



**Hidden Valley Lake Community Services District  
Regular Board Meeting  
June 21, 2022 – 7:00 p.m.  
19400 Hartmann Road, Hidden Valley Lake, Ca.**

**ATTEND IN PERSON OR JOIN BY TELECONFERENCE  
MASKS ARE REQUIRED**

To join the meeting by teleconference, go to [www.hvlsd.org](http://www.hvlsd.org) select the June 21, 2022, regular board meeting and select the Microsoft teams link, select open Microsoft teams, select join now.

This meeting is being recorded for live streaming and broadcasting purposes.

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) EMPLOYEE RECOGNITION
- 6) CONSENT CALENDAR
  - A. MINUTES: Approval of the May 12, 2022, Finance Committee Meeting Minutes.
  - B. MINUTES: Approval of the May 17, 2022, Regular Board of Directors Meeting Minutes.
  - C. DISBURSEMENTS: Check #039168 - #039234 including drafts and payroll for a total of \$202,853.02.
- 7) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
  - Finance Committee
  - Personnel Committee
  - Emergency Preparedness Committee
  - Lake Water Use Agreement-Ad Hoc Committee
  - Trane Ad-Hoc Committee
  - Valley Oaks Project Ad-Hoc Committee
- 8) BOARD LIST OF PRIORITIES:
  - Underground Infrastructure – Water Mainlines
  - I&I
  - Tank 9
  - Generators
  - SCADA
- 9) STAFF REPORTS (for information only, no action anticipated)
  - Financial Report

Administration/Customer Service Report  
ACWA Committees  
Field Operations Report  
Projects Update  
General Managers Report

- 10) **DISCUSSION AND POSSIBLE ACTION:** Approve and Adopt Resolution 2022-05 Adopting Ordinance No. 60 An Ordinance Establishing Rules And Regulations For The Connection And Use Of Wastewater Facilities, Wastewater Discharge And Pretreatment Regulations, And Repealing Ordinance Nos. 3, 48, And 59.1
- 11) **DISCUSSION AND POSSIBLE ACTION:** Approve and Adopt Resolution 2022-06 Approving the Board President to Sign a Contract with Piazza Construction for the North Shore Sewer Rehabilitation Project and Establish an Overall Budget
- 12) **DISCUSSION AND POSSIBLE ACTION:** Authorize the GM to Enter into a Contract with CivicSpark Fellowship
- 13) **DISCUSSION AND POSSIBLE ACTION:** Earthquake Insurance
- 14) **DISCUSSION AND POSSIBLE ACTION:** Alliant Property Appraisal
- 15) **DISCUSSION AND POSSIBLE ACTION:** Provide Staff Direction for Implementation of the Project Manager Salary Study
- 16) **DISCUSSION AND POSSIBLE ACTION:** Adopt the FY 2022-23 Budget and Investment Policy
  - A. Open Public Hearing to receive comment on proposed FY 2022-23 Budget
  - B. Close Public Hearing to receive comment on proposed FY 2022-23 Budget
  - C. Approve Resolution 2022-03 FY 2022-23 Budget
  - D. Approve Resolution 2022-04 Investment Policy for FY 2022-22
- 17) **PUBLIC COMMENT**
- 18) **BOARD MEMBER COMMENT**
- 19) **ADJOURN**

Public records are available upon request. Board Packets are posted on our website at [www.hvlcsd.org/meetings](http://www.hvlcsd.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.

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



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE  
Thursday May 12, 2022 – 12:30 P.M.  
Meeting Minutes**

The Hidden Valley Lake Community Services District Special Meeting of the Finance Committee was conducted by Teams Teleconference in the District Boardroom at 19400 Hartmann Road, Hidden Valley Lake, California.

Present were:

Director Jim Freeman

Director Gary Graves

Dennis White, General Manager

Penny Cuadras, Administrative Services Manager

Trish Wilkinson, Accounting Supervisor

Via Teleconference: Alyssa Gordon, Project Manager

**CALL TO ORDER**

The meeting was called to order at 12:31 p.m. by Director Graves.

**APPROVAL OF AGENDA**

Motion by Director Freeman to approve the May 12, 2022, Finance Committee agenda as presented. Seconded by Director Graves

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

Thursday May 12, 2022, Finance Committee Agenda approved by roll call vote.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Monthly Financial Reports & Disbursements**

The Committee reviewed and discussed the financial reports for the period ending April 30, 2022. Staff addressed inquiries as presented by the committee.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Projects Update**

Update provided by Alyssa Gordon.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Transition Part-Time Accounts Representative to a Full-Time Position effective July 1, 2022**

The Committee recommendation to the Board to approve the General Manager to transition the Part-Time Accounts Representative Position to a Full-Time Position, pending Budget Approval.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**OPEB Funding**

Item Tabled, pending additional information from legal, consider presentation from CalPERS.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Notice of Invitation to Bid, North Shore Court Sewer Rehabilitation Project**

The Committee recommendation to the Board to approve Notice of Invitation to Bid, North Shore Court Sewer Rehabilitation Project.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Amendment No 1 to Agreement for Personal Services Between Hidden Valley Lake Community Services District and Dennis White, Dated September 16, 2020**

The Committee recommendation to the Board to approve Amendment No 1 of the General Managers Agreement effective May 1, 2022.

**REVIEW AND POSSIBLE RECOMMENDATION:**

**Budget Planning**

The Committee reviewed the proposed budget, recommendation to increase Property and Liability line item. Present to Board for review at the May Regular Board Meeting.

**PUBLIC COMMENT**

No Public Comment

**COMMITTEE MEMBER COMMENT**

Director Freeman informed the committee the Greenview will be closing May 30<sup>th</sup>, 2022 and may have a 175-k generator for sale.

**ADJOURNMENT**

Motion by Director Freeman to adjourn the meeting at 2:21 p.m. Seconded by Director Graves

No public Comment.

Motion carries to adjourn the meeting at 2:21 p.m.





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: Tuesday, May 17, 2022– 7:00 PM**

The Regular Meeting of the Hidden Valley Lake Community Services District (District) Board of Directors was conducted by Teams Teleconference, in the District Boardroom at 19400 Hartmann Road Hidden Valley Lake, California.

**Directors Present:**

Director Gary Graves, President  
Director Claude Brown, Vice President  
Director Jim Freeman  
Director Jim Lieberman

**Staff Present:**

General Manager, Dennis White- Via Teleconference  
Administrative Services Manager, Penny Cuadras  
Accounting Supervisor, Trish Wilkinson  
Water Resources Specialist, Hannah Davidson  
CivicSpark Fellow, Thomas Brown  
Project Manager, Alyssa Gordon- Via Teleconference

**Absent:**

Director Sean Millerick

**CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by Director Graves.

**APPROVAL OF AGENDA**

Moved by Director Lieberman to approve the May 17, 2022, Regular Board Agenda as presented. Seconded by Director Freeman

**Roll Call Vote:**

AYES: (4) Directors, Brown, Freeman, Lieberman, and Graves  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (1) Director Millerick

Motion carries to approve the May 17, 2022, Regular Board Agenda as presented.

**CONSENT CALENDAR**

It was moved by Director Freeman and seconded by Director Lieberman to approve the Consent Calendar as presented.

- (A) **MINUTES**: Approval of the April 13, 2022, Finance Committee Meeting Minutes.
- (B) **MINUTES**: Approval of the April 13, 2022, Personnel Committee Meeting Minutes.
- (C) **MINUTES**: Approval of the April 19, 2022, Regular Board of Directors Meeting Minutes.
- (D) **DISBURSEMENTS**: Check #039081 - #039167 including drafts and payroll for a total of \$306,915.98.

No Further Discussion.

No Public Comment.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries to approve the Consent Calendar as presented.

### **BOARD COMMITTEE REPORTS**

Finance Committee: Met 4/13 report provided as agendized

Personnel Committee: Met 4/13 report provided as agendized

Emergency Preparedness Committee: Have not met

Lake Water Use Agreement-Ad Hoc Committee: Have not met

Valley Oaks Sub-Committee: Have not met

Trane Energy Resilience Ad Hoc Committee: Have not met

### **STAFF REPORTS**

Financial Report: No discussion

Administration/Customer Services Report: Members of the board expressed disappointment to hear Marty Rodriguez had resigned and wished him luck.

Field Operation Report: Increase in service orders due to AMI Project

ACWA State Legislative Committee: Update provided by Hannah Davidson

Projects Update: Update provided by Alyssa Gordon

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

### **PUBLIC HEARING FOR ORDINANCE 60:**

Open Public Hearing for Public and Board Comment

Public Hearing Opened at 7:47 No Public Comment, No Board Member Comment.

Public Hearing Closed at 7:50.

Motion by Director Lieberman to approve and adopt Ordinance No. 60. Seconded by Director Freeman.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries to approve and adopt Ordinance No. 60 as presented.

### **DISCUSSION AND POSSIBLE ACTION:**

#### **Accept and Approve the SCADA Master Plan**

Motion by Director Freeman to accept and approve the SCADA Master Plan. Seconded by Director Lieberman.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries to accept and approve the SCADA Master Plan as presented.

**DISCUSSION AND POSSIBLE ACTION:**

**Authorize the General Manager to Move Forward with the North Shore Court Sewer Easement Project**

Motion by Director Freeman to Authorize the General Manager to Move Forward with the North Shore Court Sewer Easement Project. Seconded by Director Brown.

Staff requested the Board amend the timeline of completion from 25 days to 20 days.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries to Authorize the General Manager to Move Forward with the North Shore Court Sewer Easement Project, amending the timeline of completion from 25 days to 20 days.

**DISCUSSION AND POSSIBLE ACTION:**

**Review FY 2022-23 Budget**

The Board discussed the Budget as presented; Staff addressed all inquiries from the Board.

**DISCUSSION AND POSSIBLE ACTION:**

**Accept and Approve Amendment No. 1 to Agreement for Personal Services between Hidden Valley Lake Community Services District and Dennis White Dated September 16, 2020**

Motion by Director Freeman Accept and Approve Amendment No. 1 to Agreement for Personal Services between Hidden Valley Lake Community Services District and Dennis White Dated September 16, 2020. Seconded by Director Lieberman.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Millerick

Motion Carries to Accept and Approve Amendment No. 1 to Agreement for Personal Services between Hidden Valley Lake Community Services District and Dennis White Dated September 16, 2020, as written.

**PUBLIC COMMENT**

No Public Comment.

**BOARD MEMBER COMMENT**

Director Graves acknowledged staff for providing a timely budget.

Director Brown requested the Board consider reviewing the General Manger's contract in August to discuss amending to renew annually.

**ADJOURNMENT**

On a motion made by Director Freeman to adjourn the meeting. Seconded by Director Lieberman. the Board voted unanimously to adjourn the meeting at 8:54 P.M.

Roll Call Vote:

AYES: (4) Directors Brown, Freeman, Lieberman, Graves

NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (1) Director Millerick  
Motion Carries unanimously to adjourn the meeting at 8:54 P.M.

---

Gary Graves                                  Date  
President of the Board

---

Dennis White                                  Date  
General Manager, Secretary to the Board

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	117.10
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,356.80
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	944.00
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	265.48
01-1579	SOUTH LAKE REFUSE & RECYC			N		FUND TOTAL FOR VENDOR	267.53
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	18,257.77
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	5,519.56
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	753.35
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	581.96
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	6,525.06
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	1,535.20
01-2195	TELSTAR INSTRUMENTS			N		FUND TOTAL FOR VENDOR	1,992.61
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	240.25
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	758.18
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	237.47
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	551.75
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	173.56
01-2685	LAYNE PAVING & TRUCKING,			N		FUND TOTAL FOR VENDOR	206.63
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	1,157.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	176.29
01-2744	ADVENTIST HEALTH ST HELEN			N		FUND TOTAL FOR VENDOR	144.02
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	64.23
01-2788	GHD			N		FUND TOTAL FOR VENDOR	1,372.13
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	2,957.14
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	5,072.50
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	968.75
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	52.50
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	1,755.00
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	499.25
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	139.57
01-2951	JENFITCH, LLC			N		FUND TOTAL FOR VENDOR	1,104.25
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	1,245.69
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	12.98
01-3020	US STANDARD PRODUCTS			N		FUND TOTAL FOR VENDOR	1,474.04
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	181.06
01-3050	ALESHIRE & WYNDER, LLP			N		FUND TOTAL FOR VENDOR	203.00
01-3054	SMALLCOMB, LISA			N		FUND TOTAL FOR VENDOR	62.31
01-3059	WENDY WETTENGEL			N		FUND TOTAL FOR VENDOR	1,500.00
01-3060	R&S TRUCKING			N		FUND TOTAL FOR VENDOR	700.13
01-3061	ODP BUSINESS SOLUTIONS, L			N		FUND TOTAL FOR VENDOR	167.88
01-8	AT&T			N		FUND TOTAL FOR VENDOR	140.85

\*\*\* FUND TOTALS \*\*\*

62,737.33

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	945.42
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	117.11
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,390.57
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	265.48
01-1579	SOUTH LAKE REFUSE & RECYC			N		FUND TOTAL FOR VENDOR	267.51
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	18,257.77
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	5,601.90
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	623.93
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	581.96
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	6,595.79
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	1,535.19
01-2195	TELSTAR INSTRUMENTS			N		FUND TOTAL FOR VENDOR	1,992.61
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	333.41
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	758.17
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	237.47
01-2672	ADTS, INC			N		FUND TOTAL FOR VENDOR	551.75
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	173.55
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	325.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	6,497.99
01-2744	ADVENTIST HEALTH ST HELEN			N		FUND TOTAL FOR VENDOR	144.01
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	64.23
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	4,520.89
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	650.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	968.75
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	52.50

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	3,870.00
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	744.04
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	499.25
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	139.58
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	1,245.69
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	12.97
01-3020	US STANDARD PRODUCTS			N		FUND TOTAL FOR VENDOR	1,474.03
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	181.06
01-3050	ALESHIRE & WYNDER, LLP			N		FUND TOTAL FOR VENDOR	203.00
01-3054	SMALLCOMB, LISA			N		FUND TOTAL FOR VENDOR	62.30
01-3059	WENDY WETTENGEL			N		FUND TOTAL FOR VENDOR	1,500.00
01-3060	R&S TRUCKING			N		FUND TOTAL FOR VENDOR	700.12
01-3061	ODP BUSINESS SOLUTIONS, L			N		FUND TOTAL FOR VENDOR	167.89
01-3062	KIMCO DEVELOPMENT INC			N		FUND TOTAL FOR VENDOR	1,400.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	140.85
*** FUND TOTALS ***							67,096.24
*** REPORT TOTALS ***			129,833.57				129,833.57

\*G / L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER      ACCOUNT NAME      AMOUNT



VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T   R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	139.57
120 2088	SURVIVOR BENEFITS - PERS	14.63
120 2090	PERS PAYABLE	2,846.88
120 2091	FIT PAYABLE	4,185.26
120 2092	CIT PAYABLE	1,855.71
120 2093	SOCIAL SECURITY PAYABLE	15.50
120 2094	MEDICARE PAYABLE	651.58
120 2095	S D I PAYABLE	494.34
120 2099	DEFERRED COMP - 457 PLAN	968.75
120 5-00-5020	EMPLOYEE BENEFITS	551.75
120 5-00-5025	RETIREE HEALTH BENEFITS	1,343.12
120 5-00-5060	GASOLINE, OIL & FUEL	1,305.97
120 5-00-5061	VEHICLE MAINT	3,108.83
120 5-00-5075	BANK FEES	925.00CR
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	1,039.71
120 5-00-5121	LEGAL SERVICES	1,958.00
120 5-00-5122	ENGINEERING SERVICES	1,424.63
120 5-00-5123	OTHER PROFESSIONAL SERVICES	1,500.00
120 5-00-5130	PRINTING & PUBLICATION	556.94
120 5-00-5145	EQUIPMENT RENTAL	181.06
120 5-00-5148	OPERATING SUPPLIES	1,246.73
120 5-00-5150	REPAIR & REPLACE	5,309.80
120 5-00-5155	MAINT BLDG & GROUNDS	216.44
120 5-00-5156	CUSTODIAL SERVICES	1,157.00
120 5-00-5191	TELEPHONE	406.33
120 5-00-5193	OTHER UTILITIES	267.53
120 5-00-5194	IT SERVICES	1,257.43
120 5-00-5195	ENV/MONITORING	5,072.50
120 5-00-5311	EQUIPMENT - OFFICE	38.06
120 5-00-5315	SAFETY EQUIPMENT	1,474.04
120 5-00-5545	RECORDING FEES	100.00
120 5-10-5010	SALARIES & WAGES	378.69
120 5-10-5020	EMPLOYEE BENEFITS	6,414.24
120 5-10-5021	RETIREMENT BENEFITS	2,070.83
120 5-10-5090	OFFICE SUPPLIES	167.88
120 5-10-5170	TRAVEL MILEAGE	246.77
120 5-10-5179	ADM MISC EXPENSES	20.79
120 5-30-5010	SALARIES & WAGES	269.38
120 5-30-5020	EMPLOYEE BENEFITS	9,244.67
120 5-30-5021	RETIREMENT BENEFITS	1,592.72
120 5-30-5170	TRAVEL MILEAGE	373.15
120 5-30-5175	EDUCATION / SEMINARS	87.50
120 5-40-5010	DIRECTORS COMPENSATION	19.15
120 5-40-5020	DIRECTOR BENEFITS	6.75
120 5-40-5030	DIRECTOR HEALTH BENEFITS	1,981.72

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T   R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

	** FUND TOTAL **	62,737.33
130 1052	ACCTS REC WATER USE	945.42
130 2075	AFLAC	139.58
130 2088	SURVIVOR BENEFITS - PERS	15.13
130 2090	PERS PAYABLE	2,883.59
130 2091	FIT PAYABLE	4,249.08
130 2092	CIT PAYABLE	1,882.43
130 2093	SOCIAL SECURITY PAYABLE	15.50
130 2094	MEDICARE PAYABLE	660.98
130 2095	S D I PAYABLE	501.39
130 2099	DEFERRED COMP - PLAN 457 PAYAB	968.75
130 5-00-5020	EMPLOYEE BENEFITS	551.75
130 5-00-5025	RETIREE HEALTH BENEFITS	1,343.12
130 5-00-5060	GASOLINE, OIL & FUEL	1,305.96
130 5-00-5061	VEHICLE MAINT	3,108.82
130 5-00-5075	BANK FEES	925.00CR
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	1,039.71
130 5-00-5121	LEGAL SERVICES	4,073.00
130 5-00-5122	ENGINEERING SERVICES	52.50
130 5-00-5123	OTHER PROFESSIONAL SERVICES	1,500.00
130 5-00-5130	PRINTING & PUBLICATION	556.93
130 5-00-5145	EQUIPMENT RENTAL	181.06
130 5-00-5150	REPAIR & REPLACE	10,743.38
130 5-00-5155	MAINT BLDG & GROUNDS	216.43
130 5-00-5156	CUSTODIAL SERVICES	325.00
130 5-00-5191	TELEPHONE	406.33
130 5-00-5193	OTHER UTILITIES	267.51
130 5-00-5194	IT SERVICES	2,001.46
130 5-00-5195	ENV/MONITORING	650.00
130 5-00-5311	EQUIPMENT - OFFICE	38.05
130 5-00-5315	SAFETY EQUIPMENT	1,474.03
130 5-00-5505	WATER CONSERVATION	1,407.50
130 5-00-5520	HYDRANT DEPOSIT REFUND	1,400.00
130 5-00-5545	RECORDING FEES	100.00
130 5-10-5010	SALARIES & WAGES	378.67
130 5-10-5020	EMPLOYEE BENEFITS	6,414.24
130 5-10-5021	RETIREMENT BENEFITS	2,070.73
130 5-10-5090	OFFICE SUPPLIES	167.89
130 5-10-5170	TRAVEL MILEAGE	246.75
130 5-10-5179	ADM MISC EXPENSES	20.79
130 5-30-5010	SALARIES & WAGES	278.57
130 5-30-5020	EMPLOYEE BENEFITS	9,244.66
130 5-30-5021	RETIREMENT BENEFITS	1,626.34
130 5-30-5170	TRAVEL MILEAGE	373.14
130 5-30-5175	EDUCATION / SEMINARS	87.50

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

\*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-40-5010	DIRECTORS COMPENSATION	19.10
130 5-40-5020	DIRECTOR BENEFITIS	6.75
130 5-40-5030	DIRECTOR HEALTH BENEFITS	1,981.72
	** FUND TOTAL **	67,096.24

-----

** TOTAL **	129,833.57
-------------	------------

NO ERRORS

SELECTION CRITERIA

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

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 5/01/2022 THRU 5/31/2022	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>2,022,442.00</u>	<u>206,754.26</u>	<u>2,170,321.97</u>	<u>( 147,879.97)</u>	<u>107.31</u>
TOTAL REVENUES	<u>2,022,442.00</u>	<u>206,754.26</u>	<u>2,170,321.97</u>	<u>( 147,879.97)</u>	<u>107.31</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	814,276.00	29,866.44	1,047,452.83	( 233,176.83)	128.64
ADMINISTRATION	445,691.00	35,657.54	409,496.99	36,194.01	91.88
FIELD	432,267.00	30,696.72	380,414.06	51,852.94	88.00
DIRECTORS	32,708.00	2,158.54	24,506.02	8,201.98	74.92
SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
CAPITAL PROJECTS & EQUIP	<u>297,500.00</u>	<u>0.00</u>	<u>87,266.93</u>	<u>210,233.07</u>	<u>29.33</u>
TOTAL EXPENDITURES	<u>2,022,442.00</u>	<u>98,379.24</u>	<u>1,949,136.83</u>	<u>73,305.17</u>	<u>96.38</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	108,375.02	221,185.14	( 221,185.14)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	300.00	1,300.00 (	800.00)	260.00
120-4036 DEVELOPER FEES SEWER	0.00	0.00	0.00	0.00	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	0.00	5,007.30	492.70	91.04
120-4050 SALES OF RECLAIMED WATER	138,000.00	23,300.00	129,556.02	8,443.98	93.88
120-4111 COMM SEWER USE	61,985.00	7,183.90	60,288.84	1,696.16	97.26
120-4112 GOV'T SEWER USE	1,200.00	91.98	1,234.34 (	34.34)	102.86
120-4116 SEWER USE CHARGES	1,634,882.00	140,745.91	1,497,260.41	137,621.59	91.58
120-4210 LATE FEE	22,000.00	2,241.45	29,112.30 (	7,112.30)	132.33
120-4300 MISC INCOME	2,500.00	2.00	1,650.22	849.78	66.01
120-4310 OTHER INCOME	2,600.00	28,491.25	28,731.12 (	26,131.12)	1,105.04
120-4320 FEMA/CalOES GRANTS	0.00	4,397.77	122,121.08 (	122,121.08)	0.00
120-4325 GRANTS	0.00	0.00	293,856.56 (	293,856.56)	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	2,000.00	0.00	203.78	1,796.22	10.19
120-4580 TRANSFERS IN	151,275.00	0.00	0.00	151,275.00	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
<b>TOTAL REVENUES</b>	<b>2,022,442.00</b>	<b>206,754.26</b>	<b>2,170,321.97 (</b>	<b>147,879.97)</b>	<b>107.31</b>
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

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 (	242.57)	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	10,100.00	0.00	10,049.34	50.66	99.50
120-5-00-5025 RETIREE HEALTH BENEFITS	8,189.00	671.55	7,257.33	931.67	88.62
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	20,000.00	1,305.97	19,939.08	60.92	99.70
120-5-00-5061 VEHICLE MAINT	18,000.00	3,107.54	30,639.34 (	12,639.34)	170.22
120-5-00-5062 TAXES & LIC	800.00	0.00	196.86	603.14	24.61
120-5-00-5074 INSURANCE	71,000.00	0.00	72,857.07 (	1,857.07)	102.62
120-5-00-5075 BANK FEES	21,000.00	1,163.22	25,116.08 (	4,116.08)	119.60
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	11,000.00	100.00	8,683.94	2,316.06	78.94
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	1,038.71	6,721.33	278.67	96.02
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	12,000.00	1,958.00	14,980.75 (	2,980.75)	124.84
120-5-00-5122 ENGINEERING SERVICES	50,000.00	1,424.63	43,217.53	6,782.47	86.44
120-5-00-5123 OTHER PROFESSIONAL SERVICE	20,000.00	1,500.00	6,395.52	13,604.48	31.98
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,950.00	1,550.00	79.33
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	556.94	4,673.25	326.75	93.47
120-5-00-5135 NEWSLETTER	500.00	0.00	552.50 (	52.50)	110.50
120-5-00-5140 RENTS & LEASES	0.00 (	1,148.65)	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	181.06	6,016.97 (	1,016.97)	120.34
120-5-00-5148 OPERATING SUPPLIES	48,000.00	1,246.73	56,790.66 (	8,790.66)	118.31
120-5-00-5150 REPAIR & REPLACE	149,900.00	5,306.27	161,507.84 (	11,607.84)	107.74
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	216.44	9,548.66 (	1,548.66)	119.36
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,157.00	11,292.50	5,207.50	68.44
120-5-00-5157 SECURITY	600.00	0.00	834.00 (	234.00)	139.00
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	0.00	32,779.63	12,220.37	72.84
120-5-00-5165 TERTIARY POND MAINTENANCE	50,000.00	0.00	50,000.00	0.00	100.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	12,000.00	965.39	10,909.59	1,090.41	90.91
120-5-00-5192 ELECTRICITY	95,000.00	0.00	99,384.77 (	4,384.77)	104.62
120-5-00-5193 OTHER UTILITIES	2,500.00	267.53	2,604.83 (	104.83)	104.19
120-5-00-5194 IT SERVICES	38,000.00	1,257.43	32,238.86	5,761.14	84.84
120-5-00-5195 ENV/MONITORING	35,000.00	5,072.50	36,065.00 (	1,065.00)	103.04
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	5,000.00	0.00	5,250.00 (	250.00)	105.00
120-5-00-5310 EQUIPMENT - FIELD	1,200.00	1,148.65	1,148.65	51.35	95.72
120-5-00-5311 EQUIPMENT - OFFICE	3,000.00	38.06	352.81	2,647.19	11.76
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	918.51	581.49	61.23
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	1,474.04	16,905.73 (	13,405.73)	483.02
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	100.00	470.00 (	220.00)	188.00
120-5-00-5580 TRANSFERS OUT	32,237.00	0.00	255,203.90 (	222,966.90)	791.65
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	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

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	814,276.00	29,866.44	1,047,452.83 (	233,176.83)	128.64



HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	292,584.00	26,494.46	278,601.75	13,982.25	95.22
120-5-10-5020 EMPLOYEE BENEFITS	84,855.00	6,656.81	70,554.26	14,300.74	83.15
120-5-10-5021 RETIREMENT BENEFITS	56,902.00	2,070.83	52,966.21	3,935.79	93.08
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	167.88	3,073.44	926.56	76.84
120-5-10-5170 TRAVEL MILEAGE	2,500.00	246.77	2,916.50 (	416.50)	116.66
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	1,196.00	2,804.00	29.90
120-5-10-5179 ADM MISC EXPENSES	350.00	20.79	188.83	161.17	53.95
<b>TOTAL ADMINISTRATION</b>	<b>445,691.00</b>	<b>35,657.54</b>	<b>409,496.99</b>	<b>36,194.01</b>	<b>91.88</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
FIELD  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	244,081.00	18,846.93	227,937.60	16,143.40	93.39
120-5-30-5020 EMPLOYEE BENEFITS	128,742.00	9,796.42	99,978.28	28,763.72	77.66
120-5-30-5021 RETIREMENT BENEFITS	50,444.00	1,592.72	47,272.02	3,171.98	93.71
120-5-30-5022 CLOTHING ALLOWANCE	2,000.00	0.00	2,501.97 (	501.97)	125.10
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	488.53	1,011.47	32.57
120-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	197.16	802.84	19.72
120-5-30-5170 TRAVEL MILEAGE	500.00	373.15	1,588.75 (	1,088.75)	317.75
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	87.50	449.75	3,550.25	11.24
<b>TOTAL FIELD</b>	<b>432,267.00</b>	<b>30,696.72</b>	<b>380,414.06</b>	<b>51,852.94</b>	<b>88.00</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

## 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	269.15	2,960.65	39.35	98.69
120-5-40-5020 DIRECTOR BENEFITS	230.00	6.75	81.75	148.25	35.54
120-5-40-5030 DIRECTOR HEALTH BENEFITS	24,178.00	1,882.64	20,413.73	3,764.27	84.43
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	112.11	87.89	56.06
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	937.78	562.22	62.52
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
<b>TOTAL DIRECTORS</b>	<b>32,708.00</b>	<b>2,158.54</b>	<b>24,506.02</b>	<b>8,201.98</b>	<b>74.92</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
SPECIAL PROJECTS  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6009 ACCESS RD	0.00	0.00	0.00	0.00	0.00
120-5-60-6010 LNU COMPLEX - A	0.00	0.00	0.00	0.00	0.00
120-5-60-6011 LNU COMPLEX - B	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

120-SEWER ENTERPRISE FUND  
 CAPITAL PROJECTS & EQUIP  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7201 REGULATORY COMPLIANCE	212,500.00	0.00	66,719.20	145,780.80	31.40
120-5-70-7202 DISASTER MITIGATION	40,000.00	0.00	20,547.73	19,452.27	51.37
120-5-70-7203 DISASTER RECOVERY	0.00	0.00	0.00	0.00	0.00
120-5-70-7205 RISK MANAGEMENT	45,000.00	0.00	0.00	45,000.00	0.00
120-5-70-7206 RECORDS RETENTION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	<b>297,500.00</b>	<b>0.00</b>	<b>87,266.93</b>	<b>210,233.07</b>	<b>29.33</b>
<b>TOTAL EXPENDITURES</b>	<b>2,022,442.00</b>	<b>98,379.24</b>	<b>1,949,136.83</b>	<b>73,305.17</b>	<b>96.38</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00</b>	<b>108,375.02</b>	<b>221,185.14</b>	<b>( 221,185.14)</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>2,763,600.00</u>	<u>254,282.43</u>	<u>2,848,215.05</u>	<u>( 84,615.05)</u>	<u>103.06</u>
TOTAL REVENUES	<u>2,763,600.00</u>	<u>254,282.43</u>	<u>2,848,215.05</u>	<u>( 84,615.05)</u>	<u>103.06</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	984,234.00	32,550.64	985,329.25	( 1,095.25)	100.11
ADMINISTRATION	444,891.00	35,657.52	410,474.86	34,416.14	92.26
FIELD	432,867.00	31,694.81	373,989.45	58,877.55	86.40
DIRECTORS	34,108.00	2,158.47	24,505.36	9,602.64	71.85
SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
CAPITAL PROJECTS & EQUIP	<u>867,500.00</u>	<u>0.00</u>	<u>462,918.58</u>	<u>404,581.42</u>	<u>53.36</u>
TOTAL EXPENDITURES	<u>2,763,600.00</u>	<u>102,061.44</u>	<u>2,257,217.50</u>	<u>506,382.50</u>	<u>81.68</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	152,220.99	590,997.55	( 590,997.55)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	5,000.00	540.00	3,265.00	1,735.00	65.30
130-4036 DEVELOPER FEES WATER	0.00	0.00	0.00	0.00	0.00
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER CONNECTION FEE	2,754.00	918.00	7,344.00 (	4,590.00)	266.67
130-4040 LIEN RECORDING FEES	1,200.00	0.00	5,848.79 (	4,648.79)	487.40
130-4045 AVAILABILITY FEES	22,000.00	0.00	20,149.20	1,850.80	91.59
130-4110 COMM WATER USE	126,948.00	6,659.80	63,660.33	63,287.67	50.15
130-4111 BULK WATER SALES	0.00	470.41	9,957.34 (	9,957.34)	0.00
130-4112 GOV'T WATER USE	6,200.00	622.12	6,184.49	15.51	99.75
130-4115 WATER USE	2,462,899.00	209,075.41	2,270,661.04	192,237.96	92.19
130-4210 LATE FEE	32,000.00	3,023.57	41,918.18 (	9,918.18)	130.99
130-4215 RETURNED CHECK FEE	200.00	50.00	750.00 (	550.00)	375.00
130-4300 MISC INCOME	1,500.00	34.10	1,746.55 (	246.55)	116.44
130-4310 OTHER INCOME	1,500.00	28,491.25	28,731.11 (	27,231.11)	1,915.41
130-4320 FEMA/CalOES GRANTS	0.00	4,397.77	142,868.24 (	142,868.24)	0.00
130-4325 GRANTS	0.00	0.00	58,496.00 (	58,496.00)	0.00
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	9,720.00 (	9,720.00)	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	4,052.00	0.00	312.91	3,739.09	7.72
130-4580 TRANSFER IN	97,347.00	0.00	176,601.87 (	79,254.87)	181.41
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
<b>TOTAL REVENUES</b>	<b>2,763,600.00</b>	<b>254,282.43</b>	<b>2,848,215.05 (</b>	<b>84,615.05)</b>	<b>103.06</b>
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

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	( 564.27)	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	10,100.00	0.00	10,049.34	50.66	99.50
130-5-00-5025 RETIREE HEALTH BENEFITS	8,189.00	671.57	7,257.42	931.58	88.62
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	20,000.00	1,305.96	19,939.00	61.00	99.70
130-5-00-5061 VEHICLE MAINT	12,500.00	3,107.54	19,908.12	( 7,408.12)	159.26
130-5-00-5062 TAXES & LIC	1,200.00	0.00	224.86	975.14	18.74
130-5-00-5074 INSURANCE	71,000.00	0.00	72,857.07	( 1,857.07)	102.62
130-5-00-5075 BANK FEES	21,000.00	1,163.18	25,123.28	( 4,123.28)	119.63
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	28,000.00	100.00	27,194.94	805.06	97.12
130-5-00-5092 POSTAGE & SHIPPING	7,000.00	1,038.71	7,011.25	( 11.25)	100.16
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	65,000.00	4,073.00	21,640.75	43,359.25	33.29
130-5-00-5122 ENGINEERING SERVICES	65,000.00	52.50	13,216.25	51,783.75	20.33
130-5-00-5123 OTHER PROFESSIONAL SERVICE	45,000.00	1,500.00	12,638.66	32,361.34	28.09
130-5-00-5124 WATER RIGHTS	0.00	0.00	4,574.18	( 4,574.18)	0.00
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,950.00	1,550.00	79.33
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	556.93	5,091.48	2,408.52	67.89
130-5-00-5135 NEWSLETTER	500.00	0.00	552.50	( 52.50)	110.50
130-5-00-5140 RENT & LEASES	0.00	( 1,148.65)	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	10,000.00	181.06	60,807.29	( 50,807.29)	608.07
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	3,659.85	1,340.15	73.20
130-5-00-5150 REPAIR & REPLACE	168,900.00	10,519.09	192,958.15	( 24,058.15)	114.24
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	216.43	9,153.11	2,846.89	76.28
130-5-00-5156 CUSTODIAL SERVICES	5,000.00	325.00	3,099.00	1,901.00	61.98
130-5-00-5157 SECURITY	5,000.00	0.00	456.00	4,544.00	9.12
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	965.39	10,909.48	90.52	99.18
130-5-00-5192 ELECTRICITY	178,000.00	0.00	148,519.63	29,480.37	83.44
130-5-00-5193 OTHER UTILITIES	2,500.00	267.51	2,604.72	( 104.72)	104.19
130-5-00-5194 IT SERVICES	40,000.00	2,001.46	42,973.25	( 2,973.25)	107.43
130-5-00-5195 ENV/MONITORING	17,000.00	650.00	11,776.50	5,223.50	69.27
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	33,000.00	0.00	34,612.30	( 1,612.30)	104.89
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	1,148.65	1,148.65	( 148.65)	114.87
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	38.05	352.80	647.20	35.28
130-5-00-5312 TOOLS - FIELD	1,500.00	0.00	1,704.90	( 204.90)	113.66
130-5-00-5315 SAFETY EQUIPMENT	3,000.00	1,474.03	16,901.61	( 13,901.61)	563.39
130-5-00-5505 WATER CONSERVATION	5,000.00	1,407.50	3,427.78	1,572.22	68.56
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	1,400.00	1,400.00	( 1,400.00)	0.00
130-5-00-5545 RECORDING FEES	250.00	100.00	470.00	( 220.00)	188.00
130-5-00-5580 TRANSFERS OUT	115,595.00	0.00	185,165.13	( 69,570.13)	160.18
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	0.00	0.00	0.00	0.00	0.00



HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	984,234.00	32,550.64	985,329.25 (	1,095.25)	100.11

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	292,584.00	26,494.55	278,603.18	13,980.82	95.22
130-5-10-5020 EMPLOYEE BENEFITS	84,855.00	6,656.81	70,552.89	14,302.11	83.15
130-5-10-5021 RETIREMENT BENEFITS	56,902.00	2,070.73	52,965.68	3,936.32	93.08
130-5-10-5063 CERTIFICATIONS	200.00	0.00	0.00	200.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	167.89	3,789.61	210.39	94.74
130-5-10-5170 TRAVEL MILEAGE	2,000.00	246.75	2,998.66 (	998.66)	149.93
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	1,196.00	2,804.00	29.90
130-5-10-5179 ADM MISC EXPENSES	350.00	20.79	368.84 (	18.84)	105.38
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL ADMINISTRATION</b>	<b>444,891.00</b>	<b>35,657.52</b>	<b>410,474.86</b>	<b>34,416.14</b>	<b>92.26</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
FIELD  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	244,081.00	19,489.72	219,986.80	24,094.20	90.13
130-5-30-5020 EMPLOYEE BENEFITS	128,742.00	10,118.11	99,950.79	28,791.21	77.64
130-5-30-5021 RETIREMENT BENEFITS	50,444.00	1,626.34	46,124.19	4,319.81	91.44
130-5-30-5022 CLOTHING ALLOWANCE	2,000.00	0.00	2,501.95 (	501.95)	125.10
130-5-30-5063 CERTIFICATIONS	600.00	0.00	290.00	310.00	48.33
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	197.16	802.84	19.72
130-5-30-5170 TRAVEL MILEAGE	2,000.00	373.14	2,713.56 (	713.56)	135.68
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	87.50	2,225.00	1,775.00	55.63
<b>TOTAL FIELD</b>	<b>432,867.00</b>	<b>31,694.81</b>	<b>373,989.45</b>	<b>58,877.55</b>	<b>86.40</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

## 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	269.10	2,960.10	39.90	98.67
130-5-40-5020 DIRECTOR BENEFITS	230.00	6.75	81.75	148.25	35.54
130-5-40-5030 DIRECTOR HEALTH BENEFITS	24,178.00	1,882.62	20,413.63	3,764.37	84.43
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	112.11	87.89	56.06
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	937.77	562.23	62.52
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
<b>TOTAL DIRECTORS</b>	<b>34,108.00</b>	<b>2,158.47</b>	<b>24,505.36</b>	<b>9,602.64</b>	<b>71.85</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
SPECIAL PROJECTS  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-60-6010 LNU COMPLEX - A	0.00	0.00	0.00	0.00	0.00
130-5-60-6011 LNU COMPLEX - B	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

