizing constituents with older meters that are not accurately reading. The bench test focused actual numbers clarifying the annual increase for the capture of lost revenue to \$42.5K. If the Board concurs, staff would bring the next phase of the AMI meter replacement project to a future Board meeting for review and possible approval

Members of the Board request the hard cost of the project and the bench test report be provided for review. Project will only be viable if Prop 1 and SRF funding is approved. The Board unanimously concur to moving forward with the next phase of the AMI meter replacement project.

Public questions on the meter testing process and life expectancy of the meters were answered.

DISCUSSION AND POSSIBLE ACTION: Discuss the new project proposal for the access road and pond levee repair at the Wastewater Treatment Plant

Alyssa Gordon presented a power point of the access road and pond levee repair. Board request Staff to present RFP for possible budget adjustment. Finance Committee Meeting to be scheduled this week to discuss Reserve funding for this project as FEMA reimbursement is not guaranteed. A Special Meeting will be scheduled for final discussion.

DISCUSSION AND POSSIBLE ACTION: Brown Act-Discussion and Clarification

Specific Brown Act items were discussed for clarification. Members of the Board requested Brown Act Training be added to the Board Workshop. Workshop is pending Board decision on a date.

DISCUSSION AND POSSIBLE ACTION: Discuss and approve Resolution 2017-08 A Resolution Establishing Health Benefit Contribution for The Hidden Valley Lake Community Services District's Board of Directors.

On a motion by Director Graham and second by Director Mirbegian item was tabled, Staff was directed to provide additional information on Health Benefits for Directors

DISCUSSION AND POSSIBLE ACTION: Clarify Appointment of Committees



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PERSONNEL COMMITTEE REPORT
MEETING DATE: August 17, 2017**

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 Freeman

General Manager Kirk Cloyd
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 12:01 pm by Director Herndon.

APPROVAL OF AGENDA

The Committee unanimously approved the agenda.

DISCUSSION AND MAKE RECOMMENDATIONS TO THE REVISED JOB DESCRIPTIONS

The Committee approved all revised Job Descriptions. Recommendations will be made to the Board at the next Board Meeting to move forward and submit Job Descriptions for Salary Survey with CPS HR Consulting.

Committee recommends The Employee Policy Manual be sent to CPS HR Consulting for review.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 1:25 pm on a motion by Director Freeman and Second by Director Herndon.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: August 18, 2017**

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 Graham
Director Mirbegian

General Manager Kirk Cloyd
Full Charge Bookkeeper Trish Wilkinson
RGS Financial Consultant David Spilman

CALL TO ORDER

The meeting was called to order at 3:00 PM by Director Mirbegian.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

The Committee unanimously approved the agenda.

DISCUSS WWTP ROAD AND LEVEE REPAIR PROJECT

The Committee moved to make a recommendation to move forward with The WWTP Road and Levee Repair Project to the Board at a Special Meeting. Any FEMA reimbursement for this project will be added back to the 314 Capital Fund Account.

DISCUSS HEALTH BENEFITS

The Committee made a recommendation to discontinue the coverage of Director dependents as of January 1, 2018 for the Board's review. If directed, staff will draft a resolution for Board consideration.

DISCUSS DISTRICT FINANCIAL OVERVIEW

Mr. Spilman provided an in-depth overview of the District Financial reporting process. Standard Operating Procedures that conform to National Standards are being created for financial reports.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The Finance Committee Meeting was adjourned at 4:03 PM.

ACCOUNTS PAYABLE
DISBURSEMENT REPORT

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-1002	PETTY CASH REIMBURSEMENT			N	FUND TOTAL FOR VENDOR	88.44
01-1023	HACH COMPANY			N	FUND TOTAL FOR VENDOR	88.87
01-11	STATE OF CALIFORNIA EDD			N	FUND TOTAL FOR VENDOR	1,574.21
01-1392	MEDIACOM			N	FUND TOTAL FOR VENDOR	213.04
01-1579	SOUTH LAKE REFUSE COMPANY			N	FUND TOTAL FOR VENDOR	185.81
01-1705	SPECIAL DISTRICT RISK MAN			N	FUND TOTAL FOR VENDOR	12,737.00
01-1722	US DEPARTMENT OF THE TREA			N	FUND TOTAL FOR VENDOR	5,206.19
01-1751	USA BLUE BOOK			N	FUND TOTAL FOR VENDOR	2,746.09
01-1961	ACWA/JPIA			N	FUND TOTAL FOR VENDOR	459.82
01-21	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	5,494.34
01-2111	DATAPROSE			N	FUND TOTAL FOR VENDOR	1,412.23
01-2283	ARMED FORCE PEST CONTROL,			N	FUND TOTAL FOR VENDOR	97.50
01-2431	CNH PRODUCTIVITY PLUS ACC			N	FUND TOTAL FOR VENDOR	224.02
01-2538	HARDESTER'S MARKETS & HAR			N	FUND TOTAL FOR VENDOR	71.58
01-2585	TYLER TECHNOLOGY			N	FUND TOTAL FOR VENDOR	121.00
01-2598	VERIZON WIRELESS			N	FUND TOTAL FOR VENDOR	411.10
01-2636	ACTION SANITARY, INC.			N	FUND TOTAL FOR VENDOR	123.34
01-2638	RICOH USA, INC.			N	FUND TOTAL FOR VENDOR	193.15
01-2684	OFFICE DEPOT			N	FUND TOTAL FOR VENDOR	143.33
01-2699	MICHELLE HAMILTON			N	FUND TOTAL FOR VENDOR	547.50
01-2700	REDFORD SERVICES			N	FUND TOTAL FOR VENDOR	715.00
01-2719	TIRE PROS			N	FUND TOTAL FOR VENDOR	325.75
01-2736	SIERRA CHEMICAL CO.			N	FUND TOTAL FOR VENDOR	1,777.79
01-2749	NAPA AUTO PARTS			N	FUND TOTAL FOR VENDOR	186.41
01-2781	SAM GARCIA			N	FUND TOTAL FOR VENDOR	133.06
01-2788	GHD			N	FUND TOTAL FOR VENDOR	72.23
01-2816	GARDMEMBER SERVICE			N	FUND TOTAL FOR VENDOR	447.86

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2820	ALPHA ANALYTICAL LABORATO			N	FUND TOTAL FOR VENDOR	2,402.00
01-2823	GARDENS BY JILLIAN			N	FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,502.46
01-2825	NATIONWIDE RETIREMENT SOL			N	FUND TOTAL FOR VENDOR	930.94
01-2840	ENVIRONMENTAL SYSTEMS RES			N	FUND TOTAL FOR VENDOR	207.25
01-2842	COASTLAND CIVIL ENGINEERI			N	FUND TOTAL FOR VENDOR	1,912.50
01-2848	NORMAN ROGERS			N	FUND TOTAL FOR VENDOR	517.34
01-2860	WESTGATE PETROLEUM CO., I			N	FUND TOTAL FOR VENDOR	1,013.60
01-2867	PETERSON CAT			N	FUND TOTAL FOR VENDOR	1,060.66
01-2876	BOLD POLISNER MADDOW NELS			N	FUND TOTAL FOR VENDOR	281.25
01-2880	BENNETT SOLUTIONS			N	FUND TOTAL FOR VENDOR	100.28
01-2909	STREAMLINE			N	FUND TOTAL FOR VENDOR	100.00
01-2917	AT&T MOBILITY			N	FUND TOTAL FOR VENDOR	22.01
01-2918	ZSI INC.			N	FUND TOTAL FOR VENDOR	1,375.00
01-2919	REGIONAL GOVERNMENT SERVI			N	FUND TOTAL FOR VENDOR	1,567.50
01-8	AT&T			N	FUND TOTAL FOR VENDOR	179.70
*** FUND TOTALS ***						52,069.15

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N	FUND TOTAL FOR VENDOR	524.75
01-1002	PETTY CASH REIMBURSEMENT			N	FUND TOTAL FOR VENDOR	188.42
01-11	STATE OF CALIFORNIA EDD			N	FUND TOTAL FOR VENDOR	1,078.32
01-1392	MEDIACOM			N	FUND TOTAL FOR VENDOR	213.03
01-1579	SOUTH LAKE REFUSE COMPANY			N	FUND TOTAL FOR VENDOR	185.81
01-1659	WAGNER & BONSIGNORE			N	FUND TOTAL FOR VENDOR	397.50
01-1705	SPECIAL DISTRICT RISK MAN			N	FUND TOTAL FOR VENDOR	12,737.00
01-1722	US DEPARTMENT OF THE TREA			N	FUND TOTAL FOR VENDOR	3,795.50
01-1751	USA BLUE BOOK			N	FUND TOTAL FOR VENDOR	1,497.16
01-1961	ACWA/JPIA			N	FUND TOTAL FOR VENDOR	459.81
01-21	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,075.61
01-2111	DATAPROSE			N	FUND TOTAL FOR VENDOR	1,412.21
01-2195	TELSTAR INSTRUMENTS, INC			N	FUND TOTAL FOR VENDOR	1,099.00
01-2283	ARMED FORCE PEST CONTROL,			N	FUND TOTAL FOR VENDOR	97.50
01-2431	CNH PRODUCTIVITY PLUS ACC			N	FUND TOTAL FOR VENDOR	224.00
01-2538	HARDESTER'S MARKETS & HAR			N	FUND TOTAL FOR VENDOR	77.98
01-2541	MENDO MILL CLEARLAKE			N	FUND TOTAL FOR VENDOR	22.83
01-2585	TYLER TECHNOLOGY			N	FUND TOTAL FOR VENDOR	121.00
01-2598	VERIZON WIRELESS			N	FUND TOTAL FOR VENDOR	411.09
01-2638	RICOH USA, INC.			N	FUND TOTAL FOR VENDOR	193.14
01-2684	OFFICE DEPOT			N	FUND TOTAL FOR VENDOR	143.30
01-2699	MICHELLE HAMILTON			N	FUND TOTAL FOR VENDOR	312.50
01-2702	PACE SUPPLY CORP			N	FUND TOTAL FOR VENDOR	1,295.58
01-2719	TIRE PROS			N	FUND TOTAL FOR VENDOR	325.75
01-2736	SIERRA CHEMICAL CO.			N	FUND TOTAL FOR VENDOR	267.34
01-2749	NAPA AUTO PARTS			N	FUND TOTAL FOR VENDOR	186.40
01-2781	SAM GARCIA			N	FUND TOTAL FOR VENDOR	133.06

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2816	CARDMEMBER SERVICE			N	FUND TOTAL FOR VENDOR	1,799.28
01-2820	ALPHA ANALYTICAL LABORATO			N	FUND TOTAL FOR VENDOR	385.00
01-2823	GARDENS BY JILLIAN			N	FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,502.45
01-2825	NATIONWIDE RETIREMENT SOL			N	FUND TOTAL FOR VENDOR	1,019.06
01-2840	ENVIRONMENTAL SYSTEMS RES			N	FUND TOTAL FOR VENDOR	207.25
01-2842	COASTLAND CIVIL ENGINEERI			N	FUND TOTAL FOR VENDOR	127.50
01-2867	PETERSON CAT			N	FUND TOTAL FOR VENDOR	1,060.65
01-2876	BOLD POLISNER MADDOW NELS			N	FUND TOTAL FOR VENDOR	281.25
01-2878	BADGER METER			N	FUND TOTAL FOR VENDOR	30.00
01-2880	BENNETT SOLUTIONS			N	FUND TOTAL FOR VENDOR	175.36
01-2884	FAHRENHEIT HEATING & AIR			N	FUND TOTAL FOR VENDOR	220.00
01-2885	RGW GROUNDSKEEPING, LLC			N	FUND TOTAL FOR VENDOR	8,320.00
01-2909	STREAMLINE			N	FUND TOTAL FOR VENDOR	100.00
01-2917	AT&T MOBILITY			N	FUND TOTAL FOR VENDOR	22.01
01-2918	ZSI INC.			N	FUND TOTAL FOR VENDOR	1,375.00
01-2919	REGIONAL GOVERNMENT SERVI			N	FUND TOTAL FOR VENDOR	1,567.50
01-8	AT&T			N	FUND TOTAL FOR VENDOR	179.69
01-82	E & M ELECTRIC & MACHINER			N	FUND TOTAL FOR VENDOR	3,254.07

*** FUND TOTALS ***

56,201.66

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2893	US BANK Corporate Trust			N	FUND TOTAL FOR VENDOR	225,598.90
*** FUND TOTALS ***						225,598.90
*** REPORT TOTALS ***						333,869.71

