



Hidden Valley Lake Community Services District
Regular Board Meeting
Tuesday, June 18, 2024 – 7:00 PM
19400 Hartmann Road, Hidden Valley Lake, CA.

1) CALL TO ORDER

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) APPROVAL OF AGENDA

5) CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

A. MINUTES: Approval of the May 14, 2024, Finance Committee Meeting Minutes.

B. MINUTES: Approval of the May 21, 2024, Regular Board of Directors Meeting Minutes.

D. DISBURSEMENTS: Check #002642 - #002743 including drafts and payroll for a total of \$865,299.83.

6) 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 Sub-Committee

7) BOARD LIST OF PRIORITIES:

Underground Infrastructure – Water Mainlines

I&I

SCADA

Tank 9 – In Process

Generators – In Process

8) STAFF REPORTS (for information only, no action anticipated)

Financial Report

Administration/Customer Service Report

ACWA Committee's

Field Operations Report

Projects Update

General Managers Report

- 9) **DISCUSSION AND POSSIBLE ACTION:** Adopt the FY 2024-25 Budget and Investment Policy
 - A. Open Public Hearing to receive comment on proposed FY 2024-25 Budget
 - B. Close Public Hearing to receive comment on proposed FY 2024-25 Budget
 - C. Approve Resolution 2024- 03 Adopting the FY 2024-25 Budget
 - D. Approve Resolution 2024- 04 Approving and Adopting the Investment Policy for FY 2024-25
- 10) **DISCUSSION AND POSSIBLE ACTION:** Approve and Adopt Resolution 2024-05 Approving A New District Workplace Violence Prevention Plan Under Senate Bill No. 553
- 11) **DISCUSSION AND POSSIBLE ACTION:** Approve and Adopt Resolution 2024-06 BRCE CMI Contract Amendment
- 12) **DISCUSSION AND POSSIBLE ACTION:** Authorize the General Manager to Replace the 2005 Dodge Ram – Truck 8 and 2008 Dodge Ram – Truck 9
- 13) PUBLIC COMMENT
- 14) BOARD MEMBER COMMENT
- 15) ADJOURN

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

Meeting Minutes

Tuesday May 14, 2024 – 12:30 p.m.

19400 Hartmann Road, Hidden Valley Lake, Ca.

The Hidden Valley Lake Community Services District (District) Finance Committee met at the District office located at 19400 Hartmann Rd, Hidden Valley Lake, California.

Present:

Director Jim Freeman

Director Gary Graves

Dennis White, General Manager

Penny Cuadras, Administrative Services Manager

Kelly Reese, Administrative Support Assistant

Alyssa Gordon, Project Manager – Via Teleconference

Trish Wilkinson, Accounting Supervisor

CALL TO ORDER

The meeting was called to order at 12:30 p.m. by Director Graves.

APPROVAL OF AGENDA

Motion by Director Graves to approve the Tuesday, May 14, 2024, Finance Committee agenda as presented.

Second by Director Freeman.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Monthly Financials

No further discussion.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Preliminary Budget for Fiscal Year Ending June 30, 2025

Staff address inquiries as presented by the committee.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Projects Update

Updates provided by Alyssa Gordon; inquiries addressed as presented by the committee.

DISCUSSION AND POSSIBLE RECOMMENDATION:

Consider Recommendation to Authorize the General Manager to enter into an Agreement with Kutak Rock Law Firm for General Financial Advisory Services

Committee Recommendation to Authorize the General Manager to enter into an Agreement with Kutak Rock Law Firm for General Financial Advisory Services

DISCUSSION AND POSSIBLE RECOMMENDATION:

Authorizing the General Manager to enter into an Agreement with Ginn Law for Legal Services

Committee Consideration pending closed session update.

PUBLIC COMMENT

No Public Comment.

COMMITTEE MEMBER COMMENT

Members of the committee expressed appreciation to the staff.

ADJOURN

Motion by Director Graves to adjourn the meeting at 1:12 p.m.

Second by Director Freeman.

Motion carries to adjourn the meeting.

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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 SERVICE DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MEETING MINUTES

TUESDAY MAY 21, 2024 – 7:00 P.M.

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

Directors Present:

Director Sean Millerick, President
Director Jim Freeman, Vice President
Director Gary Gaves
Director Jim Lieberman
Director Matthew Metcalf

Staff Present:

Dennis White, General Manager
Penny Cuadras, Administrative Services Manager
Trish Wilkinson, Accounting Supervisor
Hannah Davidson, Water Resources Specialist
Alyssa Gordon, Project Manager, Teleconference
Kelly Reese, Administrative Support Assistant

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Director Millerick.

APPROVAL OF AGENDA

Motion by Director Freeman to approve the May 21, 2024, Regular Board Meeting Agenda.
Second by Director Metcalf.

Roll Call Vote:

AYES: (5) Directors, Freeman, Graves, Metcalf, Lieberman, Millerick
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)

Motion carries to approve the May 21, 2024, Regular Board Agenda as presented.

CONSENT CALENDAR

Moved by Director Freeman to approve the Consent Calendar as presented. Second by Director Graves.

- A. **MINUTES**: Approval of the April 9, 2024, Finance Committee Meeting Minutes.
- B. **MINUTES**: Approval of the April 16, 2024, Regular Board of Directors Meeting Minutes.
- C. **DISBURSEMENTS**: Check #002557 - #002641 including drafts and payroll for a total of \$568,571.69.

No Further Discussion.
No Public Comment

Roll Call Vote:

AYES: (5) Directors, Freeman, Graves, Metcalf, Lieberman, Millerick
NAYS: (0)
ABSTAIN: (0)

ABSENT: (0)

Motion Carried to Approve the Consent Calendar as presented.