130-WATER ENTERPRISE FUND  
 CAPITAL PROJECTS & EQUIP  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7201 REGULATORY COMPLIANCE	0.00	0.00	0.00	0.00	0.00
130-5-70-7202 DISASTER MITIGATION	30,000.00	0.00	20,857.71	9,142.29	69.53
130-5-70-7203 DISASTER RECOVERY	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 RELIABLE WATER SUPPLY	837,500.00	0.00	442,060.87	395,439.13	52.78
130-5-70-7205 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-70-7206 RECORDS RETENTION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	<b>867,500.00</b>	<b>0.00</b>	<b>462,918.58</b>	<b>404,581.42</b>	<b>53.36</b>
<b>TOTAL EXPENDITURES</b>	<b>2,763,600.00</b>	<b>102,061.44</b>	<b>2,257,217.50</b>	<b>506,382.50</b>	<b>81.68</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00</b>	<b>152,220.99</b>	<b>590,997.55</b>	<b>( 590,997.55)</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

215-RECA REDEMPTION 1995-2  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>293,494.00</u>	<u>0.00</u>	<u>157,022.57</u>	<u>136,471.43</u>	<u>53.50</u>
TOTAL REVENUES	<u>293,494.00</u>	<u>0.00</u>	<u>157,022.57</u>	<u>136,471.43</u>	<u>53.50</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>293,494.00</u>	<u>0.00</u>	<u>292,765.38</u>	<u>728.62</u>	<u>99.75</u>
TOTAL EXPENDITURES	<u>293,494.00</u>	<u>0.00</u>	<u>292,765.38</u>	<u>728.62</u>	<u>99.75</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	( 135,742.81)	135,742.81	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

215-RECA REDEMPTION 1995-2

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
215-4525 PRO-RATA BOND PAYMENT FEE	1,994.00	0.00	0.00	1,994.00	0.00
215-4530 TAXES, ASSMT & BOND PROCEEDS	275,000.00	0.00	134,667.63	140,332.37	48.97
215-4540 DELINQUENT ASSESSMENTS	5,250.00	0.00	12,105.60 (	6,855.60)	230.58
215-4541 DELINQ PENALTY & INTEREST	5,520.00	0.00	9,719.46 (	4,199.46)	176.08
215-4542 DELINQ ASSMT MONTHLY PENALTY	4,530.00	0.00	0.00	4,530.00	0.00
215-4550 INTEREST INCOME	1,200.00	0.00	529.88	670.12	44.16
215-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>293,494.00</b>	<b>0.00</b>	<b>157,022.57</b>	<b>136,471.43</b>	<b>53.50</b>
	=====	=====	=====	=====	=====



HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

215-RECA REDEMPTION 1995-2  
 NON-DEPARTMENTAL  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
215-5-00-5075 BANK FEES	0.00	0.00	0.00	0.00	0.00
215-5-00-5123 OTHER PROFESSIONAL SERVICE	8,263.00	0.00	7,534.38	728.62	91.18
215-5-00-5125 BOND PREMIUM	0.00	0.00	0.00	0.00	0.00
215-5-00-5522 INTEREST ON LONG-TERM DEBT	93,231.00	0.00	93,231.00	0.00	100.00
215-5-00-5580 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
215-5-00-5590 COST OF ISSUANCE	0.00	0.00	0.00	0.00	0.00
215-5-00-5599 PRINCIPAL PMT	192,000.00	0.00	192,000.00	0.00	100.00
215-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>293,494.00</b>	<b>0.00</b>	<b>292,765.38</b>	<b>728.62</b>	<b>99.75</b>
<b>TOTAL EXPENDITURES</b>	<b>293,494.00</b>	<b>0.00</b>	<b>292,765.38</b>	<b>728.62</b>	<b>99.75</b>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	( 135,742.81)	135,742.81	0.00
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

218-CIEDEB REDEMPTION FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>170,746.00</u>	<u>18,274.00</u>	<u>197,410.15</u>	( <u>26,664.15</u> )	<u>115.62</u>
TOTAL REVENUES	<u>170,746.00</u>	<u>18,274.00</u>	<u>197,410.15</u>	( <u>26,664.15</u> )	<u>115.62</u>
=====					
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>170,746.00</u>	<u>0.00</u>	<u>170,416.23</u>	<u>329.77</u>	<u>99.81</u>
TOTAL EXPENDITURES	<u>170,746.00</u>	<u>0.00</u>	<u>170,416.23</u>	<u>329.77</u>	<u>99.81</u>
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	18,274.00	26,993.92	( 26,993.92)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

218-CIEDB REDEMPTION FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
218-4030 WATER CAPACITY FEES	54,822.00	18,274.00	138,192.00 (	83,370.00)	252.07
218-4115 WATER USE CIEDB	0.00	0.00	0.00	0.00	0.00
218-4550 INTEREST INCOME	400.00	0.00	189.54	210.46	47.39
218-4580 TRANSFERS IN	115,524.00	0.00	59,028.61	56,495.39	51.10
218-4596 USER/NEW DEVELOPMT PORTION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>170,746.00</b>	<b>18,274.00</b>	<b>197,410.15 (</b>	<b>26,664.15)</b>	<b>115.62</b>
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

218-CIEDB REDEMPTION FUND  
 NON-DEPARTMENTAL  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
218-5-00-5092 POSTAGE & SHIPPING	0.00	0.00	0.00	0.00	0.00
218-5-00-5522 INTEREST ON LONG-TERM DEBT	52,035.00	0.00	52,035.24 (	0.24)	100.00
218-5-00-5580 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
218-5-00-5595 CIEDB LOAN ANNUAL FEE	4,816.00	0.00	4,485.80	330.20	93.14
218-5-00-5599 PRINCIPAL PMT	113,895.00	0.00	113,895.19 (	0.19)	100.00
218-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>170,746.00</b>	<b>0.00</b>	<b>170,416.23</b>	<b>329.77</b>	<b>99.81</b>
<b>TOTAL EXPENDITURES</b>	<b>170,746.00</b>	<b>0.00</b>	<b>170,416.23</b>	<b>329.77</b>	<b>99.81</b>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	18,274.00	26,993.92 (	26,993.92)	0.00
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

219-USDA SOLAR LOAN  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>32,250.00</u>	<u>0.00</u>	<u>32,244.94</u>	<u>5.06</u>	<u>99.98</u>
TOTAL REVENUES	<u>32,250.00</u>	<u>0.00</u>	<u>32,244.94</u>	<u>5.06</u>	<u>99.98</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>32,238.00</u>	<u>0.00</u>	<u>32,237.50</u>	<u>0.50</u>	<u>100.00</u>
TOTAL EXPENDITURES	<u>32,238.00</u>	<u>0.00</u>	<u>32,237.50</u>	<u>0.50</u>	<u>100.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	12.00	0.00	7.44	4.56	62.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2022

219-USDA SOLAR LOAN  
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
219-4300 MISC INCOME	0.00	0.00	0.00	0.00	0.00
219-4550 INTEREST INCOME	12.00	0.00	7.44	4.56	62.00
219-4580 TRANSFERS IN	32,238.00	0.00	32,237.50	0.50	100.00
TOTAL REVENUES	32,250.00	0.00	32,244.94	5.06	99.98
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MAY 31ST, 2022

219-USDA SOLAR LOAN  
 NON-DEPARTMENTAL  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
219-5-00-5092 POSTAGE & SHIPPING	0.00	0.00	0.00	0.00	0.00
219-5-00-5522 INTEREST ON LONG-TERM DEBT	14,738.00	0.00	14,737.50	0.50	100.00
219-5-00-5523 INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00
219-5-00-5580 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
219-5-00-5599 PRINCIPAL PMT	17,500.00	0.00	17,500.00	0.00	100.00
<b>TOTAL NON-DEPARTMENTAL</b>	<b>32,238.00</b>	<b>0.00</b>	<b>32,237.50</b>	<b>0.50</b>	<b>100.00</b>
<b>TOTAL EXPENDITURES</b>	<b>32,238.00</b>	<b>0.00</b>	<b>32,237.50</b>	<b>0.50</b>	<b>100.00</b>
<b>REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>12.00</b>	<b>0.00</b>	<b>7.44</b>	<b>4.56</b>	<b>62.00</b>

\*\*\* END OF REPORT \*\*\*



**Hidden Valley Lake Community Services District**  
**Financial Activity, Cash and Investment Summary**  
**As of May 31, 2022**  
**(Rounded and Unaudited)**

	<b>Operating Checking</b>	<b>Money Market</b>	<b>LAIF</b>	<b>Bond Trustee</b>	<b>Total All Cash/Investment Accounts</b>
	<b>West America Bank 1010</b>	<b>West America Bank 1130</b>	<b>State Treasurer 1133</b>	<b>US Bank 1200</b>	
<b>Financial Activity of Cash/Investment Accounts in General Ledger [1]</b>					
<b>Beginning Balances</b>	\$ 1,244,316	\$ 1,342,979	\$ 629,096	\$ 175,018	\$ 3,391,409
<b>Cash Receipts</b>					
Utility Billing Deposits	\$ 466,981	\$ -	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits		\$ 84	\$ -	\$ 1	
<b>Total Cash Receipts</b>	<b>\$ 466,981</b>	<b>\$ 84</b>	<b>\$ -</b>	<b>\$ 175,019</b>	
<b>Cash Disbursements</b>					
Accounts Payable Checks issued	\$ 98,397	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 32,324	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 67,955	\$ -	\$ -	\$ -	
Bank Fees	\$ 4,176	\$ -	\$ -	\$ -	
Other Disbursements	\$ -	\$ -	\$ -	\$ -	
<b>Total Disbursements</b>	<b>\$ 202,853</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Transfers Between Accounts</b>					
Transfers In	\$ -	\$ -	\$ -	\$ -	
Transfers Out	\$ -	\$ -	\$ -	\$ -	
<b>Total Transfers Between Accounts</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Ending Balances in General Ledger</b>	<b>\$ 1,508,444</b>	<b>\$ 1,343,062</b>	<b>\$ 629,096</b>	<b>\$ 175,019</b>	<b>\$ 3,655,621</b>
<b>Reconciling Adjustments to Financial Institutions [2]</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Financial Institution Ending Balances</b>	<b>\$ 1,516,129</b>	<b>\$ 1,343,062</b>	<b>\$ 629,096</b>	<b>\$ 175,019</b>	<b>\$ 3,663,306</b>

**Ending Balances General Ledger Distribution by District Funds**

<b>100</b> Operating	-	-	-	-	-
<b>120</b> Wastewater Operating	367,918	2,422	72,667	-	443,007
<b>130</b> Water Operating	982,128	17,470	108,294	-	1,107,892
<b>140</b> Flood Enterprise	(675)	-	-	-	(675)
<b>215</b> 2016 Sewer Refinancing Bond	(657)	227,280	95,181	175,019	496,823
<b>218</b> 2002 CIEDB Loan	54,822	68,407	12,545	-	135,774
<b>219</b> 2012 USDA Solar COP	-	8,374	885	-	9,259
<b>313</b> Wastewater Operating Reserve	104,907	11,305	59,193	-	175,406
<b>314</b> Wastewater CIP	-	484,988	95,710	-	580,698
<b>319</b> 2012 USDA Solar COP Reserve	-	31,348	-	-	31,348
<b>320</b> Water CIP	-	311,431	-	-	311,431
<b>325</b> Water Operating Reserve	-	180,038	-	-	180,038
<b>350</b> 2002 CIEDB Loan Reserve	-	-	184,621	-	184,621
<b>Total Ending Balances in General Ledger</b>	<b>1,508,444</b>	<b>1,343,062</b>	<b>629,096</b>	<b>175,019</b>	<b>3,655,621</b>

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

[2] See Reconciliation Detail Summary for details



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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	5/06/2022	BANK-DRAFT	000721	AFLAC	171.21CR	CLEARED	A	5/10/2022
1010	5/06/2022	BANK-DRAFT	000722	CALIFORNIA PUBLIC EMPLOYEES RE	6,629.27CR	CLEARED	A	5/09/2022
1010	5/06/2022	BANK-DRAFT	000723	NATIONWIDE RETIREMENT SOLUTION	487.50CR	CLEARED	A	5/06/2022
1010	5/06/2022	BANK-DRAFT	000724	STATE OF CALIFORNIA EDD	2,018.84CR	CLEARED	A	5/06/2022
1010	5/06/2022	BANK-DRAFT	000725	US DEPARTMENT OF THE TREASURY	4,566.34CR	CLEARED	A	5/06/2022
1010	5/06/2022	BANK-DRAFT	000726	CALIFORNIA PUBLIC EMPLOYEES RE	216.03CR	CLEARED	A	5/23/2022
1010	5/06/2022	BANK-DRAFT	000727	STATE OF CALIFORNIA EDD	891.58CR	CLEARED	A	5/09/2022
1010	5/06/2022	BANK-DRAFT	000728	US DEPARTMENT OF THE TREASURY	2,334.15CR	CLEARED	A	5/06/2022
1010	5/23/2022	BANK-DRAFT	000729	AFLAC	107.94CR	OUTSTND	A	0/00/0000
1010	5/23/2022	BANK-DRAFT	000730	CALIFORNIA PUBLIC EMPLOYEES RE	6,275.55CR	CLEARED	A	5/23/2022
1010	5/23/2022	BANK-DRAFT	000731	NATIONWIDE RETIREMENT SOLUTION	1,450.00CR	CLEARED	A	5/20/2022
1010	5/23/2022	BANK-DRAFT	000732	STATE OF CALIFORNIA EDD	1,836.95CR	CLEARED	A	5/20/2022
1010	5/23/2022	BANK-DRAFT	000733	US DEPARTMENT OF THE TREASURY	4,220.97CR	CLEARED	A	5/20/2022
CHECK:								
1010	5/06/2022	CHECK	039168	ACWA/JPIA	1,163.92CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039169	ALPHA ANALYTICAL LABORATORIES	1,400.00CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039170	APPLIED TECHNOLOGY SOLUTIONS	998.50CR	CLEARED	A	5/16/2022
1010	5/06/2022	CHECK	039171	ARMED FORCE PEST CONTROL, INC.	205.00CR	CLEARED	A	5/19/2022
1010	5/06/2022	CHECK	039172	BADGER METER	744.04CR	CLEARED	A	5/16/2022
1010	5/06/2022	CHECK	039173	BARRY SILVA	347.11CR	CLEARED	A	5/19/2022
1010	5/06/2022	CHECK	039174	HANNAH DAVIDSON	25.95CR	CLEARED	A	5/17/2022
1010	5/06/2022	CHECK	039175	JAMES DAY CONSTRUCTION, INC.	944.00CR	CLEARED	A	5/10/2022
1010	5/06/2022	CHECK	039176	LAYNE PAVING & TRUCKING, INC.	206.63CR	CLEARED	A	5/10/2022
1010	5/06/2022	CHECK	039177	MEDIACOM	530.96CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039178	PACE SUPPLY CORP	490.40CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039179	SMALLCOMB, LISA	124.61CR	CLEARED	A	5/09/2022
1010	5/06/2022	CHECK	039180	STREAMLINE	200.00CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039181	TYLER TECHNOLOGY	64.35CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039182	US STANDARD PRODUCTS	2,948.07CR	CLEARED	A	5/10/2022
1010	5/06/2022	CHECK	039183	USA BLUE BOOK	604.05CR	CLEARED	A	5/11/2022
1010	5/06/2022	CHECK	039184	WELLS FARGO FINANCIAL LEASING	362.12CR	CLEARED	A	5/12/2022
1010	5/06/2022	CHECK	039185	ERICKSON, JORDAN & B	5.04CR	CLEARED	A	5/17/2022
1010	5/06/2022	CHECK	039186	SCHLINK, CHARLOTTE R	29.73CR	CLEARED	A	5/10/2022
1010	5/13/2022	CHECK	039187	ADVENTIST HEALTH ST HELENA - J	288.03CR	CLEARED	A	5/20/2022
1010	5/13/2022	CHECK	039188	ALPHA ANALYTICAL LABORATORIES	712.50CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039189	AT&T	281.70CR	CLEARED	A	5/17/2022
1010	5/13/2022	CHECK	039190	B & G TIRES OF MIDDLETOWN	474.94CR	CLEARED	A	5/24/2022
1010	5/13/2022	CHECK	039191	BOLD POLISNER MADDOW NELSON &	5,625.00CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039192	DATAPROSE, LLC	3,070.39CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039193	GHD	1,372.13CR	CLEARED	A	5/23/2022
1010	5/13/2022	CHECK	039194	HARDESTER'S MARKETS & HARDWARE	573.66CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039195	PETTY CASH REIMBURSEMENT	234.21CR	CLEARED	A	5/13/2022
1010	5/13/2022	CHECK	039196	REDWOOD COAST FUELS	2,491.38CR	CLEARED	A	5/18/2022

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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	5/13/2022	CHECK	039197	SOUTH LAKE REFUSE & RECYCLING	535.04CR	CLEARED	A	5/17/2022
1010	5/13/2022	CHECK	039198	SPECIAL DISTRICT RISK MANAGEME	35,971.72CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039199	SPECIAL DISTRICT RISK MANAGEME	543.82CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039200	ESPIRIT DECOR, INC	14.84CR	CLEARED	A	5/18/2022
1010	5/13/2022	CHECK	039201	FIGLIO DELLA VITA LLC	41.64CR	OUTSTND	A	0/00/0000
1010	5/13/2022	CHECK	039202	LEUZINGER, PAUL	13.97CR	CLEARED	A	6/01/2022
1010	5/13/2022	CHECK	039203	SCHOSEK, KEVIN	18.88CR	CLEARED	A	5/25/2022
1010	5/13/2022	CHECK	039204	CARBONE, STEPHEN L	7.07CR	CLEARED	A	5/25/2022
1010	5/13/2022	CHECK	039205	ROBINSON, JUDITH	7.52CR	CLEARED	A	5/24/2022
1010	5/23/2022	CHECK	039206	ADTS, INC	1,103.50CR	CLEARED	A	5/31/2022
1010	5/23/2022	CHECK	039207	ALPHA ANALYTICAL LABORATORIES	1,500.00CR	CLEARED	A	5/31/2022
1010	5/23/2022	CHECK	039208	GARDENS BY JILLIAN	200.00CR	OUTSTND	A	0/00/0000
1010	5/23/2022	CHECK	039209	JENFITCH, LLC	1,104.25CR	CLEARED	A	6/02/2022
1010	5/23/2022	CHECK	039210	KIMCO DEVELOPMENT INC	1,400.00CR	OUTSTND	A	0/00/0000
1010	5/23/2022	CHECK	039211	MICHELLE HAMILTON	1,482.00CR	OUTSTND	A	0/00/0000
1010	5/23/2022	CHECK	039212	NAPA AUTO PARTS	125.89CR	CLEARED	A	6/01/2022
1010	5/23/2022	CHECK	039213	ODP BUSINESS SOLUTIONS, LLC	90.34CR	CLEARED	A	6/01/2022
1010	5/23/2022	CHECK	039214	PACE SUPPLY CORP	5,956.06CR	CLEARED	A	5/27/2022
1010	5/23/2022	CHECK	039215	R&S TRUCKING	1,400.25CR	CLEARED	A	6/01/2022
1010	5/23/2022	CHECK	039216	TELSTAR INSTRUMENTS	3,985.22CR	CLEARED	A	5/27/2022
1010	5/23/2022	CHECK	039217	USA BLUE BOOK	773.23CR	CLEARED	A	5/31/2022
1010	5/23/2022	CHECK	039218	ESPINOZA, JORGE GARC	177.77CR	CLEARED	A	6/02/2022
1010	5/23/2022	CHECK	039219	NEYLON, JENNIFER	10.46CR	CLEARED	A	6/01/2022
1010	5/23/2022	CHECK	039220	TOLEU, MICHELLE	20.56CR	CLEARED	A	6/01/2022
1010	5/23/2022	CHECK	039221	LUNA-FIREBAUGH, EIL	157.80CR	OUTSTND	A	0/00/0000
1010	5/27/2022	CHECK	039222	TYLER TECHNOLOGY	1,452.00CR	CLEARED	A	6/02/2022
1010	5/27/2022	CHECK	039223	CARDMEMBER SERVICE	7,478.03CR	CLEARED	A	6/03/2022
1010	5/27/2022	CHECK	039224	ALPHA ANALYTICAL LABORATORIES	2,110.00CR	CLEARED	A	6/02/2022
1010	5/27/2022	CHECK	039225	VOID CHECK	0.00	OUTSTND	A	0/00/0000
1010	5/27/2022	CHECK	039226	COASTLAND CIVIL ENGINEERING, I	105.00CR	OUTSTND	A	0/00/0000
1010	5/27/2022	CHECK	039227	ALESHIRE & WYNDER, LLP	406.00CR	CLEARED	A	6/01/2022
1010	5/27/2022	CHECK	039228	WENDY WETTENGEL	3,000.00CR	CLEARED	A	6/01/2022
1010	5/27/2022	CHECK	039229	ODP BUSINESS SOLUTIONS, LLC	245.43CR	CLEARED	A	6/03/2022
1010	5/27/2022	CHECK	039230	GONZALES, GERALD	107.74CR	OUTSTND	A	0/00/0000
1010	5/27/2022	CHECK	039231	POCHINI, ROBERT	55.56CR	CLEARED	A	6/02/2022
1010	5/27/2022	CHECK	039232	SOTO, JANIE	136.60CR	CLEARED	A	6/02/2022
1010	5/27/2022	CHECK	039233	DOOLEY, KEVIN	7.02CR	OUTSTND	A	0/00/0000
1010	5/27/2022	CHECK	039234	JENSEN, STEVEN	133.22CR	OUTSTND	A	0/00/0000
DEPOSIT:								
1010	5/02/2022	DEPOSIT		CREDIT CARD 5/02/2022	2,891.00	CLEARED	C	5/03/2022
1010	5/02/2022	DEPOSIT	000001	REGULAR DAILY POST 5/02/2022	178.03	CLEARED	C	5/03/2022
1010	5/02/2022	DEPOSIT	000002	CREDIT CARD 5/02/2022	3,915.09	CLEARED	C	5/04/2022
1010	5/02/2022	DEPOSIT	000003	REGULAR DAILY POST 5/02/2022	160.73	CLEARED	C	5/04/2022

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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	5/02/2022	DEPOSIT	000004	CREDIT CARD 5/02/2022	9,421.12	CLEARED	C	5/04/2022
1010	5/02/2022	DEPOSIT	000005	REGULAR DAILY POST 5/02/2022	150.65	CLEARED	C	5/04/2022
1010	5/02/2022	DEPOSIT	000006	CREDIT CARD 5/02/2022	674.02	CLEARED	C	5/03/2022
1010	5/02/2022	DEPOSIT	000007	CREDIT CARD 5/02/2022	290.24	CLEARED	C	5/04/2022
1010	5/02/2022	DEPOSIT	000008	CREDIT CARD 5/02/2022	3,356.48	CLEARED	C	5/03/2022
1010	5/02/2022	DEPOSIT	000009	CREDIT CARD 5/02/2022	199.47	CLEARED	C	5/04/2022
1010	5/02/2022	DEPOSIT	000010	CREDIT CARD 5/02/2022	2,555.31	CLEARED	C	5/05/2022
1010	5/02/2022	DEPOSIT	000011	REGULAR DAILY POST 5/02/2022	3,626.38	CLEARED	C	5/03/2022
1010	5/02/2022	DEPOSIT	000012	DAILY PAYMENT POSTING - ADJ	49.79CR	CLEARED	U	5/02/2022
1010	5/03/2022	DEPOSIT		CREDIT CARD 5/03/2022	3,576.88	CLEARED	C	5/04/2022
1010	5/03/2022	DEPOSIT	000001	REGULAR DAILY POST 5/03/2022	196.55	CLEARED	C	5/04/2022
1010	5/03/2022	DEPOSIT	000002	CREDIT CARD 5/03/2022	99.09	CLEARED	C	5/04/2022
1010	5/03/2022	DEPOSIT	000003	CREDIT CARD 5/03/2022	668.17	CLEARED	C	5/04/2022
1010	5/03/2022	DEPOSIT	000004	CREDIT CARD 5/03/2022	1,120.99	CLEARED	C	5/04/2022
1010	5/03/2022	DEPOSIT	000005	CREDIT CARD 5/03/2022	851.18	CLEARED	C	5/06/2022
1010	5/03/2022	DEPOSIT	000006	REGULAR DAILY POST 5/03/2022	1,858.42	CLEARED	C	5/04/2022
1010	5/04/2022	DEPOSIT		CREDIT CARD 5/04/2022	3,348.57	CLEARED	C	5/05/2022
1010	5/04/2022	DEPOSIT	000001	REGULAR DAILY POST 5/04/2022	406.24	CLEARED	C	5/05/2022
1010	5/04/2022	DEPOSIT	000002	CREDIT CARD 5/04/2022	973.18	CLEARED	C	5/05/2022
1010	5/04/2022	DEPOSIT	000003	CREDIT CARD 5/04/2022	366.58	CLEARED	C	5/05/2022
1010	5/04/2022	DEPOSIT	000004	CREDIT CARD 5/04/2022	634.87	CLEARED	C	5/09/2022
1010	5/04/2022	DEPOSIT	000005	REGULAR DAILY POST 5/04/2022	1,073.41	CLEARED	C	5/05/2022
1010	5/05/2022	DEPOSIT		CREDIT CARD 5/05/2022	3,250.16	CLEARED	C	5/06/2022
1010	5/05/2022	DEPOSIT	000001	REGULAR DAILY POST 5/05/2022	741.06	CLEARED	C	5/06/2022
1010	5/05/2022	DEPOSIT	000002	CREDIT CARD 5/05/2022	953.29	OUTSTND	C	0/00/0000
1010	5/05/2022	DEPOSIT	000003	CREDIT CARD 5/05/2022	238.07	CLEARED	C	5/06/2022
1010	5/05/2022	DEPOSIT	000004	CREDIT CARD 5/05/2022	1,248.60	CLEARED	C	5/10/2022
1010	5/05/2022	DEPOSIT	000005	REGULAR DAILY POST 5/05/2022	1,523.13	CLEARED	C	5/06/2022
1010	5/06/2022	DEPOSIT		CREDIT CARD 5/06/2022	3,564.96	CLEARED	C	5/09/2022
1010	5/06/2022	DEPOSIT	000001	CREDIT CARD 5/06/2022	1,067.03	CLEARED	C	5/09/2022
1010	5/06/2022	DEPOSIT	000002	CREDIT CARD 5/06/2022	215.57	CLEARED	C	5/09/2022
1010	5/06/2022	DEPOSIT	000003	CREDIT CARD 5/06/2022	1,001.11	CLEARED	C	5/11/2022
1010	5/06/2022	DEPOSIT	000004	REGULAR DAILY POST 5/06/2022	8,212.15	CLEARED	C	5/09/2022
1010	5/09/2022	DEPOSIT		CREDIT CARD 5/09/2022	2,651.90	CLEARED	C	5/10/2022
1010	5/09/2022	DEPOSIT	000001	REGULAR DAILY POST 5/09/2022	298.42	CLEARED	C	5/10/2022
1010	5/09/2022	DEPOSIT	000002	CREDIT CARD 5/09/2022	1,742.46	CLEARED	C	5/11/2022
1010	5/09/2022	DEPOSIT	000003	CREDIT CARD 5/09/2022	677.45	CLEARED	C	5/11/2022
1010	5/09/2022	DEPOSIT	000004	CREDIT CARD 5/09/2022	1,183.98	CLEARED	C	5/10/2022
1010	5/09/2022	DEPOSIT	000005	CREDIT CARD 5/09/2022	2,076.17	CLEARED	C	5/10/2022
1010	5/09/2022	DEPOSIT	000006	CREDIT CARD 5/09/2022	132.39	CLEARED	C	5/11/2022
1010	5/09/2022	DEPOSIT	000007	CREDIT CARD 5/09/2022	657.47	CLEARED	C	5/12/2022
1010	5/09/2022	DEPOSIT	000008	REGULAR DAILY POST 5/09/2022	16,983.81	CLEARED	C	5/10/2022
1010	5/09/2022	DEPOSIT	000009	DAILY PAYMENT POSTING	166.84	CLEARED	U	5/12/2022
1010	5/10/2022	DEPOSIT		CREDIT CARD 5/10/2022	6,032.56	CLEARED	C	5/11/2022

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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	5/10/2022	DEPOSIT	000001	REGULAR DAILY POST 5/10/2022	607.03	CLEARED	C	5/11/2022
1010	5/10/2022	DEPOSIT	000002	CREDIT CARD 5/10/2022	1,378.28	CLEARED	C	5/11/2022
1010	5/10/2022	DEPOSIT	000003	CREDIT CARD 5/10/2022	101.24	CLEARED	C	5/11/2022
1010	5/10/2022	DEPOSIT	000004	CREDIT CARD 5/10/2022	829.90	CLEARED	C	5/13/2022
1010	5/10/2022	DEPOSIT	000005	REGULAR DAILY POST 5/10/2022	60,859.27	CLEARED	C	5/11/2022
1010	5/11/2022	DEPOSIT		CREDIT CARD 5/11/2022	3,336.90	CLEARED	C	5/12/2022
1010	5/11/2022	DEPOSIT	000001	CREDIT CARD 5/11/2022	2,022.09	CLEARED	C	5/12/2022
1010	5/11/2022	DEPOSIT	000002	CREDIT CARD 5/11/2022	364.01	CLEARED	C	5/12/2022
1010	5/11/2022	DEPOSIT	000003	CREDIT CARD 5/11/2022	853.42	CLEARED	C	5/16/2022
1010	5/11/2022	DEPOSIT	000004	REGULAR DAILY POST 5/11/2022	7,408.60	CLEARED	C	5/12/2022
1010	5/11/2022	DEPOSIT	000005	CREDIT CARD 5/11/2022	3,293.38	CLEARED	C	5/12/2022
1010	5/11/2022	DEPOSIT	000006	CREDIT CARD 5/11/2022	878.82	CLEARED	C	5/13/2022
1010	5/11/2022	DEPOSIT	000007	CREDIT CARD 5/11/2022	160.48	CLEARED	C	5/13/2022
1010	5/12/2022	DEPOSIT		CREDIT CARD 5/12/2022	1,668.88	CLEARED	C	5/13/2022
1010	5/12/2022	DEPOSIT	000001	CREDIT CARD 5/12/2022	148.37	CLEARED	C	5/17/2022
1010	5/12/2022	DEPOSIT	000002	REGULAR DAILY POST 5/12/2022	8,621.23	CLEARED	C	5/13/2022
1010	5/13/2022	DEPOSIT		CREDIT CARD 5/13/2022	1,941.64	CLEARED	C	5/16/2022
1010	5/13/2022	DEPOSIT	000001	REGULAR DAILY POST 5/13/2022	275.40	CLEARED	C	5/16/2022
1010	5/13/2022	DEPOSIT	000002	CREDIT CARD 5/13/2022	1,326.84	CLEARED	C	5/16/2022
1010	5/13/2022	DEPOSIT	000003	CREDIT CARD 5/13/2022	146.46	CLEARED	C	5/16/2022
1010	5/13/2022	DEPOSIT	000004	CREDIT CARD 5/13/2022	159.73	OUTSTND	C	0/00/0000
1010	5/13/2022	DEPOSIT	000005	CREDIT CARD 5/13/2022	937.62	CLEARED	C	5/18/2022
1010	5/13/2022	DEPOSIT	000006	REGULAR DAILY POST 5/13/2022	6,959.41	CLEARED	C	5/16/2022
1010	5/13/2022	DEPOSIT	000007	DAILY PAYMENT POSTING - ADJ	152.00CR	CLEARED	U	5/13/2022
1010	5/13/2022	DEPOSIT	000008	DRAFT POSTING	17,336.29	CLEARED	U	5/16/2022
1010	5/13/2022	DEPOSIT	000009	DAILY PAYMENT POSTING	391.86	CLEARED	U	5/13/2022
1010	5/16/2022	DEPOSIT		CREDIT CARD 5/16/2022	3,599.36	CLEARED	C	5/17/2022
1010	5/16/2022	DEPOSIT	000001	CREDIT CARD 5/16/2022	18,488.94	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000002	REGULAR DAILY POST 5/16/2022	415.07	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000003	CREDIT CARD 5/16/2022	14,103.25	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000004	REGULAR DAILY POST 5/16/2022	529.51	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000005	CREDIT CARD 5/16/2022	901.27	CLEARED	C	5/17/2022
1010	5/16/2022	DEPOSIT	000006	CREDIT CARD 5/16/2022	162.73	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000007	CREDIT CARD 5/16/2022	534.52	CLEARED	C	5/18/2022
1010	5/16/2022	DEPOSIT	000008	CREDIT CARD 5/16/2022	1,574.30	CLEARED	C	5/17/2022
1010	5/16/2022	DEPOSIT	000009	CREDIT CARD 5/16/2022	2,237.98	CLEARED	C	5/19/2022
1010	5/16/2022	DEPOSIT	000010	REGULAR DAILY POST 5/16/2022	37,119.43	CLEARED	C	5/17/2022
1010	5/17/2022	DEPOSIT		CREDIT CARD 5/17/2022	4,001.38	CLEARED	C	5/18/2022
1010	5/17/2022	DEPOSIT	000001	REGULAR DAILY POST 5/17/2022	185.66	CLEARED	C	5/18/2022
1010	5/17/2022	DEPOSIT	000002	CREDIT CARD 5/17/2022	1,168.93	CLEARED	C	5/18/2022
1010	5/17/2022	DEPOSIT	000003	CREDIT CARD 5/17/2022	307.92	CLEARED	C	5/18/2022
1010	5/17/2022	DEPOSIT	000004	CREDIT CARD 5/17/2022	932.78	CLEARED	C	5/20/2022
1010	5/17/2022	DEPOSIT	000005	REGULAR DAILY POST 5/17/2022	3,833.48	CLEARED	C	5/18/2022
1010	5/18/2022	DEPOSIT		CREDIT CARD 5/18/2022	5,631.14	CLEARED	C	5/19/2022

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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	5/18/2022	DEPOSIT	000001	REGULAR DAILY POST 5/18/2022	182.60	CLEARED	C	5/19/2022
1010	5/18/2022	DEPOSIT	000002	CREDIT CARD 5/18/2022	776.82	CLEARED	C	5/19/2022
1010	5/18/2022	DEPOSIT	000003	CREDIT CARD 5/18/2022	286.89	CLEARED	C	5/19/2022
1010	5/18/2022	DEPOSIT	000004	CREDIT CARD 5/18/2022	450.42	CLEARED	C	5/23/2022
1010	5/18/2022	DEPOSIT	000005	REGULAR DAILY POST 5/18/2022	9,453.70	CLEARED	C	5/23/2022
1010	5/23/2022	DEPOSIT		CREDIT CARD 5/23/2022	5,459.25	CLEARED	C	5/20/2022
1010	5/23/2022	DEPOSIT	000001	REGULAR DAILY POST 5/23/2022	371.62	CLEARED	C	5/20/2022
1010	5/23/2022	DEPOSIT	000002	CREDIT CARD 5/23/2022	13,191.18	CLEARED	C	5/23/2022
1010	5/23/2022	DEPOSIT	000003	REGULAR DAILY POST 5/23/2022	680.23	CLEARED	C	5/23/2022
1010	5/23/2022	DEPOSIT	000004	CREDIT CARD 5/23/2022	8,309.41	CLEARED	C	5/24/2022
1010	5/23/2022	DEPOSIT	000005	REGULAR DAILY POST 5/23/2022	377.37	CLEARED	C	5/24/2022
1010	5/23/2022	DEPOSIT	000006	CREDIT CARD 5/23/2022	1,146.04	CLEARED	C	5/25/2022
1010	5/23/2022	DEPOSIT	000007	CREDIT CARD 5/23/2022	1,045.19	CLEARED	C	5/20/2022
1010	5/23/2022	DEPOSIT	000008	CREDIT CARD 5/23/2022	2,585.07	CLEARED	C	5/23/2022
1010	5/23/2022	DEPOSIT	000009	CREDIT CARD 5/23/2022	3,925.65	CLEARED	C	5/24/2022
1010	5/23/2022	DEPOSIT	000010	CREDIT CARD 5/23/2022	672.72	CLEARED	C	5/25/2022
1010	5/23/2022	DEPOSIT	000011	CREDIT CARD 5/23/2022	325.61	CLEARED	C	5/25/2022
1010	5/23/2022	DEPOSIT	000012	CREDIT CARD 5/23/2022	315.72	CLEARED	C	5/20/2022
1010	5/23/2022	DEPOSIT	000013	CREDIT CARD 5/23/2022	606.96	CLEARED	C	5/23/2022
1010	5/23/2022	DEPOSIT	000014	CREDIT CARD 5/23/2022	708.10	CLEARED	C	5/25/2022
1010	5/23/2022	DEPOSIT	000015	CREDIT CARD 5/23/2022	1,860.81	CLEARED	C	5/24/2022
1010	5/23/2022	DEPOSIT	000016	DAILY PAYMENT POSTING - ADJ	391.86CR	CLEARED	U	5/23/2022
1010	5/23/2022	DEPOSIT	000017	DAILY PAYMENT POSTING	391.86	CLEARED	U	5/23/2022
1010	5/23/2022	DEPOSIT	000018	CREDIT CARD 5/23/2022	2,568.88	CLEARED	C	5/26/2022
1010	5/23/2022	DEPOSIT	000019	REGULAR DAILY POST 5/23/2022	37,406.56	CLEARED	C	5/24/2022
1010	5/24/2022	DEPOSIT		CREDIT CARD 5/24/2022	1,063.22	CLEARED	C	5/25/2022
1010	5/24/2022	DEPOSIT	000001	CREDIT CARD 5/24/2022	1,415.11	CLEARED	C	5/25/2022
1010	5/24/2022	DEPOSIT	000002	CREDIT CARD 5/24/2022	465.97	CLEARED	C	5/27/2022
1010	5/24/2022	DEPOSIT	000003	REGULAR DAILY POST 5/24/2022	39,756.89	CLEARED	C	5/25/2022
1010	5/25/2022	DEPOSIT		CREDIT CARD 5/25/2022	1,125.37	CLEARED	C	5/31/2022
1010	5/25/2022	DEPOSIT	000001	REGULAR DAILY POST 5/25/2022	982.64	CLEARED	C	5/27/2022
1010	5/26/2022	DEPOSIT		CREDIT CARD 5/26/2022	328.23	CLEARED	C	6/01/2022
1010	5/26/2022	DEPOSIT	000001	REGULAR DAILY POST 5/26/2022	955.85	CLEARED	C	5/27/2022
1010	5/27/2022	DEPOSIT		CREDIT CARD 5/27/2022	693.17	CLEARED	C	5/26/2022
1010	5/27/2022	DEPOSIT	000001	CREDIT CARD 5/27/2022	779.86	CLEARED	C	5/27/2022
1010	5/27/2022	DEPOSIT	000002	REGULAR DAILY POST 5/27/2022	650.00	CLEARED	C	5/27/2022
1010	5/27/2022	DEPOSIT	000003	CREDIT CARD 5/27/2022	1,273.84	CLEARED	C	5/31/2022
1010	5/27/2022	DEPOSIT	000004	CREDIT CARD 5/27/2022	523.94	CLEARED	C	5/26/2022
1010	5/27/2022	DEPOSIT	000005	CREDIT CARD 5/27/2022	448.43	CLEARED	C	5/27/2022
1010	5/27/2022	DEPOSIT	000006	CREDIT CARD 5/27/2022	222.18	CLEARED	C	5/31/2022
1010	5/27/2022	DEPOSIT	000007	CREDIT CARD 5/27/2022	242.64	CLEARED	C	5/31/2022
1010	5/27/2022	DEPOSIT	000008	CREDIT CARD 5/27/2022	711.93	CLEARED	C	6/02/2022
1010	5/27/2022	DEPOSIT	000009	REGULAR DAILY POST 5/27/2022	9,488.58	CLEARED	C	5/31/2022
1010	5/31/2022	DEPOSIT		CREDIT CARD 5/31/2022	1,492.89	CLEARED	C	6/01/2022