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	11.52
120 2090	PERS PAYABLE	2,498.62
120 2091	FIT PAYABLE	4,147.28
120 2092	CIT PAYABLE	1,245.56
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	520.43
120 2095	S D I PAYABLE	322.99
120 2099	DEFERRED COMP - 457 PLAN	930.94
120 5-00-5021	RETIREMENT BENEFITS	16.86
120 5-00-5025	RETIREE HEALTH BENEFITS	1,649.50
120 5-00-5060	GASOLINE, OIL & FUEL	1,022.60
120 5-00-5061	VEHICLE MAINT	1,572.82
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	127.50
120 5-00-5092	POSTAGE & SHIPPING	953.11
120 5-00-5121	LEGAL SERVICES	281.25
120 5-00-5122	ENGINEERING SERVICES	1,984.73
120 5-00-5123	OTHER PROFESSIONAL SERVICES	1,917.50
120 5-00-5130	PRINTING & PUBLICATION	499.65
120 5-00-5145	EQUIPMENT RENTAL	193.15
120 5-00-5148	OPERATING SUPPLIES	2,543.72
120 5-00-5150	REPAIR & REPLACE	1,928.43
120 5-00-5155	MAINT BLDG & GROUNDS	320.84
120 5-00-5156	CUSTODIAL SERVICES	1,262.50
120 5-00-5191	TELEPHONE	831.78
120 5-00-5193	OTHER UTILITIES	185.81
120 5-00-5194	IT SERVICES	408.31
120 5-00-5195	ENV/MONITORING	2,402.00
120 5-00-5310	EQUIPMENT - FIELD	47.73
120 5-00-5315	SAFETY EQUIPMENT	1,811.20

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

BANK: ALL

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5545	RECORDING FEES	14.50
120 5-10-5010	SALARIES & WAGES	346.84
120 5-10-5020	EMPLOYEE BENEFITS	5,418.71
120 5-10-5021	RETIREMENT BENEFITS	4,145.55
120 5-10-5090	OFFICE SUPPLIES	251.11
120 5-10-5170	TRAVEL MILEAGE	19.50
120 5-10-5179	ADM MISC EXPENSES	53.70
120 5-30-5010	SALARIES & WAGES	171.55
120 5-30-5020	EMPLOYEE BENEFITS	3,051.75
120 5-30-5021	RETIREMENT BENEFITS	2,991.11
120 5-30-5022	CLOTHING ALLOWANCE	363.41
120 5-30-5063	CERTIFICATIONS	350.00
120 5-30-5170	TRAVEL MILEAGE	167.34
120 5-40-5010	DIRECTORS COMPENSATION	11.10
120 5-40-5020	DIRECTOR BENEFITS	5.66
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,060.00
	** FUND TOTAL **	52,069.15
130 1052	ACCTS REC WATER USE	314.75
130 2088	SURVIVOR BENEFITS - PERS	10.80
130 2090	PERS PAYABLE	1,872.29
130 2091	FIT PAYABLE	2,969.13
130 2092	CIT PAYABLE	821.72
130 2093	SOCIAL SECURITY PAYABLE	9.61
130 2094	MEDICARE PAYABLE	403.61
130 2095	S D I PAYABLE	250.56
130 2099	DEFERRED COMP - PLAN 457 PAYAB	1,019.06
130 5-00-5021	RETIREMENT BENEFITS	16.86
130 5-00-5025	RETIREE HEALTH BENEFITS	1,649.50
130 5-00-5060	GASOLINE, OIL & FUEL	9.00
130 5-00-5061	VEHICLE MAINT	1,572.80
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	127.50
130 5-00-5092	POSTAGE & SHIPPING	953.09
130 5-00-5121	LEGAL SERVICES	281.25
130 5-00-5122	ENGINEERING SERVICES	127.50
130 5-00-5123	OTHER PROFESSIONAL SERVICES	1,917.50
130 5-00-5124	WATER RIGHTS	397.50
130 5-00-5130	PRINTING & PUBLICATION	499.64
130 5-00-5145	EQUIPMENT RENTAL	193.14
130 5-00-5148	OPERATING SUPPLIES	290.15
130 5-00-5150	REPAIR & REPLACE	9,788.55
130 5-00-5155	MAINT BLDG & GROUNDS	8,517.50
130 5-00-5156	CUSTODIAL SERVICES	312.50
130 5-00-5191	TELEPHONE	831.75
130 5-00-5193	OTHER UTILITIES	185.81
130 5-00-5194	IT SERVICES	438.30
130 5-00-5195	ENV/MONITORING	385.00

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

BANK: ALL

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5310	EQUIPMENT - FIELD	47.73
130 5-00-5315	SAFETY EQUIPMENT	605.72
130 5-00-5505	WATER CONSERVATION	285.08
130 5-00-5545	RECORDING FEES	14.50
130 5-10-5010	SALARIES & WAGES	180.38
130 5-10-5020	EMPLOYEE BENEFITS	5,418.70
130 5-10-5021	RETIREMENT BENEFITS	3,017.86
130 5-10-5090	OFFICE SUPPLIES	251.08
130 5-10-5170	TRAVEL MILEAGE	19.50
130 5-10-5179	ADM MISC EXPENSES	53.67
130 5-30-5010	SALARIES & WAGES	220.92
130 5-30-5020	EMPLOYEE BENEFITS	3,051.75
130 5-30-5021	RETIREMENT BENEFITS	3,327.11
130 5-30-5022	CLOTHING ALLOWANCE	363.40
130 5-30-5170	TRAVEL MILEAGE	100.00
130 5-40-5010	DIRECTORS COMPENSATION	11.85
130 5-40-5020	DIRECTOR BENEFITS	6.04
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,060.00
	** FUND TOTAL **	56,201.66
215 4550	INTEREST INCOME	0.35CR
215 5-00-5522	INTEREST ON LONG-TERM DEBT	59,599.25
215 5-00-5599	PRINCIPAL PMT	166,000.00
	** FUND TOTAL **	225,598.90

	** TOTAL **	333,869.71

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	: 8/01/2017 THRU 8/31/2017	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: AUGUST 31ST, 2017

120-SEWER ENTERPRISE FUND
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,279,509.00	112,413.74	242,541.38	1,036,967.62	18.96
TOTAL REVENUES	1,279,509.00	112,413.74	242,541.38	1,036,967.62	18.96
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL	520,588.00	22,452.00	72,978.89	447,609.11	14.02
ADMINISTRATION	447,486.00	23,178.23	63,227.16	384,258.84	14.13
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	262,904.80	13,594.74	35,785.99	227,118.81	13.61
DIRECTORS	43,356.00	3,221.76	9,879.24	33,476.76	22.79
TOTAL EXPENDITURES	1,274,334.80	62,446.73	181,871.28	1,092,463.52	14.27
REVENUES OVER/(UNDER) EXPENDITURES	5,174.20	49,967.01	60,670.10	(55,495.90)	1,172.55

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

120-SEWER ENTERPRISE FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	0.00	500.00	0.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 Lien Recording Fee	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	7,000.00	0.00	0.00	7,000.00	0.00
120-4050 SALES OF RECLAIMED WATER	90,000.00	24,258.08	64,189.41	25,810.59	71.32
120-4111 COMM SEWER USE	26,868.00	2,459.80	7,094.82	19,773.18	26.41
120-4112 GOV'T SEWER USE	590.00	58.77	170.66	419.34	28.93
120-4116 SEWER USE CHARGES	1,153,051.00	85,631.79	170,819.73	982,231.27	14.81
120-4210 LATE FEE	0.00	0.00	0.00	0.00	0.00
120-4300 MISC INCOME	1,000.00	5.30	263.19	736.81	26.32
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	500.00	0.00	3.57	496.43	0.71
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	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	1,279,509.00	112,413.74	242,541.38	1,036,967.62	18.96
	=====	=====	=====	=====	=====

AS OF: AUGUST 31ST, 2017

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	16.86	16.86 (16.86)	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	9,500.00	0.00	9,499.22	0.78	99.99
120-5-00-5025 RETIREE HEALTH BENEFITS	10,500.00	824.75	1,666.85	8,833.15	15.87
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	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	1,022.60	1,534.84	6,465.16	19.19
120-5-00-5061 VEHICLE MAINT	7,500.00	1,572.82	1,755.57	5,744.43	23.41
120-5-00-5062 TAXES & LIC	500.00	0.00	5.00	495.00	1.00
120-5-00-5074 INSURANCE	18,000.00	0.00	20,611.40 (2,611.40)	114.51
120-5-00-5075 BANK FEES	13,400.00	1,285.76	1,715.44	11,684.56	12.80
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	5,000.00	127.50	227.50	4,772.50	4.55
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	953.11	1,051.11	3,948.89	21.02
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	10,000.00	281.25	281.25	9,718.75	2.81
120-5-00-5122 ENGINEERING SERVICES	27,000.00	1,984.73	1,984.73	25,015.27	7.35
120-5-00-5123 OTHER PROFESSIONAL SERVICE	90,000.00	1,917.50	1,917.50	88,082.50	2.13
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	499.65	499.65	4,500.35	9.99
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	5,000.00	193.15	495.60	4,504.40	9.91
120-5-00-5148 OPERATING SUPPLIES	18,000.00	2,543.72	2,596.43	15,403.57	14.42
120-5-00-5150 REPAIR & REPLACE	100,000.00	1,928.43	8,999.04	91,000.96	9.00
120-5-00-5155 MAINT BLDG & GROUNDS	10,000.00	320.84	487.08	9,512.92	4.87
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	1,262.50	1,262.50	13,887.50	8.33
120-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5160 SLUDGE DISPOSAL	26,000.00	0.00	0.00	26,000.00	0.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	8,500.00	831.78	1,708.38	6,791.62	20.10
120-5-00-5192 ELECTRICITY	37,888.00	0.00	2,306.81	35,581.19	6.09
120-5-00-5193 OTHER UTILITIES	2,600.00	185.81	185.81	2,414.19	7.15
120-5-00-5194 IT SERVICES	24,500.00	347.81	5,843.85	18,656.15	23.85
120-5-00-5195 ENV/MONITORING	32,000.00	2,478.00	4,082.00	27,918.00	12.76
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	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	47.73	47.73	1,452.27	3.18
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	0.00	0.00	1,000.00	0.00
120-5-00-5315 SAFETY EQUIPMENT	2,500.00	1,811.20	2,182.24	317.76	87.29
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	14.50	14.50	235.50	5.80
120-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	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	10,000.00	0.00	0.00	10,000.00	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: AUGUST 31ST, 2017

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	520,588.00	22,452.00	72,978.89	447,609.11	14.02

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	311,436.00	12,093.22	35,925.58	275,510.42	11.54
120-5-10-5020 EMPLOYEE BENEFITS	74,000.00	5,580.24	16,981.10	57,018.90	22.95
120-5-10-5021 RETIREMENT BENEFITS	51,500.00	5,180.46	9,269.88	42,230.12	18.00
120-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	251.11	468.88	3,531.12	11.72
120-5-10-5170 TRAVEL MILEAGE	1,200.00	19.50	36.01	1,163.99	3.00
120-5-10-5175 EDUCATION / SEMINARS	5,000.00	0.00	492.01	4,507.99	9.84
120-5-10-5179 ADM MISC EXPENSES	350.00	53.70	53.70	296.30	15.34
TOTAL ADMINISTRATION	447,486.00	23,178.23	63,227.16	384,258.84	14.13

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

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: AUGUST 31ST, 2017

120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	170,302.80	6,219.65	18,850.96	151,451.84	11.07
120-5-30-5020 EMPLOYEE BENEFITS	48,304.00	3,051.75	9,308.17	38,995.83	19.27
120-5-30-5021 RETIREMENT BENEFITS	35,498.00	3,442.59	6,476.38	29,021.62	18.24
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	363.41	621.47	1,178.53	34.53
120-5-30-5063 CERTIFICATIONS	1,500.00	350.00	350.00	1,150.00	23.33
120-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-30-5170 TRAVEL MILEAGE	500.00	167.34	179.01	320.99	35.80
120-5-30-5175 EDUCATION / SEMINARS	3,000.00	0.00	0.00	3,000.00	0.00
TOTAL FIELD	262,904.80	13,594.74	35,785.99	227,118.81	13.61

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: AUGUST 31ST, 2017

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	312.20	2,687.80	10.41
120-5-40-5020 DIRECTOR BENEFITS	100.00	5.66	5.66	94.34	5.66
120-5-40-5030 DIRECTOR HEALTH BENEFITS	38,556.00	3,060.00	9,180.00	29,376.00	23.81
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	81.38	118.62	40.69
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	300.00	1,200.00	20.00
TOTAL DIRECTORS	43,356.00	3,221.76	9,879.24	33,476.76	22.79
TOTAL EXPENDITURES	1,274,334.80	62,446.73	181,871.28	1,092,463.52	14.27
REVENUES OVER/(UNDER) EXPENDITURES	5,174.20	49,967.01	60,670.10	(55,495.90)	1,172.55

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

130-WATER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY					
ALL REVENUE	1,677,221.00	143,917.11	285,728.67	1,391,492.33	17.04
TOTAL REVENUES	1,677,221.00	143,917.11	285,728.67	1,391,492.33	17.04
EXPENDITURE SUMMARY					
NON-DEPARTMENTAL ADMINISTRATION OFFICE	762,170.00	29,848.34	110,886.28	651,283.72	14.55
FIELD DIRECTORS	298,266.40	15,581.77	42,861.12	255,405.28	14.37
	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	304,030.80	15,309.37	41,158.15	262,872.65	13.54
	43,656.00	3,232.89	9,901.11	33,754.89	22.68
REVENUES OVER/(UNDER) EXPENDITURES	1,408,123.20	63,972.37	204,806.66	1,203,316.54	14.54
	269,097.80	79,944.74	80,922.01	188,175.79	30.07