BOARD COMMITTEE REPORTS

Finance Committee: Met 5/14/24.

Personnel Committee: Have not met.

Emergency Preparedness Committee: Have not met.

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

Trane Ad Hoc Committee: Meeting 5/22/24.

Valley Oaks Project Subcommittee: Have not met.

Board List of Priorities update provided by Staff.

STAFF REPORTS

Financial Report: No discussion.

Administration/Customer Service Report: Inquiries addressed by staff.

ACWA Committee Updates: Update provided by Hannah Davidson.

Field Operations Report: No discussion.

Projects Update: Update provided by Alyssa Gordon.

General Manager's Report: Update provided by Dennis White.

REVIEW AND DISCUSS

Proposed Preliminary Budget for Fiscal Year Ending June 30, 2025.

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

DISCUSSION AND POSSIBLE ACTION

Authorize the General Manager to Enter into an Agreement with Kutak Rock Law Firm for General Financial Advisory Services

Motion by Director Freeman to Authorize the General Manager to Enter into an Agreement with Kutak Law Firm for General Financial Advisory Services.

Second by Director Graves.

No further Discussion.

No Public Comment.

Roll Call Vote:

AYES: (5) Directors, Freeman, Graves, Metcalf, Lieberman, Millerick

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carried to Authorize the General Manager to Enter into an Agreement with Kutak Rock Law Firm for General Financial Advisory Services.

DISCUSSION AND POSSIBLE ACTION

Authorize the General Manager to Enter into an Agreement with Ginn Law for Legal Services

Motion by Director Graves to Authorize the General Manager to Enter into an Agreement with Ginn Law for Legal Services.

Second by Director Freeman.

No further Discussion

No Public Comment

Roll Call Vote:

AYES: (5) Directors, Freeman, Graves, Metcalf, Lieberman, Millerick

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1046	RAINBOW AGRICULTURAL SERV			N		FUND TOTAL FOR VENDOR	123.32
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,507.07
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	465.30
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	454.48
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	21,964.24
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	6,440.51
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	3,612.02
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	512.05
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	10,817.46
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	989.50
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	291.78
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	60.84
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	21,966.02
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	870.08
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	393.59
01-2667	COUNTY OF LAKE SOLID WAST			N		FUND TOTAL FOR VENDOR	5.00
01-2685	LAYNE PAVING & TRUCKING,			N		FUND TOTAL FOR VENDOR	522.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	19.71
01-2744	ADVENTIST HEALTH ST HELEN			N		FUND TOTAL FOR VENDOR	161.06
01-2788	GHD			N		FUND TOTAL FOR VENDOR	4,971.69
01-2816	ELAN CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	6,047.90
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	4,861.50
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	2,100.00
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,241.58
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	85.80

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
01-2892	PENNY CUADRAS			N		FUND TOTAL FOR VENDOR	120.93
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	124.50
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	96.40
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	6,381.39
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,403.74
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	455.79
01-2951	JENFITCH, LLC			N		FUND TOTAL FOR VENDOR	854.69
01-2982	FOSTER MORRISON CONSULTIN			N		FUND TOTAL FOR VENDOR	3,425.00
01-2992	BACKGROUNDS ONLINE			N		FUND TOTAL FOR VENDOR	13.00
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	867.47
01-3021	DOMINIC HERNANDEZ			N		FUND TOTAL FOR VENDOR	114.53
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	374.16
01-3027	DONNA MAHONEY			N		FUND TOTAL FOR VENDOR	54.27
01-3029	CORAL LEIGH PHOTOGRAPHY			N		FUND TOTAL FOR VENDOR	58.48
01-3054	SMALLCOMB, LISA			N		FUND TOTAL FOR VENDOR	20.77
01-3058	NATHAN REESE			N		FUND TOTAL FOR VENDOR	346.78
01-3061	ODP BUSINESS SOLUTIONS, L			N		FUND TOTAL FOR VENDOR	504.03
01-3085	WEST YOST & ASSOCIATES, I			N		FUND TOTAL FOR VENDOR	11,537.38
01-3093	LAKE COUNTY WASTE Solutio			N		FUND TOTAL FOR VENDOR	305.26
01-3099	RANCHO LANDSCAPE SUPPLY			N		FUND TOTAL FOR VENDOR	515.38
01-3109	MCCOMAS PAINTING AND DECO			N		FUND TOTAL FOR VENDOR	2,750.00
01-3110	HIDDEN GEMS AT YOUR SERVI			N		FUND TOTAL FOR VENDOR	2,464.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	792.56
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	3,360.70

*** FUND TOTALS ***

128,628.21

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	1,959.38
01-1046	RAINBOW AGRICULTURAL SERV			N		FUND TOTAL FOR VENDOR	123.31
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,530.85
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	220.26
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	454.48
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	21,964.22
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	6,482.14
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	583.39
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	512.04
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	10,912.69
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	989.50
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	272.73
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	58.66
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	21,966.01
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	870.07
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	150.15
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	393.59
01-2667	COUNTY OF LAKE SOLID WAST			N		FUND TOTAL FOR VENDOR	5.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	1,994.01
01-2744	ADVENTIST HEALTH ST HELEN			N		FUND TOTAL FOR VENDOR	161.06
01-2788	GHD			N		FUND TOTAL FOR VENDOR	21,096.77
01-2816	ELAN CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	7,415.00
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	3,751.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	2,100.00
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	26,854.76