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

CHECK DATE: 5/01/2022 THRU 5/31/2022  
 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
<b>DEPOSIT:</b>								
1010	5/31/2022	DEPOSIT	000001	REGULAR DAILY POST 5/31/2022	163.43	CLEARED	C	6/01/2022
1010	5/31/2022	DEPOSIT	000002	CREDIT CARD 5/31/2022	1,586.01	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000003	CREDIT CARD 5/31/2022	688.58	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000004	REGULAR DAILY POST 5/31/2022	164.10	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000005	CREDIT CARD 5/31/2022	1,486.14	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000006	CREDIT CARD 5/31/2022	382.31	CLEARED	C	6/01/2022
1010	5/31/2022	DEPOSIT	000007	CREDIT CARD 5/31/2022	265.82	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000008	CREDIT CARD 5/31/2022	175.06	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000009	CREDIT CARD 5/31/2022	170.05	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000010	CREDIT CARD 5/31/2022	279.61	CLEARED	C	6/01/2022
1010	5/31/2022	DEPOSIT	000011	CREDIT CARD 5/31/2022	2,586.99	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000012	CREDIT CARD 5/31/2022	433.70	CLEARED	C	6/02/2022
1010	5/31/2022	DEPOSIT	000013	CREDIT CARD 5/31/2022	752.73	CLEARED	C	6/03/2022
1010	5/31/2022	DEPOSIT	000014	REGULAR DAILY POST 5/31/2022	3,437.76	CLEARED	C	6/01/2022
<b>EFT:</b>								
1010	5/20/2022	EFT	052022	VERIZON Apr 07 - May 06, 2022	261.64CR	CLEARED	G	5/23/2022
1010	5/20/2022	EFT	052023	VERIZON Apr 07 - May 06, 2022	856.48CR	CLEARED	G	5/23/2022
<b>MISCELLANEOUS:</b>								
1010	5/06/2022	MISC.		PAYROLL DIRECT DEPOSIT	32,146.82CR	CLEARED	P	5/06/2022
1010	5/06/2022	MISC.	000001	PAYROLL DIRECT DEPOSIT	5,873.92CR	CLEARED	P	5/06/2022
1010	5/20/2022	MISC.		PAYROLL DIRECT DEPOSIT	29,934.58CR	CLEARED	P	5/20/2022
<b>SERVICE CHARGE:</b>								
1010	5/04/2022	SERV-CHG		APRIL CHASE FEES	3,287.83CR	CLEARED	G	5/04/2022
1010	5/04/2022	SERV-CHG	000001	APRIL CHASE FEES POS	429.33CR	CLEARED	G	5/04/2022
1010	5/05/2022	SERV-CHG		APRIL AMX FEES	123.25CR	CLEARED	G	5/05/2022
1010	5/16/2022	SERV-CHG		MAY ACCOUNT ANALYSIS FEES	335.99CR	CLEARED	G	5/16/2022
<b>TOTALS FOR ACCOUNT 1010</b>				CHECK	TOTAL:	98,396.85CR		
				DEPOSIT	TOTAL:	482,644.07		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	67,955.32CR		
				SERVICE CHARGE	TOTAL:	4,176.40CR		
				EFT	TOTAL:	1,118.12CR		
				BANK-DRAFT	TOTAL:	31,206.33CR		
<b>TOTALS FOR POOLED CASH FUND</b>				CHECK	TOTAL:	98,396.85CR		
				DEPOSIT	TOTAL:	482,644.07		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	67,955.32CR		
				SERVICE CHARGE	TOTAL:	4,176.40CR		
				EFT	TOTAL:	1,118.12CR		
				BANK-DRAFT	TOTAL:	31,206.33CR		

# MEMO

To: Board of Directors

From: Donna Mahoney

Date: 05/13/2022

RE: Senior Account Representatives' Monthly Report

---

## **Monthly Billing 05/31/2022**

Mailed statements: 2,097

Electronic statements: 610

The statement "SPECIAL MESSAGE

The 2021 Consumer Confidence Report will be available both on our website and in our office by July 01, 2022. Please see reverse side of this bill for new rates effective, July 01, 2022

## **Delinquent Billing 05/23/2022**

Delinquent statements for March bills: 508

## **Courtesy Notification 06/02/2022**

64 Door Knockers were sent out at 8:00 am

## **Phone Notification 06/14/2022**

36 Phone notifications were sent out at 9:00 am

## **Lock Offs 05/12/2022**

8 Lock Off service orders went out to the field at 9:00 am

1 customer was unlocked

A total of 7 properties remain locked off for nonpayment

## **Total Payment Contract as 05/11/2022**

45



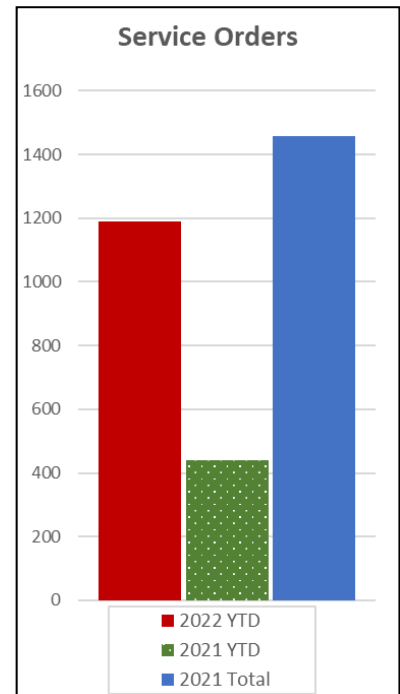
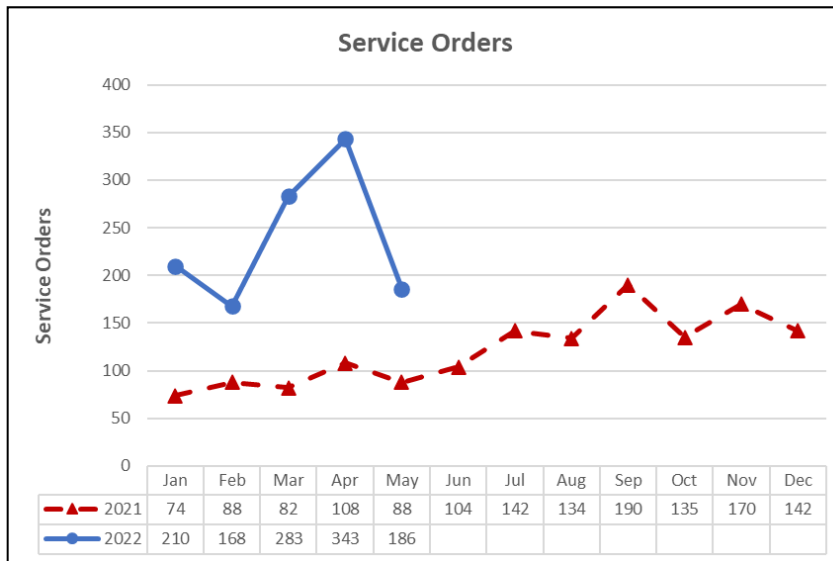
# Hidden Valley Lake Community Services District

## Field Operations Report

May 2022

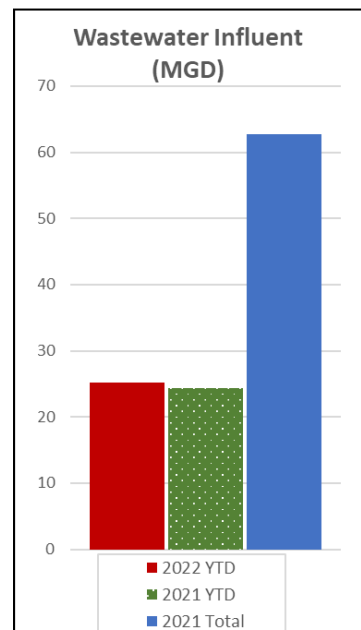
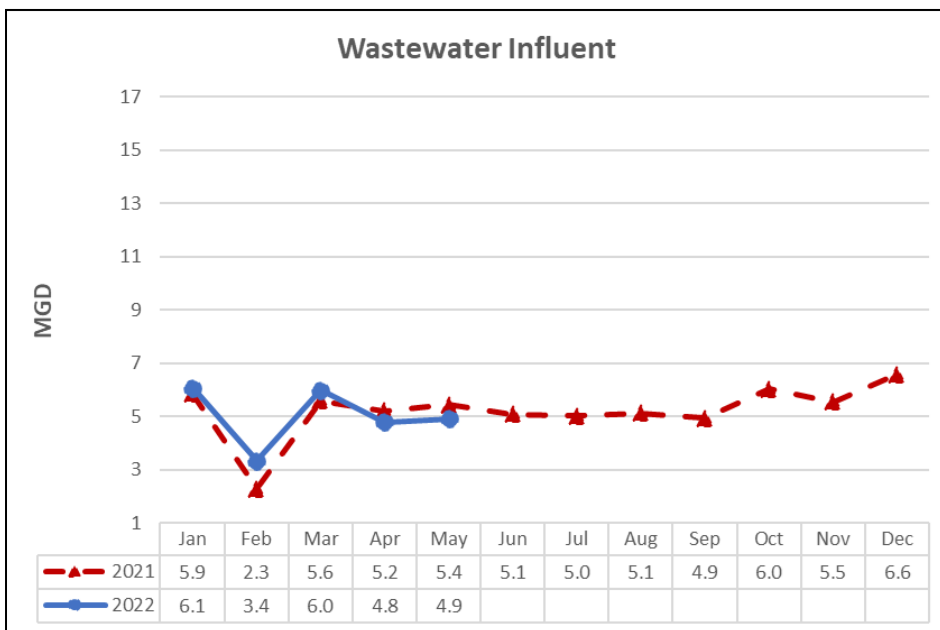
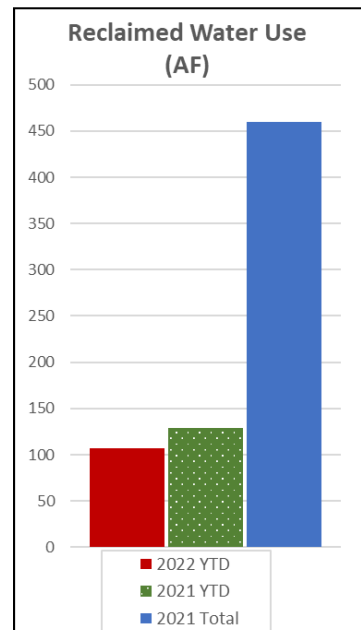
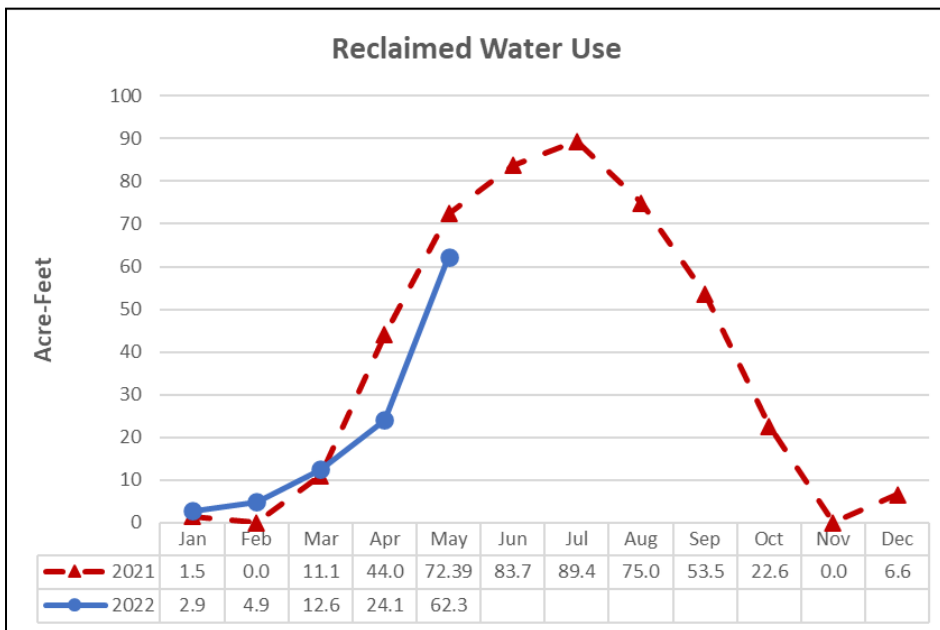
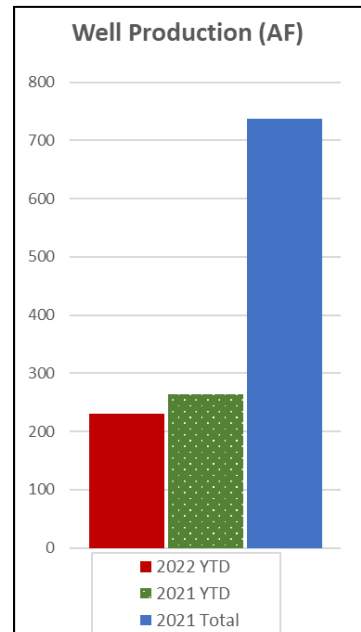
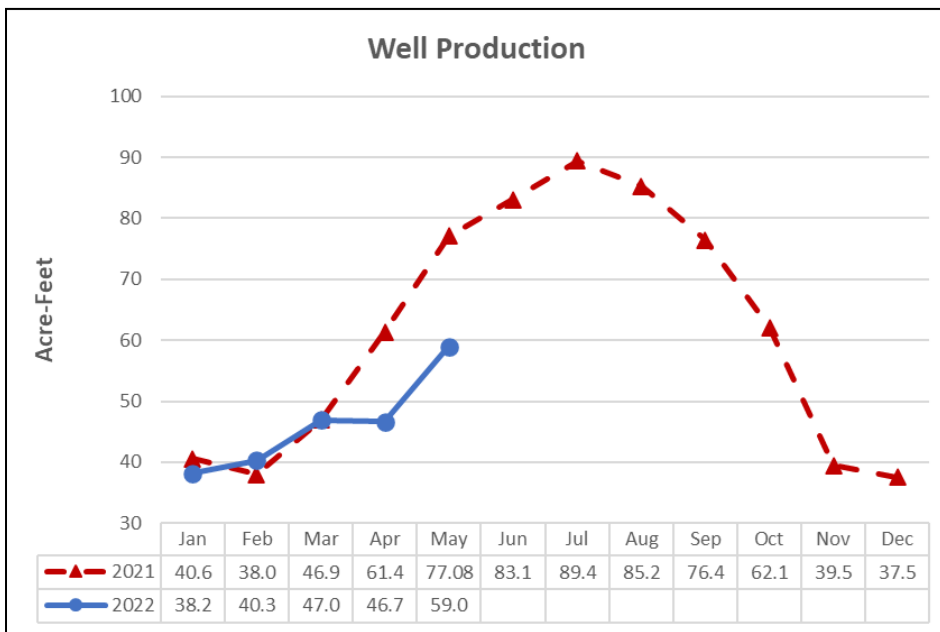
Water Connections		Wastewater Connections	
New (current month)	0	New (current month)	0
Residential (previous month)	2470	Residential (previous month)	1476
Commercial & Govt (previous month)	35	Commercial & Govt (previous month)	15
<b>Total Water Connections:</b>	<b>2505</b>	<b>Total Wastewater Connections:</b>	<b>1491</b>

Precipitation		
May	Previous Year May	Historical
0.17 in	0.10 in	1.37 in



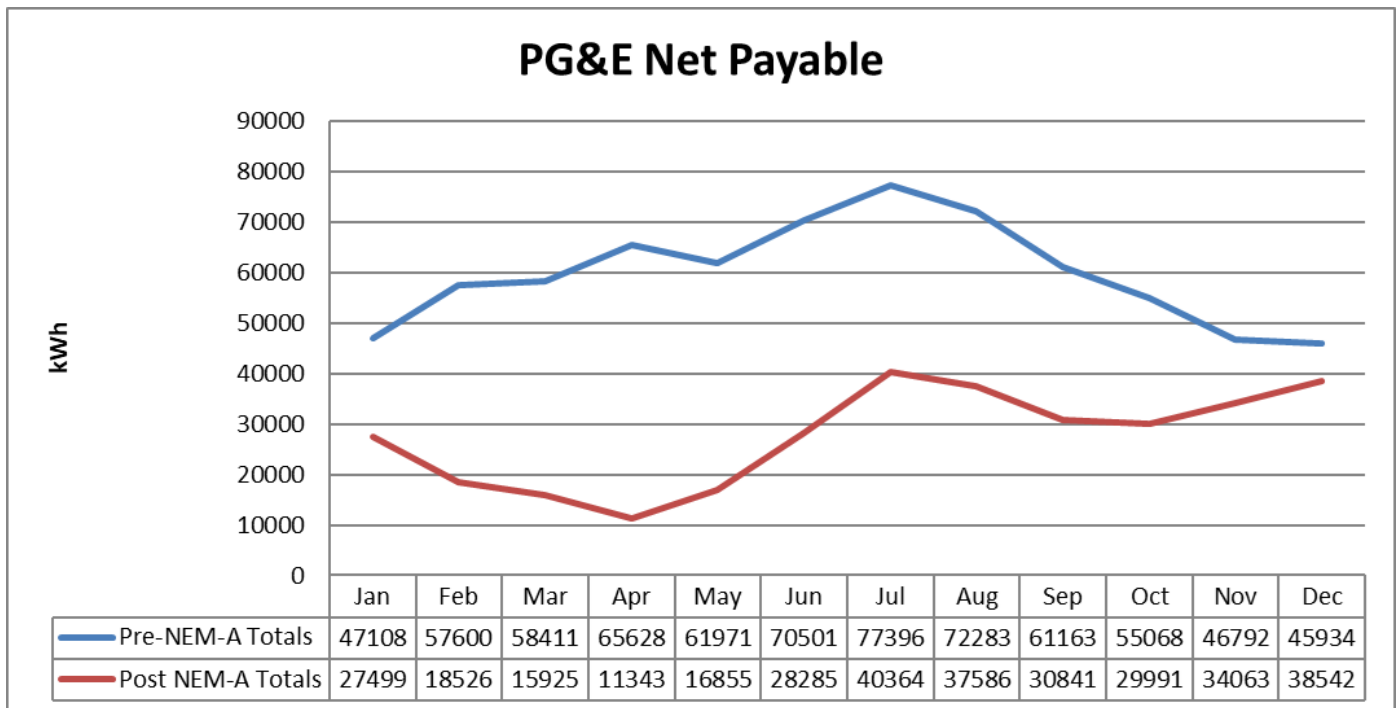
Hours		
<b>Overtime Hours:</b>	21.00	\$666.57





Vehicle Mileage	
Vehicle	Mileage
Truck 1	0
Truck 2	2,127
Truck 3	4,015
Truck 4	865
Truck 6	2,075
Truck 7	828
Truck 8	2,964
Truck 9	994
Tractor	62.00 hours
Vac Truck	247.00
Excavator	5.20 hours

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	431.50	258.20
Fuel Log	431.90	258.00

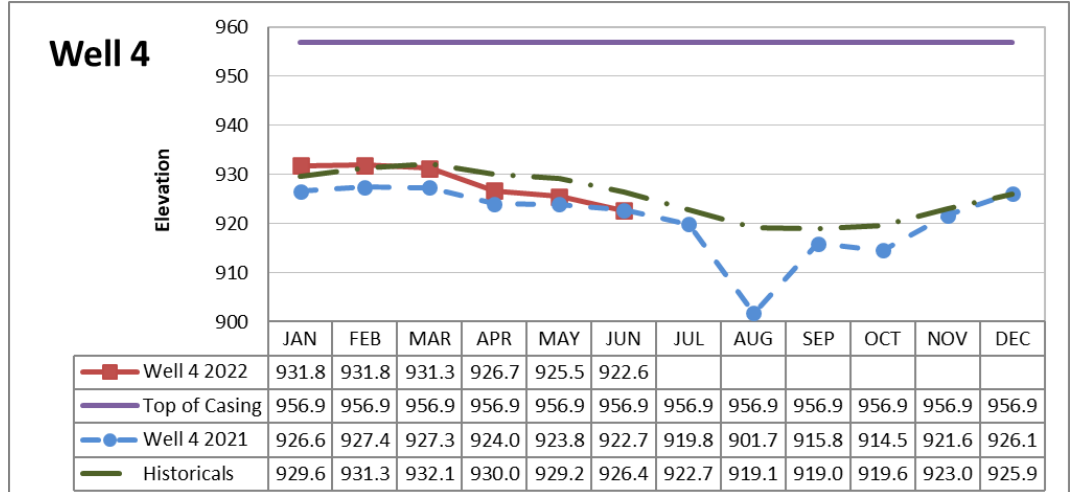


# Groundwater Data

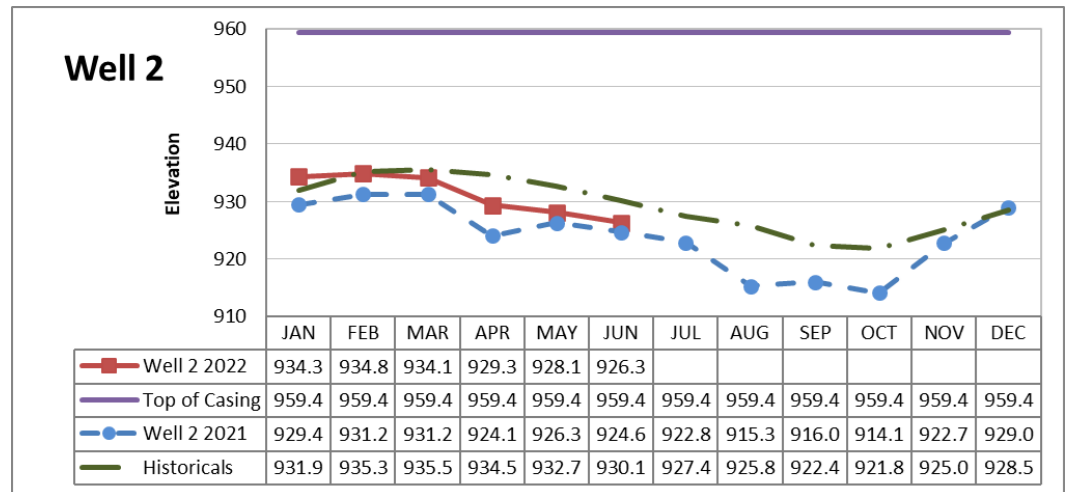
## Drawdown

## Recharge Rate

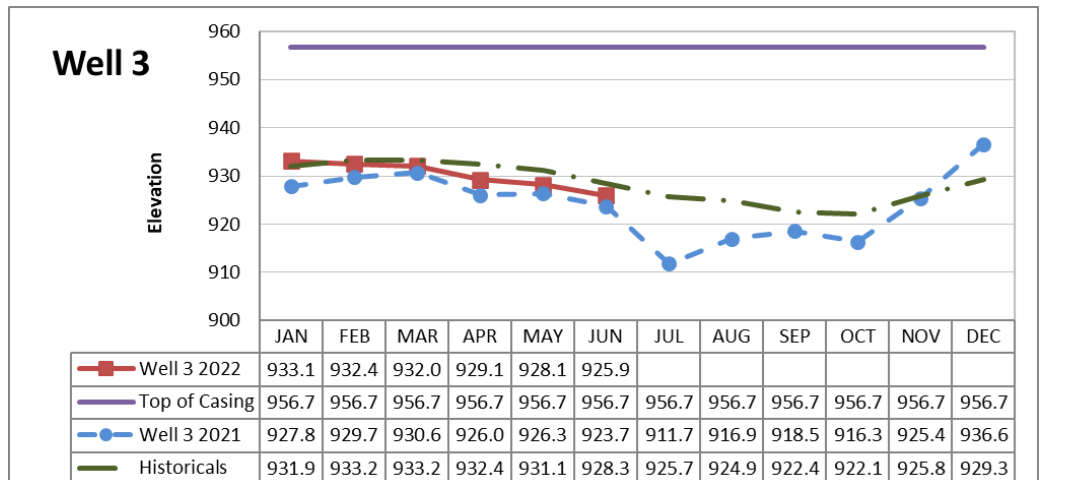
May: 104%  
June: 104%



May: 101%  
June: 103%



May: 103%  
June: 105%



## Water System Highlights

- 5/10 Leak repair on Powder Horn Rd
- Weed abatement at booster stations, tank sites, fire hydrants and flood control
- PRV maintenance
- AMI meter installations
- Vac truck recall repair
- Meter reads 5/24—5/27
- Routine maintenance and operations

## Wastewater System Highlights

- Repair at plant for clogged waste line
- Meter reads 5/24—5/27
- Routine maintenance and operations

## Water Resource Specialist Highlights

- Lead and Copper Rule inventory project planning, research, and data input
- Electronic Annual Report submitted
- I/I analysis, consumption study, and data organization
- Started 2021 Consumer Confidence Report
- Completed all general education requirements for Water/Wastewater Technology Associate's program
- Updated Bacteriological Sampling Site Plan
- Completed the 2021 Annual Groundwater Monitoring Report
- Lead Service Line Inventory (LSLI) 7.5% complete
- Database maintenance, reports, and SOP development
- GIS database edits and maintenance

## Association of California Water Agencies—Committee Highlights

### Water Management Committee

Executive Order N-7-22, emergency drought regulations for **urban water suppliers**\* and irrigation for non-functional turf: the SWRCB proposed draft for Emergency Regulation for Water Conservation was adopted and went into effect early June. Regulations include:

- Urban water suppliers must implement level II of Water Shortage Contingency Plans
- Urban water suppliers must submit water supply and demand data to DWR
- Prohibits the irrigation of non-functional turf with potable water in commercial, institutional, and industrial sectors. The HVL golf course is **not** included in this definition and is **not** impacted under these new regulations.

**\*Note:** the HVLCSO is not an urban water supplier. Although not impacted, the Order will be monitored for drought status purposes.

### Water Quality Committee

On 3/22/22 the SWRCB released the new **proposed** Hexavalent Chromium Maximum Contaminant Level (MCL) at 10 ppb from the previous 50 ppb. If approved, a compliance period of 3 years (January 1, 2027) could be expected. The District and ACWA sent comment letters on 4/15 and 4/29 and the rule is still being reviewed by the SWRCB.

### State Legislative Committee 5/22 and 6/10

#### **AB 1931: Oppose**—Community water systems: lead pipes, 5/18

- The U.S. EPA already released Lead and Copper Rule Revisions (LCRR) that went into effect with an inventory compliance deadline of October 16, 2024. AB 1931 advances the inventory deadline to June 1, 2023.
- AB 1931 would introduce logistical difficulties, for example, an inventory deadline 17 months earlier than the original LCRR. It also includes additional costs for agencies for providing customers filters, public notices, etc.

*“The Legislature should not enact a new State law on [lead service lines] when the Federal Government is in the process of addressing the same issue at the same time. It would be a waste of local government funding and property owner resources if two conflicting or different programs are developed and implemented at the same time.”*

- Opposition testimony was given in the Assembly Appropriations Committee. The bill passed the suspense file and will be heard in the Senate Environmental Quality Committee, 6/22.

#### **AB 2447: Watch**—Oil and gas wastewater: unlined ponds: prohibition

Wastewater as a byproduct of oil production contains hazardous materials (PFAS) that contaminate groundwater sources. This bill would prohibit the release of toxic wastewater into unlined ponds and would require all future ponds to be lined.

## Association of California Water Agencies—Committee Highlights

**State Legislative Committee continued...** 5/22 and 6/10

**AB 2536: Watch**—Development fees: connection fees and capacity charges: studies

- Would require a local agency pending the levy of a new fee or capacity charge to provide evidence supporting that the fee or charge does not exceed the estimated reasonable cost of providing the service (in accordance with Govt Code Section 66013).
- Evidence must be made publicly available at least 14 days prior to a public meeting for adoption (in accordance with Govt Code Section 66016).
- The District determines new fees and capacity charges through a rate study process where charges are justified. The District complies with Section 66013 and would not be significantly impacted by AB 2536 as a result.

**AB 2787: Favor**—Microplastics in products

Increasingly strict treatment regulations make preventing water contamination a priority. AB 2787 would help mitigate microplastic contamination by prohibiting the sale or distribution of products that contain intentionally added microplastics.

**SB 1157: Oppose Unless Amended**—Urban water use\* objectives: indoor residential water use

- ~~Current~~ and Proposed standards:
  - ~~55~~ 55 gallons per capita daily (GPCD) until January 1, 2025
  - ~~52.5~~ 47 GPCD beginning January 1, 2025
  - ~~50~~ 42 GPCD beginning January 1, 2030
- SB 1157 was heard in the Assembly Water, Parks, and Wildlife Committee 6/14 with opposition from recycled water utilities that would experience declines in reclaimed water production should potable water customers reduce consumption. Amendments have significantly improved the bill from when it was under AB 1434 and the author is open to ACWA's proposed amendments.

**\*Note:** the HVLCSO is not an urban water supplier. Although the District would not be impacted now, it sets a precedent for a reduction in water use, the decline of recycled water production, and could impact operations should the District become an urban supplier.

**SB 1188: Support**—Safe Drinking Water State Revolving Fund (SDWRF): financial assistance

- SDWRF currently provides financial assistance for water systems that serve severely disadvantaged communities (DAC), oftentimes providing up to 100% grant funding or 0% interest rates on loans.
- SB 1188 would remove the requirement that a water system must serve a severe DAC in order to qualify for 100% grant funding or 0% interest rate. It would also remove that principal forgiveness only be provided for water systems the SWRCB determines cannot pay full project costs.
- This bill would broaden the types of projects eligible for funding assistance outside of the scope of a DAC and open more potential funding sources for the District.

Disaster Reimbursements (Federal & State)						
Year of event	Disaster	Project	Description	Completion	Reimbursed?	Reimbursements
2017	4301	LHHVA01	Pump&Dump	100%	100%	\$ 214,133.04
2017	4301	LKHVB01	Repair&Labor	100%	100%	\$ 16,748.90
2017	4308	LKHVA81	Pump&Dump	100%	100%	\$ 390,533.63
2017	4308	LKHVB81	Repair&Labor	100%	100%	\$ 5,317.17
2017	4308	LKHVF83	Repair&Labor	100%	100%	\$ 652,310.53
2019	4434	100063	Pump&Dump	100%	100%	\$ 916,723.31
2019	4434	100118	Repair	100%	100%	\$ 13,101.71
2019	4434	100126	Repair&Labor	100%	100%	\$ 39,032.81
2019	4434	101502	Repair&Labor	100%	100%	\$ 33,321.19
2019	4434	100138	Repair: Chip seal the WWTP Access Road	100%	90%	\$ 140,207.20
2020	4482 COVID-19	138890	Materials: Purchased for disinfection, and infection prevention methods	100%	0%	\$ 11,095.33
2020	4558 LNU Complex Fire	Cat B <b>100% (FEMA)</b>	Emergency protective measures -FireBreak	100%	100%	\$ 36,245.32
2020	4558 LNU Complex Fire	Cat B <b>75% (FEMA)</b> 18.75% (CalOES) <b>Changing to 90% (FEMA)</b> <b>7.5% (CalOES)</b>	Emergency protective measures -Chipping & Spreading	100%	96%	\$ 143,437.00
2020	4558 LNU Complex Fire	Cat B <b>100% (FEMA)</b>	Continuity of Operations - Generators - Smoke Soot and Ash	100%	100%	\$ 20,747.18
2020	4558 LNU Complex Fire	Cat B <b>75% (FEMA)</b> 18.75% (CalOES)	Continuity of Operations - Generators - Smoke Soot and Ash	100%	94%	\$ 44,690.95

Access Road

7/2 Requested update of closeout status of this project. Response: "The other projects are still being worked on by Cal OES Recovery Closeout team."

3/3/22 Received a request for clarification from the closeout team.

3/31/22 CalOES closeout team requested detailed cost breakdown on all items related to Access Road totalling \$140,207.20

5/11/22 Replied to a further clarification request for closeout total of \$140,207.20

6/10 Multiple messages exchanged regarding project closeout. Direct Administrative Costs (DAC) submitted 6/6/22

Firebreak

6/9 Received new Notice of Obligation for the firebreak. An addition \$3,937.50 will be issued to the District

Totals:	\$ 2,677,645.27
Actual:	\$ 2,677,645.27

Federally funded, non-disaster projects (HMGP)					
Related Disaster	Project	Description	Completion	Reimbursed?	Reimbursement
4344	512	LHMP: Writing the Plan	100%	100%	\$ 86,124.54
4382	112	Unit 9 Tank: Replacing this tank	0%	0%	\$ 1,300,000.00
4407/4431	57	Generators: Installing at Booster Stations	0%	0%	\$ 748,048.00
4558	398	Defensive Space, Ignition Resistant Construction (DSIRC)	0%	0%	\$ 1,400,000.00
4558	428	Water Mains Planning	0%	0%	\$ 500,000.00

Totals:	\$ 4,034,172.54
Actual:	\$ 86,124.54

### LHMP

7/2 Inquired on the status of this project. Response: "This project is in FEMA closeout and with FEMA, so soon as we hear back – which can take a little time – we will let you know. In the meantime I will keep this on my radar."

4/15 Received Financial Reconciliation and Project Closure notification for \$8,795.54

5/27 Received final retention check \$8,795.54 (See attached)

### Unit 9 Tank

2/9 Received FEMA approval letter

2/18 Welcome Call - Discussed procurement

2/23 Kick-off Call - Discussed procurement

3/11 Delay in obligation documentation

4/29 Developed RFP for design & plan specification

5/6 District counsel will assist with developing District policies that embody Federal procurement policies (2 CFR 200.317 - 200.326)

5/9 RFP and Professional Services Agreement for design & planning reviewed by Coastland

6/1 RFP and Professional Services Agreement for design & planning reviewed by Counsel

6/2 Received revised FEMA obligation notification

6/3 Submitted RFP

### Generators

11/2 Responded to RFI

3/1 Responded to RFI

3/25 Responded to RFI

### Defensive Space, Ignition Resistant Construction (DSIRC)

4/27 Submitted submitted re-written application and supporting documents in accordance with RFI

5/17 Submitted additional documentation on pre-award costs

### Water Mains Planning

5/21 Submitted RFI response

9/27 Submitted RFI response

10/6 Confirmed Authorized Agent info

12/1 Notification of FEMA submission



State Funded projects (Prop 1, Prop 68, BIL)					
Funding Agency	Project	Description	Completion	Reimbursed?	Reimbursement
DWR/IRWM	206	I & I	75%	59%	\$ 375,000.00
DWR/IRWM	205	Unit 9 Tank	10%	0%	\$ 450,000.00
DWSRF	214	Mainlines	0%	0%	\$ 806,112.00
Totals:					\$ 1,631,112.00
Actuals:					\$ 222,375.00

### I&I, Unit 9 Tank

3/4 **I & I**: On-site assessment of North Shore Ct easement by Coastland

4/1 **I & I**: Received design approach from Coastland

4/1 **I & I**: Updated timeline and budget to DWR Project Plan

4/29 **I & I**: Submitted progress report and reimbursement request for \$5,046.77

5/6 **I & I**: North Shore Ct easement repair design & plan specifications complete

5/13 **I & I**: North Shore Ct easement repair Notice of Invitation to Bid is agendized for Board of Director's approval (\$252,183)

5/18 **I & I**: North Shore Ct easement repair Notice of Invitation to Bid is publicly posted.

6/14 **I & I**: North Shore Ct bid deadline

6/17 **I & I**: North Shore Ct Award of Contract agendized

4/1 **Unit 9 Tank**: Updated timeline and budget to DWR Project Plan

4/15 **Unit 9 Tank**: Received confirmation that DWR has completed FAPP2 (Financial Assessment Policy & Procedure #2) on this project, which is also known as the CEQA review process

6/1 **Unit 9 Tank**: Received confirmation that RfP submittal is allowed prior to being removed from placeholder status.

### Mainline Rehabilitation

5/5 Submitted General Application Package (GAP) - Planning to the Drinking Water State Revolving Fund (DWSRF) program

5/23 Submitted Environmental Application Package (EAP), Financial Security Package (FSP), and Technical Package (TP) except two attachments, T3 and T4.

6/14 GHD Task Order contract expected. Since attachments T3 and T4 require contracted engineering input, GHD is developing a new task order in our existing contract to cover this work.

## AMI

3/3 AMI Town Hall presentation

3/4 Submitted request for Fiscal Recovery Funding for \$286,131.12

3/22 Received notification of shipment for replacement meters

3/28 Received email from Asm Aguiar-Curry's office regarding AMI project

5/13 Next phase of meters & radios to be ordered

6/2 Placed next order of meters & radios according to project plan and budget

## FLASHES

3/11 Ad Hoc meeting scheduled

3/15 CPUC ex parte meeting, shared concerns of MIP criteria

3/21 Received notification of phase 2 multibenefit funding closure and phase 3 opportunity

3/31 IRWM Special Meeting to vote on set-aside for multi-benefit funding.

4/15 Discussed new funding opportunities offered by the Department of Energy

6/8 Virtual Ad Hoc meeting re-scheduled for in-person meeting 6/22

## CalFire

1/20 Submitted request for Fire Prevention Grant tracking number

2/1 Received response to Partner Commitment letter

2/9 Submitted grant application for \$667,261.

4/2 Attended CalFire Open House in Middletown

6/1 Received denial letter from the California Climate Investments Wildfire Prevention Grant application program.

## IRWM/DWR

2/2 Submitted Project Interest Form (PIF) to be added to the WestSideSAC IRWM project list.

3/9 \$2M Mainlines PIF accepted into WestSideSAC IRWM project list

5/11 \$60M FLASHES project accepted to project list

6/15 New funding opportunity advertised

## USDA

1/10 Submitted request to RDAApply program

1/21 Researching possible funding combination with DWR Drought relief.

### Drought & COVID Relief Funding

3/4 Submitted request for Fiscal Recovery Funding for \$48,150.14  
3/24 Met with Congressman Thompson & staff to discuss District needs & funding opportunities  
3/25 Developed Hazard Pay policy  
3/29 Met with Asm Aguiar-Curry staff to discuss District needs & funding opportunities  
4/27 Met with Sen McGuire to discuss District needs & funding opportunities  
6/8 Submitted request for update to letter sent 3/4/22 regarding Fiscal Recovery Funding. The county responded with a timeline estimate for review (See attached).