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: AUGUST 31ST, 2017

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	1,395.00	2,655.00	10,345.00	20.42
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	0.00	1,000.00	0.00
130-4040 RECORDING FEE	100.00	0.00	0.00	100.00	0.00
130-4045 AVAILABILITY FEES	25,000.00	0.00	0.00	25,000.00	0.00
130-4110 COMM WATER USE	84,081.00	9,793.65	27,497.29	56,583.71	32.70
130-4112 GOV'T WATER USE	6,101.00	401.43	1,335.85	4,765.15	21.90
130-4115 WATER USE	1,516,739.00	129,679.14	248,735.96	1,268,003.04	16.40
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	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	28,000.00	2,513.75	5,089.36	22,910.64	18.18
130-4215 RETURNED CHECK FEE	1,200.00	50.00	150.00	1,050.00	12.50
130-4300 MISC INCOME	1,500.00	84.14	263.19	1,236.81	17.55
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	500.00	0.00	2.02	497.98	0.40
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	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	1,677,221.00	143,917.11	285,728.67	1,391,492.33	17.04

AS OF: AUGUST 31ST, 2017

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	16.86	16.86 (16.86)	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	9,500.00	0.00	9,499.21	0.79	99.99
130-5-00-5025 RETIREE HEALTH BENEFITS	10,400.00	824.75	5,000.23	5,399.77	48.08
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,000.00	9.00	521.23	5,478.77	8.69
130-5-00-5061 VEHICLE MAINT	7,500.00	1,572.80	1,755.54	5,744.46	23.41
130-5-00-5062 TAXES & LIC	1,200.00	0.00	5.00	1,195.00	0.42
130-5-00-5074 INSURANCE	25,000.00	0.00	20,611.41	4,388.59	82.45
130-5-00-5075 BANK FEES	13,400.00	1,285.72	1,715.40	11,684.60	12.80
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	21,000.00	127.50	227.50	20,772.50	1.08
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	953.09	1,051.09	4,948.91	17.52
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	10,000.00	281.25	281.25	9,718.75	2.81
130-5-00-5122 ENGINEERING SERVICES	60,000.00	127.50	127.50	59,872.50	0.21
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	1,917.50	1,917.50	33,082.50	5.48
130-5-00-5124 WATER RIGHTS	70,000.00	397.50	397.50	69,602.50	0.57
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,750.00	499.64	499.64	7,250.36	6.45
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	17,500.00	193.14	495.57	17,004.43	2.83
130-5-00-5148 OPERATING SUPPLIES	1,400.00	290.15	290.15	1,109.85	20.73
130-5-00-5150 REPAIR & REPLACE	185,000.00	9,788.55	31,839.53	153,160.47	17.21
130-5-00-5155 MAINT BLDG & GROUNDS	8,509.00	8,517.50	9,248.12 (739.12)	108.69
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	312.50	312.50	3,437.50	8.33
130-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	9,100.00	831.75	1,708.35	7,391.65	18.77
130-5-00-5192 ELECTRICITY	107,711.00	0.00	14,793.56	92,917.44	13.73
130-5-00-5193 OTHER UTILITIES	2,200.00	185.81	185.81	2,014.19	8.45
130-5-00-5194 IT SERVICES	24,500.00	377.80	5,873.83	18,626.17	23.97
130-5-00-5195 ENV/MONITORING	15,000.00	385.00	665.00	14,335.00	4.43
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	0.00	30,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	47.73	47.73	1,952.27	2.39
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	605.72	976.75	1,523.25	39.07
130-5-00-5505 WATER CONSERVATION	9,000.00	285.08	808.02	8,191.98	8.98
130-5-00-5545 RECORDING FEES	250.00	14.50	14.50	235.50	5.80
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	45,000.00	0.00	0.00	45,000.00	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: AUGUST 31ST, 2017

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	762,170.00	29,848.34	110,886.28	651,283.72	14.55

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	166,418.40	6,349.89	18,861.99	147,556.41	11.33
130-5-10-5020 EMPLOYEE BENEFITS	70,000.00	5,418.70	16,496.98	53,503.02	23.57
130-5-10-5021 RETIREMENT BENEFITS	40,498.00	3,488.93	6,451.63	34,046.37	15.93
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	251.08	468.84	3,531.16	11.72
130-5-10-5170 TRAVEL MILEAGE	3,000.00	19.50	36.00	2,964.00	1.20
130-5-10-5175 EDUCATION / SEMINARS	5,000.00	0.00	492.01	4,507.99	9.84
130-5-10-5179 ADM MISC EXPENSES	350.00	53.67	53.67	296.33	15.33
130-5-10-5505 WATER CONSERVATION	9,000.00	0.00	0.00	9,000.00	0.00
TOTAL ADMINISTRATION	298,266.40	15,581.77	42,861.12	255,405.28	14.37

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

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: AUGUST 31ST, 2017

130-WATER ENTERPRISE FUND
 FIELD
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	211,538.80	7,855.27	23,814.18	187,724.62	11.26
130-5-30-5020 EMPLOYEE BENEFITS	39,094.00	3,051.75	9,308.15	29,785.85	23.81
130-5-30-5021 RETIREMENT BENEFITS	46,498.00	3,938.95	7,302.71	39,195.29	15.71
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	363.40	621.45	1,178.55	34.53
130-5-30-5063 CERTIFICATIONS	600.00	0.00	0.00	600.00	0.00
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
130-5-30-5170 TRAVEL MILEAGE	500.00	100.00	111.66	388.34	22.33
130-5-30-5175 EDUCATION / SEMINARS	3,000.00	0.00	0.00	3,000.00	0.00
TOTAL FIELD	304,030.80	15,309.37	41,158.15	262,872.65	13.54

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2017

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	333.70	2,666.30	11.12
130-5-40-5020 DIRECTOR BENEFITIS	100.00	6.04	6.04	93.96	6.04
130-5-40-5030 DIRECTOR HEALTH BENEFITS	38,556.00	3,060.00	9,180.00	29,376.00	23.81
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	500.00	0.00	81.37	418.63	16.27
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	300.00	1,200.00	20.00
TOTAL DIRECTORS	43,656.00	3,232.89	9,901.11	33,754.89	22.68
TOTAL EXPENDITURES	1,408,123.20	63,972.37	204,806.66	1,203,316.54	14.54
REVENUES OVER/(UNDER) EXPENDITURES	269,097.80	79,944.74	80,922.01	188,175.79	30.07

*** END OF REPORT ***



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**August, 2017
FINANCIAL REPORT
POOLED CASH**

AS OF August 31, 2017

Beginning Balance	405,929.18
Cash Receipts	
Deposit	273,739.05
Transfer from Money Markey Fund 219 for USDA Debit Service Payment	23,975.00
Total Receipts	297,714.05
Cash Disbursements	
Accounts Payable + Bank Draft	362,595.51
Payroll	46,644.44
Bank Fees	2,571.48
Total Disbursements	411,811.43
Ending Balance	291,831.80

TEMPORARY INVESTMENTS

AS OF August 31, 2017

	Fund	LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	67,832.04	48,539.22	116,371.26	116,371.26
130	Water Operating Fund	101,089.49	27,513.41	128,602.90	128,602.90
215	1995-2 Redemption	61,340.54	103,316.30	164,656.84	164,656.84
218	CIEDB Redemption	11,605.66	-	11,605.66	11,605.66
219	USDARUS Solar Loan (Sewer)	825.97	87,385.77	88,211.74	88,211.74
313	Wastewater Cap Fac Reserved	260,784.95	45,630.03	306,414.98	306,414.98
314	Wastewater Cap Fac Unrestricted	263,467.05	180,889.75	444,356.80	444,356.80
319	Solar Reserve	-	35,342.98	35,342.98	35,342.98
320	Water Capital Fund	-	-	-	-
350	CIEDB Loan Reserve	172,579.14	-	172,579.14	172,579.14
711	Bond Administration	27,372.48	14,438.93	41,811.41	41,811.41
	TOTAL	966,897.32	543,056.40	1,509,953.71	1,509,953.71

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

CHECK DATE: 8/01/2017 THRU 8/31/2017
 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	8/01/2017	BANK-DRAFT		To record Draft	23,975.00CR	CLEARED	G	8/01/2017
1010	8/04/2017	BANK-DRAFT000096		CALIFORNIA PUBLIC EMPLOYEES RE	4,819.15CR	CLEARED	A	8/24/2017
1010	8/04/2017	BANK-DRAFT000097		NATIONWIDE RETIREMENT SOLUTION	975.00CR	CLEARED	A	8/04/2017
1010	8/04/2017	BANK-DRAFT000098		STATE OF CALIFORNIA EDD	1,294.03CR	CLEARED	A	8/04/2017
1010	8/04/2017	BANK-DRAFT000099		US DEPARTMENT OF THE TREASURY	4,441.91CR	CLEARED	A	8/04/2017
1010	8/18/2017	BANK-DRAFT		CALIFORNIA PUBLIC EMPLOYEES RE	3,121.00CR	CLEARED	G	8/31/2017
1010	8/18/2017	BANK-DRAFT000001		CALIFORNIA PUBLIC EMPLOYEES RE	1,629.80CR	CLEARED	G	8/31/2017
1010	8/18/2017	BANK-DRAFT000100		CALIFORNIA PUBLIC EMPLOYEES RE	4,750.80CR	CLEARED	A	8/21/2017
1010	8/18/2017	BANK-DRAFT000101		NATIONWIDE RETIREMENT SOLUTION	975.00CR	CLEARED	A	8/18/2017
1010	8/18/2017	BANK-DRAFT000102		STATE OF CALIFORNIA EDD	1,358.50CR	CLEARED	A	8/18/2017
1010	8/18/2017	BANK-DRAFT000103		US DEPARTMENT OF THE TREASURY	4,559.78CR	CLEARED	A	8/18/2017
CHECK:								
1010	8/04/2017	CHECK	034791	ALPHA ANALYTICAL LABORATORIES	636.00CR	CLEARED	A	8/09/2017
1010	8/04/2017	CHECK	034792	AT&T MOBILITY	44.02CR	CLEARED	A	8/09/2017
1010	8/04/2017	CHECK	034793	BENNETT SOLUTIONS	275.64CR	OUTSTND	A	0/00/0000
1010	8/04/2017	CHECK	034794	CNH PRODUCTIVITY PLUS ACCT	372.97CR	CLEARED	A	8/15/2017
1010	8/04/2017	CHECK	034795	FAHRENHEIT HEATING & AIR CONDI	220.00CR	CLEARED	A	8/09/2017
1010	8/04/2017	CHECK	034796	GHD	72.23CR	CLEARED	A	8/10/2017
1010	8/04/2017	CHECK	034797	HACH COMPANY	88.87CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034798	MEDIACOM	426.07CR	CLEARED	A	8/09/2017
1010	8/04/2017	CHECK	034799	NORMAN ROGERS	517.34CR	CLEARED	A	8/14/2017
1010	8/04/2017	CHECK	034800	OFFICE DEPOT	55.12CR	CLEARED	A	8/10/2017
1010	8/04/2017	CHECK	034801	PACE SUPPLY CORP	1,295.58CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034802	SIERRA CHEMICAL CO.	2,045.13CR	CLEARED	A	8/07/2017
1010	8/04/2017	CHECK	034803	STREAMLINE	200.00CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034804	TELSTAR INSTRUMENTS, INC	1,099.00CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034805	TYLER TECHNOLOGY	121.00CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034806	US BANK Corporate Trust	225,598.90CR	CLEARED	A	8/08/2017
1010	8/04/2017	CHECK	034807	HIRASHIMA, LINDA L	19.37CR	CLEARED	A	8/22/2017
1010	8/04/2017	CHECK	034808	JARVIS, BETH	69.28CR	CLEARED	A	8/29/2017
1010	8/11/2017	CHECK	034809	ACWA/JPIA	919.63CR	CLEARED	A	8/15/2017
1010	8/11/2017	CHECK	034810	ALPHA ANALYTICAL LABORATORIES	524.00CR	CLEARED	A	8/16/2017
1010	8/11/2017	CHECK	034811	BADGER METER	30.00CR	CLEARED	A	8/21/2017
1010	8/11/2017	CHECK	034812	BOLD POLISNER MADDOW NELSON &	562.50CR	CLEARED	A	8/17/2017
1010	8/11/2017	CHECK	034813	CALIFORNIA PUBLIC EMPLOYEES FI	8,304.91CR	CLEARED	A	8/16/2017
1010	8/11/2017	CHECK	034814	DATAPROSE	2,824.44CR	CLEARED	A	8/15/2017
1010	8/11/2017	CHECK	034815	HARDESTER'S MARKETS & HARDWARE	149.56CR	CLEARED	A	8/16/2017
1010	8/11/2017	CHECK	034816	GARDENS BY JILLIAN	200.00CR	CLEARED	A	8/18/2017
1010	8/11/2017	CHECK	034817	MICHELLE HAMILTON	860.00CR	CLEARED	A	8/28/2017
1010	8/11/2017	CHECK	034818	OFFICE DEPOT	74.20CR	CLEARED	A	8/22/2017
1010	8/11/2017	CHECK	034819	REDFORD SERVICES	715.00CR	CLEARED	A	8/29/2017
1010	8/11/2017	CHECK	034820	SOUTH LAKE REFUSE COMPANY	371.62CR	CLEARED	A	8/15/2017
1010	8/11/2017	CHECK	034821	SPECIAL DISTRICT RISK MANAGEME	25,474.00CR	CLEARED	A	8/16/2017