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
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,241.57
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	2,244.58
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	85.80
01-2892	PENNY CUADRAS			N		FUND TOTAL FOR VENDOR	120.93
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	124.50
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	96.38
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,288.38
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,403.74
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	455.79
01-2982	FOSTER MORRISON CONSULTIN			N		FUND TOTAL FOR VENDOR	3,425.00
01-2992	BACKGROUNDS ONLINE			N		FUND TOTAL FOR VENDOR	13.00
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	867.46
01-3021	DOMINIC HERNANDEZ			N		FUND TOTAL FOR VENDOR	114.52
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	374.16
01-3027	DONNA MAHONEY			N		FUND TOTAL FOR VENDOR	54.27
01-3029	CORAL LEIGH PHOTOGRAPHY			N		FUND TOTAL FOR VENDOR	58.48
01-3054	SMALLCOMB, LISA			N		FUND TOTAL FOR VENDOR	20.77
01-3058	NATHAN REESE			N		FUND TOTAL FOR VENDOR	346.77
01-3061	ODP BUSINESS SOLUTIONS, L			N		FUND TOTAL FOR VENDOR	742.33
01-3085	WEST YOST & ASSOCIATES, I			N		FUND TOTAL FOR VENDOR	11,537.37
01-3093	LAKE COUNTY WASTE SOLUTIO			N		FUND TOTAL FOR VENDOR	305.25
01-3095	BRELJE & RACE CONSULTING			N		FUND TOTAL FOR VENDOR	29,963.75
01-3096	C.V. LARSEN CO.			N		FUND TOTAL FOR VENDOR	306,405.56
01-3099	RANCHO LANDSCAPE SUPPLY			N		FUND TOTAL FOR VENDOR	515.37
01-3102	CHRISTOPER V. LARSEN			N		FUND TOTAL FOR VENDOR	16,126.61
01-3103	MIDDLETOWN RANCHERIA			N		FUND TOTAL FOR VENDOR	4,818.22
01-3108	ALPHA CM, INC			N		FUND TOTAL FOR VENDOR	34,986.00

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#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-3109	MCCOMAS PAINTING AND DECO			N		FUND TOTAL FOR VENDOR	2,750.00
01-3110	HIDDEN GEMS AT YOUR SERVI			N		FUND TOTAL FOR VENDOR	616.00
01-3112	SCC ELECTRIC, INC			N		FUND TOTAL FOR VENDOR	25,531.25
01-3113	DUSTRON INC, DBA CARSON M			N		FUND TOTAL FOR VENDOR	29,680.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	792.55
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	15,663.40
*** FUND TOTALS ***							626,793.33

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#: 215 RECA REDEMPTION 1995

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2893	U.S. BANK			N	FUND TOTAL FOR VENDOR	2,289.80
*** FUND TOTALS ***						2,289.80
*** REPORT TOTALS ***			757,711.34			757,711.34

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	455.79
120 2088	SURVIVOR BENEFITS - PERS	20.15
120 2090	PERS PAYABLE	4,821.74
120 2091	FIT PAYABLE	4,476.81
120 2092	CIT PAYABLE	1,730.09
120 2093	SOCIAL SECURITY PAYABLE	15.50
120 2094	MEDICARE PAYABLE	966.27
120 2095	S D I PAYABLE	732.96
120 2099	DEFERRED COMP - 457 PLAN	2,100.00
120 5-00-5025	RETIREE HEALTH BENEFITS	1,696.93
120 5-00-5060	GASOLINE, OIL & FUEL	1,241.58
120 5-00-5061	VEHICLE MAINT	2,322.18
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	264.44
120 5-00-5092	POSTAGE & SHIPPING	716.68
120 5-00-5122	ENGINEERING SERVICES	4,971.69
120 5-00-5123	OTHER PROFESSIONAL SERVICES	3,438.00
120 5-00-5130	PRINTING & PUBLICATION	817.14
120 5-00-5145	EQUIPMENT RENTAL	374.16
120 5-00-5148	OPERATING SUPPLIES	9,891.04
120 5-00-5150	REPAIR & REPLACE	5,477.10
120 5-00-5155	MAINT BLDG & GROUNDS	331.29
120 5-00-5156	CUSTODIAL SERVICES	2,464.00
120 5-00-5191	TELEPHONE	2,213.52
120 5-00-5192	ELECTRICITY	3,360.70
120 5-00-5193	OTHER UTILITIES	305.26
120 5-00-5194	IT SERVICES	22,459.02
120 5-00-5195	ENV/MONITORING	4,861.50
120 5-00-5311	EQUIPMENT - OFFICE	919.84
120 5-00-5315	SAFETY EQUIPMENT	1,447.17