### SCADA

2/17 SCADA Master Plan review meeting  
3/29-30 Internal meetings to review SCADA Master plan draft  
4/12 Met with GHD to review comments and recommendations  
5/13 SCADA Master Plan agendized to be approved & adopted by the Board of Directors.  
6/3 GHD will move forward with a fee proposal for Phase 2

### Other activities

2/3 Submittal of Moonridge Rd documents to SDRMA  
2/22 Received revised sewer Ordinance  
2/22 Reviewed SGA memorandum  
3/18 Met internally to discuss new sewer Ordinance  
3/21 Met with counsel on new sewer Ordinance  
3/22 Wastewater Arrearages program paperwork submitted  
3/31 Submitted District newsletter in printed bills and e-bills  
4/14 Received finalized Ordinance from counsel  
5/11 Received updated forecast information regarding bill opportunities  
5/13 Wastewater Ordinance 60 agendized to be approved & adopted by the Board of Directors  
5/17 Wastewater Ordinance 60 approved and adopted  
6/16 The quarterly newsletter has been drafted, and delivered to the publisher

Potential projects (LHMP)					
Priority	Funding Agency	Project	Description	Costs	Notes
1	HMGP (FEMA)	SCADA	Technology refresh	\$ 1,000,000	Master Plan Adopted 5/17/22, Joined Demand Response program to qualify for rebates
1	HMGP (FEMA)	Tanks	Replace wooden tanks	\$ 5,400,000	Single tank replacement project awarded 6/2/22
1	HMPG (FEMA)	I & I	Pipe-bursting	\$ 1,000,000	Grant funds awarded for first pipe-bursting
1		RRP, ERP	Requirement of AWIA of 2018	\$ 200,000	Complete
1	HMGP (FEMA)	Water	Correlators, AirVacs, Lines, Meters	\$ 5,500,000	ESCOs can support energy savings projects, multiple applications underway
2		WMP	Water Master Plan	\$ 100,000	This is 20 years old. Is a reference document for grant applications
2	HMGP (FEMA)	WWTP	EQ Basin, Sludge Beds	\$ 6,000,000	Every flooding disaster in the last 4 years has damaged a portion of the WWTP. Possible developed contributions.
2		SWP	Stormwater Master Plan	\$ 200,000	This is 20 years old. Opportunity for regional benefits.
2		Stormwater	Implement Stormwater Master Plan Improvements	\$ 10,000,000	Phase 1 - Culverts in the Flood detention basin, previous NOI accepted for this activity
2	HMGP (FEMA)	Well	Drill a new well	4000000	Water Resilience, Contamination Mitigation, possible developer assistance
2	FMAG (FEMA)	Fuels Mitigation	Defensible Space, Concrete detention basin, masonry buildings	\$ 400,000	Application submitted 3/21
2	FMAG (FEMA)	Hydrants	Improvements	\$ 4,100,000	Previous NOI accepted for this activity
2	PDM (FEMA)	GIS	Fully develop database, O&M	\$ 400,000	Management, maintenance, and communications tool
3		PAP	Public Awareness Program	\$ 200,000	Disaster preparedness, response and recovery
3	HMGP (FEMA)	CL2 valve	Automatic shut-off valve	\$ 50,000	Operator Safety, RMP improvement list
3	HMGP (FEMA)	CL2 Analyzers	Chlorination Basin improvements	\$ 100,000	Flow-based treatment process will streamline WWTP
3	HMGP (FEMA)	Earthquake	Retrofits	\$ 5,000,000	
3		Levee	Certification	TDB	Opportunity for regional benefits, flood insurance
3		Dam	Inundation Mitigation	TDB	Infrastructure improvements

ISSUE DATE: 05/24/2022

OFFICE OF EMERGENCY SERVICES

3650 SCHRIEVER AVE.

MATHER CA 95655

FOR QUESTIONS CONTACT ACCOUNTING DEPARTMENT AT 916/845-8340

VENDOR NAME

VENDOR ID

-----  
HIDDEN VALLEY LAKE COMMUNITY

0000110458

VOUCHER ID

INVOICE ID

PO ID

-----  
00177797

TR-037635

AMOUNT PAID

-----  
\$8795.54

PAYMENT MESSAGE

-----  
FEMA PROJECT #: 15-P

ADDITIONAL PAYMENT MESSAGE

-----  
FEDERAL HAZARD MITIGATION GRANT - DR-4344



**From:** Matthew Rothstein <Matthew.Rothstein@lakecountyca.gov>  
**Sent:** Wednesday, June 8, 2022 12:21 PM  
**To:** Alyssa Gordon <agordon@hvlcsd.org>  
**Cc:** Susan Parker <Susan.Parker@lakecountyca.gov>  
**Subject:** RE: Local Coronavirus Fiscal Recovery Fund (LFRF) request

Good afternoon, Alyssa! (Cc: Susan)

Yes, Carol Huchingson retired at the end of April, and we are grateful Susan Parker agreed to become permanent CAO last month, after a period of time as Interim.

The County's ARPA/SLFRF Committee will be presenting allocation recommendations to the Board of Supervisors at an upcoming meeting, very probably in mid-July (*July 12/19*)

We anticipate sending letters to those that submitted funding requests ahead of that Board date, advising whether each request will be recommended for funding.

Hope this at least lends a sense of timeline, Alyssa.

--Matthew

Matthew T. Rothstein  
Deputy County Administrative Officer  
Public Information Officer  
[Matthew.Rothstein@lakecountyca.gov](mailto:Matthew.Rothstein@lakecountyca.gov)  
916-544-8150 (cell phone)





**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax  
[www.hvlcsd.org](http://www.hvlcsd.org)

**MEMO**

To: Board of Directors  
From: Dennis White  
Date: June 21, 2022  
RE: General Manager's Report

---

Below is an overview of District operational activities.

**COVID-19 Response: Director, Employee and Customer health and safety**

- Well, just when we thought we turned the corner with COVID, it hit us twice. The challenge was maintaining the District and protecting staff. On both 5/18/2022 and 6/5/2022 a staff member tested positive for COVID-19. Trying to figure out who came into close contact with certain members within a certain time frame became challenging. This was particularly challenging because we wanted to keep the District office and the field operations functional while simultaneously following the guidelines put forth by CDC and OSHA. Then on 6/7/2022 the District had another positive test forcing the closure at 11:00am.
- The positive test of 5/18/2022, exposed both admin and field staff. Exposure definitions warranted a closure of our front office. Admin staff worked from home to maintain staff and public safety. Some field staff were also isolated from the workplace and maintained operations. The second exposure became a little more challenging however we were still able to maintain field operation.
- Staff returned to work from the first exposure on 5/23/2022. Staff self-tested before the office opened to the public and field began operations. All test results were negative. Again on 6/13/2022, prior to re-opening all staff tested negative. Mask requirements are in force for all staff during work hours.

**Management of the Day-to-Day Operations**

**Finance**

It appears that OPEB is designed to be an "all-in" function due to IRS regulations of a 115 trust. Staff will be speaking with Ken Ruthenberg, an employee benefits expert/attorney at Employee Benefits Law Group along with Karen Lookingbill and her team with CalPERS. They will help assist us plan for a better future by reducing the impact of higher financial liabilities.



**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax  
[www.hvlcsd.org](http://www.hvlcsd.org)

When it comes to the SB998 (new arrearages regulation) Trish and staff seem to have it down. It is quite the guideline to follow but they make it look easy. GREAT JOB STAFF!

Bond review – The NHA Advisors will be presenting to the Finance committee in July. They will discuss initial findings for a potential revenue bond. Projected rate revenues could potentially support over \$7M, over 30 years. This would be one way to jump start the underground infrastructure and show our rate payers that we intend to get the job moving forward. If we start now the rest of it will fall in place as we go.

### **Drought**

Our recharge rate for our production wells, continues to be at 100% our just above.

### **New Business**

The District had a “meet & greet” with LBRID (Lake Berryessa Resort Improvement District) regarding water sales. They were very excited to hear that we could possibly provide this kind of service in the future. They are also going to be looking at grant to help pay for the water the District could provide them.

The District met with Brambles to go over the proposal for supplying reclaimed water to their golf course. We still are looking at a few minor adjustments. Brambles would like to be up and operational by 2023. If all goes according to plan we will be selling reclaimed water to Brambles in Spring of 2023.

### **Insurance**

Insurance was estimated at a 10% increase for the 2022/2023 Property/Liability

- Original premium costs were \$173,000 - \$176,000 per year based on District property values of \$13M.
- Updated premium costs are estimated at \$209,290 per year based on District additional property values of \$19.7M.
- This covers buildings value at \$18,050,450 and its content estimated at a value of \$1,629,287.
- As you will see later in tonight’s agenda, it is staff’s recommendation to move forward with SDRMA Property/Liability Coverage for the upcoming fiscal year

### **Staffing**

I am pleased to announce that our newest Accounts Representative, Willetta started on June 1, and she has really hit the ground running. We are grateful that she is willing to pitch in during a time when so many are sick or quarantined.

I am sad to say Jesse will be leaving the District in late June. We would like to wish him good fortune. District staff will be advertising an opening for a Utility worker to fill the empty position.





**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax  
[www.hvlcsd.org](http://www.hvlcsd.org)

I also want to throw a shout-out to all co-workers. Thank you for working thru all we've experienced over the last couple of years. It can be complicated at times, but you've stuck it out. It can also be intimidating working through so much uncertainty, but I want to share that I am impressed with this staff. You are all great at doing what you do.  
Kudos to you all!

### **Major Projects**

- Mainlines
  - The Drinking Water State Revolving fund planning application is almost done. GHD has been contracted to complete the portions prescribed for engineering input.
  - Staff has been notified of a funding opportunity offered by the Department of Water Resources (DWR), distributed through Integrated Regional Water Management (IRWM) groups. This application process has begun.
- Tank 9
  - FEMA has delivered the revised Notice of Obligation
  - Staff submitted a Request For Proposals (RFP) on 6/3. The due date for proposals is 7/1. July's BOD meeting is anticipated to include an agenda item for Award of Contract for this design work.
  - FEMA has also confirmed validity of post-obligation documentation.
- I & I
  - As you will see later in the agenda, we have a proposed Award of Contract for sewer repair in the North Shore Ct area.
- AMI
  - The next phase of meters & radios has been ordered, according to the project plan. Funding for this phase is included in the proposed budget for the upcoming fiscal year.
  - The training and transition plan continues for the billing staff.
- SCADA
  - The Master Plan was approved and adopted last month. The level of effort to complete a design and implementation plan is expected to be proposed by GHD later this month.
- CivicSpark



**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax  
[www.hvlcsd.org](http://www.hvlcsd.org)

- With the prospect of multiple project activities taking shape in the near future, the District is considering contracting with the CivicSpark program again. This has been agendaized for this BOD meeting. The fellowship would provide 2 fellows to assist the District in project operations for the Mainline, Unit 9, and SCADA project.
- Project closeouts
  - The 2019 rainstorms that damaged wastewater facilities including the access road, is now in final closeout with CalOES
  - The District has received the final retention check from the LHMP planning grant.
  - The District has received notification of changes to federal obligation for the LNU lightning complex disaster.

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

**DATE:** June 21, 2022

**AGENDA ITEM:** Adoption of Sewer Resolution 2022-05

---

**RECOMMENDATIONS:** Adopt Sewer Resolution 2022-05

**FINANCIAL IMPACT:** None

**BACKGROUND:**

Sewer Ordinance 60 as approved and adopted 5/17/22.

Commensurate with District counsel recommendations, this Sewer Resolution has been drafted to address the specific topic of sewer construction. Moving forward, this structure of addressing specific sewer policies via Resolution will help the District remain nimble regarding the details of sewer administration.



## RESOLUTION 2022-05

### RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ESTABLISHING A POLICY REGARDING CONSTRUCTION OF SEWERS

**WHEREAS**, pursuant to Sections 61060(b) and 61100(b) of the Government Code, the Board of Directors (“Board”) of Hidden Valley Lake Community Services District (“District”), following a properly noticed and duly held public hearing at its meeting on May 17, 2022, adopted Ordinance No. 60, thereby establishing rules and regulations for the connection and use of wastewater facilities, wastewater discharge and pretreatment regulations, and repealing Ordinance Nos. 3, 48, and 59.1; and

**WHEREAS**, pursuant to Section 3(j) of District Ordinance No. 60, the District may, by resolution, enact or amend rules and regulations pertaining to construction, repair, and replacement of sewers; and

**WHEREAS**, the District’s Board of Directors finds it necessary to establish a policy, including certain rules and regulations, regarding construction of sewers.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Hidden Valley Lake Community Services District hereby finds and determines that the foregoing Recitals are true and correct, and incorporates the Recitals herein

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Directors of Hidden Valley Lake Community Services District hereby establishes the following policy, including rules and regulations, regarding construction of sewers:

1. **Definitions.** All terms capitalized below are defined in Section 2 of District Ordinance No. XX.
2. **Construction of Sewers.**
  - (a) Only properly licensed contractors shall be authorized to construct Sewers within the District.
  - (b) No Person shall construct a Sewer, including Sewer Mains, Sewer Laterals, and Side Laterals, and any appurtenances thereto, without first obtaining a written permit from the District and paying all fees and connection charges and furnishing bonds as required therein.
    - 1) Application for a permit for Sewer construction shall be accompanied by three (3) complete sets of plans, prepared by a Registered Civil Engineer, showing all details of the proposed work based on an accurate survey of the ground and the buildings as facilities to be served.

- 2) The application, together with the plans, profiles, and specifications shall be examined by the District Engineer who shall within twenty (20) days approve them as filed or require them to be modified as the District Engineer deems necessary for proper installation.
  - 3) Upon approval by the District Engineer, the application, plans, profiles, and specifications shall be submitted to the Board at its next regular meeting for consideration. If the Board is satisfied with the proposed work and the plans, profiles and specifications, it may order the issuance of a permit predicated upon payment of all connection charges, fees, and bonds as required by the District. The permit shall prescribe such terms and conditions as the Board finds necessary in the public interest.
  - 4) After issuance of the Sewer construction permit, no change shall be made in the location of the Sewer, the grade, materials, or other details from those described in the permit or as shown on the plans and specifications for which the permit was issued except with written permission from the General Manager or the General Manager's designee.
- (c) Inspection, Testing, Final Acceptance. No Sewer shall be covered at any point until it has been inspected and passed for acceptance. No Sewer shall be connected to the Collection System until the work covered by the permit has been completed, inspected, tested, and approved by the District Engineer. If the test proves satisfactory and the Sewer has been cleaned of all debris accumulated from construction operations the District Engineer shall issue a certificate of satisfactory completion.
- 1) Notification in Advance of Inspection/Testing – The Person doing the work authorized by permit shall notify the District Engineer in writing that said work is ready for inspection.
  - 2) One (1) complete set of “as-built” drawings showing the actual location of all Sewer Mains, Side Laterals, and any appurtenances shall be filed with the District before final acceptance of the work.

### 3. **Construction and Connection of Side Laterals.**

- (a) Minimum Size for Side Laterals Serving Single-Family Residences. In accordance with Item 3.4 in Section III of the District's Design and Construction Standards, a gravity Side Lateral serving a Single-Family Residence may be three (3) inch inside diameter provided that a minimum continuous slope of 2% fall (1/4 inch/foot) can be maintained from the building to the point of connection at the Sewer Main. Also, the District requires construction of a 4" sweep prior to connection to the Sewer Main. Any gravity Side Lateral containing any portion of length with less than 2% slope shall install a four (4) inch inside diameter pipe from the building to the Sewer Main.

- (b) Minimum Size for Side Laterals Serving Other Buildings. All gravity Side Laterals serving Multiple Living Unit Buildings and commercial, industrial, and institutional buildings must install a minimum for (4) inch or larger diameter line.
- (c) Cleanouts Required. In accordance with Section III of the District's Design and Construction Standards, Cleanouts shall be installed in accordance with the rules, regulations, and ordinances of the District and reasonable requirements of the District Engineer upon inspection. All Cleanouts shall be maintained watertight. An approved Cleanout shall be located on each Side Lateral at locations approved by the General Manager or the General Manager's designee.
- (d) Individual Lift Pump If Sewer Is Too Low. In all buildings constructed in which any Side Lateral is too low to permit gravity flow to the Sewer Main, sewage carried by such Side Lateral shall be lifted by an Individual Lift Pump, as approved by the General Manager, and discharged to the Sewer Main at the expense of the Owner.
  - 1) Individual Lift Pumps that serve a private residence shall be designed for pumping domestic Wastewater, shall be capable of passing a minimum of 1 and ½ inch solids, and shall have automatic controls that will energize and de-energize the pump at a preset water level.
  - 2) The Individual Lift Pump shall be located outside the building footing for ease of maintenance and installed in a watertight basin or container that is designed to hold no more the 12 hours average domestic Wastewater flow. Installation of the Individual Lift Pump in a septic tank is not allowed.
  - 3) A Sewer Overflow Prevention Device shall be installed on the Individual Lift Pump discharge.
  - 4) A Pressure Side Lateral that conveys Wastewater from an Individual Lift Pump shall have a pipe diameter equal to or larger than the size of the pump discharge connection, but not less than one and one-half inch (1 1/2") inside diameter.
- (e) Duplex Lift Pump Station. Duplex Lift Pump Stations shall be installed at all Multiple Living Unit Buildings and all commercial, industrial, and institutional buildings.
  - 1) Both pumps shall be installed in a common basin or container and shall be connected so that the standby unit will automatically take over in the event of failure of the lead pump.
  - 2) An audio and/or visual alarm shall be incorporated into the pump controls that will signal when either unit has failed and/or an abnormally high water level in the basin or container has occurred.
  - 3) The Owner of the building designated shall give the pump station immediate attention when an alarm occurs, in order to prevent the overflow of untreated Sewage which may constitute a public nuisance and health hazard.

- 4) In addition to the above, all other criteria of Section 5(D) applicable to Individual Lift Pumps shall also apply to Duplex Lift Pump Stations.
- (f) District Supervision of Connection to District Facilities. The connection of the Side Lateral to the Sewer Lateral provided by the District shall be made in the presence of the District Engineer and under his or her supervision and direction. Any damage to the Sewer Lateral shall be repaired at the cost of the Owner and to the satisfaction of the District Engineer.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board of Directors of Hidden Valley Lake Community Services District hereby determines that this Resolution shall be effective immediately upon adoption and shall remain in effect until such time as modified, repealed, or superseded by further resolution of the Board.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the Board of Directors of Hidden Valley Lake Community Services District that if any section, subsection, clause, phrases, or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Resolution.

**PASSED AND ADOPTED ON** \_\_\_\_\_, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
Gary Graves,  
President of the Board of Directors

Attest: \_\_\_\_\_  
Dennis White,  
Secretary to the Board of Directors

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

**DATE:** June 21, 2022

**AGENDA ITEM:** Consideration of Award of Contract to Piazza Construction in the amount of \$206,062 for the North Shore Court Sewer Rehabilitation Project

**RECOMMENDATIONS:** Approve the attached resolution which takes the following actions regarding the North Shore Court Sewer Rehabilitation Project:

1. Authorize the Board of Directors to approve a construction contract with Piazza Construction for the North Shore Court Sewer Rehabilitation Project based on their submitted bid of \$206,062.
2. Approve the overall Estimated Construction Budget of \$270,668, which includes the construction cost, a 10% contingency and monies for construction management and inspection.
3. Determining the project to be exempt from the requirements of the California Environmental Quality Act.

**FINANCIAL IMPACT:** Based on the recommended award amount, staff is proposing the following overall budget:

Construction	\$206,062
Construction Contingency (10%)	\$ 20,606
<u>Estimated Construction Management &amp; Inspection</u>	<u>\$ 44,000</u>
Total Estimated Project Construction Budget	\$270,668

Costs associated with this project will be paid from a Department of Water Resources IRWM Implementation Grant.

**BACKGROUND:** The North Shore Court Sewer Rehabilitation Project consists of the rehabilitation of approximately 438 feet of 6-inch asbestos cement sewer main with Cured-in-Place Pipe and the replacement of 181 feet of 6-inch asbestos cement sewer main with PVC pipe. The project is located on North Shore Court and is within a public utility easement. The pipe is known to be in poor condition and has been repaired multiple times. In December of 2021, Coastland Engineering reviewed sewer inspection videos provided by the District and prepared recommendations for pipe repairs. On February 4, 2022, the District authorized Coastland Engineering to prepare construction documents for the project.

The project was advertised for bids in accordance with the requirements of the California Public Contract Code. On June 14, 2022, the District Engineer's office conducted the bid opening and two (2) bids were received. The bids were from Piazza Construction in the amount of \$206,062, and from Kerex Engineering, Inc. in the amount of \$449,650. The engineer's estimate was \$197,635.

The District Engineer reviewed Piazza Construction's bid documents and found them to be responsive and complete.



The award of the contract is to be based on the lowest responsive and responsible base bid received. Based on information received, staff is recommending that the District award the contract to Piazza Construction, for \$206,062 and approve the overall budget for the project.

If approved, the work is estimated to start in July, 2022 and be completed by September 30, 2022.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, Gary Graves, President of the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on June 21, 2022.

Ayes:

Noes:

Abstain:

Absent:

---

President of the Board

RESOLUTION NO. 2022-06



A RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT APPROVING THE PRESIDENT OF THE BOARD TO SIGN A CONTRACT WITH PIAZZA CONSTRUCTION FOR THE NORTH SHORE COURT SEWER REHABILITATION PROJECT AND ESTABLISH AN OVERALL BUDGET

WHEREAS, the sewer main in North Shore Court is known to be in poor condition and has been repaired on multiple occasions; and

WHEREAS, contract bid documents were prepared for the replacement of this sewer main and the project was advertised for public bidding in accordance with the regulations of the California Public Contract Code; and

WHEREAS, bids for the project were publicly opened on June 14, 2022, in accordance with Section 4104.5 of the California Public Contract Code and other applicable laws; and

WHEREAS, two bids were received, the lowest of which was for \$206,062 from Piazza Construction; and

WHEREAS, staff has determined that the bid from Piazza Construction satisfies the bidding requirements for the Project; and

WHEREAS, staff has verified that Piazza Construction possesses a valid California Contractor's License under the requested Class A, number 406456 (expires 6/30/23) as required to qualify to perform the Project; and

WHEREAS, the Project has been found to be exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301(b) as it consists of replacement of existing facilities of both investor and publicly-owned utilities used to provide electric power, natural gas, sewerage, or other public utility services.

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

1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the Board of Directors of the Hidden Valley Community Services District.
2. In accordance with the California Public Contract Code Section 20160 *et seq.*, and other applicable laws, the Board of Directors of the Hidden Valley Lake Community Services District hereby finds the base bid of Piazza Construction for the North Shore Court Sewer Rehabilitation Project to be the lowest, responsive bid and waives any irregularities in such bid in accordance with applicable law.

3. The contract for the North Shore Court Sewer Rehabilitation Project is hereby awarded to Piazza Construction in the amount of \$206,062.00 conditioned on Piazza Construction's timely executing the Project contract and submitting all required documents, including, but not limited to, executed bonds/surety, certificates of insurance, and endorsements, in accordance with the Project bid documents.
4. The President of the Board is hereby authorized and directed to execute upon submission by Piazza Construction all documents required pursuant to the Project bid documents for performance of the Project.
5. The overall construction budget for the Project be established at \$270,668.00.
6. District staff are hereby directed to issue a Notice of Award to Piazza Construction for the project.
7. This Resolution shall become effective immediately.
8. All portions of this resolution are severable. Should any individual component of this Resolution be adjudged to be invalid and unenforceable by a body of competent jurisdiction, then the remaining resolution portions shall be and continue in full force and effect, except as to those resolution portions that have been adjudged invalid. The Board of Directors of the Hidden Valley Lake Community Services District hereby declares that it would have adopted this Resolution and each section, subsection, clause, sentence, phrase and other portion thereof, irrespective of the fact that one or more section subsection, clause sentence, phrase or other portion may be held invalid or unconstitutional.

\* \* \* \* \*

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the \_\_\_ day of \_\_\_\_\_ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Gary Graves  
President of the Board

---

Dennis White  
General Manager/Secretary to the Board

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

**DATE:** June 21, 2022

**AGENDA ITEM:** Recommend the General Manager to Enter into a Contract with CivicSpark Fellowship

---

**RECOMMENDATIONS:** Recommend the General Manager to Enter into a Contract with CivicSpark Fellowship

**FINANCIAL IMPACT:** \$58,000

**BACKGROUND:**

The CivicSpark Fellowship has served the District quite well in the past. In 2017/2018 fellows were able to assist after the flooding events of early 2017. Fellows kept the District in compliance by helping in the remediation efforts demanded by the Regional WaterBoards in their Notice of Violation. In 2018/2019, another flood year, fellows built a sewer infrastructure database using newer tools of GIS and Flow Monitors to help combat Infiltration and Infrastructure (I&I). In 2019/2020, fellows assisted in the development of the LHMP, a key element in the path towards procuring Federal Funding. Great strides were also made in building capacity as I & I opportunities for improvement expanded quickly. In 2021/2022, our single fellow, has single-handedly managed the AMI project recently adopted in the capital improvement plan.

These fellows come to the District as freshly minted graduates hoping to apply what they have learned and make a difference in the work world. The program is subsidized by CivicWell's parent company, AmeriCorps. This subsidy makes the cost of this 11-month fellowship quite attractive to the District.

The 2022/2023 fellowship (Sept 2022 – August 2023) opportunity lands squarely on improvements to the Water infrastructure. The District is committed to Water Supply Reliability in the form of SCADA

improvements, Water Storage Improvements, and Water Mainline Rehabilitation. CivicSpark fellows can help with that. The SCADA and Water Storage projects are underway. Fellows will help move these two projects along with meeting facilitation & scribe, vendor coordination, and grant administration. The mainline rehabilitation project is in the discovery phase, where the fellows can also provide needed capacity. Tools and technologies best suited for this project are still being discovered. Funding opportunities continue to become available, and sometimes existing applications need updating. Fellows are uniquely qualified to keep this project moving forward with research, documentation, and implementation.

The enclosed contract has been reviewed by counsel. The scope of work content found on page 9 (of 15) was developed by District staff.

Encl: 22-23 CivicSpark Service Agreement

**AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR**

THIS AGREEMENT (“Agreement”) is made and entered into as of **7/1/2022** (“Effective Date”) by and between **Hidden Valley Lake Community Services District**, (“Partner”) and CivicWell (formerly, Local Government Commission), a California nonprofit public benefit corporation.

**Commented [1]: PLEASE ADD INFORMATION IN ALL YELLOW HIGHLIGHTED SECTIONS.**  
**MAKE SURE LGC STAFF HAVE AN OPPORTUNITY TO REVIEW BEFORE SIGNING.**  
**COMMENTS ARE FOR GUIDANCE ONLY AND SHOULD BE DELETED BEFORE FINAL EXECUTION.**

**RECITALS**

- A. CivicWell administers the CivicSpark program as part of the federal AmeriCorps program. The CivicSpark Program provides capacity building services to local organizations through project implementation activities performed by CivicWell teams, CivicWell staff and CivicSpark Fellows (“Fellows”). Fellows can only work on contracted and allowable service activities. CivicSpark will provide this service to the Partner by conducting assessments, implementing planning or action projects, engaging volunteers, and transferring knowledge to Partner’s staff.
- B. Partner desires to engage CivicWell to provide certain services through the CivicSpark program. CivicWell desires to provide those services and to be compensated accordingly.
- C. Partner and CivicWell enter into this Agreement in order to memorialize the terms concerning CivicWell's performance of the services and Partner's obligations with respect thereto.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual agreements set forth herein, Partner and CivicWell hereby covenant and agree as follows:

**AGREEMENT**

- 1. CivicWell’s Scope of Services. During the term of this Agreement, CivicWell agrees to perform the services described in Exhibit B - Scope of Services, (“Services”) attached hereto and incorporated herein. The project for which the services are provided must align with the performance measures and may not involve any of the prohibited activities set forth in Exhibit A – Contracted Performance Measures and Prohibited Activities attached hereto and incorporated herein.
- 2. Partner’s Responsibilities. During the term of this Agreement, Partner agrees to perform the responsibilities and roles as described in Exhibit C – Partner Responsibilities, attached hereto and incorporated herein, as such responsibilities and roles relate to Partner’s participation in the CivicSpark program.
- 3. Compensation; Reimbursable Expenses.
  - (a) For the Services provided by CivicWell under this Agreement, Partner shall pay CivicWell the compensation set forth in Exhibit D - Compensation, attached hereto and incorporated herein.
  - (b) CivicWell shall be entitled to reimbursement for out-of-pocket expenses incurred in the performance of this Agreement limited to those expenses listed in Exhibit E - Reimbursable Expenses, attached hereto and incorporated herein, up to the maximum amount set forth in Exhibit E.- Reimbursable Expenses. Upon receipt of CivicWell’s invoice, Partner shall notify CivicWell if it has any exceptions to CivicWell’s invoice. When CivicWell and Partner are in agreement on the terms of CivicWell’s invoice, Partner shall submit the invoice for payment. Partner shall reimburse CivicWell within thirty (30) days of receiving the invoice.
- 4. Term. The term of this Agreement shall commence and CivicWell's duties and responsibilities under this Agreement shall begin as of the date first written above and shall continue, as agreed to in the timeline defined in

Exhibit F (“Term”). This Agreement is subject to earlier termination as provided herein, until the services are complete and all compensation and reimbursable expenses are paid to CivicWell.

5. Termination. This Agreement may be terminated prior to the end of the Term upon the bankruptcy or insolvency of either party or upon 30 days’ written notice by the terminating party to the non-terminating party.

If either party defaults in the performance of this Agreement or materially breaches any of its provisions, the non-breaching party may terminate the Agreement by giving written notice to the breaching party. Termination will take effect immediately on receipt of notice by the breaching party or five days after mailing of notice, whichever occurs first. For purposes of this provision, material breach of this Agreement includes, but is not limited to, the following: (a) Partner’s failure to pay CivicWell any compensation due within 30 days after written demand for payment; (b) CivicWell’s failure to perform the Services as provided in this Agreement; or (c) either party’s material breach of any representation or agreement contained in this Agreement.

5. Excuse of Performance. CivicWell’s obligation to perform the services specified in this Agreement shall be excused if the performance is prevented or substantially delayed due to circumstances not caused, in whole or in part, by CivicWell, including any such circumstances caused by Partner.

6. Independent Contractor. It is the express intention of the parties that CivicWell is an independent contractor and not an employee, agent, joint venturer, or partner of Partner. Nothing in this Agreement shall be interpreted or construed as creating or establishing an employer-employee, employer or joint employer relationship of employer and employee between Partner and CivicWell or any employee or agent of CivicWell. Both parties acknowledge that CivicWell may retain the services of others to assist it but that such persons as CivicWell’s employees are not Partner employees for any purpose. CivicWell further agrees that it shall be exclusively responsible for payment of compensation and benefits to any employee it retains and shall be liable for all taxes required to be reported and remitted to appropriate tax authorities.

Formatted: Highlight

Formatted: Strikethrough

7. Insurance. CivicWell agrees to maintain: (1) commercial general liability insurance with minimum limits of \$1,000,000, written on an occurrence form basis and \$3,000,000 general aggregate, protecting it from claims for personal injury (including bodily injury and death) and property damage which may arise from or in connection with the performance of CivicWell’s Services hereunder or from or out of any act or omission of CivicWell, its officers, directors, agents, subcontractors or employees; (2) professional liability insurance with minimum limits of \$2,000,000; (3) worker’s compensation insurance as required by law; and (4) hired and non-owned auto insurance with minimum limits of \$1,000,000 for each accident. If requested, CivicWell shall provide a certificate of said insurance and an additional insured endorsement to Partner within 10 days of the execution of this Agreement.

8. Indemnification. To the extent limited by applicable law, each party to this Agreement (“Indemnitor”) shall defend, indemnify, defend and hold harmless the other party (“Indemnitee”) and its directors, officers, agents, contractors, volunteers, and employees, from and against any and all liabilities and claims, including attorney’s fees and other legal expenses, arising directly or indirectly from any act or failure by the Indemnitor of or in any way related to the Indemnitor’s performance of this Agreement or representations made in this Agreement. In addition to the foregoing, CivicWell shall defend, indemnify, defend and hold harmless Partner and its directors, officers, agents, contractors, volunteers, and employees, from and against any and all liabilities and claims, including attorney’s fees and other legal expenses, arising directly or indirectly from any employment claims of CivicWell employees and its volunteers. This provision shall survive the termination of this Agreement.

Formatted: Highlight

9. Ownership of Documents. Ownership of any designs, plans, maps, reports, specifications, drawings, and other information or items produced by CivicWell while performing Services under this Agreement will be assigned to and owned jointly by CivicWell and Partner. The original of all reports, memoranda, studies, plans,

specifications, drawings, materials, exhibits, maps or other similar or related documents prepared by CivicWell in the performance of the Services for Partner shall be the joint property of CivicWell and Partner.

10. Notices. All notices or other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been given when delivered if personally delivered, or three (3) business days after mailing if mailed by certified mail, postage prepaid, return receipt requested, and shall be addressed as follows:

To Partner:

Alyssa Gordon  
Hidden Valley Lake Community Services District  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707-987-9201  
707-987-3237  
agordon@hvlcsd.org

To CivicWell:

Lare Bloodworth  
CivicWell  
980 9th Street, Suite 1700  
Sacramento, CA 95814-2736  
916-448-1198 x302  
916-448-8246 fax  
lbloodworth@civicwell.org

Either party may change its address by giving written notice thereof to the other party.

11. Attorneys' Fees. The party prevailing in any action at law or in equity necessary to enforce or interpret the terms of this Agreement shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled.

Commented [AG2]: Our counsel has suggested rejecting the attorney's fees provisions.

12. Governing Law. This Agreement shall be governed by the laws of the State of California, ~~Washington or Colorado~~.

Formatted: Strikethrough

13. Entire Agreement: Amendments. This Agreement contains all of the agreements of the parties hereto with respect to the matters contained herein and no prior or contemporaneous agreement or understanding, oral or written, pertaining to any such matters shall be effective for any purpose. No provision of this Agreement may be amended or added to except by an agreement in writing signed by the parties hereto or their respective successors in interest. In particular, neither party may vary the scope of services described in Exhibit B – Scope of Services or responsibilities in Exhibit C – Partner Responsibilities except as expressly agreed to in writing by the other party. The budgets for direct labor and expenses are based on the Services described in Exhibit B – Scope of Services and any modification may affect direct labor costs and project expenses and must be approved in writing by Partner

14. Headings. The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions of this Agreement.

15. Severability. If, for any reason, any provision or partial provision of this Agreement is held invalid, such invalidity shall not affect the remainder of such provision or any other provision of this Agreement not so held invalid, and each other provision, or portion thereof, shall, to the full extent consistent with law, continue in full



force and effect.

16. Waiver. The waiver of any breach of any provision hereunder by any party hereto shall not be deemed to be a waiver of any preceding or subsequent breach hereunder.

17. Warranty of Authority. Each of the undersigned hereby warrants that he/she has authority on behalf of his or her principal to execute this Agreement and to bind such principal to the terms hereof.

18. Counterparts. This Agreement may be executed by electronic or hard-copy signature and in counterparts, each of which shall be deemed to be one and the same instrument. The exchange of executed copies of this Agreement by facsimile, email or other electronic transmission will constitute effective execution and delivery of this Agreement for all purposes. Signatures of the parties transmitted by such methods will be treated in all respects as having the same effect as an original signature.

Dated as of the Effective Date set forth above.

PARTNER:

[Hidden Valley Lake Community Services District]

By \_\_\_\_\_  
[Dennis White, General Manager]

CIVICWELL;

CIVICWELL, a California nonprofit public benefit corporation

By \_\_\_\_\_  
Lare Bloodworth, Chief Financial Officer

**Exhibit A**  
**Contracted Performance Measures and Policies**

CivicWell has contracted with AmeriCorps to implement CivicSpark as an AmeriCorps program. **Fellows can only work on service outlined in performance measures approved by AmeriCorps and must abide by Federal guidelines for AmeriCorps program implementation.** Performance measures define how CivicSpark will provide service to Partner by: conducting assessments; implementing planning, research or implementation projects; engaging volunteers; and transferring knowledge to Partner staff. The project scope in Exhibit B must align with the measures below:

- 1) Capacity Building for Local Public Organizations – Fellows’ direct service hours should be spent building capacity for local service recipients to address their relative needs with regard to specific issues (e.g., climate, water, housing etc.). Fellows will address these needs by assisting one or more local service recipients to develop or implement projects that they would otherwise not be able to complete. Capacity building will be delivered in 3 stages, including: (1) gap assessments; (2) research, planning, and implementation service projects; and (3) transition of knowledge.
- 2) Volunteer Engagement – All Fellows should have the opportunity to build further capacity by engaging, recruiting, and supporting volunteers. Volunteers may be engaged as either one-time volunteers (e.g., – volunteers to assist for a specific event such as Earth Day or service activities) or as on-going volunteers such as interns).
- 3) Training and Professional Development for Fellows – Fellows can spend up to 20% of their service year (340 of their 1700 total hours) on training. Training includes the one-week orientation at the start of the service year, mid-year gathering, continued monthly trainings, and professional development and networking opportunities. Training hours ensure that Fellows have the training and tools they need to succeed in their service work and to grow as professionals.

The majority of the work provided by CivicSpark to Partner via direct service only involves the first measure (Capacity Building). The second and third measure is predominantly met through training, service and professional development activities provided to the Fellows by CivicWell. Some activities that occur while working with local government beneficiaries or other project partners may be considered training and professional development, such as networking events and trainings conducted by or attended in partnership with Partner.

Prohibited Activities: Federal guidelines further restrict certain activities, which cannot be engaged in by CivicSpark Fellows or Supervisors while charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the CivicSpark program or AmeriCorps, this includes direct fundraising or grant writing which are not allowable activities in CivicSpark. **In addition to only working on contracted performance measure service activities, the following activities are prohibited** (see 45 CFR § 2520.65):

- (1) Attempting to influence legislation;
- (2) Organizing or engaging in protests, petitions, boycotts, or strikes;
- (3) Assisting, promoting, or deterring union organizing;
- (4) Impairing existing contracts for services or collective bargaining agreements;
- (5) Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- (6) Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- (7) Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities

devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;

- (8) Providing a direct benefit to—
  - (i) A business organized for profit;
  - (ii) A labor union;
  - (iii) A partisan political organization;
  - (iv) A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
  - (v) An organization engaged in the religious activities described above, unless AmeriCorps assistance is not used to support those religious activities;
- (9) Conducting a voter registration drive or using AmeriCorps funds to conduct a voter registration drive;
- (10) Providing abortion services or referrals for receipt of such services; and
- (11) Such other activities as AmeriCorps may prohibit.

Fellows, like other private citizens, **may** participate in the above listed activities **on their own time, at their own expense, and on their own initiative**. However, the AmeriCorps logo **must not** be worn while doing so.

Reasonable Accommodations: Per Federal Guidelines and CivicWell policies, the CivicSpark programs and activities must follow equal opportunity employment requirements and be accessible to persons with disabilities by providing reasonable accommodation. In support of this:

- (1) CivicWell and Partner will comply with Equal Opportunity Employment guidelines.
- (2) CivicWell and Partner will endeavor to make reasonable accommodations to known physical or mental limitations of qualified AmeriCorps members with disabilities unless the accommodation would impose an undue hardship on the program operations.
- (3) CivicWell and Partner will endeavor to accommodate the sincere religious beliefs of AmeriCorps Members to the extent such accommodation does not pose an undue hardship on the Organization's operations.
- (4) CivicWell and Partner will not allow any form of retaliation against individuals who raise issues of equal employment opportunity or reasonable accommodation.

Non-Duplication and Non-Displacement: Federal guidelines further restrict engagement of CivicSpark Fellows to duplicate or displace staff (see 45 CFR § 2540.100(e)-(f))

(1) Nonduplication. AmeriCorps assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless the requirements of paragraph (f) of this section are met, AmeriCorps assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.

(2) Nondisplacement.

- (i) An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving AmeriCorps assistance.
- (ii) An organization may not displace a volunteer by using a participant in a program receiving AmeriCorps assistance.
- (iii) A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual.

(iv) A participant in a program receiving AmeriCorps assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.

(v) A participant in any program receiving assistance under this chapter may not perform any services or duties, or engage in activities, that—

1. Will supplant the hiring of employed workers; or
2. Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.

(vi) A participant in any program receiving assistance under this chapter may not perform services or duties that have been performed by or were assigned to any—

- i. Presently employed worker;
- ii. Employee who recently resigned or was discharged;
- iii. Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
- iv. Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
- v. Employee who is on strike or who is being locked out.