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

CHECK DATE: 8/01/2017 THRU 8/31/2017
 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	8/11/2017	CHECK	034822	USA BLUE BOOK	279.30CR	CLEARED	A	8/16/2017
1010	8/11/2017	CHECK	034823	WAGNER & BONSIGNORE	397.50CR	CLEARED	A	8/21/2017
1010	8/18/2017	CHECK	034824	ALPHA ANALYTICAL LABORATORIES	721.00CR	CLEARED	A	8/25/2017
1010	8/18/2017	CHECK	034825	VOID CHECK	0.00	CLEARED	A	8/21/2017
1010	8/18/2017	CHECK	034826	ANTHONY DEROSA	210.00CR	CLEARED	A	9/07/2017
1010	8/18/2017	CHECK	034827	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	8/25/2017
1010	8/18/2017	CHECK	034828	AT&T	359.39CR	CLEARED	A	8/24/2017
1010	8/18/2017	CHECK	034829	CARDMEMBER SERVICE	2,247.14CR	CLEARED	A	8/28/2017
1010	8/18/2017	CHECK	034830	CNH PRODUCTIVITY PLUS ACCT	75.05CR	CLEARED	A	8/28/2017
1010	8/18/2017	CHECK	034831	ENVIRONMENTAL SYSTEMS RESEARCH	414.50CR	CLEARED	A	8/24/2017
1010	8/18/2017	CHECK	034832	MENDO MILL CLEARLAKE	22.83CR	CLEARED	A	8/24/2017
1010	8/18/2017	CHECK	034833	NAPA AUTO PARTS	372.81CR	CLEARED	A	8/25/2017
1010	8/18/2017	CHECK	034834	PETTY CASH REIMBURSEMENT	276.86CR	CLEARED	A	8/21/2017
1010	8/18/2017	CHECK	034835	SAM GARCIA	266.12CR	CLEARED	A	8/29/2017
1010	8/18/2017	CHECK	034836	TIRE PROS	651.50CR	CLEARED	A	8/24/2017
1010	8/18/2017	CHECK	034837	USA BLUE BOOK	2,839.08CR	CLEARED	A	8/28/2017
1010	8/18/2017	CHECK	034838	VERIZON WIRELESS	822.19CR	CLEARED	A	8/25/2017
1010	8/18/2017	CHECK	034839	WESTGATE PETROLEUM CO., INC.	1,013.60CR	CLEARED	A	8/24/2017
1010	8/18/2017	CHECK	034840	FIORI, THOMAS	112.50CR	CLEARED	A	8/28/2017
1010	8/25/2017	CHECK	034841	MUNDEL, JEROME & LIN	35.41CR	OUTSTND	A	0/00/0000
1010	8/25/2017	CHECK	034842	BULL, JOHN	78.19CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034843	ACTION SANITARY, INC.	123.34CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034844	ALPHA ANALYTICAL LABORATORIES	906.00CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034845	CALIFORNIA PUBLIC EMPLOYEES FI	700.00CR	CLEARED	A	8/29/2017
1010	8/25/2017	CHECK	034846	COASTLAND CIVIL ENGINEERING, I	2,040.00CR	CLEARED	A	8/29/2017
1010	8/25/2017	CHECK	034847	E & M ELECTRIC & MACHINERY, IN	3,254.07CR	CLEARED	A	8/29/2017
1010	8/25/2017	CHECK	034848	OFFICE DEPOT	157.31CR	CLEARED	A	9/06/2017
1010	8/25/2017	CHECK	034849	PETERSON CAT	2,121.31CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034850	REGIONAL GOVERNMENT SERVICES	3,135.00CR	CLEARED	A	8/29/2017
1010	8/25/2017	CHECK	034851	RGW GROUNDSKEEPING, LLC	8,320.00CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034852	RICOH USA, INC.	386.29CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034853	TYLER TECHNOLOGY	121.00CR	CLEARED	A	8/30/2017
1010	8/25/2017	CHECK	034854	USA BLUE BOOK	1,124.87CR	CLEARED	A	9/05/2017
1010	8/25/2017	CHECK	034855	ZSI INC.	2,750.00CR	CLEARED	A	8/30/2017
DEPOSIT:								
1010	8/01/2017	DEPOSIT		CREDIT CARD 8/01/2017	992.30	CLEARED	C	8/03/2017
1010	8/01/2017	DEPOSIT	000001	CREDIT CARD 8/01/2017	851.05	CLEARED	C	8/04/2017
1010	8/01/2017	DEPOSIT	000002	REGULAR DAILY POST 8/01/2017	1,322.49	CLEARED	C	8/02/2017
1010	8/01/2017	DEPOSIT	000003	Correct Web Payment	78.84	CLEARED	G	8/03/2017
1010	8/01/2017	DEPOSIT	000004	USDA Solar Payment	23,975.00CR	CLEARED	G	8/31/2017
1010	8/01/2017	DEPOSIT	000005	USDA Solar Payment	23,975.00	CLEARED	G	8/01/2017
1010	8/02/2017	DEPOSIT		CREDIT CARD 8/02/2017	2,216.98	CLEARED	C	8/04/2017
1010	8/02/2017	DEPOSIT	000001	CREDIT CARD 8/02/2017	150.42	CLEARED	C	8/07/2017

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

CHECK DATE: 8/01/2017 THRU 8/31/2017
 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	8/02/2017	DEPOSIT	000002	REGULAR DAILY POST 8/02/2017	1,320.70	CLEARED	C	8/03/2017
1010	8/03/2017	DEPOSIT		CREDIT CARD 8/03/2017	1,372.24	CLEARED	C	8/07/2017
1010	8/03/2017	DEPOSIT	000001	CREDIT CARD 8/03/2017	918.36	CLEARED	C	8/07/2017
1010	8/03/2017	DEPOSIT	000002	REGULAR DAILY POST 8/03/2017	2,574.60	CLEARED	C	8/04/2017
1010	8/04/2017	DEPOSIT		CREDIT CARD 8/04/2017	845.26	CLEARED	C	8/07/2017
1010	8/04/2017	DEPOSIT	000001	CREDIT CARD 8/04/2017	2,709.54	CLEARED	C	8/07/2017
1010	8/04/2017	DEPOSIT	000002	REGULAR DAILY POST 8/04/2017	3,979.67	CLEARED	C	8/07/2017
1010	8/07/2017	DEPOSIT		CREDIT CARD 8/07/2017	1,029.38	CLEARED	C	8/07/2017
1010	8/07/2017	DEPOSIT	000001	CREDIT CARD 8/07/2017	1,787.00	CLEARED	C	8/08/2017
1010	8/07/2017	DEPOSIT	000002	CREDIT CARD 8/07/2017	896.03	CLEARED	C	8/09/2017
1010	8/07/2017	DEPOSIT	000003	CREDIT CARD 8/07/2017	2,672.68	CLEARED	C	8/10/2017
1010	8/07/2017	DEPOSIT	000004	REGULAR DAILY POST 8/07/2017	13,841.97	CLEARED	C	8/08/2017
1010	8/08/2017	DEPOSIT		CREDIT CARD 8/08/2017	1,929.97	CLEARED	C	8/10/2017
1010	8/08/2017	DEPOSIT	000001	CREDIT CARD 8/08/2017	3,483.73	CLEARED	C	8/11/2017
1010	8/08/2017	DEPOSIT	000002	REGULAR DAILY POST 8/08/2017	3,233.62	CLEARED	C	8/09/2017
1010	8/08/2017	DEPOSIT	000003	CREDIT CARD 8/08/2017	907.43	CLEARED	C	8/11/2017
1010	8/09/2017	DEPOSIT		CREDIT CARD 8/09/2017	1,731.87	CLEARED	C	8/11/2017
1010	8/09/2017	DEPOSIT	000001	CREDIT CARD 8/09/2017	1,397.89	CLEARED	C	8/14/2017
1010	8/09/2017	DEPOSIT	000002	CREDIT CARD 8/09/2017	6,415.55	CLEARED	C	8/14/2017
1010	8/09/2017	DEPOSIT	000003	REGULAR DAILY POST 8/09/2017	9,991.07	CLEARED	C	8/10/2017
1010	8/10/2017	DEPOSIT		CREDIT CARD 8/10/2017	856.31	CLEARED	C	8/14/2017
1010	8/10/2017	DEPOSIT	000001	CREDIT CARD 8/10/2017	2,272.19	CLEARED	C	8/14/2017
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1010	8/11/2017	DEPOSIT		CREDIT CARD 8/11/2017	760.90	CLEARED	C	8/14/2017
1010	8/11/2017	DEPOSIT	000001	CREDIT CARD 8/11/2017	1,520.18	CLEARED	C	8/14/2017
1010	8/11/2017	DEPOSIT	000002	REGULAR DAILY POST 8/11/2017	8,087.85	CLEARED	C	8/14/2017
1010	8/14/2017	DEPOSIT		CREDIT CARD 8/14/2017	1,542.22	CLEARED	C	8/14/2017
1010	8/14/2017	DEPOSIT	000001	CREDIT CARD 8/14/2017	439.51	CLEARED	C	8/15/2017
1010	8/14/2017	DEPOSIT	000002	CREDIT CARD 8/14/2017	1,013.32	CLEARED	C	8/16/2017
1010	8/14/2017	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	50.00CR	CLEARED	U	8/14/2017
1010	8/14/2017	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	50.00CR	CLEARED	U	8/14/2017
1010	8/14/2017	DEPOSIT	000005	DAILY PAYMENT POSTING	50.00	CLEARED	U	8/14/2017
1010	8/15/2017	DEPOSIT		CREDIT CARD 8/15/2017	601.36	CLEARED	C	8/17/2017
1010	8/15/2017	DEPOSIT	000001	REGULAR DAILY POST 8/15/2017	15,028.90	CLEARED	C	8/15/2017
1010	8/15/2017	DEPOSIT	000002	CREDIT CARD 8/15/2017	1,430.84	CLEARED	C	8/24/2017
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1010	8/15/2017	DEPOSIT	000005	DRAFT POSTING	11,221.91	CLEARED	U	8/16/2017
1010	8/15/2017	DEPOSIT	000006	CC DRAFT POSTING	16,489.59	CLEARED	U	8/18/2017
1010	8/16/2017	DEPOSIT		CREDIT CARD 8/16/2017	2,610.11	CLEARED	C	8/18/2017
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1010	8/16/2017	DEPOSIT	000002	REGULAR DAILY POST 8/16/2017	6,194.12	CLEARED	C	8/17/2017
1010	8/17/2017	DEPOSIT		CREDIT CARD 8/17/2017	2,212.09	CLEARED	C	8/21/2017
1010	8/17/2017	DEPOSIT	000001	CREDIT CARD 8/17/2017	2,346.81	CLEARED	C	8/21/2017