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-10-5010	SALARIES & WAGES	494.10
120 5-10-5020	EMPLOYEE BENEFITS	7,906.44
120 5-10-5021	RETIREMENT BENEFITS	3,336.70
120 5-10-5090	OFFICE SUPPLIES	559.22
120 5-10-5170	TRAVEL MILEAGE	622.90
120 5-10-5175	EDUCATION / SEMINARS	267.50
120 5-10-5179	ADM MISC EXPENSES	213.69
120 5-30-5010	SALARIES & WAGES	468.68
120 5-30-5020	EMPLOYEE BENEFITS	8,690.63
120 5-30-5021	RETIREMENT BENEFITS	2,638.87
120 5-30-5090	OFFICE SUPPLIES	144.85
120 5-30-5170	TRAVEL MILEAGE	1,873.18
120 5-30-5175	EDUCATION / SEMINARS	575.00
120 5-40-5010	DIRECTORS COMPENSATION	19.15
120 5-40-5020	DIRECTOR BENEFITS	5.75
120 5-40-5030	DIRECTOR HEALTH BENEFITS	4,381.62
120 5-70-7202	DISASTER MITIGATION	11,537.38
	** FUND TOTAL **	128,628.21
130 1052	ACCTS REC WATER USE	968.23
130 2075	AFLAC	455.79
130 2088	SURVIVOR BENEFITS - PERS	20.77
130 2090	PERS PAYABLE	4,869.41
130 2091	FIT PAYABLE	4,496.88
130 2092	CIT PAYABLE	1,745.51
130 2093	SOCIAL SECURITY PAYABLE	15.50
130 2094	MEDICARE PAYABLE	977.21
130 2095	S D I PAYABLE	741.35
130 2099	DEFERRED COMP - PLAN 457 PAYAB	2,100.00
130 5-00-5025	RETIREE HEALTH BENEFITS	1,696.92
130 5-00-5060	GASOLINE, OIL & FUEL	1,241.57
130 5-00-5061	VEHICLE MAINT	2,322.16
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	264.42
130 5-00-5092	POSTAGE & SHIPPING	716.68
130 5-00-5122	ENGINEERING SERVICES	2,185.25
130 5-00-5123	OTHER PROFESSIONAL SERVICES	3,438.00
130 5-00-5130	PRINTING & PUBLICATION	572.10
130 5-00-5145	EQUIPMENT RENTAL	524.31
130 5-00-5148	OPERATING SUPPLIES	1,288.38
130 5-00-5150	REPAIR & REPLACE	35,497.52
130 5-00-5155	MAINT BLDG & GROUNDS	244.43
130 5-00-5156	CUSTODIAL SERVICES	616.00
130 5-00-5180	UNCOLLECTABLE ACCOUNTS	991.15
130 5-00-5191	TELEPHONE	2,213.48
130 5-00-5192	ELECTRICITY	15,663.40
130 5-00-5193	OTHER UTILITIES	305.25
130 5-00-5194	IT SERVICES	24,703.59

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5195	ENV/MONITORING	3,751.00
130 5-00-5311	EQUIPMENT - OFFICE	919.84
130 5-00-5315	SAFETY EQUIPMENT	1,447.17
130 5-00-5505	WATER CONSERVATION	226.33
130 5-10-5010	SALARIES & WAGES	494.02
130 5-10-5020	EMPLOYEE BENEFITS	7,906.39
130 5-10-5021	RETIREMENT BENEFITS	3,336.65
130 5-10-5090	OFFICE SUPPLIES	559.16
130 5-10-5170	TRAVEL MILEAGE	622.88
130 5-10-5175	EDUCATION / SEMINARS	267.50
130 5-10-5179	ADM MISC EXPENSES	213.68
130 5-30-5010	SALARIES & WAGES	479.43
130 5-30-5020	EMPLOYEE BENEFITS	8,690.63
130 5-30-5021	RETIREMENT BENEFITS	2,685.86
130 5-30-5090	OFFICE SUPPLIES	383.21
130 5-30-5170	TRAVEL MILEAGE	1,873.15
130 5-30-5175	EDUCATION / SEMINARS	575.00
130 5-40-5010	DIRECTORS COMPENSATION	19.10
130 5-40-5020	DIRECTOR BENEFITS	5.75
130 5-40-5030	DIRECTOR HEALTH BENEFITS	4,381.62
130 5-70-7202	DISASTER MITIGATION	11,537.37
130 5-70-7204	RELIABLE WATER SUPPLY	465,542.33
	** FUND TOTAL **	626,793.33
215 5-00-5123	OTHER PROFESSIONAL SERVICES	2,289.80
	** FUND TOTAL **	2,289.80

 ** TOTAL ** 757,711.34

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	: 5/01/2024 THRU 5/31/2024	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, 2024

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>2,381,939.00</u>	<u>172,742.37</u>	<u>2,070,986.50</u>	<u>310,952.50</u>	<u>86.95</u>
TOTAL REVENUES	<u>2,381,939.00</u>	<u>172,742.37</u>	<u>2,070,986.50</u>	<u>310,952.50</u>	<u>86.95</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,146,098.00	70,907.28	1,048,278.11	97,819.89	91.46
ADMINISTRATION	456,334.00	47,472.68	408,938.75	47,395.25	89.61
FIELD	488,235.00	46,712.85	453,927.91	34,307.09	92.97
DIRECTORS	52,772.00	4,475.24	43,510.45	9,261.55	82.45
CAPITAL PROJECTS & EQUIP	<u>238,500.00</u>	<u>11,537.38</u>	<u>56,564.76</u>	<u>181,935.24</u>	<u>23.72</u>
TOTAL EXPENDITURES	<u>2,381,939.00</u>	<u>181,105.43</u>	<u>2,011,219.98</u>	<u>370,719.02</u>	<u>84.44</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,363.06)	59,766.52	(59,766.52)	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	1,000.00	100.00	200.00	800.00	20.00
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	7,181.00	0.00	8,206.20 (1,025.20)	114.28
120-4050 SALES OF RECLAIMED WATER	168,451.00	3,773.32	130,233.96	38,217.04	77.31
120-4111 COMM SEWER USE	85,538.00	5,693.97	73,975.64	11,562.36	86.48
120-4112 GOV'T SEWER USE	1,200.00	117.47	1,283.84 (83.84)	106.99
120-4116 SEWER USE CHARGES	1,913,136.00	159,247.30	1,758,559.48	154,576.52	91.92
120-4210 LATE FEE	25,000.00	3,379.72	38,321.68 (13,321.68)	153.29
120-4300 MISC INCOME	500.00	0.00	92.79	407.21	18.56
120-4310 OTHER INCOME	2,000.00	430.59	13,564.54 (11,564.54)	678.23
120-4320 FEMA/CalOES GRANTS	0.00	0.00	0.00	0.00	0.00
120-4325 GRANTS	0.00	0.00	41,062.15 (41,062.15)	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,200.00	0.00	4,736.22 (3,536.22)	394.69
120-4580 TRANSFERS IN	176,733.00	0.00	0.00	176,733.00	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	750.00 (750.00)	0.00
TOTAL REVENUES	2,381,939.00	172,742.37	2,070,986.50	310,952.50	86.95
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