Non-Harassment and Civil Rights Policy:



**Program Non-Harassment and Civil Rights Policy – March 18, 2021**

AmeriCorps (the Corporation for National and Community Service adopted the operating name "AmeriCorps" as of September 29, 2020) has zero tolerance for unlawful harassment of any individual or group of individuals engaged in national service. AmeriCorps is committed to treating all persons with dignity and respect. Our agency prohibits all forms of discrimination and harassment based on race, color, national origin, gender, age (40 and over), religion, sexual orientation, disability (mental or physical), gender identity or expression, political affiliation, marital or parental status, pregnancy, reprisal, genetic information (including family medical history), or military service. All programs administered by or receiving federal financial assistance from AmeriCorps must be free from all forms of discrimination and harassment.

Harassment may include slurs and other verbal or physical conduct relating to an individual's gender, race, ethnicity, religion, sexual orientation, or any other legally-protected status when such behavior has the purpose or effect of interfering with service performance or creating an intimidating, hostile, or offensive service environment. Examples of harassing conduct include but are not limited to: explicit or implicit demands for sexual favors; pressure to engage in a romantic relationship or for dates; deliberate touching of another person without consent, leaning over, or cornering a person; repeated offensive teasing, jokes, remarks, or questions; unwanted letters, emails, or phone calls; distribution or display of offensive materials; offensive looks or gestures; gender, racial, ethnic, or religious baiting; physical assaults or other threatening behavior; and demeaning, debasing, or abusive comments or actions that intimidate.

AmeriCorps does not tolerate harassment from anyone, including any AmeriCorps employee or supervisor; a project or site employee or supervisor; a non-employee (e.g., client); a co-worker; a national service participant. Any discrimination or harassment, when identified, will result in immediate corrective action, up to and including, removal or termination of any individual engaging in such misconduct.

All recipients receiving AmeriCorps financial or volunteer assistance, including individuals, organizations, programs, and/or projects are subject to this zero-tolerance policy. Recipients must take immediate corrective action to investigate and rectify any complaints of any discrimination or harassment. Any AmeriCorps awardee permitting discrimination or harassment in violation of this policy will be subject to a finding of non-compliance, which may result in termination of federal financial assistance.

Harassment based on upon race, color, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, pregnancy, reprisal, genetic information, or military service is unacceptable in AmeriCorps' offices or campuses, in other service-related settings such as training sessions or service sites, and at service-related social events. I expect supervisors and managers of AmeriCorps programs and projects, when made aware of alleged discrimination or harassment by employees, national service participants, or any other individuals, to investigate and take prompt action to effectively address any discrimination or harassment. AmeriCorps prohibits any retaliatory action against a person who raises any discrimination or harassment concerns.

If you believe you have been discriminated against in violation of any civil rights laws, regulations, or this policy, or have been subject to retaliation for opposing discrimination or participating in discrimination complaint proceedings (e.g., as a complainant or witness) in any AmeriCorps program or project, contact the AmeriCorps Equal Opportunity Program (EOP). The EOP may be reached at (202) 606-7503 or [eo@cns.gov](mailto:eo@cns.gov).

The EOP manages national service participant civil rights and harassment concerns. You must contact the EOP within 45 calendar days of an occurrence of discrimination or harassing conduct. You are not required to use a program, project, or sponsor dispute resolution procedure before contacting the EOP. If you choose to pursue another dispute resolution procedure, it does not suspend the 45-day time limit requirement to contact the EOP. Discrimination and harassment claims brought to the attention of the EOP outside 45 calendar days of an occurrence may not be accepted for investigation in a formal complaint of discrimination.

Mal Coles  
Acting Chief Executive Officer  
AmeriCorps

**Exhibit B**  
**Scope of Services**

CivicWell will perform the following services:

- 1) General Program Responsibilities
  - a. Provide clear guidelines to Fellows regarding AmeriCorps regulations and expectations.
  - b. Recruit and train Fellows to provide capacity building services for the region.
  - c. Work to provide support and guidance for Fellows, addressing any concerns that might develop during the service year.
  - d. Hold Fellows accountable for the desired service results and work with Fellows on their professional development and behavior.
  - e. Manage local government beneficiary and/or other partner service contracts.
  - f. Share outcomes from service with Partner.
- 2) Fellow Responsibilities
  - a. Pass a state, national, and National Sex Offender Public Website (NSOPW) background check before starting their service year.
  - b. Participate in a 1-week program orientation and complete at least 100 hours of training through dedicated Fellow training, development, and service days.
  - c. Serve an average of 37 hours per week for 11 months, serving a minimum of 1700 total hours, with at least 1300 hours dedicated to Partner project activities (see below).
  - d. Comply with guidelines for performance measures and abide by regulations on prohibited activities described in Exhibit A above.
  - e. Complete accurate project reporting in a timely manner as required by AmeriCorps, including: assessments, implementation, hours served, volunteers recruited and supported, and transition of knowledge to local governments.
  - f. Avoid participation in prohibited activities.
  - g. Identify as a Fellow and wear AmeriCorps lapel pins or gear during service hours.
  - h. Participate in days of national service including, but not limited to: Martin Luther King, Jr. Day of Service; State Day of Service, and AmeriCorps week Service Day.
- 3) Project Specific Scope of Work
  - a. Research, planning and implementation - Mainline Rehabilitation project
    - i. In support of the Mainline Rehabilitation project, a plan for replacing 31 miles of underground infrastructure will be developed. This is an approved capital project and planning activities are underway. The fellow will assist in the vetting and finalization of this plan by helping prioritize areas of most significant concern. Once finalized, the fellow will help in the rehabilitation effort in the prioritized areas. Anticipated implementation activities will include documentation, forecasting, and technology review of necessary software and materials.
    - ii. In support of the Mainline Rehabilitation project, the fellow will assist in the leveraging of existing tools, personnel and capital planning efforts to help capture the evolving needs of the project.
    - iii. Public outreach of the District's progress in this project will be facilitated by fellow participation, and is likely to include public presentations and District newsletter content.
  - b. Research, planning and implementation – SCADA project
    - i. In support of the Supervisory Control And Data Acquisition (SCADA) project, a plan to improve the existing SCADA system will be developed. This is an approved capital project with a recently adopted Master Plan. The fellow will assist in

- formalizing the improvement recommendations into an implementation plan. The fellow will participate in meetings with design engineers and District staff, and assist with scheduling and obligations. A phased approach to improvements will lead the District to submitting Requests for Proposals (RFP), and Notice Inviting Bids (NIB), in which the fellow will provide assistance.
- ii. In support of the SCADA project, the fellow will assist in the leveraging of existing tools, personnel and capital planning efforts to help capture the evolving needs of the project.
  - iii. Public outreach of the District's progress in this project will be facilitated by fellow participation and is likely to include public presentations and District newsletter content.
- c. Planning and implementation – Water Storage Reliability project
- i. In support of the Water Storage Reliability (aka Unit 9 Tank) project, design engineering and construction are anticipated to occur during the service year. This is an approved capital project with secured funding. The fellow will assist in the facilitation of design by coordinating, participating in and documenting topographical, geotechnical, and environmental investigations. Construction planning can potentially begin during the service year, which will necessitate fellow support with the development of bid plans and specifications and advertisement.
  - ii. In support of the Water Storage Reliability project, the fellow will assist in the leveraging of existing tools, personnel and capital planning efforts to help capture the evolving needs of the project.
  - iii. Public outreach of the District's progress in this project will be facilitated by fellow participation and is likely to include public presentations and District newsletter content.
- d. This project will include: (1) an initial gap assessment conducted by the Fellow, (2) a volunteer engagement component, and (3) a transitional support activity.
- i. Minor changes to the scope following the requisite gap assessment process may be needed.
  - ii. The project will comply with AmeriCorps service guidelines including prohibited activities described in Exhibit A – Contracted Performance Measures and Prohibited Activities.

Commented [3]: THIS SECTION IS PART OF THE SCOPE AND SHOULD NOT BE REMOVED.

**Exhibit C**  
**Partner Responsibilities**

Partner will perform the following services:

- (1) Support Responsibilities
  - (a) Support Fellow recruitment by advertising your open placement through appropriate channels and networks (e.g., websites, newsletters, social media, job boards, etc.)
  - (b) Identify one staff member to act as the "Site Supervisor" for the project, and point person for both the Fellow and CivicSpark staff.
  - (c) Site Supervisor shall support project implementation and professional development by:
    - (i) Setting aside at least 1 hour/week to check in with each Fellow and provide assistance for each approved project.
    - (ii) Familiarizing Fellows to the host organization (including safety procedures and protocols), resources, and project scope.
    - (iii) Completing an initial performance assessment of each Fellow (survey and goal setting) within 1 month of the start of the service year; conducting a mid-year performance review; and completing a final performance review survey prior to the end of the service year.
    - (iv) Seeking opportunities to integrate Fellows' professional goals into project activities.
    - (v) As appropriate, facilitating Fellows' transition at the end of their service year by introducing Fellows to relevant colleagues and networks.
    - (vi) Provide adequate professional workspace for Fellows (e.g., desk, computer, phone), and ensure that site and workplace are accessible to individuals with disabilities if needed.
    - (vii) If needed due to shelter-in-place requirements, be able to support remote service for Fellows (e.g., remote access to files, plans for remote check-in and support, technology support for remote work)
  - (d) Develop defined project scope(s) and identify goals to be completed in agreed upon timeframe.
    - (i) Ensure key staff for each defined project completes a pre-service capacity assessment survey before the start of the service year and a post-service capacity assessment towards the end of the year.
    - (ii) Ensure key staff for each defined project participates in a project interview early on in the service year (within the first 2-3 weeks), a part of the CivicSpark gap assessment process.
  - (e) Support implementation of project(s) consistent with scope above and in line with CivicSpark program goals (including supporting volunteer engagement activities and participating in transitional event)
  - (f) Keep Regional Coordinators and/or other CivicWell staff apprised of project developments and/or challenges, and working to redefine project scope(s) and goals as necessary.
  - (g) If challenges arise (related to professionalism, work products, etc.) provide specific written feedback to the Fellow and share with CivicWell staff in a timely manner so CivicWell staff can assess the challenges and intervene as needed.
  - (h) Assist with occasional site visits to Partner by CivicWell staff.
  - (i) Not displace Partner staff or volunteers through the use of CivicSpark Fellows, nor have CivicSpark Fellows perform any services or duties that would supplant the hiring of employed workers.
  - (j) Not offer the CivicSpark Fellow part-time work that is substantially similar to their CivicSpark scope of work, nor offer them full time employment with a start date prior to the service year-end date.
- (2) Reporting Responsibilities

**Commented [4]:** This was initiated in response to COVID-19 and we will maintain this option into the 2021-22 service term as needed.



- (a) Complete applications for CivicSpark projects, identifying:
  - (i) Total hours desired for service work;
  - (ii) Identification of at least 2 projects for at least 1 beneficiary per fellow (or 1 project for 2 or more beneficiaries).
    - 1. Beneficiaries can be individual departments within a single local government or even individual staff members within the same department.
    - 2. Specific eligibility requirements are provided here: <http://civicspark.lgc.org/join-civicspark/project/>
- (b) Ensure a staff person involved in the project from each local government beneficiary completes a pre-service capacity assessment survey before the start of the service year and a post-service capacity assessment towards the end of the year. The pre-service survey defines goals for the project and establishes a baseline perspective on issues relevant to the specific project issue (i.e., climate, water, housing, mobility, etc.). The post-service survey evaluates the degree to which the Fellows' work made progress toward the goals and baselines established in the pre-service capacity assessment survey.
- (c) Ensure a staff person involved in the project from each local government beneficiary participates in a project interview early on in the service year (within the first 2-3 weeks), a part of the CivicSpark gap assessment process.
- (d) Submit Fellow performance assessments on time, as described above.
- (e) Complete any additional project reporting defined as necessary.
- (f) Allow CivicSpark to share results of all reporting with the state service commission and AmeriCorps, for required grant reporting.

Commented [AG5]: Link does not work

**Exhibit D  
Compensation**

Costs, total project hours<sup>1</sup>, additional prep-hours and travel budget for support options on a per-Fellow basis are defined below.

Commented [AG6]: Typo in footnote "LGC"

CivicWell will receive no more than \$58,000, for 2 Fellows for performing the services set forth in this Agreement.

Per Fellow Benefits	
Costs	\$29,000/Fellow
Project Support	11 Months, 1,300+ project hours

Work completed under this contract will be performed by CivicSpark AmeriCorps Fellows.

Installment Billing

Invoices will be the total amount of the contract divided into **4 equal installments**, billed over the Fellow(s)' term of service with the **first installment due at contract signing**. CivicWell will bill the Partner for the full installment amount regardless of Fellow activity during any given period. If for some reason CivicWell is unable to provide services for the full contract duration (e.g., a Fellow leaves the program for medical or personal reasons and a suitable replacement cannot be provided), Partner is only responsible for the portion of the contract amount for the hours of service actually provided. Partner must inform CivicWell prior to the project start if they need invoices to include specific format, tasks, billing codes, or other details. Partner must also provide clear instructions to CivicWell about how time should be tracked and reported, if necessary.

---

<sup>1</sup> Note that project hours include all project related activities as well as basic administrative tasks related to CivicSpark service (e.g., completing timecards, progress reports, project related communications with LGC staff, etc.).

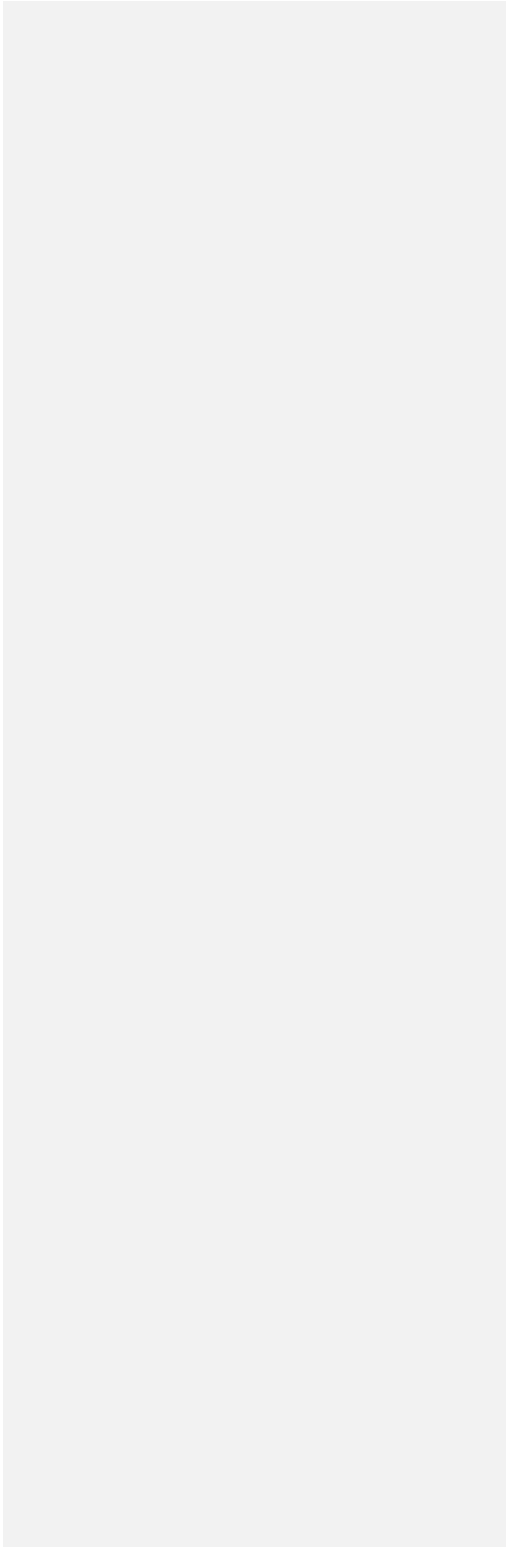
**Exhibit E**  
**Reimbursable Expenses**

CivicWell does not cover project-related expenses related to the service project. All project-related expenses are the responsibility of the Partner.

Should Partner wish to have a Fellow incur project-related expenses, those expenses shall be submitted to Partner in writing for approval prior to Partner being charged for reimbursement for an expense incurred during the completion of activities outlined in the Scope of Service (Exhibit B”).

**Exhibit F  
Timeline**

All tasks enumerated in Exhibit B – Scope of Services are to start on September 12, 2022 and should be completed by December 31, 2023.



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

**DATE:** June 21, 2022

**AGENDA ITEM:** Proposal for Earthquake Coverage for Mainlines and Property

---

**RECOMMENDATION:** Staff recommends not pursuing Earthquake Coverage and consider funding a Mainline Replacement Program.

**FINANCIAL IMPACT:**

**Andreini & Co**

**Parametric Earthquake Policy**

Total Insured: Underground Piping

Limits: \$5,000,000 Aggregate Limit

Annual Premium: \$240,014.19

Deductible: None *“Inserting a deductible doesn’t necessarily change the probability and would not have an impact on cost. The only suggestion would be to reduce the total aggregate amount if cost is the concern.”*

Parametric Earthquake Insurance Coverage provides for the protection for loss due to an earthquake registering 6.0 or better on the Richter Scale with a Peak Ground Acceleration of 20% or better during a 31-day event period commencing on the event day.

**SDRMA**

**Mainlines Earthquake Coverage Quote**

Total Insured Value: \$22,300,029

Limits: \$5M/\$5M per occurrence/per aggregate

Annual Premium: \$137,425.75

Deductible: **5%** per unit subject to a minimum of \$25k

Total Insured Value: \$22,300,029

Limits: \$5M/\$5M per occurrence/per aggregate

Annual Premium: \$124,425.75

Deductible: **10%** per unit subject to a minimum of \$50k

**Property Earthquake Coverage Quote (9/2021) Pending updated quote**

Total Insured Value: \$13,592,310

Limit: \$13,592,310

Premium: \$49,246.31

Deductible: 5% or \$25,000. per unit/structure

The quote covers assets on the 2021-22 SDRMA property inventory



Insurance Proposal

Prepared For

***Hidden Valley Lake Community Service District***



To Be Determined

License 0208825  
[www.andreini.com](http://www.andreini.com)



## ***Table of Contents***

General Disclosure .....	3
Mission Statement .....	4
Named Insured Schedule .....	5
Parametric Earthquake Policy.....	6
Premium Summary .....	11
Additional Coverage for Consideration.....	13
Insurance Acceptance/Rejection Form.....	14
Andreini Online Access – CSR 24.....	15



## ***General Disclosure***

IMPORTANT: This proposal is a general outline of the terms and conditions of the insurance proposed by the insurers, based on the information provided by your company. It does not include all of the terms, coverages, exclusions, limitations, and conditions of the actual policy contract language. One of the exclusions found in many policies is for Mold and Virus. This may directly impact your coverage as a result of a Pandemic such as COVID 19. **Your Insurance Policies must be read for the complete details.** If there are any questions please contact your Client Executive or assigned Account Manager. Additional limits may be available upon request.

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.





---

## ***Mission Statement***

**OUR MISSION:** Since 1951, delivering Peace of Mind to our clients through the use of Customized Insurance Solutions and a Superior Level of Customer Service built on Creativity, Persistence and Integrity.

**andreiniADVANTAGE**

CREATIVITY, PERSISTENCE & INTEGRITY

## ***Privacy Statement***

Our California Consumer Privacy Act (CCPA) policy can be found at <https://www.andreini.com/ccpa-ca-privacy-policy>.

If you are located in a state other than California, our Privacy Policy can be found at <https://www.andreini.com/privacy-policy>.

*Andreini does not sell any information we collect to any third parties, nor do we target market products based on the data we gather. It is used for the sole purpose of obtaining insurance quotations and policies for the consumer.*

---

This is not an insurance policy, the information has been condensed. Please refer to actual insurance policy for all the specific terms and conditions. Additional limits and coverages are available upon request. Information is Confidential and Proprietary to Andreini & Co.



HIDDEN VALLEY LAKE COMMUNITY SERVICE DISTRICT

## ***Named Insured Schedule***

Hidden Valley Lake Community Service District

**Please check to ensure all appropriate entities are named.** Any entity (including Partnerships, Corporations, Joint Ventures, Individuals, Trusts, LLCs, etc.) not listed above is not included as a Named Insured.

### **Schedule of Locations**

<b>Loc #</b>	<b>Bldg. #</b>	<b>Location Address</b>	<b>Nature of Business/ Description of Operations</b>
01	01	Hidden Valley Lake Community, Hidden Valley Lake, CA	Community service district providing water and wastewater services

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request. Information is Confidential and Proprietary to Andreini & Co.



## ***Parametric Earthquake Policy***

**Policy Number:** To Be Determined  
**Insurance Company:** Fair American Select Insurance Company  
**A.M. Best Rating:** A+: XV, Non-Admitted  
**Policy Term:** Annual Policy Term

**Parametric Earthquake Insurance Coverage:** Provides for the protection for loss due to an earthquake registering 6.0 or better on the Richter Scale with a Peak Ground Acceleration of 20% or better during a 31 day event period commencing on the event day.

**Limit of Insurance:** \$ 5,000,000 Aggregate Limit

**Property Insured:** Underground Piping

**Locations Covered:** Hidden Valley Lake Community District – mailing address: 19400 Hartmann Road, Hidden Valley Lake, CA 95467

**Covered Region:** Lake County

**Business Interruption** Included

**Covered Causes of loss:** Magnitude 6.0 Earthquake resulting in Peak Ground Acceleration of 20% or more

**Coinsurance:** None

**Deductible:** \$ None

**Valuation:** For any Covered Event, the defined Loss Payout Table and maximum PGA (%g) will be used to determine the corresponding cumulative payout as a percent of the Covered Region aggregate limit:  
(1) For the avoidance of doubt, if the maximum PGA (%g) within the Covered Region is less than 20.0%, then no Loss Payment Event exists. See Loss Payout Exhibit 'B'.

**Exclusions:** **Upon issuance refer to policy for all exclusions**

- Earthquakes registering below 6.0 on the Richter Scale
- Peak Ground Acceleration less than 20%

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



## HOW IT WORKS

SHAKE

### STEP 1

Magnitude 6.0 Earthquake occurs anywhere in the region and affects covered territory (Covered Event) – event start date and event end date (12:00 am PST on the 31st day after event start date) are established.

### STEP 2

USGS publishes a ShakeMap:  
<https://earthquake.usgs.gov/data/shakemap/>

Created by an act of Congress in 1879, the U.S. Geological Survey (USGS) monitors volcanoes, and conducts targeted research to provide independent scientific expertise about natural hazards. USGS is called upon for its natural science expertise and its vast earth and biological data holdings. The USGS is the sole science agency for the Department of the Interior.



### STEP 3

RMS (calculation agent) creates an event report that certifies the maximum Peak Ground Acceleration (PGA) by covered territory as released by the USGS ShakeMap.

### STEP 4

Based on the RMS event report, the loss payment amount available for claims payments is the % of Limit related to the Maximum PGA.

### STEP 5

The insured will prepare a proof of loss attesting to economic loss from the covered event and submit via the claims reporting process using the designated claims phone number or email provided in the policy.

### STEP 6

The claims processor will verify the loss payment amount available based on the event report and the proof of loss attestation and will submit for claims payment to insured up to the maximum loss payment amount.

PAY

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



LOSS PAYOUT TABLE EXHIBIT B

PGA (%g)	Payout %
20.0%	5.00%
21.0%	5.00%
22.0%	7.50%
23.0%	7.50%
24.0%	10.00%
25.0%	10.00%
26.0%	15.00%
27.0%	15.00%
28.0%	20.00%
29.0%	20.00%
30.0%	25.00%
31.0%	25.00%
32.0%	30.00%
33.0%	30.00%
34.0%	35.00%
35.0%	35.00%
36.0%	40.00%
37.0%	40.00%
38.0%	45.00%
39.0%	45.00%
40.0%	50.00%
41.0%	50.00%
42.0%	60.00%
43.0%	60.00%
44.0%	70.00%
45.0%	70.00%
46.0%	80.00%
47.0%	80.00%
48.0%	90.00%
49.0%	90.00%
50.0%	100.00%

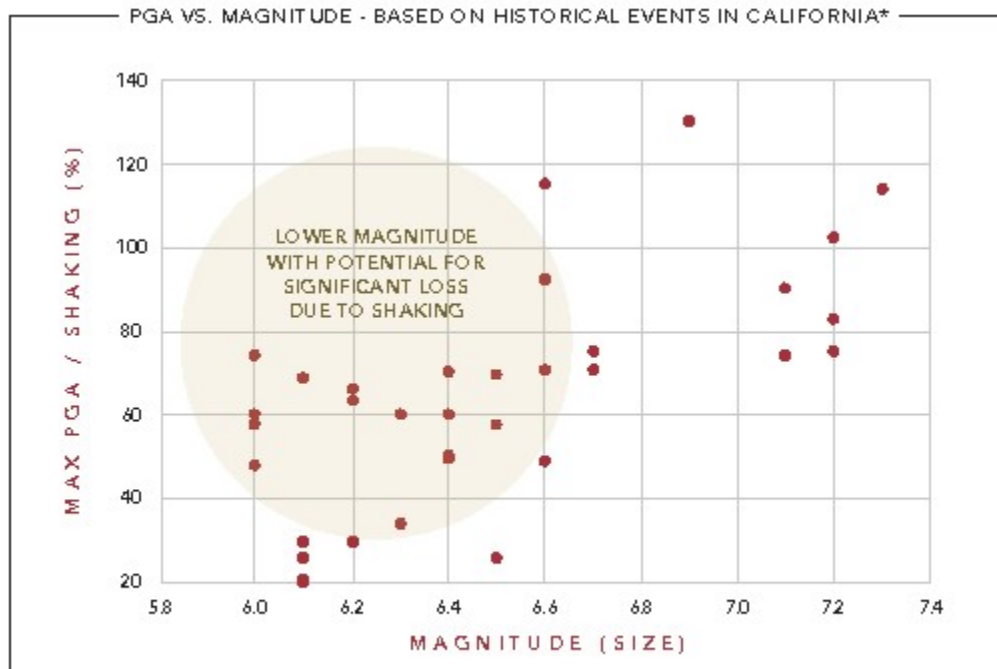
This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.

## WHAT IS PEAK GROUND ACCELERATION (PGA) AND WHY IS IT PREFERRED?

Peak Ground Acceleration (PGA) is an intensity measurement used to represent the shaking felt on the ground during an earthquake (refer to FAQ #2 for official definition).



It is important to understand that events with a lower magnitude (size) or events several hundred miles away can still cause significant loss (shaking) to an area.



\*PGA and Magnitude data as provided through the USGS ShakeMap MetaData. <https://earthquake.usgs.gov/data/shakemap/>

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



## FAQ'S

### DOES THE EPICENTER OF THE EARTHQUAKE NEED TO OCCUR IN MY COUNTY TO TRIGGER MY POLICY?

**NO!!!** A Magnitude 6.0 or greater earthquake can happen anywhere in your state or extended region. After the earthquake occurs, the policy loss payout amount is determined based on the Maximum Peak Ground Acceleration (PGA) as measured by the USGS ShakeMap in your county.

### WHAT IS PEAK GROUND ACCELERATION (PGA)?

Peak ground acceleration (PGA) is an intensity measurement of actual ground shaking that occurs during an earthquake. PGA can be measured many miles from the epicenter of the earthquake and can be a better predictor of economic loss as experienced by the insured since it is being measured locally in your county.

### WHY IS PGA THE DETERMINANT OF THE MAXIMUM PAYOUT INSTEAD OF THE MAGNITUDE OF THE EARTHQUAKE AT THE EPICENTER?

The epicenter of the earthquake can be several hundred miles from your location; even in a neighboring state. As a policyholder, the PGA intensity as measured in your county and the level of damages you experience are what is most important. As an example, if you live near a fault line and a high magnitude earthquake occurs 300 miles from your location, the ground shaking that you experience could still be severe in your county.

### AVAILABLE LIMITS AND TERRITORIES

- Automated quoting and binding for limits between \$50,000 and \$5,000,000 within a single coverage region.
- Higher limits or for risks that include more than a single coverage region, underwriting referrals are available.

### IS THE LIMIT OF INSURANCE CONNECTED TO THE TOTAL VALUE OF MY EXPOSURE?

**NO!!!** Unlike traditional insurance that attaches in excess of likely losses and is underwritten based upon the total exposure, Shake and Pay limits are determined based upon projected needs and budget.

### WHO IS PROVIDING THE INSURANCE?

Various insurance companies securely rated by A.M. Best.

### DO I HAVE TO HAVE TRADITIONAL INSURANCE TO PURCHASE SHAKE AND PAY?

This is not a requirement for purchase of the product.

### WHAT IS SHAKEMAP?

ShakeMap is a product of the USGS Earthquake Hazards Program that provides near-real-time maps of ground motion and shaking intensity following significant earthquakes, which can be found here: <https://earthquake.usgs.gov/data/shakemap>.

### WHO IS RMS?

Risk Management Solutions (RMS) is a leading catastrophe risk modeling company founded in 1989 to *"create a more resilient and sustainable global society through a better understanding of catastrophic events."*

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



## ***Premium Summary***

<b>Coverage</b>	<b>Premium</b>
Parametric Earthquake Coverage	\$231,975.00
AmWins Broker Fee	\$ 500.00
Surplus Lines Taxes & Fees	\$ 7,539.19
<b>Premium Total</b>	<b>\$240,014.19</b>

***Quotes are valid until 4/30/22.***

\*Indication of \$500,000 plus taxes and fees for traditional earthquake policy with a \$5,000,000 limit and 15% deductible.

The above policy premiums, surplus lines taxes and fees and/or additional carrier or broker fees are fully earned at policy inception.

Subjectivities to Bind:

- Signed and Completed Application
- Signed D-1 form
- Signed TRIA form
- Review and acceptance by insurance carrier

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.





**PLEASE NOTIFY US WHEN.....**

Any of the following occur:

- A change in the Contact Person handling your Insurance Program
- A change in Locations, permanent or temporary, including vacancy
- Substantial changes in Estimated Payroll or Receipts (up or down)
- A change in Corporate Structure or Ownership, including Mergers
- A change in your Business Plan, such as a New Product or Service
- You hire Employees in another State or Country
- You have New Vehicles or New Drivers of owned & non-owned autos
- There is a change in Value or Location of Stock/Equipment
- You are planning any construction, including Remodeling/Renovation
- You are considering signing a contract that might involve indemnity provisions (e.g., lease, supply, rental) of insurance in any way
- You become aware of any Claim, or potential Claim situation
- Any other material changes in your business

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



## ***Additional Coverage for Consideration***

In our role as your Insurance Broker, we believe it is important to point out other coverages for your consideration that might not be included in this presentation that we would be pleased to obtain a quote as well as explain in greater detail to you. These coverages include, but are not limited to, the following:

Boiler & Machinery/Equipment Breakdown <ul style="list-style-type: none"><li>• Hazardous Substance</li><li>• Perishable Stock</li></ul>	Garage Keepers
Building Ordinance Insurance	Hired Auto Physical Damage
Business Income/Extra Expense/Loss of Rents	Increased limits for Umbrella/Excess
Crime/Employee Dishonesty	Kidnap, Ransom & Extortion Coverage
Cyber Insurance	Owned/Non-Owned Aircraft Liability
Directors & Officers Coverage	Owned Watercraft Liability
Drone Insurance	
Earthquake	Political Risk
Employment Practices Liability	Pollution Liability
Fiduciary Liability	Products Tampering, Contamination and Recall
Flood	Trade Credit Insurance
Foreign Coverage	Uninsured/Underinsured Motorists Coverage

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



HIDDEN VALLEY LAKE COMMUNITY SERVICE DISTRICT

## ***Insurance Acceptance/Rejection Form***

**This is not a policy.**

The Insurance Coverage is based upon information obtained from you or your authorized representative. Please indicate your acceptance of it by checking the appropriate box below.

*Please note: any changes to the coverages, terms and/or conditions listed within this proposal may result in re-rating of the coverage and/or withdrawal of the coverage offer.*

Insurance Coverage is accepted as outlined

Insurance Coverage is accepted with the changes listed below:

---

---

---

---

---

---

Please bind coverage and provide written binders as soon as possible.

Insurance Coverage is rejected.

X \_\_\_\_\_  
**Insured Signature, Title** **Date**  
**Hidden Valley Lake Community Service District**

All values as presented in this proposal have been checked and are correct to the best of my knowledge and belief.

X \_\_\_\_\_  
**Insured Signature, Title** **Date**  
**Hidden Valley Lake Community Service District**

Policy documents will be delivered electronically unless requested differently.

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.



---

## ***Andreini Online Access – CSR 24***

### **Supporting Your Business Success**

Our goal at Andreini & Company is to exceed your expectations. This means providing you service options to ensure that your business runs smoothly.

#### **ACCESS DOCUMENTS ANYTIME – ANYWHERE**

It is important for your business to have access to all types of information and receive Certificates of Insurance (COIs) in a timely manner. You can now access your information and requested documents instantly online, including:

- Auto ID Cards
- An up-to-date list of certificate holders
- Account contact information
- Certificate of Insurance (COIs)

#### **OBTAIN CERTIFICATE OF INSURANCE OR AUTOMOBILE ID CARDS**

With online access, you can reprint your Certificates of Insurance or Auto ID Cards. This service is available 24/7 from anywhere with Internet access. Both of these documents can be printed, emailed or faxed directly from the online access web page.

#### **CUSTOMIZED USER ACCESS**

Because each user is assigned a unique sign-on and password, you can designate one or more individuals in your office to have access to your insurance information. Based on your needs, Andreini Online can be tailored to provide a limited or broad amount of information for your users.

#### **EXCEEDING YOUR SERVICE EXPECTATIONS**

24/7 online access to your insurance information from any device results in faster service response, allowing you to provide documents to your clients and vendors quickly.

Contact your Service Account Team to learn how to get started using our online service options.

---

This is not an insurance policy, the coverage information has been condensed. Please refer to your insurance policy for all the specific terms and conditions. Additional limits and coverages may be available upon request.

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

**DATE:** June 21, 2022

**AGENDA ITEM:** Alliant Property Appraisal – Property Liability Coverage

---

**RECOMMENDATIONS:** Staff recommends the Board consider eliminating property with minimal risk of damage from the lines of coverage.

Due to the minimal financial impact of only \$34,704 on the annual premium, Staff recommends the Board consider not increasing the deductible on the 2022-23 Property/Liability coverage.

**BACKGROUND:** At the Direction of the Board, Staff reviewed the appraisal report and have noted the properties below with minimal risk. Significant damage to these properties would be due to a major disaster that would be reported to FEMA.

<b>Site</b>	<b>Building</b>
102	C - Transfer Pump Station 600-601
102	D - 1.2 MG EQ Basin and Lift Station
102	E - Effluent Storage Pond 130 MG Capacity
102	F – Sludge Drying Beds
107	Flood Control
111	AG Well
119	Flood Control Pump Station, Generator

---

Underwriting team can offer the \$100k deductible however it will apply to all liability and property coverages. They do not offer special deductibles on single lines of coverage. Also, since the CSD currently has a \$25k deductible imposed on both the auto and general liability, the credit will be less. As a package program, the rates aren't set up for "special deductibles", only standard deductibles that the program offers. When special deductibles are requested and approved, it will appear on the invoice as a credit/deduction from what the package cost. Credits are listed as a deduction on the invoice for taking the higher deductible. They will be as follows:

- Credit for \$100K deductible on property coverage: \$25,497
- Credit for \$100K deductible on mobile equipment: \$1,614
- Credit for \$100K deductible on auto liability: \$1,586
- Credit for \$100K deductible on general liability: \$6,007
- Total amount of the credit is \$34,704. Estimated total contribution is \$176,933.

**FINANCIAL IMPACT:** SDRMA estimates a 10% increase to the 2022-23 Property/Liability coverage,

Building: \$18,050,456

Content: \$1,629,287

Total Insured: \$19,679,743

Auto & Liability Deductible: \$25,000.00

General Property Deductible: \$1000.00

Estimated Annual Premium 2022-23: **\$209,290**

**Deductible: \$100,000.00**

Estimated Annual Premium: **\$176,933.**

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 101 ADMINISTRATION  
**Building:** ADMINISTRATION  
 19400 HARTMANN ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 1992  
**Nbr. of Stories:** 1  
**Square Footage:** 2,925  
**Occupancy:** OFFICES  
**Frame Type:** C - MASONRY CONST/WOOD ROOF  
**ISO Class:** 4  
**Fire Protection:** Security: Burglar Alarm, Audible/Visual  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted



**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete Block

**Roofing:** Med, Composite

**Foundation:** Concrete Slab

**Floor Finish:** Concrete, Tile

**Ceiling Finish:** Suspended, Acoustical

**Partitions:** Drywall

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** The administrative building for the district has a main lobby, offices, meeting rooms, break room, a server room and restrooms. Square footage updated from appraiser measurements (45' x 65'). The building also has an entrance canopy (included in valuation).

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	844,178
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	844,178

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** A TREATMENT BUILDING  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 1994  
**Nbr. of Stories:** 1  
**Square Footage:** 1,920  
**Occupancy:** OFFICE / WATER TREATMENT  
**Frame Type:** CB - CONCRETE BLOCK  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted



**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete Block

**Roofing:** Low, Metal

**Foundation:** Concrete Slab

**Floor Finish:** Concrete, Vinyl composite tile

**Ceiling Finish:** Smooth

**Partitions:** Drywall, Concrete Block

**EQ Retrofit:**

**Services:** Electricity, Gas, Water, Sewer

**Features:**

**Notes:** EPA Facility ID:  
100000231144

This Water Reclamation Facility has a reported capacity of 894,000 gallons. It is reported to annually produce an average of 320 acre-feet of reclaimed water to irrigate the Hidden Valley Lake Golf Course.

This valuation is for the Treatment Building at the Water Reclamation Facility. It has offices, meeting room, laboratory, blower room with three blowers, polymer pumps, air compressor (used for the filters), electrical

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	947,080
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	947,080



**Notes:** controls, and repair shop with parts storage. It has a wet channel in the floor. Square footage updated from appraiser measurements and confirmed by client.

NOTE: The prior valuation on the contents line for this location of approximately \$6 million appears to be for multiple structures at the Water Reclamation Facility. All of the elements at the WRF are considered real property. Therefore the value on the contents line has been zeroed out.

Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** B STORAGE BUILDING  
18896 GRANGE ROAD  
MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 1,440  
**Occupancy:** STORAGE  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Metal

**Roofing:** Low, Metal

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:** Exposed Beam

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** Storage building for parts and tools with three truck bays. Square footage updated from appraiser measurements (40' x 36')

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	199,642
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	<u>199,642</u>

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** C TRANSFER PUMP STATION 600-601  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:**  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Open air pump station with two 75 HP vertical turbine pumps, piping and valves over a wet well. This pump station sends recycled water to the golf course.

Site escort: Barry Silva



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	325,255
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	325,255

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** D 1.2 MG EQUALIZATION BASIN AND LIFT STATION  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 0  
**Square Footage:** 27,000  
**Occupancy:** EQUALIZATION BASIN / LIFT STATION  
**Frame Type:** C - MASONRY CONST/WOOD ROOF  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Concrete-lined equalization basin with a capacity of 1.2 million gallons. Also included is an adjacent lift station with two 10 HP pumps, a wet well and a meter vault. Square footage per appraiser satellite measurements.