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

CHECK DATE: 8/01/2017 THRU 8/31/2017
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:								
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1010	8/18/2017	DEPOSIT		CREDIT CARD 8/18/2017	2,361.04	CLEARED	C	8/21/2017
1010	8/18/2017	DEPOSIT	000001	CREDIT CARD 8/18/2017	3,803.35	CLEARED	C	8/21/2017
1010	8/18/2017	DEPOSIT	000002	REGULAR DAILY POST 8/18/2017	11,213.36	CLEARED	C	8/21/2017
1010	8/21/2017	DEPOSIT		CREDIT CARD 8/21/2017	2,530.92	CLEARED	C	8/21/2017
1010	8/21/2017	DEPOSIT	000001	CREDIT CARD 8/21/2017	2,249.84	CLEARED	C	8/22/2017
1010	8/21/2017	DEPOSIT	000002	CREDIT CARD 8/21/2017	1,435.07	CLEARED	C	8/23/2017
1010	8/21/2017	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	110.00CR	CLEARED	U	8/21/2017
1010	8/21/2017	DEPOSIT	000004	DAILY PAYMENT POSTING	110.00	CLEARED	U	8/21/2017
1010	8/21/2017	DEPOSIT	000005	CREDIT CARD 8/21/2017	2,528.47	CLEARED	C	8/24/2017
1010	8/21/2017	DEPOSIT	000006	CREDIT CARD 8/21/2017	6,047.78	CLEARED	C	8/24/2017
1010	8/21/2017	DEPOSIT	000007	REGULAR DAILY POST 8/21/2017	20,604.56	CLEARED	C	8/22/2017
1010	8/21/2017	DEPOSIT	000008	Corr UB Batch Double Posting	25,645.80CR	CLEARED	G	8/21/2017
1010	8/21/2017	DEPOSIT	000009	Corr AR Batch Double Posting	1,006.54CR	CLEARED	G	8/21/2017
1010	8/21/2017	DEPOSIT	000010	Payment on account BULK WATER	1,006.54	CLEARED	R	8/21/2017
1010	8/21/2017	DEPOSIT	000011	Payment on account BULK WATER	25,645.80	CLEARED	U	8/21/2017
1010	8/22/2017	DEPOSIT		CREDIT CARD 8/22/2017	1,853.34	CLEARED	C	8/24/2017
1010	8/22/2017	DEPOSIT	000001	CREDIT CARD 8/22/2017	1,115.46	CLEARED	C	8/25/2017
1010	8/22/2017	DEPOSIT	000002	REGULAR DAILY POST 8/22/2017	1,696.57	CLEARED	C	8/23/2017
1010	8/23/2017	DEPOSIT		CREDIT CARD 8/23/2017	1,393.20	CLEARED	C	8/25/2017
1010	8/23/2017	DEPOSIT	000001	CREDIT CARD 8/23/2017	700.24	CLEARED	C	8/28/2017
1010	8/23/2017	DEPOSIT	000002	REGULAR DAILY POST 8/23/2017	1,653.87	CLEARED	C	8/24/2017
1010	8/24/2017	DEPOSIT		CREDIT CARD 8/24/2017	1,008.88	CLEARED	C	8/28/2017
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1010	8/24/2017	DEPOSIT	000002	REGULAR DAILY POST 8/24/2017	1,116.27	CLEARED	C	8/25/2017
1010	8/25/2017	DEPOSIT		CREDIT CARD 8/25/2017	667.56	CLEARED	C	8/28/2017
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1010	8/28/2017	DEPOSIT	000002	CREDIT CARD 8/28/2017	303.82	CLEARED	C	8/30/2017
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1010	8/28/2017	DEPOSIT	000004	CREDIT CARD 8/28/2017	262.43	CLEARED	C	8/31/2017
1010	8/28/2017	DEPOSIT	000005	REGULAR DAILY POST 8/28/2017	3,202.34	CLEARED	C	8/29/2017
1010	8/28/2017	DEPOSIT	000006	Transfer MM to Checking	23,975.00	CLEARED	G	8/28/2017
1010	8/29/2017	DEPOSIT		CREDIT CARD 8/29/2017	351.62	CLEARED	C	8/31/2017
1010	8/29/2017	DEPOSIT	000001	CREDIT CARD 8/29/2017	674.38	CLEARED	C	9/01/2017
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1010	8/30/2017	DEPOSIT		CREDIT CARD 8/30/2017	728.05	CLEARED	C	9/01/2017
1010	8/30/2017	DEPOSIT	000001	CREDIT CARD 8/30/2017	266.04	CLEARED	C	9/05/2017
1010	8/30/2017	DEPOSIT	000002	REGULAR DAILY POST 8/30/2017	629.77	CLEARED	C	8/31/2017
1010	8/31/2017	DEPOSIT		CREDIT CARD 8/31/2017	127.33	CLEARED	C	9/05/2017
1010	8/31/2017	DEPOSIT	000001	CREDIT CARD 8/31/2017	482.49	CLEARED	C	9/05/2017
1010	8/31/2017	DEPOSIT	000002	REGULAR DAILY POST 8/31/2017	3,808.59	CLEARED	C	9/01/2017

MISCELLANEOUS: -----

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

CHECK DATE: 8/01/2017 THRU 8/31/2017
 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
MISCELLANEOUS:								
1010	8/04/2017	MISC.		PAYROLL DIRECT DEPOSIT	23,184.02CR	CLEARED	P	8/04/2017
1010	8/18/2017	MISC.		PAYROLL DIRECT DEPOSIT	23,460.42CR	CLEARED	P	8/31/2017
1010	8/28/2017	MISC.		To balance MM Pooled Cash	23,975.00CR	CLEARED	G	8/31/2017
1010	8/28/2017	MISC.	000001	To balance MM Pooled Cash	23,975.00	CLEARED	G	8/28/2017
SERVICE CHARGE:								
1010	8/02/2017	SERV-CHG		JULY 2017 ETS FEES	1,009.71CR	CLEARED	G	8/02/2017
1010	8/02/2017	SERV-CHG	000001	JULY 2017 ETS FEES	795.05CR	CLEARED	G	8/02/2017
1010	8/02/2017	SERV-CHG	000002	JULY 2017 ETS FEES	370.69CR	CLEARED	G	8/02/2017
1010	8/15/2017	SERV-CHG		ANALYSIS FEE JULY 2017	396.03CR	CLEARED	G	8/15/2017
TOTALS FOR ACCOUNT 1010				CHECK	TOTAL:	310,695.54CR		
				DEPOSIT	TOTAL:	297,714.05		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	46,644.44CR		
				SERVICE CHARGE	TOTAL:	2,571.48CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	51,899.97CR		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	310,695.54CR		
				DEPOSIT	TOTAL:	297,714.05		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	46,644.44CR		
				SERVICE CHARGE	TOTAL:	2,571.48CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	51,899.97CR		



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
AUGUST 2017
FINANCIAL REPORT

CAPITAL EXPENDITURES
 2017 - 2018 BUDGET

Sewer	Budget	Yr to Date Actual
Repair Sewer Lateral Leaks	40,000.00	
Preliminary Design-Chlorine Disinfection Facility	45,000.00	
Install Security Fencing at Lift Station 1 & 4	10,000.00	
Chlorine Tank Auto shut-off	32,000.00	
Total	127,000.00	-

Water	Revenue	Yr to Date Actual
FUND 320 Water Use Capital (7% Water Use Revenue)	106,000	22,140
Total	106,000	22,140

SDLA Conference July 9 -12-2017

Submitted by Carolyn Graham

I attended a two and a half day Special District Leadership conference. Topics covered included Governance Foundations, Setting Direction and Community Leadership, Board's role in Human Resources and Board's role in Finance and Fiscal Accountability. Below is a summary of some of the takeaways from the conference.

Governance

- the most critical relationship in the district is that between the board and the GM
- the buck stops here - board members have a responsibility to constituents and have a fiduciary responsibility for the dollars and finances
- Do we as a board plan well together?
- Revisit vision every 5 years
- Post the top 3 priorities for each year on the wall next to the Mission Statement
- Develop calendar for critical Board activities: Budget, GM evaluation, Audit, Strategic Plan review, etc.
- Arrange seating so board members can see each other - eye contact/body language
- Best boards self-evaluate

Finances

- Periodically do a zero-based budget rather than budgeting based on previous years historical costs. Value in knowing what the exact expenses are going into each budget line item
- Threshold for capitalizing an asset purchase - \$5,000 is often used
- Roll up costs to reflect true costs include salary, benefits, workmen's comp, pension costs. Every \$1 in salary increase impacts other employment costs
- Review credit card policy
- Travel and reimbursement:
 - receipts - turn in detailed receipt/ not just cc receipt
 - tipping policy
- Calpers contributions will double starting in 2018
- Calpers liability fund - 5 year budget projection
- Investment policy - must be reviewed and approved every year
- Reserves - have a plan that designates what the dollars will fund
- 10 year capital improvement plan
- Have a detailed construction project list

HR

- Conduct at random drug testing to include prescription, alcohol or illegal drugs for safety
- Provide training for board chair

Communication/ Outreach

- Next Little Hoover Commission report due in August - expected to be more positive than the prior report in 2000. CSDA has been actively working with commission to provide a better understanding of special districts and the important role they play in local government
 - Whatever info is given to one board member needs to be disseminated to all board members
 - Have a constructed, well-controlled formal communication plan
 - Tell your story or others will tell it for you (press, constituents)
 - Gain public understanding and support
 - Social media: engage public through Facebook , Twitter
 - Take large volumes of paper and condense into 2-sided document for public consumption
 - Talking points for key issues - board members and staff should be delivering the same message to constituents - provides clarity and prevents confusion and misunderstandings. Refer questions not covered in talking points to staff.
- The conference was well attended, with directors and GMs from a variety of special districts. The manual is available should anyone want to review the materials presented.

State Legislative Committee

Update

Meeting 8/25/17

Voted on 28 bills

Update on SB 623(Monning) - Funding for safe drinking water. Funding source would be a tax on water. Excerpt from ACWA's analysis of the bill:

“ACWA members have many concerns about a tax on drinking water, including:

- It does not make sense to tax something that is essential to life;
- Putting a tax on drinking water works against drinking water affordability;
- It does not make sense to have every local drinking water agency become a tax collector for the state; and
- It would set the precedent for a state tax on water.

9/1/17 SB 623 – Became a 2 year bill

Webinar meeting 9/11/17 8am

Long Term Conservation Policy bills

AB 1668,SB 606 - Water Use Efficiency through use of local solutions (outdoor water use)

Excerpt from ACWA's letter to the bill authors.

“We implore members to withhold action on SB 606 and AB 1668 and ask the Brown Administration to sit down with urban water suppliers this fall and develop an approach to achieving greater water use efficiency without costly new mandates, without stranding investments in existing water supplies, and without reversing progress toward reducing reliance on the Delta for future water supplies. The people of California deserve solutions that are practical and effective, and we are simply asking for more time to develop these solutions together.”

9/15/17 – Sent email to Assemblywoman Aguiar-Curry's office, and Senator McGuire's office asking for their support prior to the Legislative vote on these two bills.

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 09/15/2017

RE: Senior Account Representative's Monthly Report

Monthly Billing 08/31/2017

Mailed statements: 2,149

Electronic statements: 425

The statement "SPECIAL MESSAGE"

Reflected on this bill, the FY 2017/2018 rates apply. The new volumetric rate is \$.0230 per cubic foot as listed on the reverse side of this bill. The District office will be closed from 12pm – 1pm on the 3rd Wednesday of each month.

Delinquent Billing 08/21/2017

Delinquent statements for August bills:

Mailed statements: 434

Electronic statements: 82

Courtesy Notification 09/12/2017

Courtesy notices delivered to the customer's property for delinquent August bills: 140

Electronic notices: 18

Phone Notification 09/13/2017

Phone notifications: 100

The phone notification was sent out around 10:30 am resulting in 71 payments received by the office staff during business hours.

Lock Offs 09/14/2017

29 Customers were in the Lock Off Process at 5:00 pm on 09/13/2017.

16 payments were made before service orders went out in the field at 9:00 am on 09/14/2017.

A total of 13 customers were Locked Off for nonpayment.

Throughout Lock off day 4 payments were collected and meters unlocked.

At the time of this report only 9 meters remain locked.



Hidden Valley Lake Community Services District

August 2017 Report

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Water Connections:		Sewer Connections:	
New (August)	0	New (August)	1
Residential (July)	2438	Residential (July)	1462
Commercial & Govt (July)	39	Commercial & Govt (July)	15
Total (April) :	2477		1478

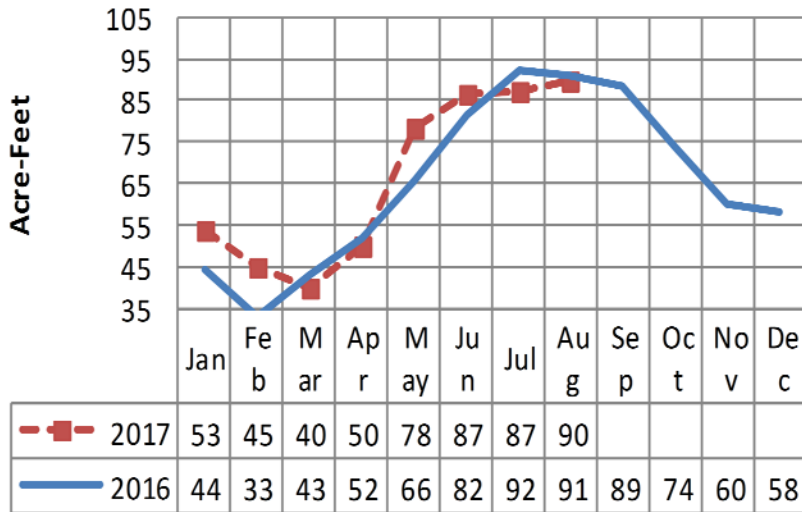
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
0	0	.07

Groundwater Elevation			
<i>Monitoring Wells</i>	<i>This month</i>	<i>Last year</i>	<i>Historical</i>
Prod Wells	928.65	926.34	922.55
AG	932.62	929.29	922.99
TP Wells	950.52	952.61	951.43
Grange Rd	935.17	935.88	934.15
American Rock	968.89	968.98	968.89
Spyglass	963.28	963.16	962.64
Luchetti	921.73	921.19	920.43
18th T	940.69	940.44	939.68