120-SEWER ENTERPRISE FUND
 NON-DEPARTMENTAL
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	18,613.33	0.00	18,613.33	0.00	100.00
120-5-00-5025 RETIREE HEALTH BENEFITS	18,533.00	848.46	8,654.81	9,878.19	46.70
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	30,000.00	1,241.58	15,349.29	14,650.71	51.16
120-5-00-5061 VEHICLE MAINT	26,415.00	2,322.18	30,196.75 (3,781.75)	114.32
120-5-00-5062 TAXES & LIC	800.00	0.00	326.88	473.12	40.86
120-5-00-5074 INSURANCE	132,675.72	0.00	132,675.72	0.00	100.00
120-5-00-5075 BANK FEES	35,000.00	2,183.59	25,689.68	9,310.32	73.40
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	13,000.95	264.44	16,235.84 (3,234.89)	124.88
120-5-00-5092 POSTAGE & SHIPPING	9,000.00	716.00	8,024.17	975.83	89.16
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	20,000.00	0.00	21,483.16 (1,483.16)	107.42
120-5-00-5122 ENGINEERING SERVICES	75,000.00	4,971.69	42,573.29	32,426.71	56.76
120-5-00-5123 OTHER PROFESSIONAL SERVICE	2,910.00	3,438.00	7,369.04 (4,459.04)	253.23
120-5-00-5125 OPEB	12,500.00	0.00	0.00	12,500.00	0.00
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	6,475.00	1,025.00	86.33
120-5-00-5130 PRINTING & PUBLICATION	8,000.00	817.14	6,062.37	1,937.63	75.78
120-5-00-5135 NEWSLETTER	1,000.00	0.00	455.00	545.00	45.50
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5142 AMORTIZATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	6,500.00	374.16	4,184.80	2,315.20	64.38
120-5-00-5148 OPERATING SUPPLIES	85,000.00	9,891.04	73,870.73	11,129.27	86.91
120-5-00-5150 REPAIR & REPLACE	183,800.00	5,476.70	203,552.98 (19,752.98)	110.75
120-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	331.29	10,741.23	1,258.77	89.51
120-5-00-5156 CUSTODIAL SERVICES	17,500.00	2,464.00	14,318.54	3,181.46	81.82
120-5-00-5157 SECURITY	1,000.00	0.00	882.00	118.00	88.20
120-5-00-5160 SLUDGE DISPOSAL	42,000.00	0.00	37,259.74	4,740.26	88.71
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	18,000.00	2,213.52	18,604.90 (604.90)	103.36
120-5-00-5192 ELECTRICITY	155,000.00	3,360.70	140,929.07	14,070.93	90.92
120-5-00-5193 OTHER UTILITIES	3,500.00	305.26	2,997.79	502.21	85.65
120-5-00-5194 IT SERVICES	35,000.00	22,459.02	37,293.19 (2,293.19)	106.55
120-5-00-5195 ENV/MONITORING	50,000.00	4,861.50	48,274.25	1,725.75	96.55
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	26,000.00	0.00	25,885.00	115.00	99.56
120-5-00-5310 EQUIPMENT - FIELD	1,200.00	0.00	0.00	1,200.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,200.00	919.84	1,562.80 (362.80)	130.23
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	1,447.17	5,307.86 (1,807.86)	151.65
120-5-00-5317 COVID-19	7,500.00	0.00	257.40	7,242.60	3.43
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	164.00	86.00	65.60
120-5-00-5580 TRANSFERS OUT	32,200.00	0.00	32,157.50	42.50	99.87

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

120-SEWER ENTERPRISE FUND
 NON-DEPARTMENTAL
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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
120-5-00-5595 BAD DEBT	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
120-5-00-5700 OVER / SHORT	0.00	0.00 (150.00)	150.00	0.00
TOTAL NON-DEPARTMENTAL	1,146,098.00	70,907.28	1,048,278.11	97,819.89	91.46

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

120-SEWER ENTERPRISE FUND
 ADMINISTRATION
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	290,119.00	34,566.23	264,232.09	25,886.91	91.08
120-5-10-5020 EMPLOYEE BENEFITS	90,670.00	7,906.44	76,707.19	13,962.81	84.60
120-5-10-5021 RETIREMENT BENEFITS	60,245.00	3,336.70	56,481.31	3,763.69	93.75
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	559.22	3,299.12	700.88	82.48
120-5-10-5170 TRAVEL MILEAGE	5,000.00	622.90	5,492.44 (492.44)	109.85
120-5-10-5175 EDUCATION / SEMINARS	5,000.00	267.50	1,424.12	3,575.88	28.48
120-5-10-5179 ADM MISC EXPENSES	800.00	213.69	1,302.48 (502.48)	162.81
TOTAL ADMINISTRATION	456,334.00	47,472.68	408,938.75	47,395.25	89.61

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

120-SEWER ENTERPRISE FUND
 FIELD
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	282,584.00	32,790.32	285,584.67 (3,000.67)	101.06
120-5-30-5020 EMPLOYEE BENEFITS	135,264.00	8,690.63	103,275.84	31,988.16	76.35
120-5-30-5021 RETIREMENT BENEFITS	56,387.00	2,638.87	55,611.94	775.06	98.63
120-5-30-5022 CLOTHING ALLOWANCE	2,500.00	0.00	2,212.78	287.22	88.51
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	519.40	980.60	34.63
120-5-30-5090 OFFICE SUPPLIES	1,000.00	144.85	813.43	186.57	81.34
120-5-30-5170 TRAVEL MILEAGE	5,000.00	1,873.18	4,053.91	946.09	81.08
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	575.00	1,855.94	2,144.06	46.40
TOTAL FIELD	488,235.00	46,712.85	453,927.91	34,307.09	92.97