Site escort: Barry Silva



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	1,172,610
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	1,172,610

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** E EFFLUENT STORAGE POND, 130 MG CAPACITY  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 0  
**Square Footage:** 1,295,000  
**Occupancy:** EFFLUENT STORAGE POND  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Effluent Storage Pond, 400 acre-feet capacity (approximately 130 million gallons), of earthen and rock construction. Square footage per appraiser satellite measurements.

Note: Valuation is based on capacity. Therefore \$/ SF is not a meaningful metric for this item.

Site escort: Barry Silva



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	8,621,271
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	8,621,271



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** F SLUDGE DRYING BEDS  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 0  
**Square Footage:** 12,000  
**Occupancy:** SLUDGE DRYING BEDS  
**Frame Type:** C - MASONRY CONST/WOOD ROOF  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Concrete**Roofing:****Foundation:** Concrete Slab**Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:****Features:****Notes:** This location has been added as it was not found on the Statement of Values.

Six concrete-lined sludge drying beds, each 2,000 SF per supplied documentation. The drying beds utilize fabric geotubes to facilitate drying (not included in valuation).

Site escort: Barry Silva

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	247,560
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	247,560

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** G CHLORINE ROOM  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 256  
**Occupancy:** CHLORINE ROOM  
**Frame Type:** CB - CONCRETE BLOCK  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Concrete**Roofing:** Low, Metal**Foundation:** Concrete Slab**Floor Finish:** Concrete**Ceiling Finish:** Exposed Beam**Partitions:****EQ Retrofit:****Services:****Features:****Notes:** This location has been added as it was not found on the Statement of Values.

The Chlorine Room is a separate building to the rear of the Treatment Building. It is used to store chlorine gas cylinders. Square footage per appraiser satellite measurements (16' x 16').

Site escort: Barry Silva

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	93,659
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	93,659

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** H HEADWORKS  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 288  
**Occupancy:** HEADWORKS  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:****Roofing:****Foundation:** Concrete Slab**Floor Finish:** Concrete**Ceiling Finish:****Partitions:****EQ Retrofit:****Services:** Electricity**Features:****Notes:** The Headworks for the WRF has one bar screen and was measured at 12' x 24'.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	241,749
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	241,749



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** I AERATION BASIN  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 9,700  
**Occupancy:** AERATION BASIN  
**Frame Type:** B - ALL REINFORCED CONCRETE  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Aeration basins are used to circulate pumped air through the effluent to accelerate the progress of microorganisms that treat the wastewater. According to supplied documentation, the aeration basin has a capacity of 470,000 gallons. Square footage per appraiser satellite measurements.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	3,794,319
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	3,794,319

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** J SECONDARY CLARIFIER  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 1,100  
**Occupancy:** SECONDARY CLARIFIER  
**Frame Type:** B - ALL REINFORCED CONCRETE  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Concrete**Roofing:****Foundation:** Concrete Slab**Floor Finish:** Concrete**Ceiling Finish:****Partitions:****EQ Retrofit:****Services:** Electricity**Features:****Notes:** This location has been added as it was not found on the Statement of Values.

Clarifiers are used to separate the influent into liquids, solids and suspended solids. According to supplied documentation, the secondary clarifier has a 35' long weir and is 1,100 SF with an estimated 8' depth.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	421,492
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	421,492

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** K FILTER BASIN  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 648  
**Occupancy:** FILTER BASIN  
**Frame Type:** B - ALL REINFORCED CONCRETE  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:** Concrete

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Filter basins use media such as sand, gravel and charcoal to percolate the liquid effluent to remove suspended and organic matter. Estimated at 16' x 36'.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	325,189
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	325,189



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** L CHLORINE CONTACT BASIN  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 648  
**Occupancy:** CHLORINE CONTACT BASIN  
**Frame Type:** B - ALL REINFORCED CONCRETE  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:** Concrete

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This location has been added as it was not found on the Statement of Values.

Disinfection is achieved using a chlorine contact basin in which gaseous chlorine is injected into the liquid effluent to kill pathogens. The basin has a 78,500 gallon capacity with four mixer pumps. Square footage as measured.

Site escort: Dennis White

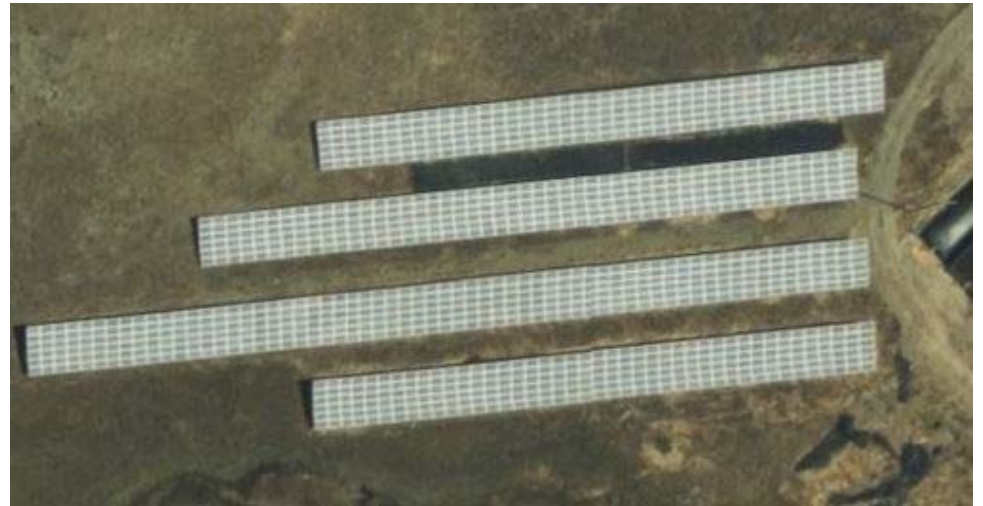


**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	211,763
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	211,763

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 102 WATER RECLAMATION FACILITY  
**Building:** M SOLAR ARRAY  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2011  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** SOLAR ARRAY  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:****Roofing:****Foundation:****Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:** Electricity**Features:****Notes:** This location has been added as it was not found on the Statement of Values.

From the district's web site: In December 2011 the District completed a photovoltaic energy sustainability project. The project will meet power demands at the District's Water Reclamation Plant. Real Goods Solar, San Rafael, has installed 1176 Sharp 240W solar panels, covering 35,000 square feet. The panels are expected to produce 420,000 kWh per year (enough power to run approximately 75 residential units).

The cost of solar panel installations has decreased significantly in recent years. Original cost of this system

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	474,163
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	474,163

**Notes:** reported as \$1,494,316.

Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 103 WATER PLANT  
**Building:** D MAIN BOOSTER STATION FOR ZONES 1-4  
 19400 HARTMANN ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 877  
**Occupancy:** BOOSTER STATION  
**Frame Type:** CB - CONCRETE BLOCK  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete Block

**Roofing:** Med, Metal

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:** Exposed Beam

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water

**Features:**

**Notes:** This location is for the Zones 1-4 Booster Station. It includes a concrete block building measured at 864 SF (18' x 48') that contains three 60 HP vertical turbine pumps plus four 30 HP pumps, 16 valves and approximately 36 SF of electrical control panels. All of the above is considered real property and is included in this valuation. Therefore the amount on the contents line has been zeroed out.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	764,133
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	764,133

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 104 WATER PLANT  
**Building:** GREENRIDGE PUMP STATION  
 18605 GREENRIDGE  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2004  
**Nbr. of Stories:** 1  
**Square Footage:** 429  
**Occupancy:**  
**Frame Type:** C - MASONRY CONST/WOOD ROOF  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Concrete Block**Roofing:** Med, Metal**Foundation:** Concrete Slab**Floor Finish:** Concrete**Ceiling Finish:** Exposed Beam - Wood**Partitions:****EQ Retrofit:****Services:** Electricity, Water**Features:**

**Notes:** Pump station with three 60 HP pumps, three butterfly valves and three check valves, and approximately 25 SF of electrical control panels. All of the above is considered real property and is included in this valuation. Therefore the prior value on the contents line has been zeroed out. Square footage updated from appraiser measurements (16.5' x 26').

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	454,025
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	454,025



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 106  
**Building:** MAINTENANCE BUILDING  
 18896 GRANGE ROAD  
 MIDDLETOWN, CA 95461

**Year Built:** 2006  
**Nbr. of Stories:** 1  
**Square Footage:** 5,360  
**Occupancy:** MAINTENANCE SHOPS / OFFICES  
**Frame Type:** CB - CONCRETE BLOCK  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted



**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Corrugated Metal

**Roofing:** Metal/Pitched

**Foundation:** Concrete Slab

**Floor Finish:** Vinyl, Carpeting, Concrete

**Ceiling Finish:** Standard Suspended (Office), Open Beamed (Maintenance Area)

**Partitions:** Drywall, Metal

**EQ Retrofit:** N

**Services:** Electricity, Gas, Water, Sewer

**Features:**

**Notes:** The maintenance building has a lower-height office section measured at 2,400 SF (40' x 60') and a shop section measured at 2,960 SF (40' x 74') for a total enclosed area of 5,360 SF. Valuation also includes an attached canopy measured at 2,240 SF (40' x 56'). Canopy included in valuation but not reported as building square footage.

The office section also has a break room and locker room. The shop section has three truck doors and a mezzanine for parts storage over offices

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	1,029,604
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	1,029,604

**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 107 FLOOD CONTROL  
**Building:** FLOOD CONTROL  
 19963 MT. MEADOW SOUTH  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 1986  
**Nbr. of Stories:** 1  
**Square Footage:** 925  
**Occupancy:** WATER TREATMENT  
**Frame Type:** C - MASONRY CONST/WOOD ROOF  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:** Concrete

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** This valuation is for a concrete spillway, a sloped concrete retaining wall, and a footbridge measured at 4' wide x 40' long. Square footage updated as follows: 400 SF (20' x 20') for spillway and approximately 525 SF (15' x 35') for retaining wall.

Site escort: Barry Silva



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	53,089
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	53,089

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 108 WATER TREATMENT  
**Building:** WELL 2  
 18963 GRANGE ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 1985  
**Nbr. of Stories:** 0  
**Square Footage:** 0  
**Occupancy:** WATER WELL  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This valuation is for a drinking water well with a 120' depth, a 30 HP, 700 GPM pump, piping, double check valve, air relief valve and electrical controls. Reported to have been rehabbed in 2009.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	144,170
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	144,170



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 109 WATER TREATMENT  
**Building:** WELL 4  
 18963 GRANGE ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2003  
**Nbr. of Stories:** 0  
**Square Footage:** 0  
**Occupancy:** WATER WELL  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This valuation is for a drinking water well with a 206' depth, a 75 HP, 1,500 GPM pump, piping, valves, a 500 gallon booster tank, wet well, a chlorine room with a chlorinator pump in a 6' x 6' housing and electrical controls.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	303,065
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	303,065

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 110 WATER TREATMENT  
**Building:** WELL 3  
 18953 GRANGE ROAD  
 HIDDEN VALLEY LAKE, CA 95467  
  
**Year Built:** 1991  
**Nbr. of Stories:** 0  
**Square Footage:** 0  
**Occupancy:** WATER WELL  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:****Roofing:****Foundation:****Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:** Electricity**Features:**

**Notes:** This valuation is for a drinking water well with a 180' depth, a 30 HP, 600 GPM pump, piping, check valves and electrical controls. Reported to have been rehabbed in 2005.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	162,148
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	162,148

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 111 WATER TREATMENT  
**Building:** AG WELL  
 18896 GRANGE ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 0  
**Square Footage:** 0  
**Occupancy:** WATER WELL  
**Frame Type:** ZZ - (N/A)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** This valuation is for an agricultural irrigation well with a 30 HP pump of 535 gallons per minute capacity, electrical controls and a 12' x 6' sump (wet well).

For valuation purposes the well is estimated at 120' deep with an 18" bore.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	130,492
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	130,492



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 112 WASTEWATER TREATMENT  
**Building:** LIFT STATION AT HARDESTER'S  
 19851 HARTMANN ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2015  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 10 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 20' deep containing two submersible 7.5 HP pumps; check valve pit approximately 8.5' x 6.5', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	162,506
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	162,506



**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 113 WASTEWATER TEREATMENT  
**Building:** LIFT STATION 7  
 19239 NORTH SHORE COURT  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation): Fencing; 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 8' x 8' wet well approximately 20' deep containing one submersible 7 HP pump; check valve pit approximately 5.5' x 5.5', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	130,859
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	130,859

**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 114 WASTEWATER TREATMENT  
**Building:** LIFT STATION 6  
 18932 NORTH SHORE COURT  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 10' x 7' wet well approximately 20' deep containing two submersible 5 HP pumps; check valve pit approximately 7' x 7', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	157,659
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	157,659

**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 115 WASTEWATER TREATMENT  
**Building:** LIFT STATION 5  
 18467 NORTH SHORE ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2015  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 60 kw Cummins backup generator in a sound-reducing housing; electrical control panels; wet well under roadway approximately 10' x 6' and 10' deep containing two submersible 10 HP pumps.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	224,548
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	224,548



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 116 WASTEWATER TREATMENT  
**Building:** LIFT STATION 4  
 18684 MARINE VIEW DRIVE  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2015  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 60 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 9.5' diameter wet well approximately 24' deep containing two submersible 20 HP pumps; check valve pit approximately 6' x 6', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	251,054
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	251,054

**Notes:** Site escort: Dennis White



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 117 WASTEWATER TREATMENT  
**Building:** LIFT STATION 3  
 18183 GREEN POINT COURT  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2015  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 10 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 20' deep containing two submersible 5 HP pumps; check valve pit approximately 7' x 7', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	153,651
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	153,651

**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 118 WASTEWATER TREATMENT  
**Building:** LIFT STATION 2  
 19963 MOUNTAIN MEADOW SOUTH  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation): 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 28' deep containing two submersible 5 HP pumps; check valve pit approximately 6' x 6', estimated at 4' deep.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	142,361
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	142,361

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 119 PUMP STATION AT FLOOD CONTROL  
**Building:** FLOOD CONTROL PUMP STATION, GENERATOR  
 19963 MOUNTAIN MEADOW SOUTH  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** PUMP STATION, GENERATOR  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Metal**Roofing:** Low, Metal**Foundation:** Concrete perimeter wall**Floor Finish:** Concrete**Ceiling Finish:** Exposed Beam**Partitions:****EQ Retrofit:****Services:** Electricity**Features:**

**Notes:** This valuation is for a flood control pump station consisting of a 160 SF metal building (12' x 14') containing a 150 KW Cummins diesel generator with a belly tank and electrical controls, plus a 60 HP vertical turbine pump and a backflow preventer.

Site escort: Barry Silva

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	354,673
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	354,673



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 120  
**Building:** 350 KW BACKUP GENERATOR AT LAB  
 18896 GRANGE ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** GENERATOR TYPE: BACKUP/STANDBY  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:**

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity

**Features:**

**Notes:** Cummins diesel backup generator, 150 KW output, with a belly tank.

Site escort: Barry Silva



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	104,000
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	104,000

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 121 WATER PLANT  
**Building:** 30,000 GALLON RESERVOIR TANK  
 19400 HARTMANN ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Wood**Roofing:****Foundation:****Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:****Features:****Notes:** The subject is a wooden reservoir tank, 30,000 gallons capacity.

Valued at replacement cost new as a welded steel tank.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	225,090
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	225,090

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 122 WATER TREATMENT  
**Building:** 500,000 GALLON RESERVOIR TANK  
DONKEY HILL (B)  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Metal**Roofing:****Foundation:** Concrete Slab**Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:****Features:****Notes:** Welded steel reservoir tank, 500,000 gallons, on a concrete base.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	1,170,468
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	1,170,468

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 123 WATER TREATMENT  
**Building:** 150,000 GALLON RESERVOIR TANK  
DONKEY HILL (A)  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Wood

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** The subject is a wooden reservoir tank, 150,000 gallons capacity. Valued at replacement cost new as a welded steel tank.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	560,849
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	<u>560,849</u>



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 124 WATER TREATMENT  
**Building:** 500,000 GALLON RESERVOIR TANK  
19245 DALLAS COURT (C)  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Metal

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** Welded steel reservoir tank, 500,000 gallons, on a concrete base.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

**Replacement Cost New:** 1,170,468  
**Exclusion Amount:** 0  
**Replacement Cost Less Exclusions:** 1,170,468

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 125 WATER TREATMENT  
**Building:** 200,000 GALLON RESERVOIR TANK  
19240 DALLAS COURT (B)  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Wood

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** The subject is a wooden reservoir tank, 200,000 gallons capacity. Valued at replacement cost new as a welded steel tank.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	637,755
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	<u>637,755</u>

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 126 WATER TREATMENT  
**Building:** 150,000 GALLON RESERVOIR TANK  
19165 DALLAS COURT (A)  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Wood

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** The subject is a wooden reservoir tank, 150,000 gallons capacity. Valued at replacement cost new as a welded steel tank.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	560,849
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	<u>560,849</u>

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 127 WATER TREATMENT  
**Building:** 500,000 GALLON RESERVOIR TANK  
 15605 LITTLE PEAK ROAD  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** WATER TANK  
**Frame Type:** S - ALL STEEL  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Metal**Roofing:****Foundation:** Concrete Slab**Floor Finish:****Ceiling Finish:****Partitions:****EQ Retrofit:****Services:****Features:****Notes:** Welded steel reservoir tank, 500,000 gallons, on a concrete base.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	1,170,468
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	1,170,468



**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 128 WATER TREATMENT  
**Building:** 200,000 GALLON RESEVOIR TANK  
16393 EAGLE ROCK ROAD UNIT 9  
HIDDEN VALLEY LAKE, CA 95467

**Year Built:**  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** UNIT 9 WATER TANK  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Wood

**Roofing:**

**Foundation:**

**Floor Finish:**

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:**

**Features:**

**Notes:** The subject is a wooden reservoir tank, 200,000 gallons capacity. Valued at replacement cost new as a welded steel tank.

Site escort: Dennis White



**VALUATION CONCLUSIONS**

**Replacement Cost New:** 637,755  
**Exclusion Amount:** 0  
**Replacement Cost Less Exclusions:** 637,755

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 130 WASTEWATER TREATMENT  
**Building:** LIFT STATION 1  
 18765 HORSESHOE DRIVE  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 2010  
**Nbr. of Stories:** 1  
**Square Footage:** 0  
**Occupancy:** LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES  
**Frame Type:** M - MIXED NON-COMB/COMB  
**ISO Class:** 5  
**Fire Protection:**  
**Percent Sprinklered:** N/A, ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS**

**Exterior Walls:** Concrete

**Roofing:**

**Foundation:** Concrete Slab

**Floor Finish:** Concrete

**Ceiling Finish:**

**Partitions:**

**EQ Retrofit:**

**Services:** Electricity, Water, Sewer

**Features:**

**Notes:** This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.

It has the following elements (all considered real property and included in this valuation):  
 150 kw Cummins backup generator with a belly tank; electrical control panels; 10' diameter wet well approximately 22' deep containing two 50 HP pumps; check valve pit approximately 8' x 7', estimated at 4' deep.



**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	377,908
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	377,908

**Notes:** Site escort: Dennis White

**Entity:** 899 HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
**Site:** 802 WATER TREATMENT  
**Building:** UNIT 9 PUMP STATION  
 16393 EAGLE ROCK  
 HIDDEN VALLEY LAKE, CA 95467

**Year Built:** 1968  
**Nbr. of Stories:** 1  
**Square Footage:** 324  
**Occupancy:** STRUCTURE, PUMPS AND VALVES  
**Frame Type:** D - ALL COMB (WOOD FRAME)  
**ISO Class:** 4  
**Fire Protection:**  
**Percent Sprinklered:** 0 , ,  
**Distance to Hydrant:** None noted

**GENERAL BUILDING CHARACTERISTICS****Exterior Walls:** Wood**Roofing:** Flat, Composite**Foundation:** Concrete Slab**Floor Finish:** Concrete**Ceiling Finish:** Exposed Beam**Partitions:****EQ Retrofit:****Services:** Electricity, Water**Features:**

**Notes:** Wood pump station building, measured at 24' x 13.5', with three 25 HP vertical turbine pumps, three gate valves, three check valves, three butterfly valves and approximately 12 SF of electrical control panels. All of the above is considered real property and is valued here. Therefore the prior value on the contents line has been zeroed out.

Site escort: Dennis White

**VALUATION CONCLUSIONS**

<b>Replacement Cost New:</b>	275,992
<b>Exclusion Amount:</b>	0
<b>Replacement Cost Less Exclusions:</b>	275,992



# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
19400 HARTMANN ROAD HIDDEN VALLEY LAKE CA 95467 ADMINISTRATION OFFICES	101	\$ 550,915	\$ 844,178	\$ 293,263 53.23%	\$ 183.64	\$ 288.61	3,000	2,925	The administrative building for the district has a main lobby, offices, meeting rooms, break room, a server room and restrooms. Square footage updated from appraiser measurements (45' x 65'). The building also has an entrance canopy (included in valuation).  Valued as an office building of good construction quality.  Site escort: Dennis White
<b>Location:</b>		<b>102</b>							
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY TREATMENT BUILDING OFFICE / WATER TREATMENT	102 A	\$ 0	\$ 947,080	\$ 947,080 0.00%	\$ 0.00	\$ 493.27	2,600	1,920	This valuation is for the Treatment Building at the Water Reclamation Facility. It has offices, meeting room, laboratory, blower room with three blowers, polymer pumps, air compressor (used for the filters), electrical controls, and repair shop with parts storage. It has a wet channel in the floor. Square footage updated from appraiser measurements and confirmed by client.  NOTE: The prior valuation on the contents line for this location of approximately \$6 million appears to be for multiple structures at the Water Reclamation Facility. All of the elements at the WRF are considered real property. Therefore the value on the contents line has been zeroed

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
									out.
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY STORAGE BUILDING STORAGE	102 B	\$ 117,625	\$ 199,642	\$ 82,017 69.73%	\$ 23,525.00	\$ 138.64	5	1,440	Site escort: Dennis White Storage building for parts and tools with three truck bays. Square footage updated from appraiser measurements (40' x 36')
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY TRANSFER PUMP STATION 600-601	102 C	\$ 0	\$ 325,255	\$ 325,255 0.00%	N/A	N/A			Site escort: Dennis White  This location has been added as it was not found on the Statement of Values.  Open air pump station with two 75 HP vertical turbine pumps, piping and valves over a wet well. This pump station sends recycled water to the golf course.
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY 1.2 MG EQUALIZATION BASIN AND LIFT STATION EQUALIZATION BASIN / LIFT STATION	102 D	\$ 0	\$ 1,172,610	\$ 1,172,610 0.00%	N/A	\$ 43.43		27,000	Site escort: Barry Silva  This location has been added as it was not found on the Statement of Values.  Concrete-lined equalization basin with a capacity of 1.2 million gallons. Also included is an adjacent lift station with two 10 HP pumps, a wet well and a meter vault. Square footage per appraiser satellite measurements.
									Site escort: Barry Silva

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY EFFLUENT STORAGE POND, 130 MG CAPACITY EFFLUENT STORAGE POND	102 E	\$ 0	\$ 8,621,271	\$ 8,621,271 0.00%	N/A	\$ 6.66		1,295,000	This location has been added as it was not found on the Statement of Values.  Effluent Storage Pond, 400 acre-feet capacity (approximately 130 million gallons), of earthen and rock construction.  Note: Valuation is based on capacity. Therefore \$/ SF is not a meaningful metric for this item.  Site escort: Barry Silva
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY SLUDGE DRYING BEDS	102 F	\$ 0	\$ 247,560	\$ 247,560 0.00%	N/A	\$ 20.63		12,000	This location has been added as it was not found on the Statement of Values.  Six concrete-lined sludge drying beds, each 2,000 SF per supplied documentation. The drying beds utilize fabric geotubes to facilitate drying (not included in valuation).  Site escort: Barry Silva
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY CHLORINE ROOM	102 G	\$ 0	\$ 93,659	\$ 93,659 0.00%	N/A	\$ 365.86		256	This location has been added as it was not found on the Statement of Values.  The Chlorine Room is a separate building to the rear of the Treatment Building. It is used to store chlorine gas cylinders. Square footage per appraiser satellite measurements (16'

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
									x 16').
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY HEADWORKS	102 H	\$ 0	\$ 241,749	\$ 241,749 0.00%	N/A	\$ 839.41	288		Site escort: Barry Silva The Headworks for the WRF has one bar screen and was measured at 12' x 24'.
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY AERATION BASIN	102 I	\$ 0	\$ 3,794,319	\$ 3,794,319 0.00%	N/A	\$ 391.17	9,700		Site escort: Dennis White This location has been added as it was not found on the Statement of Values.  Aeration basins are used to circulate pumped air through the effluent to accelerate the progress of microorganisms that treat the wastewater. According to supplied documentation, the aeration basin has a capacity of 470,000 gallons. Square footage per appraiser satellite measurements.
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY SECONDARY CLARIFIER	102 J	\$ 0	\$ 421,492	\$ 421,492 0.00%	N/A	\$ 383.17	1,100		Site escort: Dennis White This location has been added as it was not found on the Statement of Values.  Clarifiers are used to separate the influent into liquids, solids and suspended solids. According to supplied documentation, the secondary clarifier has a 35' long weir and is 1,100 SF with an estimated 8' depth.

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY FILTER BASIN	102 K	\$ 0	\$ 325,189	\$ 325,189 0.00%	N/A	\$ 501.83	648	648	<p>Site escort: Dennis White</p> <p>This location has been added as it was not found on the Statement of Values.</p> <p>Filter basins use media such as sand, gravel and charcoal to percolate the liquid effluent to remove suspended and organic matter. Estimated at 16' x 36'.</p> <p>Site escort: Dennis White</p>
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY CHLORINE CONTACT BASIN	102 L	\$ 0	\$ 211,763	\$ 211,763 0.00%	N/A	\$ 326.79	648	648	<p>This location has been added as it was not found on the Statement of Values.</p> <p>Disinfection is achieved using a chlorine contact basin in which gaseous chlorine is injected into the liquid effluent to kill pathogens. The basin has a 78,500 gallon capacity with four mixer pumps. Square footage as measured.</p> <p>Site escort: Dennis White</p>
18896 GRANGE ROAD MIDDLETOWN CA 95461 WATER RECLAMATION FACILITY SOLAR ARRAY	102 M	\$ 0	\$ 474,163	\$ 474,163 0.00%	N/A	N/A			<p>This location has been added as it was not found on the Statement of Values.</p> <p>From the district's web site: In December 2011 the District completed a photovoltaic energy sustainability project. The project will meet power demands at the District's</p>

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
									<p>Water Reclamation Plant. Real Goods Solar, San Rafael, has installed 1176 Sharp 240W solar panels, covering 35,000 square feet. The panels are expected to produce 420,000 kWh per year (enough power to run approximately 75 residential units).</p> <p>The cost of solar panel installations has decreased significantly in recent years. Original cost of this system reported as \$1,494,316. Valuation calculated using documented inputs at <a href="http://www.pvvalue.com">www.pvvalue.com</a>.</p> <p>Site escort: Dennis White</p>
<b>Subtotal:</b>	<b>102</b>	\$ 117,625	\$ 17,075,752	\$ 16,958,127 14,417.11%	\$ 45.15	\$ 12.65	2,605	1,350,000	
19400 HARTMANN ROAD HIDDEN VALLEY LAKE CA 95467 WATER PLANT MAIN BOOSTER STATION FOR ZONES 1-4 BOOSTER STATION	103 D	\$ 190,786	\$ 764,133	\$ 573,347 300.52%	\$ 217.54	\$ 871.30	877	877	<p>This location is for the Zones 1-4 Booster Station. It includes a concrete block building measured at 864 SF (18' x 48') that contains three 60 HP vertical turbine pumps plus four 30 HP pumps, 16 valves and approximately 36 SF of electrical control panels. All of the above is considered real property and is included in this valuation. Therefore the amount on the contents line has been zeroed out.</p> <p>Site escort: Dennis White</p>

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18605 GREENRIDGE HIDDEN VALLEY LAKE CA 95467 WATER PLANT GREENRIDGE PUMP STATION	104	\$ 150,709	\$ 454,025	\$ 303,316 201.26%	\$ 274.02	\$ 1,058.33	550	429	<p>Pump station with three 60 HP pumps, three butterfly valves and three check valves, and approximately 25 SF of electrical control panels.</p> <p>All of the above is considered real property and is included in this valuation. Therefore the value on the contents line has been zeroed out. Square footage updated from appraiser measurements (16.5' x 26').</p> <p>Site escort: Dennis White</p>
18896 GRANGE ROAD MIDDLETOWN CA 95461 MAINTENANCE BUILDING MAINTENANCE SHOPS / OFFICES	106	\$ 785,521	\$ 1,029,604	\$ 244,083 31.07%	\$ 141.31	\$ 192.09	5,559	5,360	<p>The maintenance building has a lower-height office section measured at 2,400 SF (40' x 60') and a shop section measured at 2,960 SF (40' x 74') for a total enclosed area of 5,360 SF. Valuation also includes an attached canopy measured at 2,240 SF (40' x 56'). Canopy included in valuation but not reported as building square footage.</p> <p>The office section also has a break room and locker room. The shop section has three truck doors and a mezzanine for parts storage over offices</p> <p>Site escort: Dennis White</p>

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
19963 MT. MEADOW SOUTH HIDDEN VALLEY LAKE CA 95467 FLOOD CONTROL WATER TREATMENT	107	\$ 59,996	\$ 53,089	\$ -6,907 -11.51%	\$ 149.99	\$ 57.39	400	925	This valuation is for a concrete spillway, a sloped concrete retaining wall, and a footbridge measured at 4' wide x 40' long. Square footage updated as follows: 400 SF (20' x 20') for spillway and approximately 525 SF (15' x 35') for retaining wall.  Site escort: Barry Silva
18963 GRANGE ROAD HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT WELL 2 WATER WELL	108	\$ 209,985	\$ 144,170	\$ -65,815 -31.34%	N/A	N/A			This valuation is for a drinking water well with a 120' depth, a 30 HP, 700 GPM pump, piping, double check valve, air relief valve and electrical controls. Reported to have been rehabbed in 2009.  Site escort: Dennis White
18963 GRANGE ROAD HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT WELL 4 WATER WELL	109	\$ 209,985	\$ 303,065	\$ 93,080 44.33%	N/A	N/A			This valuation is for a drinking water well with a 206' depth, a 75 HP, 1,500 GPM pump, piping, valves, a 500 gallon booster tank, wet well, a chlorine room with a chlorinator pump in a 6' x 6' housing and electrical controls.  Site escort: Dennis White
18953 GRANGE ROAD HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT WELL 3 WATER WELL	110	\$ 209,985	\$ 162,148	\$ -47,837 -22.78%	N/A	N/A			This valuation is for a drinking water well with a 120' depth, a 30 HP, 700 GPM pump, piping, double check valve, air relief valve and electrical controls. Reported to have been rehabbed in 2009.



# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18896 GRANGE ROAD HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT AG WELL WATER WELL	111	\$ 209,985	\$ 130,492	\$ -79,493 -37.86%	N/A	N/A			<p>Site escort: Dennis White</p> <p>This valuation is for an agricultural irrigation well with a 30 HP pump of 535 gallons per minute capacity, electrical controls and a 12' x 6' sump (wet well).</p> <p>For valuation purposes the well is estimated at 120' deep with an 18" bore.</p> <p>Site escort: Dennis White</p>
19851 HARTMANN ROAD HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION AT HARDESTER'S LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	112	\$ 71,995	\$ 162,506	\$ 90,511 125.72%	N/A	N/A			<p>This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.</p> <p>It has the following elements (all considered real property and included in this valuation): 10 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 20' deep containing two submersible 7.5 HP pumps; check valve pit approximately 8.5' x 6.5', estimated at 4' deep.</p> <p>Site escort: Dennis White</p>

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
19239 NORTH SHORE COURT HIDDEN VALLEY LAKE CA 95467 WASTEWATER TEREATMENT LIFT STATION 7 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	113	\$ 71,995	\$ 130,859	\$ 58,864 81.76%	N/A	N/A			This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.  It has the following elements (all considered real property and included in this valuation): Fencing; 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 8' x 8' wet well approximately 20' deep containing one submersible 7 HP pump; check valve pit approximately 5.5' x 5.5', estimated at 4' deep.  Site escort: Dennis White
18932 NORTH SHORE COURT HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 6 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	114	\$ 71,995	\$ 157,659	\$ 85,664 118.99%	N/A	N/A			This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.  It has the following elements (all considered real property and included in this valuation): 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 10' x 7' wet well approximately 20' deep containing two submersible 5 HP pumps; check valve pit approximately 7' x 7', estimated at 4' deep.  Site escort: Dennis White

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18467 NORTH SHORE ROAD HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 5 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	115	\$ 71,995	\$ 224,548	\$ 152,553 211.89%	N/A	N/A			<p>This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.</p> <p>It has the following elements (all considered real property and included in this valuation): 60 kw Cummins backup generator in a sound-reducing housing; electrical control panels; wet well under roadway approximately 10' x 6' and 10' deep containing two submersible 10 HP pumps.</p> <p>Site escort: Dennis White</p>
18684 MARINE VIEW DRIVE HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 4 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	116	\$ 119,991	\$ 251,054	\$ 131,063 109.23%	N/A	N/A			<p>This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.</p> <p>It has the following elements (all considered real property and included in this valuation): 60 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 9.5' diameter wet well approximately 24' deep containing two submersible 20 HP pumps; check valve pit approximately 6' x 6', estimated at 4' deep.</p> <p>Site escort: Dennis White</p>

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
18183 GREEN POINT COURT HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 3 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	117	\$ 71,995	\$ 153,651	\$ 81,656 113.42%	N/A	N/A			This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.  It has the following elements (all considered real property and included in this valuation): 10 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 20' deep containing two submersible 5 HP pumps; check valve pit approximately 7' x 7', estimated at 4' deep.  Site escort: Dennis White
19963 MOUNTAIN MEADOW SOUTH HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 2 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	118	\$ 71,995	\$ 142,361	\$ 70,366 97.74%	N/A	N/A			This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.  It has the following elements (all considered real property and included in this valuation): 15 kw Cummins backup generator in a sound-reducing housing; electrical control panels; 7' diameter wet well approximately 28' deep containing two submersible 5 HP pumps; check valve pit approximately 6' x 6', estimated at 4' deep.  Site escort: Dennis White

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
19963 MOUNTAIN MEADOW SOUTH HIDDEN VALLEY LAKE CA 95467 PUMP STATION AT FLOOD CONTROL FLOOD CONTROL PUMP STATION, GENERATOR PUMP STATION, GENERATOR	119	\$ 143,990	\$ 354,673	\$ 210,683 146.32%	N/A	N/A			This valuation is for a flood control pump station consisting of a 160 SF metal building (12' x 14') containing a 150 KW Cummins diesel generator with a belly tank and electrical controls, plus a 60 HP vertical turbine pump and a backflow preventer.  Site escort: Barry Silva
18896 GRANGE ROAD HIDDEN VALLEY LAKE CA 95467 350 KW BACKUP GENERATOR AT LAB GENERATOR TYPE: BACKUP/STANDBY	120	\$ 287,979	\$ 104,000	\$ -183,979 -63.89%	N/A	N/A			Cummins diesel backup generator, 150 KW output, with a belly tank.  Site escort: Dennis White
19400 HARTMANN ROAD HIDDEN VALLEY LAKE CA 95467 WATER PLANT 30,000 GALLON RESERVOIR TANK WATER TANK	121	\$ 140,390	\$ 225,090	\$ 84,700 60.33%	N/A	N/A			The subject is a wooden reservoir tank, 30,000 gallons capacity.  Valued at replacement cost new as a welded steel tank.  Site escort: Dennis White
DONKEY HILL (B) HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 500,000 GALLON RESERVOIR TANK WATER TANK	122	\$ 500,363	\$ 1,170,468	\$ 670,105 133.92%	N/A	N/A			Welded steel reservoir tank, 500,000 gallons, on a concrete base.  Site escort: Dennis White

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
DONKEY HILL (A) HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 150,000 GALLON RESERVOIR TANK WATER TANK	123	\$ 167,988	\$ 560,849	\$ 392,861 233.86%	N/A	N/A			The subject is a wooden reservoir tank, 150,000 gallons capacity. Valued at replacement cost new as a welded steel tank.  Site escort: Dennis White
19245 DALLAS COURT (C) HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 500,000 GALLON RESERVOIR TANK WATER TANK	124	\$ 500,363	\$ 1,170,468	\$ 670,105 133.92%	N/A	N/A			Welded steel reservoir tank, 500,000 gallons, on a concrete base. Valued at replacement cost new.  Site escort: Dennis White
19240 DALLAS COURT (B) HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 200,000 GALLON RESERVOIR TANK WATER TANK	125	\$ 200,385	\$ 637,755	\$ 437,370 218.26%	N/A	N/A			The subject is a wooden reservoir tank, 200,000 gallons capacity. Valued at replacement cost new as a welded steel tank.  Site escort: Dennis White
19165 DALLAS COURT (A) HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 150,000 GALLON RESERVOIR TANK WATER TANK	126	\$ 167,988	\$ 560,849	\$ 392,861 233.86%	N/A	N/A			The subject is a wooden reservoir tank, 150,000 gallons capacity. Valued at replacement cost new as a welded steel tank.  Site escort: Dennis White

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
15605 LITTLE PEAK ROAD HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 500,000 GALLON RESERVOIR TANK WATER TANK	127	\$ 500,363	\$ 1,170,468	\$ 670,105 133.92%	N/A	N/A			Welded steel reservoir tank, 500,000 gallons, on a concrete base. Valued at replacement cost new.  Site escort: Dennis White
16393 EAGLE ROCK ROAD UNIT 9 HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT 200,000 GALLON RESEVOIR TANK UNIT 9 WATER TANK	128	\$ 200,385	\$ 637,755	\$ 437,370 218.26%	N/A	N/A			The subject is a wooden reservoir tank, 200,000 gallons capacity. Valued at replacement cost new as a welded steel tank.  Site escort: Dennis White
18765 HORSESHOE DRIVE HIDDEN VALLEY LAKE CA 95467 WASTEWATER TREATMENT LIFT STATION 1 LIFT STATION / BACKUP GENERATOR / PUMPS & VALVES	130	\$ 190,654	\$ 377,908	\$ 187,254 98.22%	\$ 4,539.38	N/A	42		This location was previously listed as a backup generator only. On inspection this site is a lift station and is valued accordingly.  It has the following elements (all considered real property and included in this valuation): 150 kw Cummins backup generator with a belly tank; electrical control panels; 10' diameter wet well approximately 22' deep containing two 50 HP pumps; check valve pit approximately 8' x 7', estimated at 4' deep.  Site escort: Dennis White

# Value Comparison Report

Appraisal Inspection Date 12/13/2021

Member Name HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

Appraiser Name: Richard Murphy

Description	Location Member's Location	Existing Real Property (Insured Value)	Updated Real Property (Insured Value)	Change in Real Property (\$/%) (Insured Value)	Existing Real Property per SF (Insured Value)	Updated Real Property per SF (Insured Value)	Existing Size (SF)	Updated Size (SF)	Notes
16393 EAGLE ROCK HIDDEN VALLEY LAKE CA 95467 WATER TREATMENT UNIT 9 PUMP STATION STRUCTURE, PUMPS AND VALVES	802	\$ 59,996	\$ 275,992	\$ 215,996 360.02%	\$ 199.99	\$ 851.83	300	324	Wood pump station building, measured at 24' x 13.5', with three 25 HP vertical turbine pumps, three gate valves, three check valves, three butterfly valves and approximately 12 SF of electrical control panels. All of the above is considered real property and is valued here. Therefore the prior value on the contents line has been zeroed out.
<b>Member Total:</b>		\$ 6,308,297	\$ 29,429,569	\$ 23,121,272 366.52%					
<b>Total:</b>		\$ 6,308,297	\$ 29,429,569	\$ 23,121,272 366.52%					

Site escort: Dennis White



# Special District Risk Management Authority



## Policy Lines of Coverage for Program Year 2021-22

Hidden Valley Lake Community Services District

Line of Coverage	Item Count	Total Insured Value (TIV)	Deductible	Limit
<b>Property</b>	30	\$13,593,568		
Property			\$1,000	\$1,000,000,000
Boiler & Machinery			\$1,000	\$100,000,000
Flood (excluding A and V)			\$500,000	\$10,000,000
Flood (A and V)			\$500,000	\$10,000,000
Pollution			\$250,000	\$2,000,000
Cyber			\$50,000	\$2,000,000
Catastrophic Loss			\$500,000	\$1,000,000,000
<b>Mobile Equipment</b>	3	\$119,000		
Mobile/Contractors Equipment			\$1,000	\$1,000,000,000
<b>General Liability</b>				
Bodily Injury			\$25,000*	\$10,000,000
Property Damage			\$25,000*	\$10,000,000
Public Officials Personal			\$500	\$500,000
Employment Benefits			\$25,000*	\$10,000,000
Employee/Public Officials E & O			\$25,000*	\$10,000,000
Employment Practices Liability			\$50,000*	\$10,000,000
Employee/Public Officials Dishonesty (Crime)			\$0	\$1,000,000
<b>Auto Liability (includes non-owned auto)</b>	9	\$530,255		
Auto Bodily Injury			\$25,000*	\$10,000,000
Auto Property Damage			\$25,000*	\$10,000,000
Non-Owned Auto Bodily Injury			\$25,000*	\$10,000,000
Non-Owned Auto Property Damage			\$25,000*	\$10,000,000
Uninsured Motorist			\$25,000*	\$1,000,000
<b>Auto Physical Damage</b>	9	\$530,255		
Auto PD - Comp <b>250</b>			Per Item	\$100,000
Auto PD - Collision <b>500</b>			Per Item	\$100,000
High Dollar Vehicles			Per Item	\$1,000,000,000
<b>Trailer</b>	4	\$33,182		
Trailer			\$250	\$100,000
<b>Workers' Compensation</b>	5			
Employers Liability			\$0	\$5,000,000
Workers' Compensation			\$0	Statutory

\* Special Deductibles/Limits



MEMBER COVERED:

Hidden Valley Lake Community Services District  
19400 Hartmann Road  
Hidden Valley Lake, California 95467-8371

Your District/Agency/City has elected to participate in the risk financing coverage programs described below as "THE PACKAGE PROGRAM" and in such other programs as are indicated herein. These DECLARATIONS together with the Memorandum, the Liability Coverage Agreement, the terms and conditions of the Sixth Amended and Restated Joint Powers Agreement and Bylaws, or successor documents thereto, constitute the entire agreement concerning risk-financing coverage between the Special District Risk Management Authority and your District/Agency/City.