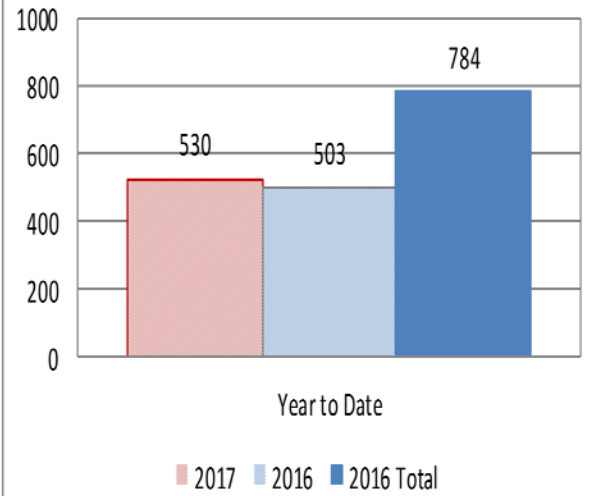
Completed Service Orders		
<i>This month</i>	<i>YTD</i>	<i>Last Year</i>
113	879	1230
Overtime Hours	30.5	\$1115.85

August 2017 Field Report

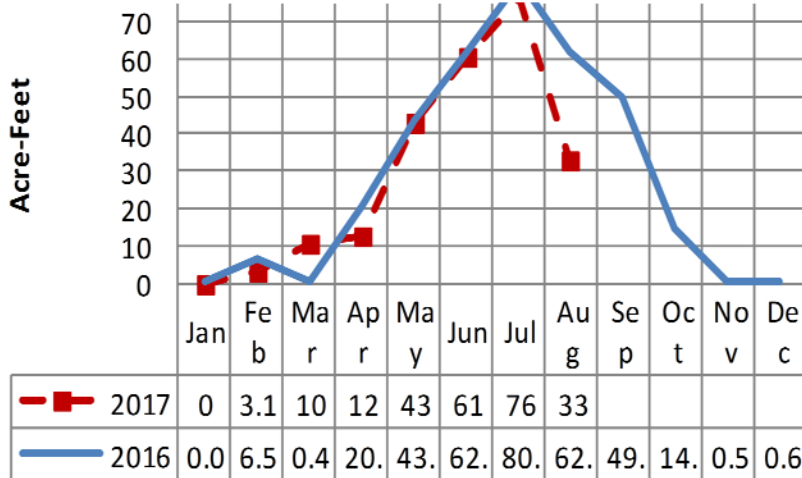
HVLCSD Municipal Well Production



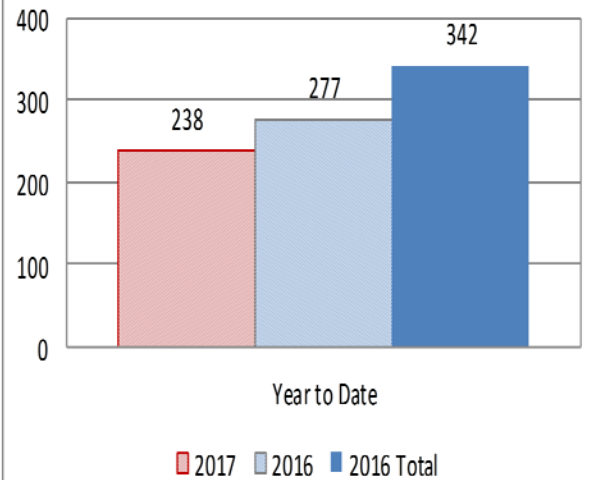
HVLCSD Municipal Well Production



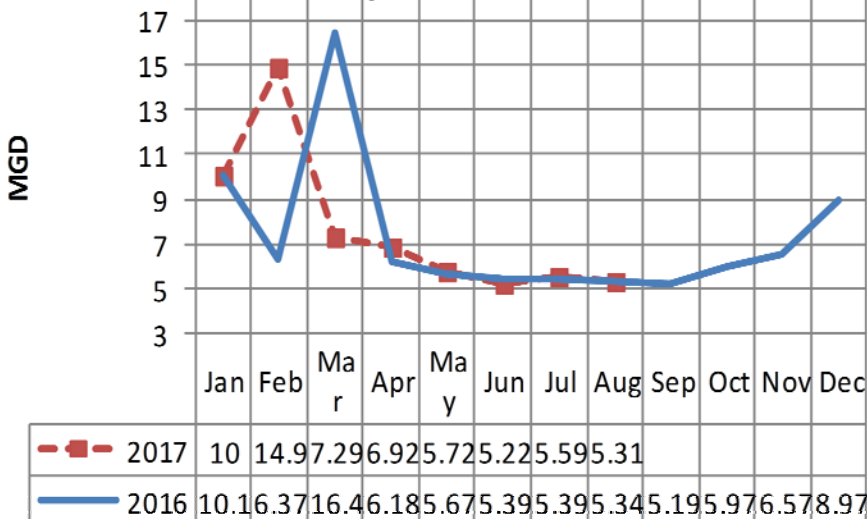
HVLCSD Municipal Reclaimed Water Use



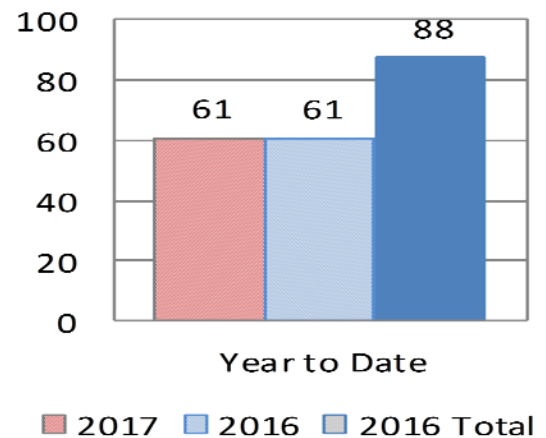
HVLCSD Municipal Reclaimed Water



HVLCSD Municipal Wastewater Influent



HVLCSD Municipal Wastewater Influent



August 2017 Field Report

Water Operations and Maintenance Highlights

- 8/8, 8/10 Courtesy notices, lockoffs
- 8/2 Flushing hydrants
- 8/3 Replace Well 3 valve
- 8/16 Troubleshooting zone 1 pump motor
- 8/30 Repairing leak to Unit 9 tank
- 8/31 Troubleshooting backflow valve at Unit 9
- 8/28-8/30 Meter reads
- Routine operations and maintenance

FEMA Update

- RPA incurred from 1/8-1/12 storms has been accepted
- Three Form 90-91s have been signed for a total of \$477,041.37
- PW LKHVA81 has been approved for 85% reimbursement
 - LHMP participation effective 3/31/2018
- Engineering estimates for 3 sub-projects in development

Wastewater Operations and Maintenance Highlights

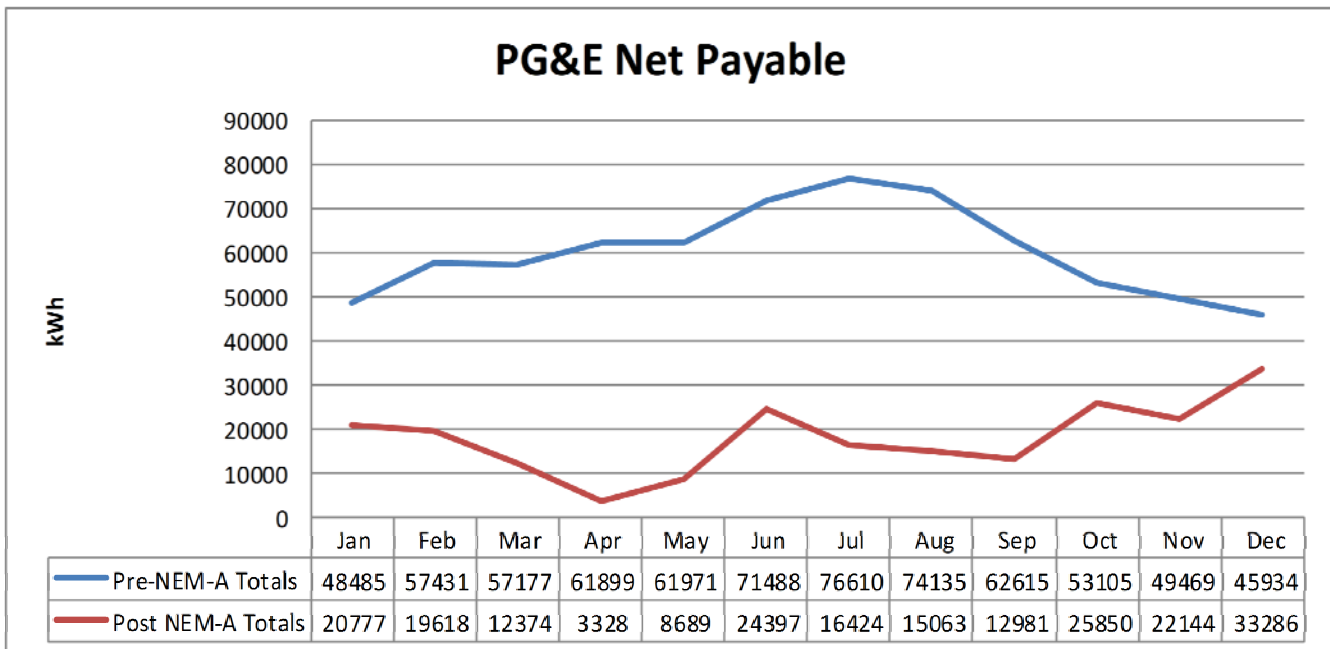
- 8/8, 8/10 Courtesy notices, lockoffs
- 8/2 Resolved pond level issue
- Geotube maintenance
- Filtration basin maintenance
- Lift station maintenance
- Updating Aeration basin SOP
- 8/28-8/30 Meter reads
- Routine operations and maintenance

August 2017 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	192
Truck 3	2781
Truck 4	588
Truck 6	611
Truck 7	1598
Truck 8	868
Dump Truck	4
Backhoe	1.28

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	94535.8	20776.6
Fuel Log	427.6	39.50
August Tank Level	206.52	326.09
July Tank Level	288.04	391.3

Vehicle Maintenance		
Vehicle	Type of activity	Time
None		





Hidden Valley Lake Community Services District

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

MEMO

To: Board of Directors
From: Kirk Cloyd
Date: September 19, 2017
RE: General Manager's Monthly Report

Good evening. The following report discusses items Hidden Valley Lake CSD completed over the past month and is intended to provide the Board and the public with an update on the progression of projects.

(Of note, the G.M. was on vacation for one week during this timeframe and the District offices were closed Monday Sept. 4th in observance of the Labor Day Holiday.)

Water

1. Cr6 update: Just as a reminder, the State is on course to return the Cr6 limit to 50ppb by the end of this month.
2. Moratorium update: The Regional Water Quality Control Board has drafted a new permit for HVLCSD. In draft form, the permit and cover letter rescind the meter moratorium. Ms. Miller, the Regional Board District Engineer, stated that the permit and cover letter are on the desk of her boss for review and approval prior to issuance to HVLCSD. Once approved and delivered, staff will review and clarify any questions/concerns prior to notifying the Board and finally the public with any news this may bring...this is all very positive.
The Lake County Board of Supervisors voted unanimously on Tuesday Sept 12th to sign a letter of support to rescind the meter moratorium. The letter is to be sent to the Regional Water Quality Control Board Santa Rosa Office.
Upon request from Congress Member McGuire's office, a copy of the letter substantiating why the meter moratorium should be rescinded was sent to them.
Upon request from Assemblymember Aguiar-Curry's office, a copy of the letter substantiating why the meter moratorium should be rescinded was sent to them.
3. Putah Creek Discharge update: This too was addressed in the letter to the Regional Water Quality Control Board, however, this may need to be addressed directly to the State Water Board at a later date as the Regional Board does not have jurisdiction in this matter.
4. Staff attended the IRWM group meeting at Yolo County Flood Control. There are several long-term projects that the group is considering that may be beneficial to



Hidden Valley Lake Community Services District

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HVLCSD. If these prove to be of benefit, I will bring them to the Board's attention at that time.

Sanitary Sewer

1. RWRf access road update: HVLCSD has asked Lake County to identify a start date for repairs to the RWRf access road. Due to the unexpected and long absence of the PW Director, scheduling of this project was delayed. The PW Director is back to work and a schedule is pending his approval.
2. Mr. Porter had the new sewer line inspected with the use of a CCTV contractor. This will need to be reviewed prior to acceptance.
3. The Regional Board required the aeration basin SOP to be completed and submitted by September 1st. Staff met this deadline and the SOP is available for Board review upon request.

Stormwater

1. A Stormwater update meeting at the request of the public was coordinated and all questions answered. The District continues to pursue FEMA Hazardous Mitigation funding to install a Tideflex Valve to address issues seen at the southern edge of the District boundaries along Putah Creek.