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	5.75	63.25	166.75	27.50
120-5-40-5030 DIRECTOR HEALTH BENEFITS	44,242.00	4,200.34	39,571.05	4,670.95	89.44
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	915.50 (715.50)	457.75
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
TOTAL DIRECTORS	52,772.00	4,475.24	43,510.45	9,261.55	82.45

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	25,000.00	0.00	12,118.66	12,881.34	48.47
120-5-70-7202 DISASTER MITIGATION	183,500.00	11,537.38	44,446.10	139,053.90	24.22
120-5-70-7203 DISASTER RECOVERY	0.00	0.00	0.00	0.00	0.00
120-5-70-7205 RISK MANAGEMENT	30,000.00	0.00	0.00	30,000.00	0.00
120-5-70-7206 RECORDS RETENTION	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	238,500.00	11,537.38	56,564.76	181,935.24	23.72
TOTAL EXPENDITURES	2,381,939.00	181,105.43	2,011,219.98	370,719.02	84.44
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,363.06)	59,766.52	(59,766.52)	0.00

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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>7,094,235.00</u>	<u>1,144,773.42</u>	<u>5,949,597.84</u>	<u>1,144,637.16</u>	<u>83.87</u>
TOTAL REVENUES	<u>7,094,235.00</u>	<u>1,144,773.42</u>	<u>5,949,597.84</u>	<u>1,144,637.16</u>	<u>83.87</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	2,112,556.00	102,162.40	2,239,362.88	(126,806.88)	106.00
ADMINISTRATION	455,534.00	47,472.45	409,199.31	46,334.69	89.83
FIELD	487,535.00	47,749.80	425,238.00	62,297.00	87.22
DIRECTORS	54,172.00	4,475.18	44,324.77	9,847.23	81.82
CAPITAL PROJECTS & EQUIP	<u>6,241,012.00</u>	<u>477,040.81</u>	<u>2,086,869.30</u>	<u>4,154,142.70</u>	<u>33.44</u>
TOTAL EXPENDITURES	<u>9,350,809.00</u>	<u>678,900.64</u>	<u>5,204,994.26</u>	<u>4,145,814.74</u>	<u>55.66</u>
REVENUES OVER/(UNDER) EXPENDITURES	(2,256,574.00)	465,872.78	744,603.58	(3,001,177.58)	33.00-

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	12,000.00	1,150.00	15,915.00 (3,915.00)	132.63
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	1,645.00	0.00	1,966.00 (321.00)	119.51
130-4040 LIEN RECORDING FEES	1,200.00	1,391.04	3,098.04 (1,898.04)	258.17
130-4045 AVAILABILITY FEES	28,000.00	0.00	32,704.80 (4,704.80)	116.80
130-4110 COMM WATER USE	142,776.00	7,919.30	105,581.80	37,194.20	73.95
130-4111 BULK WATER SALES	32,000.00	0.00	72,064.23 (40,064.23)	225.20
130-4112 GOV'T WATER USE	6,500.00	666.28	7,863.85 (1,363.85)	120.98
130-4115 WATER USE	2,865,024.00	250,841.40	2,696,924.43	168,099.57	94.13
130-4210 LATE FEE	57,000.00	4,901.51	60,847.17 (3,847.17)	106.75
130-4215 RETURNED CHECK FEE	1,000.00	50.00	1,200.00 (200.00)	120.00
130-4300 MISC INCOME	1,500.00	0.00	292.12	1,207.88	19.47
130-4310 OTHER INCOME	100.00	598.89	13,313.97 (13,213.97)	3,313.97
130-4320 FEMA/CalOES GRANTS	2,689,985.00	0.00	820,192.23	1,869,792.77	30.49
130-4325 GRANTS	413,689.00	72,255.00	89,089.11	324,599.89	21.54
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	3,240.00 (3,240.00)	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	1,816.00	0.00	6,580.09 (4,764.09)	362.34
130-4580 TRANSFER IN	840,000.00	805,000.00	2,017,975.00 (1,177,975.00)	240.24
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	750.00 (750.00)	0.00
TOTAL REVENUES	7,094,235.00	1,144,773.42	5,949,597.84	1,144,637.16	83.87
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	18,613.34	0.00	18,613.34	0.00	100.00
130-5-00-5025 RETIREE HEALTH BENEFITS	18,533.00	848.45	8,654.71	9,878.29	46.70
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	30,000.00	1,241.57	15,319.24	14,680.76	51.06
130-5-00-5061 VEHICLE MAINT	25,000.00	2,322.16	29,221.45 (4,221.45)	116.89
130-5-00-5062 TAXES & LIC	1,200.00	0.00	326.88	873.12	27.24
130-5-00-5074 INSURANCE	132,675.71	0.00	132,675.71	0.00	100.00
130-5-00-5075 BANK FEES	35,000.00	2,183.58	25,623.69	9,376.31	73.21
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	32,000.00	264.42	34,895.77 (2,895.77)	109.05
130-5-00-5092 POSTAGE & SHIPPING	8,500.00	716.00	8,240.48	259.52	96.95
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	30,000.00	0.00	24,687.98	5,312.02	82.29
130-5-00-5122 ENGINEERING SERVICES	100,000.00	2,185.25	3,089.62	96,910.38	3.09
130-5-00-5123 OTHER PROFESSIONAL SERVICE	25,000.00	3,438.00	29,388.78 (4,388.78)	117.56
130-5-00-5124 WATER RIGHTS	15,000.00	0.00	694.59	14,305.41	4.63
130-5-00-5125 OPEB	12,500.00	0.00	0.00	12,500.00	0.00
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	6,475.00	1,025.00	86.33
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	572.10	5,929.98	1,570.02	79.07
130-5-00-5135 NEWSLETTER	1,200.00	0.00	292.50	907.50	24.38
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5142 AMORTIZATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	35,000.00	524.31	7,835.17	27,164.83	22.39
130-5-00-5148 OPERATING SUPPLIES	7,500.00	1,288.38	7,383.99	116.01	98.45
130-5-00-5150 REPAIR & REPLACE	182,470.95	35,496.54	187,902.64 (5,431.69)	102.98
130-5-00-5155 MAINT BLDG & GROUNDS	15,000.00	244.43	8,189.59	6,810.41	54.60
130-5-00-5156 CUSTODIAL SERVICES	5,000.00	616.00	6,312.34 (1,312.34)	126.25
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	991.15	991.15 (991.15)	0.00
130-5-00-5191 TELEPHONE	17,000.00	2,213.48	18,272.95 (1,272.95)	107.49
130-5-00-5192 ELECTRICITY	220,000.00	15,663.40	207,376.43	12,623.57	94.26
130-5-00-5193 OTHER UTILITIES	3,600.00	305.25	2,997.72	602.28	83.27
130-5-00-5194 IT SERVICES	62,000.00	24,703.59	58,119.46	3,880.54	93.74
130-5-00-5195 ENV/MONITORING	20,000.00	3,751.00	13,655.24	6,344.76	68.28
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	40,000.00	0.00	9,678.72	30,321.28	24.20
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	919.84	1,562.76 (562.76)	156.28
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	5,000.00	1,447.17	5,307.79 (307.79)	106.16
130-5-00-5317 COVID-19	7,500.00	0.00	257.40	7,242.60	3.43
130-5-00-5505 WATER CONSERVATION	5,000.00	226.33	5,219.11 (219.11)	104.38
130-5-00-5520 HYDRANT DEPOSIT REFUND	3,240.00	0.00	3,240.00	0.00	100.00
130-5-00-5545 RECORDING FEES	250.00	0.00	214.00	36.00	85.60
130-5-00-5580 TRANSFERS OUT	972,273.00	0.00	1,350,260.70 (377,987.70)	138.88