Please read the Sixth Amended and Restated Joint Powers Agreement and Bylaws of the Special District Risk Management Authority (hereinafter "SDRMA"), or successor documents thereto, together with the Memorandum of Coverages, hereinafter referred to as the "Memorandum," and the Liability Coverage Agreement itself to ascertain all of your District's/Agency's/City's rights and obligations regarding its relationship with the Special District Risk Management Authority.

COVERAGE PERIOD:

July 1, 2021 at 12:01 a.m. to July 1, 2022 at 12:01 a.m.

COVERAGE(S)

**A. PERSONAL INJURY AND PROPERTY DAMAGE LIABILITY COVERAGE – GENERAL:**

LIMITS

Up to **\$10,000,000** per occurrence, subject to (1) the sub-limits referred to below for **Inverse Condemnation, Sexual Abuse or Molestation Incidents, and Wildfire losses**, (2) NOTES 1, 2 3, and 4 below including the group limits, and (3) the terms, conditions, deductibles definitions, and exclusions as provided in both the Memorandum and the Liability Coverage Agreement and endorsements thereto.

With respect to any occurrence arising out of a **Sexual Abuse or Molestation Incident**, if the limit of liability for Coverage A as stated in these Declarations is \$5,000,000 or less per occurrence, the applicable limit of liability for any such **Sexual Abuse or Molestation Incidents** shall be the per occurrence limit stated in these Declarations. With respect to any occurrence arising out of a **Sexual Abuse or Molestation Incident**, if the limit of liability for Coverage A as stated in these Declarations is in excess of \$5,000,000, the applicable limit of liability for any occurrence arising out of a **Sexual Abuse or Molestation Incident** shall nevertheless be \$5,000,000.

With respect to an **occurrence** arising out of **Inverse Condemnation**,

the maximum limit of liability for all SDRMA Covered Parties due to any such single occurrence is \$1,000,000.

With respect to an occurrence arising out of Wildfire, the maximum limit of liability for all SDRMA Covered Parties due to any such single occurrence is \$7,500,000.

**MEMBER DEDUCTIBLE**                    **\$25,000 per occurrence.**

**B. PERSONAL INJURY AND PROPERTY DAMAGE LIABILITY COVERAGE  
- AUTO:**

**LIMITS**                                    **Up to \$10,000,000** per accident subject to the terms, conditions, deductibles and exclusions as provided in the Memorandum, and subject ALSO to the terms, conditions, definitions and exclusions of both the Memorandum and the Liability Coverage Agreement and endorsements thereto.

**MEMBER DEDUCTIBLE**                    **\$25,000 per occurrence.**

**C. PUBLIC OFFICIALS' AND EMPLOYEES' ERRORS AND OMISSIONS  
COVERAGE:**

**LIMITS**                                    **Up to \$10,000,000** for each Wrongful Act, subject to NOTES 1, 2 3, and 4 below including the per occurrence group limit and sub-limit, subject ALSO to the terms, conditions, definitions and exclusions as provided both the Memorandum and the Liability Coverage Agreement and endorsements thereto.

**MEMBER DEDUCTIBLE**                    **\$25,000 per occurrence.**

**D. EMPLOYEE BENEFITS LIABILITY COVERAGE:**

**LIMITS**                                    **Up to \$10,000,000** for each Wrongful Act, subject to NOTES 1, 2 and 3 below including the per occurrence group limit and sub-limit, to which this coverage applies, subject to ALSO the terms, conditions, definitions and exclusions as provided in both the Memorandum and the Liability Coverage Agreement and endorsements thereto.

**MEMBER DEDUCTIBLE**                    **\$25,000 per occurrence.**

**E. EMPLOYMENT PRACTICES LIABILITY COVERAGE:**

**LIMITS**                                    **Up to \$10,000,000** for each Wrongful Act, subject to NOTES 1, 2 3, and 4 below including the per occurrence group limit and sub-limit, to which this coverage applies, subject to the terms, conditions and



exclusions as provided in both the Memorandum and the Liability Coverage Agreement and endorsements thereto.

**AS RESPECTS DISCIPLINE,  
DEMOTION, REASSIGNMENT  
OR TERMINATION**

As respects any employment practices **Claim** or **Suit** arising in whole or in part out of any action involving discipline, demotion, reassignment or termination of any **Employee, Leased Worker, Temporary Worker, Volunteer**, or any worker who participates in an internship or training program which may lead to employment with the **Member**:

- (1) SDRMA shall be responsible for the first \$10,000 of loss, and
- (2) as to amounts expended for a loss in excess of \$10,000 up to \$210,000, such losses will be shared between SDRMA (50%) and the **Member** (50%) such that the **Member** will be responsible for up to but not in excess of \$100,000,

UNLESS the covered Member shall, upon notifying SDRMA of the assertion or filing of a **Claim** or **Suit** seeking **Damages** arising in whole or in part out of any discipline, demotion, reassignment or termination of an any **Employee, Leased Worker, Temporary Worker, Volunteer**, or any worker who participates in an internship or training program which may lead to employment with the **Member**, furnishes to SDRMA an affidavit or declaration signed under penalty of perjury by a duly admitted and qualified member of the State Bar of California, averring that:

- (a) Said attorney is familiar with the laws governing the relationships between employees and employers, including public entity employers; and
- (b) That prior to any act referred to in the **Claim** or **Suit** involving discipline, demotion, reassignment or termination of an any **Employee, Leased Worker, Temporary Worker, Volunteer**, or any worker who participates in an internship or training program which may lead to employment with the **Member**, that the **Member** consulted fully with the person furnishing the affidavit or declaration on the issue of the propriety and legal ramifications of such discipline, demotion, reassignment or termination; and
- (c) That the person furnishing the affidavit or declaration advised the **Member** that the discipline, demotion, reassignment or termination complained of by the any **Employee, Leased Worker, Temporary Worker, Volunteer**, or any worker who participates in an internship or training program which may lead to employment with the **Member**, was approved and sanctioned by said attorney, in which event the **Member's** obligation to pay 50% of the loss in

excess of \$10,000 shall not apply; and

(d) That the person furnishing the affidavit or declaration was aware at the time of the advice that such a declaration would be submitted to SDRMA and that SDRMA would act in reliance upon said advice.

As respects any employment practice claim or suit not arising in whole or in part out of any action involving discipline, demotion, reassignment or termination, the **Member** deductible is:

**MEMBER DEDUCTIBLE:** \$50,000 per occurrence.

**AS RESPECTS ALL OTHER LIABILITY COVERAGES LISTED ABOVE** ULTIMATE MAXIMUM LOSS.

Subject to the limits set forth under "Coverages" above:

**NOTE 1** WITH RESPECT TO PARTS A, B, C, D AND E ABOVE: The maximum limit of liability for all **Damages** and **Defense Costs** shall not exceed the highest limit of any applicable coverage regardless of the number of coverages that apply. Should more than one coverage part apply, the member deductible shall not exceed the highest deductible under any applicable coverage part.

**NOTE 2** WITH RESPECT TO PARTS A, B, C, D AND E ABOVE: All limits of liability, including group limits and sub-limits, are inclusive of **Defense Costs**.

**NOTE 3** WITH RESPECT TO PARTS A, B, C, D AND E ABOVE: The maximum limits of liability for all SDRMA Covered Parties due to an Occurrence, an Auto Accident, a Wrongful Act, an Employee Benefits Act, Error and Omission and/or Wrongful Employment Act or Practice, or any combination thereof, shall not exceed \$1,000,000 per **occurrence**, per **Member**, for all **Members** combined for any loss arising out of **Inverse Condemnation**, \$5,000,000 for any sexual abuse loss, and \$7,500,000 per occurrence arising out of a Wildfire loss.

**NOTE 4** WITH RESPECT TO PARTS A, B, C, D AND E ABOVE: The maximum limits of liability for all SDRMA Covered Parties for all Occurrences, Auto Accidents, Wrongful Acts, Employee Benefits Acts, Error and Omission and/or Wrongful Employment Acts or Practices, or any combination thereof shall not exceed the combination of:

(1) SDRMA's liability for its retentions under its

Reinsurance Agreement with Old Republic Specialty Insurance Underwriters (Pennsylvania Manufacturers Association Insurance Company) of:

- (a) \$250,000 under Coverage A;
- (b) \$250,000 under Coverage B;
- (c) \$100,000 under Coverage C;
- (d) \$100,000 under Coverage D; and
- (e) \$100,000 under Coverage E;

subject to an Aggregate Stop Loss Retention of \$4,387,513 and an Aggregate Stop Loss Limit of \$2,000,000;

(2) Coverage under SDRMA's Reinsurance Agreement with Old Republic Specialty Insurance Underwriters (Pennsylvania Manufacturers Association Insurance Company) referred to in (1) above with limits of:

- (a) \$2,250,000 under Coverage A;
- (b) \$2,250,000 under Coverage B;
- (c) \$2,400,000 under Coverage C;
- (d) \$2,400,000 under Coverage D; and
- (e) \$2,400,000 under Coverage E;

subject to a maximum of \$7,200,000 Ultimate Net Loss per **Occurrence** all Public Officials liability, an Aggregate Stop Loss Retention of \$4,387,513 and an Aggregate Stop Loss Limit of \$2,000,000;

(3) Coverage under SDRMA's Reinsurance Agreement with QBE (Public Risk Underwriters of Texas) with limits of liability of:

- (a) \$5,000,000 under Coverage A;
- (b) \$5,000,000 under Coverage B;
- (c) \$5,000,000 under Coverage C;
- (d) \$5,000,000 under Coverage D; and

(e) \$5,000,000 under Coverage E;

a group aggregate corridor limit of \$2,500,000, and a \$50,000,000 Annual Aggregate for all SDRMA Members and Covered Parties; and

(4) Coverage under SDRMA's Reinsurance Agreement with Upland Specialty Insurance Company of:

(a) \$2,500,000 under Coverage A;

(b) \$2,500,000 under Coverage B;

(c) \$2,500,00 under Coverage C;

(d) \$2,500,000 under Coverage D; and

(e) \$2,500,000 under Coverage E;

subject to an Annual Aggregate limit of \$12,500,000 for all SDRMA Members and Covered Parties.

*This information is provided as a general description only and is not intended to supersede specific policy documents. In the event of a conflict in language, the policy(ies) will be the controlling document.*

7824202.1



MEMBER COVERED:

Hidden Valley Lake Community Services District  
19400 Hartmann Road  
Hidden Valley Lake, California 95467-8371

Your District/Agency/City has elected to participate in the risk financing coverage programs described below as "THE PACKAGE PROGRAM" and in such other programs as are indicated herein. These DECLARATIONS together with the Memorandum, the Public Entity Property Insurance Program Policy attached as **Exhibit B**, the terms and conditions of the Sixth Amended and Restated Joint Powers Agreement and Bylaws, or successor documents thereto, constitute the entire agreement concerning risk-financing coverage between the Special District Risk Management Authority and your District/Agency/City.

Please read the Sixth Amended and Restated Joint Powers Agreement and Bylaws of the Special District Risk Management Authority (hereinafter "SDRMA"), or successor documents thereto, together with the Memorandum of Coverages, hereinafter referred to as the "Memorandum" and the policies attached as Exhibits, to ascertain all of your District's/Agency's/City's rights and obligations regarding its relationship with the Special District Risk Management Authority.

COVERAGE PERIOD:

July 1, 2021 at 12:01 a.m. to July 1, 2022 12:01 a.m.

COVERAGES & LIMITS  
SUMMARY:

Blanket Buildings and Contents owned by the Member, or for which the Member is responsible to insure, per occurrence at locations reported to SDRMA prior to loss, to which this coverage applies. Except for Mobile/Contractor's Equipment, replacement cost, if replaced, but if not replaced within three years after the loss, the loss will be paid on an actual cash value basis, subject to the terms, conditions, deductibles and exclusions as provided in the Memorandum, and subject further to the terms, conditions and exclusions of the excess policy Exhibits. With respect to Mobile/Contractor's Equipment, SDRMA will pay up to the actual cash value. (Earthquake Sprinkler Leakage Coverage (EQSL), and Electrical pole, overhead conductor/transformer coverage and Earthquake or Differences in Conditions (DIC) coverage are provided, subject to specifically reported values, certain sub-limits, aggregates, and separate deductibles, and apply only to those Members who have selected these coverage(s), have paid the applicable additional contribution, and received the specific endorsement from SDRMA for these coverage(s)).

Earthquake Shock is not covered per occurrence or in the annual aggregate.

Upgrade to Green Coverage is not covered.

Communicable Disease are not covered.

Unscheduled Property and/or Locations owned or operated by or rented or loaned to a Covered Party are not covered.

Please refer to the exclusions as per the terms of the **Exhibit B.**

NOTE 1: AS RESPECTS TO PROPERTY LOSS COVERAGE, ABOVE: The coverage for property loss as provided in this part, is furnished by a combination of coverages under these DECLARATIONS, the accompanying Memorandum, and the coverage under the policy(ies) contained in **Exhibit B.**

**COVERAGES & LIMITS:**

\$1,000,000,000 Per Occurrence: All Perils, Coverages and Members combined, subject to the following per occurrence and/or aggregate sub-limits as noted.

\$ 10,000,000 Flood Limit - Per Occurrence and in the Annual Aggregate (for those Member(s) that purchase this optional dedicated coverage)

\$ 10,000,000 Per Occurrence and in the Annual Aggregate for scheduled locations in Flood Zone A, V, and all other 100 year exposures. This Sublimit does not increase the specific flood limit of liability for those Member(s) that purchase this optional dedicated coverage.

\$100,000,000 Combined Business Interruption, Rental Income and Tax Interruption and Tuition Income (and related fees) – except \$500,000 per Member subject to maximum of \$2,500,000 Per Occurrence, Per Declaration for Business Interruption, Rental Income and Tuition Income combined. Coverage for power generating plants is excluded, unless otherwise specified.

COVERAGES & LIMITS  
SUMMARY: (continued)

\$ 3,000,000 Tax Revenue Interruption – Per Policy Provisions. However, if specific values for such coverage have not been reported as part of the Named Insured’s schedule of values held on file with Alliant Insurance Services, Inc. and SDRMA, this sublimit amount is limited to \$1,000,000 Per Occurrence – Per Policy Provisions.

\$ 50,000,000 Extra Expense  
With respect to Power Generating Facilities, Extra Expense shall also include any extra expense incurred resulting from the purchase of electrical power from any other power source, the coverage provided hereunder is sub-limited to USD as per Declaration

Page.

However, loss of Bonus Capacity Payments, performance Guarantee penalties or any other indirect or remote loss of whatever nature are not covered.

- \$ 25,000,000 Automatic Acquisition up to \$100,000,000 for Members with total insurable values greater than or equal to \$500,000 at time of binding or \$10,000,000 Automatic Acquisition for Members with total insurable values less than \$500,000,000 at time of binding or a Member’s Policy Limit of Liability if less than \$25,000,000 excluding licensed vehicles for which a sublimit of \$10,000,000 applies per policy Automatic Acquisition and Reporting Condition. The peril of EQ is excluded for California. If Flood coverage is purchased for all scheduled locations, this extension will extend to include Flood coverage for any location not situated in Flood Zones A or V. Vacant and Unoccupied Buildings are further sub-limited to \$10,000,000.
  
- \$ 5,000,000 Or 110% of the scheduled values, whichever is greater, for Scheduled Landscaping, tees, sand traps, greens and athletic fields and further subject to \$25,000 / 25 gallon maximum per item.
  
- \$ 50,000,000 Errors & Omissions
  
- \$ 25,000,000 Course of Construction and Additions (including new) for projects with completed values not exceeding the sublimit shown. Projects valued greater than \$15,000,000 require underwriting approval and a premium charge.
  
- \$ 500,000 Money & Securities for named perils only as referenced within the policy, however fraudulent impersonation fraudulent instruction or similar events are excluded.
  
- \$ 250,000 Accidental Contamination per occurrence and annual aggregate per member with \$500,000 annual aggregate for all Members. Coverage shall not attach or become insurance upon any property which at the time of loss is more specifically described and covered under any other policy form until the liability of such other insurance has first been exhausted and shall then cover only the excess of value of such property over and above the amount payable under such other insurance, whether collectible or not.



## Declarations – Property Coverage



COVERAGES & LIMITS SUMMARY: (continued)	\$ 50,000,000	Increased Cost of Construction due to the enforcement of building codes/ordinance or law (includes All Risk and B & M)
	\$ 25,000,000	Transit <b>Physical Damage only</b>
	\$ 25,000,000	Off Premises Services Interruption including Extra Expense resulting from a covered peril at non-owned/operated locations
	\$ 5,000,000	Per Occurrence per Member subject to an Annual Aggregate of \$10,000,000 for Earthquake shock on Licensed Vehicles, Unlicensed Vehicles, Contractor's Equipment and Fine Arts for all Insureds/Members in this declaration combined that do not purchase Earthquake coverage, and/or where specific values for such items are not covered for optional dedicated Earthquake coverage as part of SDRMA's schedule of values held on file with SDRMA. For Contractor's Equipment Coverage, the Company identified in <b>Exhibit B</b> will pay up to the actual cash value only, not replacement cost.
	\$ 5,000,000	Per Occurrence per Member subject to an Annual Aggregate of \$10,000,000 for Flood on Licensed Vehicles, Unlicensed Vehicles, Contractor's Equipment and Fine Arts for all Insureds/Members in this declaration combined that do not purchase Flood coverage. For Contractor's Equipment Coverage, the Company identified in <b>Exhibit B</b> will pay up to the actual cash value only, not replacement cost.
	\$ 3,000,000	Contingent Business Interruption, Contingent Extra Expense, Contingent Rental Values, and Contingent Tuition Income separately.  This coverage applies to the Member's direct suppliers or direct customers located in the Coverage Territory.  Coverage does not apply to:  a. Any supplier of electricity, gas, fuel, steam, water, refrigeration, sewerage service, Cloud Computing Service or data, voice or video service; or  b. The Member's customers, if the Member is a supplier of electricity, gas, fuel, steam, water, refrigeration, sewerage service, Cloud Computing Service or data, voice or video service.
	\$ 500,000	Jewelry, Furs, Precious Metals and Precious Stones

Separately

- \$ 1,000,000 Claims Preparation Expenses
- \$ 50,000,000 Expediting Expenses
- \$ 1,000,000 Personal Property Outside of the USA
- \$ 100,000,000 Per Member per occurrence subject to \$200,000,000 Annual Aggregate combined as respects Property Damage, Business Interruption, Rental Income and Extra Expense Combined for Terrorism (Primary Layer)
- \$ 600,000,000 Per Occurrence, Per Member for Terrorism (Excess Layer)
- \$ 1,400,000,000 Annual Aggregate shared by all Members combined as respects Property Damage, Business Interruption, Rental Income and Extra Expense combined for Terrorism (Excess Layer)
- \$ 100,000 Per Occurrence while in Storage and In Transit coverage subject to \$10,000 Deductible for Unmanned Aircraft as more fully defined in the Policy. Not Covered while in Flight.
- \$ 100,000 Per Occurrence with a \$1,000,000 Annual Aggregate per Declaration for Mold/Fungus Resultant Damage as more fully defined in the policy.
- \$ 100,000,000 Ingress/Egress Per Occurrence, Per Named Insured for the actual loss sustained during the period of time not exceeding 30 days when, as a direct result of physical loss or damage caused by a covered peril(s) specified by this Policy and occurring at property located within a 10 mile radius of covered property, ingress to or egress from the covered property by this Policy is prevented.  
24 Hour Waiting Period for Ingress/Egress
- \$ 100,000,000 Interruption By Civil Authority Per Occurrence, Per Named Insured for the actual loss sustained during the period of time not exceeding 30 days when, as a direct result of physical loss or damage caused by a covered peril(s) specified by this Policy and occurring at property located within a 10 mile radius of covered property, access to the covered property is specifically prohibited by order of a civil authority.  
24 Hour Waiting Period for Civil Authority

\$ 10,000 000 Electronic Data Processing Media

**MEMBER DEDUCTIBLES:**

For all covered losses except those specific types of losses listed below or losses due to the perils listed below, a deductible of **\$1,000** is applicable.

For all covered losses of the types listed below or losses due to the perils listed below, the deductible set forth in the excess policy(ies) apply. Such deductible shall be exclusively the obligation of the Member and SDRMA shall have no obligation to fulfill or otherwise contribute toward satisfying said deductibles.

Earthquake Shock is not covered.

- \$ 500,000 Per Occurrence for Flood Zones A & V
- \$ 500,000 All Flood Zones Per Occurrence excluding Flood Zones A & V
- \$ 1,000 Per Occurrence for Specially Trained Animals
- \$ 10,000 Per Minimum subject to \$100,000 Maximum per Vehicle or Item for Licensed Vehicles, Unlicensed Vehicles and Contractors Equipment Per Occurrence and Annual Aggregate and shared by all Members of this Declaration for the peril of Earthquake for Members who do not purchase dedicated Earthquake limits. For Contractor’s Equipment Coverage, the Company identified in **Exhibit B** will pay up to the actual cash value, not replacement cost.
- \$ 50,000 Per Occurrence and Annual Aggregate and shared by all Members of this Declaration for Fine Arts for the peril of Earthquake for members who do not purchase dedicated Earthquake limits
- \$ 10,000 Per Minimum subject to \$100,000 Maximum per Vehicle or Item for Licensed Vehicles, Unlicensed Vehicles and Contractors Equipment Per Occurrence and Annual Aggregate and shared by all Members of this Declaration for the peril of Flood for Members who do not purchase dedicated Flood limits. For Contractor’s Equipment Coverage, the Company identified in **Exhibit B** will pay up to the actual cash value, not replacement cost.
- \$ 50,000 Per Occurrence and Annual Aggregate and shared by all Members of this Declaration for Fine Arts for the peril of Flood for Members who do not purchase dedicated Flood limits
- \$ 500,000 Per Occurrence for Primary Terrorism
- \$ 500,000 Per Occurrence for Excess Terrorism (applies only if the Primary Terrorism Limit is exhausted)



WITH RESPECT TO EXCESS LAYER FOR TERRORISM: The maximum limits of liability for all SDRMA Covered Parties due to an Occurrence, shall not exceed \$1,100,000,000, and an annual aggregate of \$1,400,000,000.

24 Hour Waiting Period for Service Interruption for All Perils and Coverages

2.5% of Annual Tax Value per Location for Tax Interruption

\$ 500,000 Per Occurrence for CAT Losses (Excluding Flood and Earthquake) as defined by meeting the following trigger: Property Claims Service (PCS) declaration of a numbered catastrophic event and the event is declared a CAT Loss by FEMA and/or OES. However, if FEMA and/or OES does not classify the event as a CAT loss, the Member's current property deductible will apply.

This information is provided as a general description only, and is not intended to supersede specific policy documents. In the event of a conflict in language, the policy(ies) will be the controlling document.

7824271.1

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

**DATE:** June 21, 2022

**AGENDA ITEM:** Review and Discuss Salary Range for Project Manager

---

**RECOMMENDATIONS:** Staff is recommending the Committee consider a 9% increase for the Project Manager Position.

**BACKGROUND:** The Project Manager position is crucial and necessary for the District to continue to acquire both State and Federal funding and Grants for Capital Projects.

Because of Alyssa’s dedication and diligent efforts, the District has been awarded a total of \$5,336,873.81.

Disaster Reimbursement	\$2,677,645.27
Federally Funded Non- Disaster	\$86,124.54
State Funded	\$2,456,112
ARPA COVID Funding	\$116,992
<b>TOTAL AWARDED FUNDS</b>	<b>\$5,336,873.81</b>

In 2020 when the Project Manager position was established a salary survey was not conducted, the salary was based on the Water Resources Specialist II salary. Alyssa was at Step E at the time of the transition and therefore, received no increase for taking on the Project Manager position.

During the April 13, Finance Committee meeting, it was recommended staff have an outside salary study completed. Staff worked with Wendy Wettengel, HR Outsourcing Services, and received the completed study on 5/10/2022. Attached for your review.

**Fiscal Impact:** \$104,000.00 has been considered in the FY 2022-23 Budget to support this recommendation.





# Hidden Valley Lake Community Services District:

Project Manager Wage Study



5/10/2022

Prepared by:

Wendy Wettengel

HR Outsourcing Services

1706 E Valencia Rd

Fort Mohave, AZ 86426

wwetten@gmail.com

## Overview

Wage Analysis for the Project Manager position at Hidden Valley Lake Community Services District based on comparison of similar positions within similar environments within Sonoma, Lake, and Mendocino Counties.

## Considerations

Population Centers within target region include:

Sonoma County: Santa Rosa, Petaluma, Rohnert Park, Windsor, Healdsburg, Sonoma, Sebastopol, Gueneville, Forestville

Mendocino County: Fort Bragg, Mendocino, Ukiah, Willits

Lake County: Clearlake, Hidden Valley Lake, Lakeport, Lucerne, Lower Lake, Clearlake Oaks, Clearlake Riviera, Kelseyville

In determining compatibility for the Project Manager position at HVLCSD the following criteria were assessed:

- Qualifications required-
  - Education
  - experience,
  - field of study.
- Scope of work
  - Water and Wastewater as opposed to Water or Wastewater or included with Public Works
  - Administrative vs Technical/Engineering
- Hierarchy/Accountability Level ( Director, Manager, Supervisor)
- Size of the Service Area and Services provided

Within this tri-county region, each population area is as unique in governmental structure as the platforms in which they provide water services and manage wastewater. Cities have the budgetary capacity to manage utilities internally and tend to have strong management and support staff teams. Smaller communities were more likely to outsource some or all of their services- often purchasing water from other sources like Sonoma County, Golden State, or California Water Co. Employees in the smaller or more rural areas tend to fulfill several roles.

Wages of positions that most closely match the hiring criteria, functions, scope, services, and size of those for the HVLCSD Project Manager will have the strongest consideration.

## Findings

### Large Service Districts

In the population dense area of Sonoma County along the 101 corridor, the Project Manager position is common. In its largest city, Santa Rosa; Project Management roles are assigned to specific departments like Parks, Public Works, or Water and Wastewater. Additionally, some roles focus on planning, whereas others are on implementation. The Utilities Project Development Manager role is the only project management role specifically assigned to water and waste water; its focus is on seeking out potential projects and determining the feasibility and benefits of pursuing them. In this respect, there is a great deal of functional overlap between the positions. Unfortunately, the service area size and cost of living are significant hindrances to making a strong connection on the wages for this position to that of the Hidden Valley Lake CSD Project Manager. Petaluma, Rohnert Park, and Windsor also have specific Project Manager roles, but in each, the positions are relegated to both Public Works and Water and Wastewater Treatment projects. Rohnert Park offers several positions granting more flexibility; Project Manager and Project Coordinator are permanent positions. Part time positions are used for temporary roles on specific projects. Adjustments for cost of living and the larger departmental scope of projects will be necessary.

Within these large service districts, the annual salary range of the permanent positions begins at \$88,294 and reaches \$128,442 on the high end. Based purely on cost of living adjustments, that would translate to Hidden Valley Lake wages of \$70,635-102,635. Bestplaces.com conservatively highlights the overall cost of living at Hidden Valley Lake is 19.9% less expensive- indicating that the median home price is the primary factor. Median home costs in 2022 are 47% less expensive in Hidden Valley than in Santa Rosa (bestplaces.net). Other sites calculate the cost of living as much higher between 37 and 47% higher than in Hidden Valley Lake. Additionally, positions with these cities indicate higher experience levels requirements or multiple fields of knowledge (Petaluma, Windsor, Rohnert Park). In several instances, positions were not entry level and required experience within the department (Santa Rosa, Rohnert Park).

## Large Service Districts Table

Location	2022 Population or Pop. Served	Most Comparable Position(s)	Salary Range Provided
Santa Rosa	176,762 Serves 230,000	Utilities Project Development Manager (Water & Wastewater Dept)	\$101,539-128,442
Petaluma	56,602	Project Manager (Public works and utilities; more engineering ; less admin)	\$92,622-112,590
Rohnert Park	42,136	Part Time General Plan Project Manager (temp positions)	\$41-50/hr
		Project Coordinator	\$88,294-107,323
		Project Manager	\$99,897-121,426
Windsor	25,205	Project Manager (Public works and utilities)	\$94,161-117,603

Populations are provided by the US Census via [worldpopulationreview.com](http://worldpopulationreview.com) for all charts.

## Mid-Sized Service Districts

With the mid-sized districts or service areas, the job titles become less consistent as the functions of the position increase. In Ukiah for example, the Management Analyst- Public Works oversees projects in both water, wastewater, and public works, but requires less education/experience than similar positions. In Sonoma, the Water Supervisor takes on the day to day as well as projects. Lakeport has a Project Coordinator and Willits has a Project Manager II. In both Lakeport and Willits, the position is assigned to the Public Works Departments, but both indicate that water and wastewater projects are included in the scope. The Lakeport Projects Coordinator aligns very closely to HVLCS D in both functions and required experience, education, and skills. Fort Bragg's Administrative Analyst has less accountability, but seems to be strongly aligned with the functions and requirements of the Program Manager's role at HVLCS D. It is worth mentioning that Lake County lists a Deputy County Administrative Officer- Projects and Grants. The county is divided into Special Districts, each with its own administrative and technical staff. While

none of the Special Districts listed a Project Manager or any similar role, it is likely that the Deputy provides support.

### Mid-Size Districts Table

Location	2022 Est.Population	Most Comparable Position(s)	Salary Range
Ukiah	15,527 pop.	Management Analyst-Public Works (close fit- public works, water and wastewater projects)	STEPS: \$5,451 \$5,723 \$6009 \$6310 \$6625
Sonoma	10,618 pop.	Water Supervisor - daily and projects related to water and wastewater	STEPS \$6593 6922 7268 7632 8013
Fort Bragg	7,179pop.	Associate Planner (comparable functions, less accountability)	STEPS \$ 31.53 33.11 34.77 36.51 38.34
<b>Hidden Valley Lake</b>	<b>5,539 est. pop</b>	<b>Project Manager</b>	
Lakeport	5,166pop.	Projects Coordinator	STEPS \$4,709 4,944 5,191 5,451 5,724 6,010
Willits	4,785pop.	Project Manager II	<u>Step 1:</u> \$67,234
Lake County Special Districts	Several CSAs (?)	Deputy County Administrative Officer- Projects and Grants (larger scope; functions and qualifications strong fit)	\$91,128-110,760

### Small Districts and Districts with Non-Comparable Positions

The following table provides support information for the Districts and areas not included and the justifications. In some cases, the wage information is shared within another summary.

Location	2022 Population	Most Compatible Position(s)	Salary Range
Clearlake	15,003 pop.	Highlands Water Company and Knoncti no comparable  Golden State Water- no local comparables.  City of CL:Public Works Supervisor (day to date focused,not-water/waste)	\$5,877-7,1443 Poor match
Healdsburg	11,152 pop.	Doesn't utilize PMs in Utilities, public works, or water/wastewater Water Operations Foreman and Wastewater Operations Foreman (not directly comparable)	\$99,723-121,683 Poor comparisons
Cloverdale	8,754pop.	No comparable position (PM within scope of Public Works Director role)	NA
Sebastopol	7,356pop.	No comparable position, Public Works Management Analyst Scope too broad/functions differ	NA
Forestville	3,000+ water  ~1,400 waste	Not comparable; 6 staff. GM is Plant Operator, 2 admin, 3 technicians.	NA
Kelseyville	1360 connections	See Lake County (CSA # 3)	NA
Lucerne and Upper Region	4008 connections	Water: California Water Service Company; Redwood Valley District Golden State	NA See Lake County

		No local comparables Waste: Northwest Regional Wastewater system	Special Districts
Nice	2,527pop.	Water: Non-profit corp  Waste: Northwest Regional Wastewater, Lake County	Water: Nice Mutual Water Company  See Lake County Special Districts
Clearlake Oaks	2,265	No comparable position	

Populations are provided by the US Census via worldpopulationreview.com for all charts.

## Summary


### Wage Comparisons By Relevance

The following chart summarizes positions with the highest quantity and degree of matching criteria for the Project Manager position. Posted wages are converted to hourly rates in the third column. Column four weighs them as higher or lower than the Project Manager role in skill, experience, job qualifications, work function difficulty, responsibility level, accountability level, range of scope, and market size of service area. A plus sign indicates that the position is likely at a higher level, whereas the negative sign indicates a lower level role. In the last column, wages are adjusted up or down based on its correlation to the Project Manager of HVLCSO. For example, look at a position with higher qualification requirements or a higher degree of accountability than the HVLCSO Project Manager. The wage is to be adjusted down to the level of the Project Manager using the established criteria for comparisons as a guide. The adjusted wages are then averaged at the bottom of the last column providing the average starting wage for the Project Manager position at HVLCSO based on comparable positions within the Lake, Mendocino, and Sonoma County region.

## Wage Comparisons Table

Location	Title	Conversion to Hourly	Comp. Score	Reasoning	Adjusted
Lakeport	Project Coordinator	27.17	90-	Very closely aligned functions and qualifications- scope Public Works not exclusively Water/Wastewater	30.19
Fort Bragg	Administrative Analyst of Public Wks	25.68	85-	+Functions -Lower qualifications -less accountability	30.21
Willits	Project Manager II	32.32	100~	Closely aligned	32.32
Ukiah	Management Analyst of Public Works	31.45	95-	Closely aligned	33.11
Sonoma	Water Supervisor	38.04	90+	Wider scope- technical and admin. Qualifications more technical skills based; less administrative	34.23
Lake County	Deputy Co. Admin. Officer: Projects and Grants	43.81	80 +	Hierarchy/accountability level, service size significantly larger/higher	35.04
Santa Rosa	Utilities Project Development Manager	48.81	85+	Similar scope, accountability Higher qualification requirements, much larger service area	41.49
Rohnert Park	Project Coordinator	42.45	95+	Counterbalance Accountability lower, qualifications, service higher	40.33
Wage for comparable positions when averaged:					34.94





The actual wage range for the positions considered to be comparable with those of the Project Manager position \$25.68/hr to \$48.81/hr. Because each city or water district is unique, matching positions required a good deal of creative interpretation to increase the sampling. Wages of the comparable positions were then adjusted proportionally by the amount of variance from the Program Manager Job Description provided. This narrowed our acceptable wage range for the position to \$30.19 to 41.49 with the average starting wage of \$34.94.

**Hidden Valley Lake Community Service District Project Manager wage range is \$30.19 to 41.49 with the average starting wage of \$34.94.**

## Summary Chart of Position and Wage Findings

A summary of findings are outlined below.

Location	2022 Estimated Population*	Like Position(s)	Salary Range
Markets Significantly Larger			
Santa Rosa	176,762 pop. Serves 230,000	Project Development Manager (W and WW specific; preplanning) UtilityProject Manager (Public works and utilities)	\$101,539-128,442  \$100,539-128,442
Petaluma	56,602 pop.	Project Manager (Public works and utilities)	\$92,622-112,590
Rohnert Park	42,136 pop.	Part Time General Plan Project Manager (hire for specific project)  Project Coordinator  Project Manager	\$41-50/hr  \$88,294-107,323  \$99,897-121,426
Windsor	25,205 pop.	Project Manager (Public works and utilities)	\$94,161-117,603
Ukiah	15,527 pop.	Management Analyst-Public Works (close fit- public works, water and wastewater projects)	<u>STEPS:</u> \$5,451 \$5,723 \$6009 \$6310 \$6625
Clearlake	15,003 pop.	Highlands Water Company and Knoncti no comparable  Golden State Water- no local comparables.  City of CL:Public Works Supervisor (day to date focused,not-water/waste)	\$5,877-7,1443 Poor match
Healdsburg	11,152 pop.	Doesn't utilize PMs in Utilities,	\$99,723-121,683

		public works, or water/wastewater Water Operations Foreman and Wastewater Operations Foreman (not directly comparable)	
Sonoma	10,618 pop.	Water Supervisor - daily and projects related to water and wastewater	STEPS \$6593 6922 7268 7632 8013
Cloverdale	8,754pop.	No comparable position (PM within scope of Public Works Director role)	NA
Sebastopol	7,356pop.	No comparable position, Public Works Management Analyst Scope too broad/functions differ	NA
Fort Bragg	7,179pop.	Between A and B A. Associate Planner (comparable functions, less accountability)  B. Operations Manager and Assistant Director of Engineering (general functions similar; scope larger PW and W & WW; knowledge/certifications higher)	STEPS \$ 31.53 33.11 34.77 36.51 38.34  \$75,046-91,208
<b>Hidden Valley Lake</b>	<b>5,539 est. pop</b>	<b>Project Manager</b>	
Lakeport	5,166pop.	Projects Coordinator	STEPS \$4,709 4,944 5,191 5,451 5,724 6,010
Willits	4,785pop.	Project Manager II	<u>Step I</u> \$67,234
Lake County Special Districts	Several Services Areas	Deputy County Administrative Officer- Projects and Grants (larger scope; functions and qualifications strong fit)  Several CSAs	\$91,128-110,760

Forestville	3,000+ water ~1,400 waste	Not comparable; 6 staff. GM is Plant Operator, 2 admin, 3 technicians.	NA
Kelseyville	1360 connections	See Lake County (CSA # 3)	NA
Lucerne and Upper Region	4008 connections	Water: California Water Service Company; Redwood Valley District Golden State No local comparables Waste: Northwest Regional <b>Wastewater</b> system	NA See Lake County Special Districts
Nice	2,527pop.	Water: Non-profit corp Waste: Northwest Regional Wastewater, Lake County	Water: Nice Mutual Water Company See Lake County Special Districts
Clearlake Oaks	2,265	No comparable position	

\*Source: US Census Annual Estimate. 2022 estimates calculated via linear projections of previous estimates.