Human Resources

1. All job descriptions have been forwarded to CPS HR Consulting and a kickoff meeting for the Salary Survey was conducted on Friday Sept. 15th.
2. Reviewed all Job Descriptions (JD).
 - a. The Utility Worker position has been discontinued. This position will be vacated through attrition.
 - b. A new JD was created for the Utility Technician which recognizes that no certification is required for this entry level job.
 - c. The Lead Water & Wastewater positions were combined to create the Field Operations Supervisor JD.
 - d. Finally, the JD's for the Utility Operator I and Utility Operator II were reviewed and revised to include CWEA Collection System Maintenance certification.
3. Staff secured two CivicSpark Fellows that will start with the District once they complete their training in Sacramento.
4. Three evaluations/reviews were completed this month.

Facilities

1. No update



Hidden Valley Lake Community Services District

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

Vehicles & Equipment

No update

General Information

1. Lake County LLAFCo update: District staff will attend the LLAFCo meeting Wed. Sept. 20th where County Supervisors will consider the expansion of HVLCSD's SOI.
2. Staff attended a "Lunch & Learn" when the District's SCADA software provider attended our monthly meeting to discuss several new options and the assets provided by their firm.
3. Staff attended a Webinar entitled- FRAUD ENVIRONMENT: TIPS FOR DETECTION AND CONTROL. Considering recent events with Equifax, this was a very timely training.
4. The District received several fraud alerts on two different District credit cards. It was confirmed that fraudulent charges were made to both credit cards. Both cards were frozen and addressed with no cost to the District outside of staff time to address the issues. These cards were canceled and new cards issued.
5. Staff attended Lake County's Economic Outlook Meeting.
6. District staff discussed suggestions made by the District's auditing firm. All suggested modifications are being implemented in a continuing effort to improve upon the current financial practices and ensure transparency.
7. Staff met with the Principal Engineer of Coastland Engineering (John Wagner) as the District's representative has taken a position with the City of Gault. The new Coastland rep. has been a part of several past projects and is expected to come up to speed quickly.
8. In an effort to avoid additional charges from our past web host, HVLCSD launched its "NEW" e-mail address starting Sept. 15th. The new extension will mirror our new web address and is: @hvlcsd.org Both e-mail addresses will receive e-mail for approx. six months with the old e-mail address simply being forwarded to the new address. It is strongly suggested that everyone with a District e-mail place a notification in the signatory section noting your new e-mail address at this time. If Directors would like assistance setting up this new e-mail address, please let the G.M. know so we may coordinate a time that is convenient both for you and a District staff member or District contractor to assist you.



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Emergency Preparedness

(September is National Preparedness Month: Please remember to prepare for the disasters our area is prone to-Wildland Fires and Earthquakes to name a few. It's also time to take a look and update, upgrade and replace those disaster kits!)

1. District staff continues to maintain a state of readiness for various local emergencies. As a member of CalWARN, the district was included in a request for staff and equipment should the need be recognized to aid in the Texas, Louisiana and Florida hurricane emergencies. HVLCSD is not large enough or in the financial position to contribute resources at this time yet continues to strive to this level of assistance should future needs arise.
2. Staff compiled and sent all data requested for Lake County's Local Hazardous Mitigation Plan (LHMP) to Dale Carnathan, Lake County OES Manager and Chris Morrison, the county's contractor building the LHMP. HVLCSD's intent is to not only provide data but also be an approved partner in our local Hazard Mitigation Plan so we are eligible for future FEMA Hazard Mitigation funds. We have current shelved projects that would benefit from this type of forward thinking.
3. Staff attended HVLA's Emergency Notification Siren System (ENSS) Meeting & test.
4. Staff attended the Lake County Water OES meeting at the end of Aug. where Dale Carnathan approved the interagency agreement pending minor corrections. The meeting scheduled on Sept. 14th was not attended due to a schedule conflict.

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

DATE: September 19, 2017

AGENDA ITEM: Discussion and Possible Approval: Committee Appointment Policy and Resolution 2017-14
POLICY STATEMENT OF THE BOARD OF DIRECTORS OF HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
ESTABLISHING STANDING COMMITTEES AND AUTHORIZING THE CREATION OF
AD HOC COMMITTEES superseding HVLCSO Board of Directors General Rules for Board Committees

RECOMMENDATIONS: Review and make recommendations in line with District procedure

FINANCIAL IMPACT: None

BACKGROUND: The purpose of the Committees of the Board of Directors Policy/Procedure is to establish rules for standing and ad hoc committees and study sessions (workshops).

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 September 19, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

COMMITTEE APPOINTMENT POLICY

I. PURPOSE

The purpose of the Committees of the Board of Directors Policy/Procedure is to establish rules for standing and ad hoc committees and study sessions (workshops).

II. POLICY

Appointment of Committees. The Board President shall establish and/or confirm the members of the standing committees for the ensuing year no later than the Board's regular meeting in February, as he/she deems necessary with the concurrence of a majority of the Board. Additionally, he/she shall appoint with the concurrence of a majority of the Board, Ad Hoc committees as needed at any time throughout the year.

Specific Purpose. Standing and Ad Hoc committees are created for specific purposes. The performance of all duties and functions by committees is for the purpose of advising and recommending actions to the Board of Directors. Reports of standing, special and Ad Hoc committees shall be addressed to the Board.

Definitions of “Specific Purpose” Committees.

- a) **Standing Committee.** A Standing committee consists of two Board members with alternate Board members. A Standing committee will meet with District Staff and Consulting firms as deemed necessary during the fiscal year in order to fulfill the needs of the Board.
- b) **Ad Hoc Committee.** An Ad Hoc committee consists of two Board members selected during a Regular Board meeting to meet with District Staff and Consulting firms to discuss and provide recommendation to the Board regarding a Specific Item not covered by the Standing committees. For Ad Hoc committees, the committee will be deemed dissolved after its final report is made to the Board.[example: Lake Water Use Committee]

Procedures

Appointment of Chairperson. The Board President shall designate the committee chairperson, who shall determine, in consultation with the District Manager, the date, time, and place of each committee meeting. The chairperson shall make periodic reports to the Board on the committee’s progress.

Scope of Responsibility. The committee shall gather information, explore alternatives, examine implications, and offer recommendations to the full Board. The committee may meet with staff and/or District consultants, but shall not interfere with their duties as determined by the Board.

Limits on Authority. The committee shall not speak or act on behalf of the Board, shall not conflict with authority delegated to staff by the Board, and shall not attempt to exercise authority over staff.

Periodic Study Sessions. The Board, by majority vote, may call for a Board study session as deemed necessary and appropriate. A study session may be held separate from the regular meeting of the Board at a time and place to be determined by majority vote of the Board. The study session may be an adjourned regular or special meeting. The District General Manager in

consultation with the Board President shall recommend appropriate items to be discussed at the study session. The agenda will be prepared and posted in the same manner as other Board meeting in accordance with the Brown Act.

Study Sessions and Action Plans. Study sessions shall generally be conducted to identify or determine key issues facing the District and provide the opportunity to develop plans of action that addresses those issues with specific actions, along with a timeline and responsibilities for carrying out the action plan to achieve District goals.

Annual Study Session on Strategic Plan – An annual study session will take place each year or other such time as mutually agreed upon for the purpose of reviewing the continued relevancy of the District Strategic Plan and the progress made during the prior year. The annual study session will the following objectives:

1. For the Board to receive a detailed status report from the District Manager on the progress made in achieving the current year goals and objectives
2. To conduct the required annual review of the strategic plan and confirm its continued relevance for the following year
3. To adopt goals and objectives for the following year
4. To address any matters of concern to the Board

The following shall be standing committees of the Board:

Personnel Committee;

Finance Committee; and,

Disaster Preparedness Committee.

Guidelines

The **Personnel Committee** shall be concerned with the functions, activities, operations, compensation and welfare of District staff.

The **Finance Committee** shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

The **Disaster Preparedness Committee** shall be concerned the District security related issues and make recommendations to the Board of Directors for appropriate action.

All meetings of standing committees shall conform to the open meeting laws that pertain to meeting of the Board of Directors. Board Members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment at HVLCSO. We should serve as a model of leadership and civility to the community. A Committee opens itself up to criticism if more than two Board Members attend a committee meeting.

RESOLUTION NO. 2017-14

POLICY STATEMENT OF THE BOARD OF DIRECTORS OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
ESTABLISHING STANDING COMMITTEES AND AUTHORIZING THE CREATION OF
AD HOC COMMITTEES

WHEREAS, The Board of Directors of the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT desires to ensure efficient administration of the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT ("Agency") by the establishment of standing committees of the Board of Directors ("Board") and the authorization for the creation of ad hoc committees of the Board. Standing committees allow for the productive use of Directors' individual expertise on matters and to work with staff in developing better background information for the full Board's consideration.

WHEREAS, All standing committees shall be subject to meeting requirements specified under the Ralph M. Brown Act, California Government code sections 54950 through 54963.

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

The Board President shall, with board consensus, appoint and publicly announce the members of the standing committees at the first regularly-scheduled meeting of the Board in February of each year and at other meetings of the Board as circumstances may require.

Each committee shall have a maximum of two (2) members. Special meetings may be called as deemed necessary by either the General Manager or the Committee Chairperson.

All standing committee meetings of the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT shall hereafter be held at the HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT Boardroom located at 19400 Hartmann Road Hidden Valley Lake, Ca. 95467.

All Standing Committee meetings, Adjourned Standing Committee meetings and Special Standing Committee meetings may be fixed from time to time and by legal public notice, to other locations within and without the agency, at times as determined by the standing committee or Board of Directors.

The Board's standing committees shall be assigned to review Agency functions, activities, and/or operations pertaining to their designated concerns as specified. Any recommendations resulting from said review shall be submitted to the Board via a written or oral report schedule.

Finance-shall be concerned about, but not limited to the financial management of the Agency, including the preparation of an annual budget, periodic reviews of Agency revenues, Agency investments, expenditures, and audit.

Personnel-shall be concerned with the functions, activities, compensation, and welfare of agency staff. This committee shall work directly with the General Manager on personnel related matters.

Disaster Preparedness-shall be concerned with District security and preparedness related issues and make recommendations to the Board of Directors for appropriate action.

Ad Hoc Committee Appointments-The Board President shall, with board consensus, appoint such ad hoc committees as may be deemed necessary by the President or the Board of Directors. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

PASSED AND ADOPTED on September 19, 2017 by the following vote:

AYES :
NOES :
ABSTAIN :
ABSENT :

Jim Lieberman
President, Board of Directors

ATTEST:

Kirk Cloyd
Secretary to the Board of Directors

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
General Rules for Board Committees

Each January the Board President shall appoint directors to the Board's standing committees; Personnel, Finance, Security and Disaster Preparedness, and on occasion may create Ad Hoc committees to perform specific tasks. The Board's standing committees, and any Ad Hoc committee that is created, shall function in accordance with their respective "Committee Charters", any specific guidance provided by the Board, and the following General Rules for Board Committees:

- Board members – other than the Board President – may concurrently serve on one or more standing committees. The Board President may appoint his or her self to no more than one standing committee.
- All standing and Ad Hoc committee meetings shall be conducted in accordance with the Brown Act
- Unless otherwise noticed, all standing committee meetings will occur on the date and time specified in the standing committee meeting schedule adopted by the Board each January
- Meeting agendas and all supporting documents will be made available to committee members and the public at the time that the agenda is published. Supporting documents shall be made available to the public through the District's website and as "hard copy", available for pick up at the District's office at 19400 Hartmann Road
- In the event that a Board member is unable to attend an assigned committee meeting, he/she shall notify the Board President at least 24 hours in advance.
- The Board President may serve as a member of any committee whenever a committee member is absent, except in those circumstances that would cause a violation of the Brown Act.
- No standing committee shall investigate any matter outside the scope of its charter unless directed to do so by the full Board
- All committees shall provide the Board with a written report summarizing the committee meetings that occurred since the prior regular monthly Board meeting
- Upon a majority vote of the Board, any matter referred to a committee may be withdrawn, and referred to another committee, unless said referral would cause a violation of the Brown Act

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

DATE: September 19, 2017

AGENDA ITEM: Discussion and Possible Action: Discuss and Approve the General Manager to enter into a contract with GHD to complete a Water Balance Report Revision and an I&I Work plan as required by the Central Valley Regional Water Quality Control Board.