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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
130-5-00-5595 BAD DEBT	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
TOTAL NON-DEPARTMENTAL	2,112,556.00	102,162.40	2,239,362.88 (126,806.88)	106.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

130-WATER ENTERPRISE FUND
 ADMINISTRATION
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	290,119.00	34,566.19	264,232.27	25,886.73	91.08
130-5-10-5020 EMPLOYEE BENEFITS	90,670.00	7,906.39	76,706.83	13,963.17	84.60
130-5-10-5021 RETIREMENT BENEFITS	60,245.00	3,336.65	56,480.89	3,764.11	93.75
130-5-10-5063 CERTIFICATIONS	200.00	0.00	0.00	200.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	559.16	3,197.58	802.42	79.94
130-5-10-5170 TRAVEL MILEAGE	5,000.00	622.88	5,512.17 (512.17)	110.24
130-5-10-5175 EDUCATION / SEMINARS	4,500.00	267.50	1,767.11	2,732.89	39.27
130-5-10-5179 ADM MISC EXPENSES	800.00	213.68	1,302.46 (502.46)	162.81
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	455,534.00	47,472.45	409,199.31	46,334.69	89.83

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

130-WATER ENTERPRISE FUND
 FIELD
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	282,584.00	33,541.95	259,502.97	23,081.03	91.83
130-5-30-5020 EMPLOYEE BENEFITS	135,264.00	8,690.63	103,178.80	32,085.20	76.28
130-5-30-5021 RETIREMENT BENEFITS	56,387.00	2,685.86	51,878.12	4,508.88	92.00
130-5-30-5022 CLOTHING ALLOWANCE	2,500.00	0.00	2,212.74	287.26	88.51
130-5-30-5063 CERTIFICATIONS	800.00	0.00	120.00	680.00	15.00
130-5-30-5090 OFFICE SUPPLIES	1,000.00	383.21	1,153.03 (153.03)	115.30
130-5-30-5170 TRAVEL MILEAGE	5,000.00	1,873.15	4,636.41	363.59	92.73
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	575.00	2,555.93	1,444.07	63.90
TOTAL FIELD	487,535.00	47,749.80	425,238.00	62,297.00	87.22

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	5.75	63.25	166.75	27.50
130-5-40-5030 DIRECTOR HEALTH BENEFITS	44,242.00	4,200.33	39,570.93	4,671.07	89.44
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	915.49 (715.49)	457.75
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	815.00	685.00	54.33
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL DIRECTORS	54,172.00	4,475.18	44,324.77	9,847.23	81.82

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	23,500.00	11,537.37	44,446.07 (20,946.07)	189.13
130-5-70-7203 DISASTER RECOVERY	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 RELIABLE WATER SUPPLY	6,217,512.00	465,503.44	2,042,423.23	4,175,088.77	32.85
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
TOTAL CAPITAL PROJECTS & EQUIP	6,241,012.00	477,040.81	2,086,869.30	4,154,142.70	33.44
TOTAL EXPENDITURES	9,350,809.00	678,900.64	5,204,994.26	4,145,814.74	55.66
REVENUES OVER/(UNDER) EXPENDITURES	(2,256,574.00)	465,872.78	744,603.58	(3,001,177.58)	33.00-