## Resources: Links to All Data Provided

### General Information

<https://www.bestplaces.net/cost-of-living/santa-rosa-ca/hidden-valley-lake-ca/90000>

<https://worldpopulationreview.com/us-cities/by-first-letter/california#L>

### Santa Rosa

<https://www.governmentjobs.com/careers/srcity/classspecs/757622?keywords=project&pagetype=classSpecifications>

<https://www.governmentjobs.com/careers/srcity/classspecs>

<https://www.governmentjobs.com/careers/srcity/classspecs/757622?keywords=project&pagetype=classSpecifications>

<https://www.bestplaces.net/cost-of-living/santa-rosa-ca/hidden-valley-lake-ca/90000>

### Rohnert Park

<https://www.governmentjobs.com/careers/rohnertpark>

<https://www.governmentjobs.com/careers/rohnertpark/classspecs>

### Petaluma

<https://cityofpetaluma.org/departments/join-our-petaluma-team/>

<https://www.governmentjobs.com/careers/petaluma/jobs/3523743/project-manager?keywords=project%20manager&pagetype=jobOpportunitiesJobs>

### Fort Bragg

<https://www.city.fortbragg.com/departments/human-resources/job-openings>

<https://www.city.fortbragg.com/home/showpublisheddocument/2356/637726015061370000>

<https://www.city.fortbragg.com/home/showpublisheddocument/2250/637726012061170000>

<https://www.city.fortbragg.com/home/showpublisheddocument/2336/637869379800479964>

<https://www.city.fortbragg.com/home/showpublisheddocument/2246/637726012051630000>

<https://www.city.fortbragg.com/home/showpublisheddocument/2328/637726014765730000>

<https://www.city.fortbragg.com/home/showpublisheddocument/2226/637869349255522677>.

#### Willits

<https://cityofwillits.org/246/Pay-Schedules>

#### Ukiah

<http://www.cityofukiah.com/salary-schedules-3/>

<http://www.cityofukiah.com/NewWeb/wp-content/uploads/2014/03/Management-Analyst-Public-Works-1.pdf>

<http://www.cityofukiah.com/salary-schedules-3/>

#### Lakeport

[https://www.cityoflakeport.com/human\\_resources/salary\\_schedule\\_and\\_mou\\_s.php](https://www.cityoflakeport.com/human_resources/salary_schedule_and_mou_s.php)

<https://files4.revize.com/lakeportca/Master%20Salary%20Schedule%20by%20Alpha%20rev.%2010.5.21.pdf>

<https://files4.revize.com/lakeportca/44%20Projects%20Coordinator.pdf>

<https://files4.revize.com/lakeportca/Master%20Salary%20Schedule%20by%20Alpha%20rev.%2010.5.21.pdf>

#### Lake County

<https://www.governmentjobs.com/careers/lakecountyca/classspecs?keywords=project>

<https://www.governmentjobs.com/careers/lakecountyca/classspecs/1383201?keywords=project%20manager&pagetype=classSpecifications>

#### Healdsburg

<https://www.governmentjobs.com/careers/healdsburgca/classspecs?page=10>

<https://www.governmentjobs.com/careers/healdsburgca/classspecs?page=11>

#### Sonoma

<https://www.sonomacity.org/documents/water-supervisor/>

<https://docs.google.com/viewerng/viewer?url=https://storage.googleapis.com/proud-city/sonomaca/uploads/2021/01/July-2-2021-Salary-Sched-PDF.pdf>

### Geurneville

<https://www.sweetwatersprings.com/>

<https://www.calwater.com/>

<https://docs.google.com/viewerng/viewer?url=https://storage.googleapis.com/proud-city/sonomaca/uploads/2021/01/July-2-2021-Salary-Sched-PDF.pdf>

### Cloverdale

<https://www.cloverdale.net/DocumentCenter/View/2082/PW-Director-City-Engineer-1011?bidId=>

<https://www.cloverdale.net/329/Job-Descriptions>

### Sebastopol

<https://ci.sebastopol.ca.us/Connect-With-Us/City-Staff-Directory>

### Forestville

<https://www.forestvillewd.com/about-us>

### Nice

<https://www.nicemutualwatercompany.info/>

### Lucerne

<https://www.calwater.com/>



# Project Manager

## Hidden Valley Lake Community Services District

This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include** all duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.

### SALARY RANGE

Reports to: General	Hourly Salary				
Status: Exempt	Step A	Step B	Step C	Step D	Step E
Current: Approved 12/2020	\$34.28	\$36.00	\$37.80	\$39.69	\$41.67

**DEFINITION:**

The Project Manager develops, plans, organizes, coordinates, and administers assigned projects for the District and performs administrative and budgeting duties.

**SUPERVISION RECEIVED/EXERCISED:**

Receives general direction from the General Manager.

**ESSENTIAL FUNCTIONS:** *(but are not limited to the following)*

*Class specifications are only intended to present a description summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of the incumbents within the class.*

- Collects, compiles, analyzes, and reports statistical information relating to programs and administrative matters.
- Develops budgets and provides operational and budgetary oversight of the District Capital Improvement Plan and other specified programs. Develops reporting requirements and associated documents.
- Performs community outreach, liaisons and develops partnerships with community groups, businesses, governmental agencies and other community organizations such as, but not limited to, IRWM, DWR, DDW, RCAC, ACWA, CRWA, CWA.
- Develops grant applications and program proposals to obtain state and federal funding. Administers and oversees specially funded programs(s) and/or functions(s).
- Reviews program proposals/plans such as, but not limited to, Local Hazard Mitigation Plan, Strategic Plan to determine timeframes, funding limitations. Develops recommendations for accomplishing program objectives, outcome indicators, performance measures, staffing requirements and allotment of funds to various program components.
- Negotiates with service providers such as, but not limited to GHD, Coastland, regarding procedures, costs, and other contract matters. Oversees and monitors contracts



- Represents the District before the Board of Directors, District Committees, in public meetings, and to other government agencies in specific areas of assignment. Serves on and/or is the staff person assigned to committees and groups involved in specific program assignments.
- Coordinates the provision of services with other program elements.
- Evaluates program needs and ensures effective program delivery.
- May supervise an administrative and/or program staff directly or through subordinate supervisors.

## **PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:**

*The essential functions of this position may require the employee to perform the following physical activities. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.*

## **QUALIFICATIONS:**

*The following are minimal qualifications necessary for entry into the classification.*

### **Education and/or Experience:**

Three years of increasing responsibility at the professional level, with public or private sector administrative experience involving fiscal, operational, and/or legislative analysis.

Bachelor's degree is required from an accredited college or university, preferably in Business Administration, Public Administration, Economics, Political Science, Environmental Science, or closely related field.

### **Licenses/Certificates:**

A Project Manager Professional (PMP) certification is desirable.

## **KNOWLEDGE/SKILLS/ABILITIES:**

*The following are a representative sample of the KSA's necessary to perform essential duties of the position.*

### **Knowledge of:**

- Supervisory principles and practices including work planning, assignment, work review, employee development and evaluation.
- Administrative principles and practices including basic budgeting, program planning, development and evaluation of grants, contracted services and funding report requirements.
- Analytical techniques including data collection and presentation methods.
- Principles, practices, procedures, laws, and regulations related to the assigned project/department.

### **Ability to:**

- Plan, and conduct analytical studies related to specific assignments.
- Review and install changes in work methods, systems, and procedures, understand, interpret and explain laws, regulations and policies governing program operations. Organize complex information into manageable parts.
- Communicate effectively both verbally and in writing to individuals and clearly and effectively in public speaking. Prepare spreadsheets and documents.
- Understand program objectives in relation to departmental goals and procedures.
- Prepare funding proposals and narrative and statistical reports.

- Secure cooperation and teamwork among a variety of groups and individuals within and outside the District.
- Organize and prioritize work assignments.
- Research regulations, procedures and/or technical reference materials.
- Interpret political and administrative direction and incorporate into District policy and procedures.

**Other Duties:**

Perform other related duties as requested by the General Manager.

I have reviewed this Job Description with my Supervisor and agree with its contents.

---

Employee Signature

Date

---

Employer Signature

Date

***Fiscal Year 2022-2023***

***Budget***



***Pending Approval June 21, 2022***

***Board of Directors:***

*Gary Graves, President*

*Claude Brown, Vice President*

*Jim Freeman*

*Jim Lieberman*

*Sean Millerick*

***General Manager:***

*Dennis White*

## Table of Contents

Introduction	1
Revenue and Expense Trends and Forecast	3
Operating Budget	6
Capital Projects Budget	19
Debt Service Budget	21

DRAFT

## **Introduction**

The Hidden Valley Lake Community Services District (District) is an independent special district serving the Hidden Valley Lake Community in southern Lake County, California. The District, which consists of 15 full-time employees, and 1 part-time employee, provides municipal water to over 2,500 homes and 5 distinct businesses, and sewer services to nearly 1,500 within its three square mile service area.

### **Mission Statement**

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

### **History**

The Stonehouse Mutual Water Company was established in 1968 and supplied water to the Hidden Valley Lake subdivision. The Hidden Valley Lake Community Service District was established in 1984. In the early 1990’s discussions of a merger between Stonehouse Mutual Water Company, and Hidden Valley Lake Community Services District began. It was evident that combining the two stand-alone providers into one utility company would result in a tremendous cost savings. The merge also provided additional protection to the community via State oversight as well as access to grants and low cost loans. With the passage of AB 1504, the merger of the two utilities was accomplished on January 1, 1993 at 12:01 am.

### **Board of Directors**

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

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

The HVLCSD Board of Directors is committed to transparency. Board meetings are held in accordance with the Brown Act and are noticed as such. Regular board meetings are held on the third Tuesday of the month at 7:00 p.m. at the District's business office, 19400 Hartmann Rd., Hidden Valley Lake. An exception was made during the height of the pandemic, where board meetings were held virtually in the interest of public, employee and director safety. The board also assigns standing and ad hoc committees that meet throughout the year to assist in the development of policy. Committee meetings are also held at the District's business office; times and dates vary by committee and can be found on the District website, [www.hvllcsd.org](http://www.hvllcsd.org). Each meeting ends with a call for public comment, and community members are encouraged to attend and voice concerns or share accolades.

## **Revenue and Expense Trends and Forecast**

### **Water & Sewer Overview**

Both the Water & Sewer Funds continue to improve. Now 18 months into the new 4.5 year rate structure, the District is experiencing water and sewer use revenues that are helping the recovery process from the fiscal shortfalls of years past. Nonetheless, District infrastructure challenges still remain. Extraordinarily damaging weather events during the previous 5-year rate structure eroded the reserves that the rates were designed to enhance. By simply surviving the natural disasters from 2015 – 2020, capital improvement projects were deferred, and the District's net worth suffered. The horizon to fully recover from these disasters is long, but we are moving in the right direction. We are taking the early steps towards resiliency and sustainability. Some major milestones contributing to this effort are 1) Productive collaboration between Directors and the General Manager, 2) Career growth opportunities for in-house staff, and 3) The continual search for and implementation of project funding to help off-set the costs of major improvements to our ratepayers. When we work together, and we like what we do, everyone wins.

### **Water Fund**

Water demand has levelled out since the highs recorded in 2019 – 2020. Residents are adjusting to the new 5 -year rate structure, and consumption levels are therefore conservative. Conversely, the amount of new connections is up and rate revenue proceeds are healthy. These proceeds have gone right back into the infrastructure, replacing legacy water meters with an advanced metering infrastructure (AMI). Costly events for the Water Fund have been the water shut-off moratorium, and water main breaks. The arrearages imposed by this moratorium were as high as 1.11% of water revenues in the last fiscal year. The retail value of water lost over the last fiscal year was 1.11% of water revenues. Quantifying these costs only serves to underscore the urgent need for continued capital improvements.

A look to the future promises arrearages that extend no longer than 3 months, which establishes a much more manageable balance sheet for operations. The future of capital improvement is focused on water supply reliability. This theme of water supply reliability is the big picture. Together, we can bring resilience and sustainability back to the District. Every collaborative



decision made is a step closer to the big picture. In-house staff are working daily to improve infrastructure. Keeping expertise in-house builds work pride and reduces attrition costs. A commitment to its own workforce engenders loyalty and is an integral part of a sustainable future.

### **Sewer Fund**

While sewer consumption figures have dropped slightly, rate revenue is in-line with the forecasts identified in the rate study adopted December of 2020. Similar to the Water Fund, these revenues are going straight back into the infrastructure that is in need of repair. Equipment purchases have been smaller and more customized to the specific needs of a District this size. Sewer revenues have also allowed for vast improvements in the mitigation of leaks and stormwater inflow. Cured-in-place pipelining, pipe bursting, and airtight HPDE manhole lids are some of the newer technologies being put to use in the sewer infrastructure. All of these improvements help prevent inundation events that devastate the wastewater treatment plant as evidenced by the flooding disasters of 2017 and 2019. In-house staff are able to capitalize on newer equipment to repair failures faster and cheaper. Preventative maintenance is on the upswing, further reducing the costly effects of failure.

### **Final Thoughts:**

The District has presented a balanced budget for the 2022/2023 fiscal year. Projected revenues, operational expenses, and capital improvement needs continue to be a reflection of the 2020 NBS Rate Study that was fully vetted by District staff.

Rising costs of fuels and materials have been incorporated into the operational expense plan, as well as extended expected delivery dates for materials. During these tumultuous times of climactic risk such as fire and flood, this operational plan incorporates increased costs using the best data available. Despite the scarcity of surface water, groundwater levels remain stable and resilient. Given groundwater performance during previous drought years, and the recharge rate observed currently, drought surcharges are unlikely to be implemented in the upcoming fiscal year. The District is fortunate to have achieved success in managing operational expenses last

year, the first full year of the new rate structure. While expenses will inevitably continue to increase year to year, this balanced budget had made accommodations. Proper fiscal management of operations have, and will continue to illustrate how ratepayers water and sewer use fees have been put to the most beneficial use to “provide, maintain, and protect our community’s water” amidst relative uncertainty.

DRAFT

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PROPOSED 2022-2023 BUDGET  
SEWER ENTERPRISE FUND**

<b>REVENUE</b>	
120-4020 PERMIT & INSPECTION FEES	<b>1,000</b>
120-4045 AVAILABILITY FEES	<b>5,500</b>
120-4050 SALES OF RECLAIMED WATER	<b>154,542</b>
120-4111 COMMERCIAL SEWER USE	<b>85,538</b>
120-4112 GOVERNMENT SEWER USE	<b>1,200</b>
120-4116 SEWER USE CHARGES	<b>1,836,418</b>
120-4210 LATE FEE	<b>22,000</b>
120 4300 MISC INCOME	<b>2,500</b>
120-4310 OTHER INCOME	<b>1,450</b>
120-4550 INTEREST INCOME	<b>500</b>
<b>TOTAL REVENUE</b>	<b>2,110,648</b>

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PROPOSED 2022-2023 BUDGET  
SEWER ENTERPRISE FUND**

**OPERATING EXPENDITURES**

120-5010 SALARY & WAGES	568,698
120-5020 EMPLOYEE BENEFITS	216,772
120-5021 RETIREMENT BENEFITS	117,770
120-5022 CLOTHING ALLOWANCE	2,500
120-5024 WORKERS COMP INSURANCE	12,000
120-5025 RETIREE HEALTH BENEFITS	8,452
120-5030 DIRECTOR HEALTH BENEFITS	25,629
120-5040 ELECTION EXPENSE	2,500
120-5060 GASOLINE, OIL & FUEL	30,000
120-5061 VEHICLE MAINT	26,415
120-5062 TAXES & LICENSE	800
120-5063 CERTIFICATIONS	2,000
120-5074 PROPERTY/LIABILITY INSURANCE	104,000
120-5075 BANK FEES	30,000
120-5080 MEMBERSHIP & SUBSCRIPTIONS	11,000
120-5090 OFFICE SUPPLIES	5,000
120-5092 POSTAGE & SHIPPING	9,000
120-5121 LEGAL SERVICES	12,000

120-5122 ENGINEERING SERVICES	<b>49,000</b>
120-5123 OTHER PROFFESIONAL SERVICES	<b>10,000</b>
120-5126 AUDIT SERVICES	<b>7,500</b>
120-5130 PRINTING & PUBLICATION	<b>6,000</b>
120-5135 NEWSLETTER	<b>1,000</b>
120-5145 EQUIPMENT RENTAL	<b>5,000</b>
120-5148 OPERATING SUPPLIES	<b>50,000</b>
120-5150 REPAIR & REPLACE	<b>180,000</b>
120-5155 MAINT BLDG & GROUNDS	<b>12,000</b>
120-5156 CUSTODIAL SERVICES	<b>17,500</b>
120-5157 SECURITY	<b>1,000</b>
120-5160 SLUDGE DISPOSAL	<b>35,000</b>
120-5165 TERTIARY POND MAINT	<b>50,000</b>
120-5170 TRAVEL & MEETINGS	<b>6,200</b>
120-5175 EDUCATION/SEMINARS	<b>10,500</b>
120-5176 DIRECTOR TRAINING	<b>3,600</b>
120-5179 ADM MISC EXPENSE	<b>350</b>
120-5191 TELEPHONE	<b>15,000</b>
120-5192 ELECTRICITY	<b>155,000</b>
120-5193 OTHER UTILITIES	<b>3,500</b>

120-5194 IT SERVICES	35,000
120-5195 ENV/MONITORING	40,000
120-5198 ANNUAL OPERATING FEES	7,500
120-5310 EQUIPMENT - FIELD	1,200
120-5311 EQUIPMENT - OFFICE	1,200
120-5312 TOOLS - FIELD	1,500
120-5315 SAFETY EQUIPMENT	3,500
120-5317 COVID-19	7,500
120-5545 RECORDING FEES	250
120-5580 TRANSFER OUT – FUND 219 USDA SOLAR DEBT	32,205

<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,932,541</b>
-------------------------------------	------------------

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
 PROPOSED 2022-2023 BUDGET  
 WATER ENTERPRISE FUND**

<b>REVENUE</b>	
130-4035 RECONNECT FEES	<b>5,000</b>
130-4039 WATER CONNECTION FEE (METER)	<b>3,290</b>
130-4040 LIEN RECORDING FEES	<b>1,200</b>
130-4045 AVAILABILITY FEES	<b>22,000</b>
130-4110 COMMERCIAL WATER USE	<b>144,786</b>
130-4111 BULK WATER SALES	<b>7,500</b>
130-4112 GOVERNMENT WATER USE	<b>6,500</b>
130-4115 WATER USE CHARGES	<b>2,848,200</b>
130-4210 LATE FEE 10%	<b>32,000</b>
130-4215 RETURNED CHECK FEE	<b>500</b>
130-4300 MISC INCOME	<b>1,500</b>
130-4310 OTHER INCOME	<b>100</b>
130-4330 HYDRANT METER USE DEPOSIT	<b>9,720</b>
130-4550 INTEREST INCOME	<b>1,800</b>
<b>TOTAL REVENUE</b>	<b>3,084,096</b>

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PROPOSED 2022-2023 BUDGET  
WATER ENTERPRISE FUND**

**OPERATING EXPENDITURES**

130-5010 SALARY & WAGES	568,698
130-5020 EMPLOYEE BENEFITS	216,772
130-5021 RETIREMENT BENEFITS	117,770
130-5022 CLOTHING ALLOWANCE	2,500
130-5024 WORKERS' COMP INSURANCE	10,500
130-5025 RETIREE HEALTH BENEFITS	8,452
130-5030 DIRECTOR HEALTH BENEFITS	25,629
130-5040 ELECTION EXPENSE	2,500
130-5060 GASOLINE, OIL & FUEL	30,000
130-5061 VEHICLE MAINT	25,000
130-5062 TAXES & LICENSE	1,200
130-5063 CERTIFICATIONS	800
130-5074 PROPERTY/LIABILITY INSURANCE	104,000
130-5075 BANK FEES	30,000
130-5080 MEMBERSHIP & SUBSCRIPTIONS	28,000
130-5090 OFFICE SUPPLIES	5,000
130-5092 POSTAGE & SHIPPING	7,500



130-5110 CONTRACTUAL SERVICES	60,000
130-5121 LEGAL SERVICES	30,000
130-5122 ENGINEERING SERVICES	65,000
130-5123 OTHER PROFESSIONAL SERVICES	15,000
130-5124 GSA - GROUNDWATER SUSTAINABILITY	15,000
130-5126 AUDIT SERVICES	7,500
130-5130 PRINTING & PUBLICATION	7,500
130-5135 NEWSLETTER	1,200
130-5145 EQUIPMENT RENTAL	35,000
130-5148 OPERATING SUPPLIES	7,500
130-5150 REPAIR & REPLACE	225,000
130-5155 MAINT BLDG & GROUNDS	15,000
130-5156 CUSTODIAL SERVICES	5,000
130-5157 SECURITY	5,000
130-5170 TRAVEL & MEETINGS	6,200
130-5175 EDUCATION/SEMINARS	10,000
130-5176 DIRECTOR TRAINING	5,000
130-5179 ADM MISC EXPENSE	350
130-5191 TELEPHONE	15,000
130-5192 ELECTRICITY	200,000
130-5193 OTHER UTILITIES	3,600
130-5194 IT SERVICES	55,000

130-5195 ENV/MONITORING	20,000
130-5198 ANNUAL OPERATING FEES	40,000
130-5310 EQUIPMENT - FIELD	1,000
130-5311 EQUIPMENT - OFFICE	1,000
130-5312 TOOLS - FIELD	2,000
130-5315 SAFETY EQUIPMENT	5,000
130-5317 COVID-19	7,500
130-5505 WATER CONSERVATION	5,000
130-5545 RECORDING FEES	250
130-5580 TRANSFER OUT-218 CIEDB DEBT	96,979
130-5600 CONTINGENCY	30,000

<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,181,900</b>
-------------------------------------	------------------

## **Significant Changes**

### **Salaries and Benefits**

This fiscal year saw an increase in staffing from 12 to 15 employees. All employee pay rates continue to operate on a 7% lag of the DeLoach Salary Survey of 2020. Potential revisions of Other Post-Employment Benefits (OPEB) is under review. The District wishes to equitably reward employees for their years of service, while ensuring the fiscal health of the public agency.

### **Insurance**

Liability insurance is under review. The District is verifying all appropriate District property is insured, and with the most palatable terms for premium and deductible. Earthquake insurance has not historically been a District choice for coverage, but is also under review.

### **GSA**

This item has replaced the “Water Rights” line item in the budget. As the source water definition has transitioned from surface water diversion to percolating groundwater, the District will be investigating the steps necessary to become a Groundwater Sustainability Agency for the Coyote Valley Basin.

### **Repair/Replace**

The Water and Sewer repair/replace budget has increased 33% and 20%, resp. due to rising costs of materials.

### **Contractual Services**

The District has budgeted for the added capacity and project assistance that the CivicSpark Fellowship provides. Past experience has shown great results from this program, and staff anticipates additional project support needs in the Water Distribution category.

### **Office and Safety Equipment**

This budget item only increased slightly despite significant overages in fiscal year 21/22. The rising cost of materials, and COVID-19 prevention and protection expenses were unanticipated. A separate line item for COVID-19 has been designed to closely track those specific expenses.

### **Electricity**

Energy rates continue to increase, the District's grandfathered pricing has expired. This budget item for water and sewer electric charges has increased by 12% and 63%, resp.

DRAFT

## Capital Additions

The five (5) year Capital Improvement Plan adopted in December of 2020 remains in effect, with only slight revisions to project definitions. Instead of multiple names for a single project, the project names are now hierarchical in nature to better reflect the overall goals of the District.

### Water

#### **Regulatory Compliance: \$75,000**

Construction Truck (\$75,000) – Given the EPA’s recent reinstatement of state authority to implement emissions standards, it is prudent to acquire a new construction truck to comply with these standards. This truck will be right-sized for the growing preventative maintenance responsibility of in-house staff. Maintenance is required for both water and sewer infrastructure, and the cost is therefore split between the two funds.

#### **Disaster Mitigation: \$200,000**

Generators (\$100,000) – Public Safety Power Shutoffs (PSPS) have been deemed necessary for the power utility to mitigate the effects of climactic events that pose a high fire threat. These shutoffs, however, are exceedingly expensive to the District. To lower the cost of service during these events, the placement of permanent generators at water pumping stations is needed. This annual allocation will help secure a permanent generator at one pumping station.

SCADA (\$100,000) – This project is designed to mitigate against disaster by fortifying the District’s Supervisory Control And Data Acquisition (SCADA) system. Funding is split between both the water and sewer fund as this system supports both. In its second year of development, the SCADA Master Plan has been newly adopted, and an implementation plan is soon to follow. The funding allocation reflects the effort required to develop the implementation plan as well as the beginning steps of implementation.

**Reliable Water Supply: \$700,000**

Unit 9 Tank (\$200,000) – The District seeks to maintain a reliable water supply by replacing a water storage tank in an area known as Unit 9. A significant additional benefit of this project is the resilience to wildfire. “Replace wooden tank” and “Wildfire Resilience” were part of the project’s previous nomenclature. This effort involves replacing the wooden 150,000 gallon water tank with two, 250,000 gallon steel-welded tanks. While having been awarded Federal funding in February of 2022, additional documentation is needed from the funding agency (FEMA HMGP) before project activities can begin. This fiscal year’s allocation is designed to account for procurement of Design Engineering and Construction bid support.

AMI (\$300,000) – The District seeks to maintain a reliable water supply by replacing legacy water meters with an advanced metering infrastructure (AMI). In its second year of implementation, additional materials are estimated to cost \$300,000 which is reflected in this year’s allocation.

Mainlines (\$200,000) – Clearly, developing and maintaining a reliable water supply depends on a number of factors. The water distribution system is made up of water storage tanks, water meters, and water mainlines, among other things. Under the umbrella of reliable water supply, the District is allocating funds towards water mainline rehabilitation. With significant efforts underway in the research area, this allocation represents the beginning of enactment towards rehabilitation.

**Risk Management: \$50,000**

Risk Management Plan (\$50,000) – Much like the Risk Management Plan (RMP) for wastewater treatment, a new plan will need to be developed for water treatment. This year’s allocation represents engineering support in this effort.

**Records Retention: \$25,000**

IT Upgrades (\$25,000) – In order to be current in the business computing environment, IT upgrades are warranted. By law, select documentation at a public agency must remain on-file for

several years. Increasing reliability of this computing environment will aid in records retention compliance.

## **Sewer**

### **Regulatory Compliance: \$385,000**

I&I Mitigation (\$310,000) – According to the District’s Waste Discharge Permit, “the bypass or overflow of untreated or partially treated waste is prohibited.” All efforts to reduce Infiltration and Inflow in the sewer collection system are to achieve regulatory compliance regarding the prohibition of overflow. The latest construction effort to reduce I&I is the rehabilitation of 619’ of sewer line. CCTV, assessment, and planning last year have led up to the final specifications of this project. Costs of this rehabilitation, as well as continued manhole lid replacements comprise this year’s allocation.

Construction Truck (\$75,000) - Given the EPA’s recent reinstatement of state authority to implement emissions standards, it is prudent to acquire a new construction truck to comply with these standards. This truck will be right-sized for the growing preventative maintenance responsibility of in-house staff. Maintenance is required for both sewer and water infrastructure, and the cost is therefore split between the two funds.

### **Disaster Mitigation: \$100,000**

SCADA (\$100,000) - This project is designed to mitigate against disaster by fortifying the District’s Supervisory Control And Data Acquisition (SCADA) system. Funding is split between both the sewer and water fund as this system supports both. In its second year of development, the SCADA Master Plan has been newly adopted, and an implementation plan is soon to follow. The funding allocation reflects the effort required to develop the implementation plan as well as the beginning steps of implementation.

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**PROPOSED 2022-2023 BUDGET**

**CAPITAL PROJECTS**

<b>WASTEWATER PROJECT DESCRIPTION</b>		
120-5-70-7201	REGULATORY COMPLIANCE	\$ 385,000
120-5-70-7202	DISASTER MITIGATION	\$ 100,000
120-5-70-7203	DISASTER RECOVERY	\$ -
120-5-70-7205	RISK MANAGEMENT	\$ 22,500
120-5-70-7206	RECORDS RETENTION	\$ 25,000
<b>TOTAL CAPITAL WASTEWATER EXPENDITURES</b>		<b>\$ 532,500</b>
<b>WATER PROJECT DESCRIPTION</b>		
130-5-70-7201	REGULATORY COMPLIANCE	\$ 75,000
130-5-70-7202	DISASTER MITIGATION	\$ 200,000
130-5-70-7203	DISASTER RECOVERY	\$ -
130-5-70-7204	RELIABLE WATER SUPPLY	\$ 700,000
130-5-70-7205	RISK MANAGEMENT	\$ 50,000
130-5-70-7206	RECORDS RETENTION	\$ 25,000
<b>TOTAL CAPITAL WATER EXPENDITURES</b>		<b>\$ 1,050,000</b>



## **Debt**

### **1) Sewer Expansion and Wastewater Treatment Plant**

Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvements Bonds Series 2016, issued March 9, 2016 in the amount of \$3,650,000, payable in annual installments with an interest rate of 3.25-3.50% and maturity of September 2, 2032. The bonds were used to finance improvements to the sewer system. The bonds are secured by a pledge of reassessment of revenues.

### **2) Water Infrastructure Project**

California Infrastructure and Economic Development Bank direct borrowing Loan, issued June 24, 2002 in the amount of \$3,000,000, payable in annual installments with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system. Net system revenues and all amounts in the enterprise fund are pledged as collateral for the debt.

### **3) Solar Project**

2012 Series direct borrowing Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012, in the amount of \$640,000, payable in annual installments with an interest rate of 3.0% and maturity on August 1, 2041. The certificates of participation were used to finance the sewer system solar project. Net revenues are pledged as collateral for debt.

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PROPOSED BUDGET 2022-2023  
DEBT**

<b>DEBT REVENUE SOURCE</b>		<b>FUND</b>	<b>AMOUNT</b>
1)	BOND SERIES 2016 - TAX ASSESMENT	215	\$ 295,368
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	170,075
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,205
<b>TOTAL DEBT SERVICE REVENUE</b>			<b>\$ 497,648</b>
<b>DEBT SERVICE EXPENSE</b>		<b>FUND</b>	<b>AMOUNT</b>
1)	BOND SERIES 2016 (PRINCIPAL)	215	\$ 199,000
	BOND SERIES 2016 (INTEREST)	215	86,728
	BOND ADMINISTRATION (ANNUAL FEE)	215	9,640
			<b>\$ 295,368</b>
2)	CIEDB (PRINCIPAL)	218	\$ 117,859
	CIEDB (INTEREST)	218	48,072
	CIEDB (ANNUAL FEE)	218	4,144
			<b>\$ 170,075</b>
3)	USDA SOLAR LOAN (PRINCIPAL)	219	\$ 18,000
	USDA SOLAR LOAN (INTEREST)	219	14,205
			<b>\$ 32,205</b>
<b>TOTAL DEBT SERVICE EXPENSE</b>			<b>\$ 497,648</b>



RESOLUTION NO 2022 - 03  
A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE HIDDEN VALLEY COMMUNITY SERVICES DISTRICT  
APPROVING FISCAL YEAR 2022-2023 BUDGET

**WHEREAS**, the General Manager of Hidden Valley Lake Community Services District(District) has prepared and submitted to the Board of Directors of Hidden Valley Lake Community Services District(Board) a proposed budget for Fiscal Year 2022-2023.

**WHEREAS**, the Board has received on June 21, 2022, and reviewed the proposed budget; and

**WHEREAS**, the Board considered approval of the Proposed Budget at the June 21, 2022, Board meeting, where all interested persons were heard; and

**WHEREAS**, the Board has considered the Proposed Budget and comments thereon and has determined it is necessary for the efficient management of the District that certain sums of revenue be appropriated as set forth in said budget.

**NOW THEREFORE, THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT HEREBY FIND, DETERMINE, ORDER AND RESOLVE AS FOLLOWS;**

Section 1. The Board adopts the Budget for Fiscal Year 2022-2023, a copy of which is attached and made part of this Resolution.

Section 2. That the balance on hand as of June 30, 2022, in each of the funds of the District shall be reserved for use by the District during the fiscal year 2022-2023.

Section 3. The District's General Manager is authorized to take all necessary actions to implement provisions of the Budget as adopted by the Resolution.

**Adopted this 21<sup>st</sup> day of June 2022.**

**By:** \_\_\_\_\_  
**Gary Graves, President**  
**Board of Directors**

**ATTEST:**

I, DENNIS WHITE, Secretary of the Board of the Hidden Valley Lake Community Services District, hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 21<sup>st</sup> day of June 2022, by the following Roll Call Vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
**Dennis White, General Manager**  
**Secretary of the Board**



RESOLUTION NO. 2022-04  
A RESOLUTION APPROVING AND ADOPTING  
INVESTMENT POLICY FOR PUBLIC FUNDS FOR FISCAL YEAR 2022-2023  
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

**WHEREAS**, the Board of Directors of the Hidden Valley Lake Community Services District (District) desires to maintain a formal policy regarding the investment of public funds pursuant to the requirements of Government Code 5921 and 53600 et seq.; and

**WHEREAS**, the Board of Directors of the District has employed qualified staff to invest those funds in accordance with the law and the terms of the District's investment policy, as well as in a manner that advances the District's investment objectives of safety, liquidity, and yields; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the District that the Hidden Valley Lake Community Services District Investment Policy attached hereto as Exhibit "A" and incorporated in full herein by this reference is hereby adopted as the formal investment policy of the District; and

**BE IT FURTHER RESOLVED** that the General Manager and the Accounting Supervisor of the District are hereby authorized and directed to invest the District's funds in a manner consistent with the terms hereof and in accordance with any further directions of the District's Board of Directors; and

**BE IT FURTHER RESOLVED** that this Resolution supersedes Resolution 2021-04 adopted by the Board of Director's on June 15<sup>th</sup>, 2021.

This Resolution shall take effect July 1, 2022.

**Adopted the 21<sup>st</sup> day of June 2022.**

**By:** \_\_\_\_\_  
**Gary Graves, President**  
**Board of Directors**

**ATTEST:**

I, DENNIS WHITE, Secretary of the Board of the Hidden Valley Lake Community Services District, hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 21<sup>st</sup> day of June 2022, by the following Roll Call Vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
**Dennis White, General Manager**  
**Secretary of the Board**



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
INVESTMENT POLICY  
FY 2022-2023

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

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

Reporting

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

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

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

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

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

Service Bank

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

Safekeeping Account

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

### Investment Documentation and Review

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

### Audit

The Board shall establish an annual process of independent review by an external auditor. This review shall provide internal control by assuring compliance with policies and procedures.

The external auditor shall submit a report of his/her findings for consideration by the Board.

Upon deliberation, the Board shall consider the report and by official action accept or reject it.

### Policy Review

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

### Standard of Care (Prudent Investor Standard)

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

### Legislative Changes

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

### Interest Earnings

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



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
INVESTMENT POLICY

APPENDIX A

AUTHORIZED INVESTMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

#### AUTHORIZED BROKERS

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

#### INVESTMENT PURCHASES

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

#### INVESTMENT SALES

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



## SWAP TRADES

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

## REPURCHASE AGREEMENT

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

## REVERSE REPURCHASE AGREEMENT

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

## CREDIT REQUIREMENTS

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

# Advertising Order Confirmation

<u>Ad Order Number</u> 0006671206	<u>Customer</u> HIDDEN VALLEY LAKE CSD	<u>Payor Customer</u> HIDDEN VALLEY LAKE CSD	<u>PO Number</u>
<u>Sales Representative</u> Molly Morandi/LCRB	<u>Customer Account</u> 2110207	<u>Payor Account</u> 2110207	<u>Ordered By</u>
<u>Order Taker</u> Molly Morandi	<u>Customer Address</u> PENNY CUADRAS 19400 HARTMANN RD HIDDEN VALLEY LAKE, CA 95467-8371	<u>Payor Address</u> PENNY CUADRAS 19400 HARTMANN RD HIDDEN VALLEY LAKE, CA 95467-8371	<u>Customer Fax</u>
<u>Order Source</u> Select Source	<u>Customer Phone</u> 707-987-9201	<u>Payor Phone</u> 707-987-9201	<u>Customer EMail</u> pcuadras@HVLCSO.org
<u>Current Queue</u> Ready	<u>Invoice Text</u>		
<u>Tear Sheets</u> 0	<u>Affidavits</u> 0	<u>Blind Box</u>	<u>Materials</u>
		<u>Promo Type</u>	<u>Special Pricing</u>

<u>Ad Number</u> 0006671206-01	<u>Color</u>	<u>Production Color</u>	<u>Ad Attributes</u>	<u>Production Method</u> AdBooker	<u>Production Notes</u>
<u>External Ad Number</u> RB22434	<u>Pick Up</u>	<u>Ad Type</u> Legal Liner	<u>Released for Publication</u>		

**NOTICE OF PUBLIC HEARING  
PROPOSED BUDGET FOR FISCAL YEAR  
2022-2023**

NOTICE IS HEREBY GIVEN that the Governing Board of the Hidden Valley Lake Community Services District will hold a public hearing for the exclusive purpose of considering the Proposed Budget for Fiscal Year 2022-2023. Comments regarding the proposed budget may be submitted in writing before, during, or after the hearing.

DATE: June 21, 2022  
TIME: 7:00 P.m.  
LOCATION: 19400 Hartmann Road, Hidden Valley Lake, CA 95467

Copies of the Proposed Budget for 2022-2023 are on file and may be inspected at the HVLCSO Office at 19400 Hartmann Road, Hidden Valley Lake, CA 95467. Copies may be ordered by written request at the Hidden Valley Lake CSD Office, Hidden Valley Lake, CA 95467.

Contact Penny Cuadras at (707) 987-9201 for further information.

Posted June 1, 2022, in the Lake County Record Bee

<u>Product</u> Lake County Record-Bee	<u>Requested Placement</u> Legals CLS NC	<u>Requested Position</u> General Legal NC - 1076~	<u>Run Dates</u> 06/01/22	<u># Inserts</u> 1
--	---	---	------------------------------	-----------------------

# Advertising Order Confirmation

<b>Order Charges:</b>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Total Amount</u>	<u>Payment Amount</u>	<u>Amount Due</u>
	110.79	0.00	110.79	0.00	<b>\$110.79</b>

Please note: If you pay by bank card, your card statement will show "CAL NEWSPAPER ADV" or "CALIFORNIA NEWSPAPER ADVERTISING SERVICES", depending on the type of card used.