RECOMMENDATIONS: Authorize General Manager to enter into a contract with GHD to complete a Water Balance Report Revision and an I&I Work plan as required by Central Valley Regional Water Quality Control Board not to exceed \$27,288.00

FINANCIAL IMPACT:

Cost of I/I Assessment Workplan	\$14,484.00
Cost of Revised Water Balance Report	\$12,804.00
Total of both reports	\$27,288.00
Contract for initial Water Balance Report (5/25/17)	\$39,453.00
Actual cost of initial Water Balance Report	\$22,911.43
Savings from initial Water Balance Report	\$16,541.57
Net outlay for new CVRWQCB requirements	\$10,746.43

BACKGROUND: On May 25, 2017 the Board approved the GM to enter into a contract with GHD to develop a Water Balance Report as required by the Central Valley Regional Water Quality Control Board (CVRWQCB). Upon review, the CVRWQCB has requested a revision of this report, as well as the development of a new focus report, the I&I Work plan. Dated July 11, 2017, the CVRWQCB describes the following requirements:

“By 1 October 2017, an I/I Assessment Workplan that included the following: (1) measures to identify and quantify the I/I sources using information pertaining to the overflows from the collections system, (2) an evaluation of cost effective measures to reduce the I/I, (3) a description of how identified repairs and any sewer line replacements will be implemented and the timing for the work, and (4) an identification of the types of repairs that should be done in the field without further evaluation. The workplan shall also (5) describe methods (ie, smoke testing, video surveying, manhole surveying, etc.) that will be used to provide an assessment of those segments of the collection system known to exhibit significant I/I, (6) describe those portions of the collection system that are in need of immediate repair, (7) include a proposed schedule for completing the necessary repairs and submitting an Inflow and Infiltration Assessment Report that describes results of the I/I evaluations of the collection system, and (8) describes the repairs that were completed to reduce I/I.”

“By November 1, 2017, a revised Water Balance Report using influent flows for the period of 1 October 2016 through 30 September 2017, and wet weather discharge flows from the treatment plant of .68 MGD and .894 MGD. The revised Water Balance Report shall also include the information described in Attachment A.”

“The I/I Assessment Workplan and revised Water Balance Report must be prepared by, and signed/stamped by, a California Professional Engineer.”

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 September 19, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board



I/I Assessment Workplan and Revised Water Balance Report

PROJECT NAME: Hidden Valley Lake CSD RWQCB NOV Assistance

PROJECT NUMBER:

Estimated by: Alex Culick

9/15/2017

	GHD						Indirect Costs	FEE	Total Fee
	Culick	Winkelman	Philbert	Bach	Clerical	HOURS			
	Principal	Senior Engineer	Project Engineer	CAD	Admin				
Task Description	\$ 250	\$ 210	\$ 130	\$ 130	\$ 110				
Task 1 - Project Management									
Project Management	12				2	14	\$84	\$3,304	\$3,304
								\$3,304	
Task 2 - I/I Assessment Workplan									
A Review Information		4	8			12	\$72	\$1,952	\$1,952
B Site Visit/Meetings with District	8	8	8			24	\$144	\$4,864	\$4,864
C Workplan Development	4	8	24			36	\$216	\$6,016	\$6,016
								\$12,832	
Task 3 - Revised Water Balance Report									
Water Balance Report	8		40	4	2	54	\$324	\$8,264	\$8,264
Finalize Report	4		12		2	18	\$108	\$2,888	\$2,888
								\$11,152	
TOTAL HOURS ALL TASKS	36	20	92	4	6	158			
TOTAL FEE ALL TASKS	\$9,000	\$4,200	\$11,960	\$520	\$660		\$948	\$27,288	\$27,288

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

DATE: September 19, 2017

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve the General Manager to purchase a lift station flow meter, as required by the Central Valley Regional Water Quality Control Boards.

RECOMMENDATIONS: Authorize General Manager to purchase a lift station flow meter, as required by the Central Valley Regional Water Quality Control Boards.

FINANCIAL IMPACT: Install an open channel Parshal flume at the WWTP headworks with an ultrasonic flowmeter to monitor the incoming flow to include the following:

- a. Supply and install parshal flume
- b. Supply and install Milltronics Ultrasonic Flowmeter
- c. Trench by hand and install 2 each ¾" PVC conduits and wire
- d. Pull new wire from meter to operations building
- e. Mount flowmeter transmitter, wire into SCADA
- f. Program into PLC and SCADA

Lump Sum Price for this Scope **\$21,722.35**

Shipping and Handling for Telstar Supplied Materials IS NOT INCLUDED

Sales Tax IS NOT INCLUDED

BACKGROUND: Sewer System Overflows that occurred during the Jan-Feb winter storms, brought about new inspections of the Wastewater Treatment Plant by the Central Valley Regional Water Quality Control Board (CVWQCB). In the most recent correspondence dated July 11, 2017, the CVRWQCB has requested improved monitoring of influent flows to the Wastewater Treatment Plant:

“Board staff has reviewed your 31 May 2017 response to Board staff’s 12 April 2017 Notice of Violation and has the following comments...To address,... please submit the following information:

By 1 November 2017, a report showing that an influent flow meter has been installed at Lift Station 1, and has been calibrated.”

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 September 19, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: September 19, 2017

AGENDA ITEM: Discussion and Possible Approval: Review of the Communication and Board Support Policy

RECOMMENDATIONS: Review and make recommendations in line with District procedures

FINANCIAL IMPACT: None

BACKGROUND: With respect to providing information and counsel to the Board the GM may not permit the Board to be uninformed.

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 September 19, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

COMMUNICATION AND SUPPORT TO THE BOARD POLICY

I. PURPOSE

With respect to providing information and counsel to the Board the GM may not permit the Board to be uninformed. Accordingly, he or she may not:

II. POLICY

1. Neglect to submit monitoring data required by the Board in a timely, accurate and understandable fashion.
2. Let the Board be unaware of relevant trends, anticipated negative media coverage, and material internal and external changes, particularly changes in assumptions on which board policies have previously been established.
3. Fail to advise the Board if, in the GM's opinion, the board is not in compliance with its own policies and practices.
4. Fail to marshal for the Board as many staff and external points of view, issues and options as needed for fully informed board choices.
5. Fail to report in a timely manner an actual or anticipated noncompliance or litigation issue.
6. Fail to deal with the board as a whole except when (a) fulfilling individual requests for information or (b) responding to committees duly charged by the board. Decisions or instructions of individual board members, officers or committees are not binding on the GM except in rare circumstances specifically authorized by the board.

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

DATE: September 19, 2017

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve a Resolution to continue Director Health Care Benefits for Directors while discontinuing benefits for Dependents.

RECOMMENDATIONS: Approve Resolution 2017-08 A Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Establishing Active Director Health Care Benefit Eligibility; rescinding Resolution 2013-15 Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Confirming Health Insurance Benefit Eligibility For Board Members And Their Families

FINANCIAL IMPACT: Annual saving of \$48,9860.00 (2.5% of the annual budget)

Spouse annual cost \$48,9860.00

Directors annual cost \$48,898.80

Total annual cost to the District \$97,858.80

BACKGROUND: HVLCSO Finance Committee has recommended a review of the current policy taking into consideration the financial impact of their health benefit package on the District.

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 September 19, 2017 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



RESOLUTION 2017-08

A Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Establishing Active Director Health Care Benefit Eligibility

WHEREAS, since 2004 the District has pursuant to California Government Code Sections 53200 – 53210 provided health insurance to Active Board Members and their spouses; and

WHEREAS, the continued annual increased cost for Health Benefits is not supported by the current rate structure;

NOW, THEREFORE, BE IT RESOLVED, a Health Benefit Agreement will be established between the District and Active Members of the Board;

BE IT RESOLVED, The Hidden Valley Lake Community Services District (District) will provide health benefits for each Active Member of the Board; and

BE IT RESOLVED, The District will no longer continue to provide Health Care benefits for the dependents for Active Members of the Board.

BE IT FURTHER RESOLVED, the resolution will take effect on January 1, 2018.

PASSED AND ADOPTED at a regular meeting of the Hidden Valley Lake Community Services District on the 19th day of September 2017 by the following votes:

Ayes:

Noes:

Absent:

Abstain:

Jim Lieberman, _____ Date
President of the Board of Directors

Attested by:

Kirk Cloyd, _____ Date
Secretary to the Board

Directors Health Benefit Options

Blue Shield



MEDICARE

Due to Zip Code Requirements Kaiser is not an option

SDRMA HEALTH BENEFIT GUIDELINES

The District is part of the SDRMA Group Coverage POOL, therefore we do not meet the “less than 20 employees” Federal guideline to have Medicare as a primary coverage.

Medicare is secondary to our current BlueShield SDRMA plan.

The district cannot drop SDRMA coverage without the Active Director or employee being enrolled in an active group coverage. (MCR)

If a Director becomes eligible for Medicare, this is a mid-year qualifying event to drop coverage through SDRMA.

SDRMA would have to receive this update within 31 days of the Director’s effective date for Medicare coverage. This also goes for Director’s spouse that enroll in Medicare.

If a Director already has Medicare in place and wants to drop coverage through SDRMA they will need to do so during open enrollment. A spouse can also be dropped from coverage during open enrollment even if the spouse does not have other group coverage. Having other group coverage only applies to employees’ or retirees’, but the spouse could not be added back onto coverage mid-year unless there was a mid-year qualifying event.

IF DIRECTOR COVERAGE IS DROPPED COMPLETELY BY THE DISTRICT, SDRMA MAY NOT OPEN THE POLICY FOR DIRECTOR COVERAGE IN THE FUTURE.

DIRECTOR BENEFIT OPTIONS

Suggested Options by Members of the Board:

- Do Nothing (*The District continues to cover the Director + Dependent*)
- No longer offer Director Dependents coverage
- Directors' pay the dependent premium (*The District is required to cover 100% of the cost for public officials when covering their medical benefits. This does not include dependents*)
- Health benefits are no longer provided to Directors or dependents. (Director **MUST** be enrolled in an active group coverage prior to cancelling Director Health Benefits)



MEDICARE HEALTH INSURANCE

1-800-MEDICARE (1-800-633-4227)

NAME OF BENEFICIARY
JOHN DOE

MEDICARE CLAIM NUMBER **000-00-0000-A** SEX **MALE**

IS ENTITLED TO EFFECTIVE DATE

HOSPITAL (PART A) 01-01-2007

MEDICAL (PART B) 01-01-2007

SIGN HERE → _____

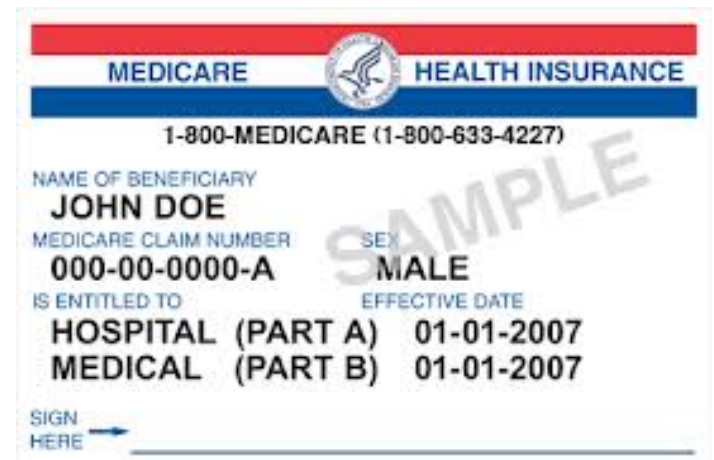
SAMPLE

DIRECTOR HEALTH BENEFIT OPTIONS

PLAN	Director Monthly Premium	Spouse Monthly Premium	Director + Spouse Monthly Premium
Blue Shield Gold PPO	\$814.98	\$816.00	\$1630.98
Medicare	Income Based	Income Based	Income Based

MEDICARE

- Everyone is eligible for Medicare at age 65, even if your full Social Security retirement age is 66 or later. You can enroll any time during the “initial enrollment period,” which is a seven-month period that includes the three months before, the month of and the three months after your 65th birthday.
- Medicare enrollment period begins October 15 through December 12 however, the Medicare election period allows for Loss of Credible Coverage, you may enroll 1 month before and up to 2 months after loss of coverage with NO late enrollment penalty.



A sample Medicare Health Insurance card for John Doe. The card features a red header with "MEDICARE" and "HEALTH INSURANCE" in white, separated by the Medicare eagle logo. Below the header is a blue bar with the phone number "1-800-MEDICARE (1-800-633-4227)". The card lists the beneficiary's name as "JOHN DOE", Medicare claim number "000-00-0000-A", and sex as "MALE". It also lists the beneficiary is entitled to "HOSPITAL (PART A)" and "MEDICAL (PART B)", both with an effective date of "01-01-2007". A "SIGN HERE" label with an arrow points to a horizontal line at the bottom of the card. A large, semi-transparent "SAMPLE" watermark is overlaid on the right side of the card.

1-800-MEDICARE (1-800-633-4227)	
NAME OF BENEFICIARY	JOHN DOE
MEDICARE CLAIM NUMBER	000-00-0000-A
SEX	MALE
IS ENTITLED TO	EFFECTIVE DATE
HOSPITAL (PART A)	01-01-2007
MEDICAL (PART B)	01-01-2007
SIGN HERE →	_____

MEDICARE

Due to privacy regulations The District does not have access to inquire about your benefits. It is recommended each Director contact Social Security or Medicare directly to confirm their eligibility and if they would be held under a late enrollment penalty or not for enrolling in Medicare Part A and Part B coverage after they have turned **65**.

Even if you have coverage through a current or former employer, you still may need to make some important Medicare enrollment decisions.

By phone –
Call 1-800-772-1213
7 a.m. to 7 p.m.
Monday through Friday. If you are deaf or hard of hearing, you can call us at TTY 1-800-325-0778.

In person - Visit your local Social Security office. (Call first to make an appointment.)