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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>298,981.00</u>	<u>0.00</u>	<u>252,365.01</u>	<u>46,615.99</u>	<u>84.41</u>
TOTAL REVENUES	<u>298,981.00</u>	<u>0.00</u>	<u>252,365.01</u>	<u>46,615.99</u>	<u>84.41</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>298,981.00</u>	<u>2,289.80</u>	<u>295,859.21</u>	<u>3,121.79</u>	<u>98.96</u>
TOTAL EXPENDITURES	<u>298,981.00</u>	<u>2,289.80</u>	<u>295,859.21</u>	<u>3,121.79</u>	<u>98.96</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(2,289.80)	(43,494.20)	43,494.20	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	3,200.00	0.00	0.00	3,200.00	0.00
215-4530 TAXES, ASSMT & BOND PROCEEDS	275,500.00	0.00	157,487.70	118,012.30	57.16
215-4540 DELINQUENT ASSESSMENTS	9,000.00	0.00	32,641.16 (23,641.16)	362.68
215-4541 DELINQ PENALTY & INTEREST	7,000.00	0.00	51,813.30 (44,813.30)	740.19
215-4542 DELINQ ASSMT MONTHLY PENALTY	0.00	0.00	0.00	0.00	0.00
215-4550 INTEREST INCOME	4,281.00	0.00	10,422.85 (6,141.85)	243.47
215-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	298,981.00	0.00	252,365.01	46,615.99	84.41
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HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	9,640.00	2,289.80	10,016.21 (376.21)	103.90
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	76,341.00	0.00	79,843.00 (3,502.00)	104.59
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	213,000.00	0.00	206,000.00	7,000.00	96.71
215-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	298,981.00	2,289.80	295,859.21	3,121.79	98.96
TOTAL EXPENDITURES	298,981.00	2,289.80	295,859.21	3,121.79	98.96
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (2,289.80) (43,494.20)	43,494.20	0.00
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*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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>169,721.00</u>	<u>0.00</u>	<u>171,833.30</u>	<u>(2,112.30)</u>	<u>101.24</u>
TOTAL REVENUES	<u>169,721.00</u>	<u>0.00</u>	<u>171,833.30</u>	<u>(2,112.30)</u>	<u>101.24</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>169,721.00</u>	<u>0.00</u>	<u>169,720.93</u>	<u>0.07</u>	<u>100.00</u>
TOTAL EXPENDITURES	<u>169,721.00</u>	<u>0.00</u>	<u>169,720.93</u>	<u>0.07</u>	<u>100.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	2,112.37	(2,112.37)	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

218-CIEDB REDEMPTION FUND
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
218-4030 WATER CAPACITY FEES	36,548.00	0.00	36,548.00	0.00	100.00
218-4115 WATER USE CIEDB	0.00	0.00	0.00	0.00	0.00
218-4550 INTEREST INCOME	900.00	0.00	5,823.46 (4,923.46)	647.05
218-4580 TRANSFERS IN	132,273.00	0.00	129,461.84	2,811.16	97.87
218-4596 USER/NEW DEVELOPMT PORTION	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	169,721.00	0.00	171,833.30 (2,112.30)	101.24
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HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

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	43,970.00	0.00	43,970.18 (0.18)	100.00
218-5-00-5560 BAD DEBT	0.00	0.00	0.00	0.00	0.00
218-5-00-5580 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
218-5-00-5595 CIEDB LOAN ANNUAL FEE	3,791.00	0.00	3,790.53	0.47	99.99
218-5-00-5599 PRINCIPAL PMT	121,960.00	0.00	121,960.22 (0.22)	100.00
218-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	169,721.00	0.00	169,720.93	0.07	100.00
TOTAL EXPENDITURES	169,721.00	0.00	169,720.93	0.07	100.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	2,112.37 (2,112.37)	0.00
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*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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>32,158.00</u>	<u>0.00</u>	<u>32,197.29</u>	(<u>39.29</u>)	<u>100.12</u>
TOTAL REVENUES	32,158.00	0.00	32,197.29	(39.29)	100.12
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>32,158.00</u>	<u>0.00</u>	<u>32,157.50</u>	<u>0.50</u>	<u>100.00</u>
TOTAL EXPENDITURES	32,158.00	0.00	32,157.50	0.50	100.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	39.79	(39.79)	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	25.00	0.00	39.79 (14.79)	159.16
219-4580 TRANSFERS IN	32,133.00	0.00	32,157.50 (24.50)	100.08
TOTAL REVENUES	32,158.00	0.00	32,197.29 (39.29)	100.12
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

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	13,658.00	0.00	13,657.50	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	18,500.00	0.00	18,500.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	32,158.00	0.00	32,157.50	0.50	100.00
TOTAL EXPENDITURES	32,158.00	0.00	32,157.50	0.50	100.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	39.79 (39.79)	0.00

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

223-WATER BOND 2023A
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>62,421.88</u>	<u>0.00</u>	<u>92,002.13</u>	<u>(29,580.25)</u>	<u>147.39</u>
TOTAL REVENUES	<u>62,421.88</u>	<u>0.00</u>	<u>92,002.13</u>	<u>(29,580.25)</u>	<u>147.39</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>1,756,671.88</u>	<u>0.00</u>	<u>1,247,449.13</u>	<u>509,222.75</u>	<u>71.01</u>
TOTAL EXPENDITURES	<u>1,756,671.88</u>	<u>0.00</u>	<u>1,247,449.13</u>	<u>509,222.75</u>	<u>71.01</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>(1,694,250.00)</u>	<u>0.00</u>	<u>(1,155,447.00)</u>	<u>(538,803.00)</u>	<u>68.20</u>

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

223-WATER BOND 2023A
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
223-4525 PRO-RATA BOND PAYMENT FEE	0.00	0.00	0.00	0.00	0.00
223-4550 INTEREST INCOME	10,000.00	0.00	39,580.25 (29,580.25)	395.80
223-4580 TRANSFER IN	52,421.88	0.00	52,421.88	0.00	100.00
TOTAL REVENUES	62,421.88	0.00	92,002.13 (29,580.25)	147.39
	=====	=====	=====	=====	=====

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 31ST, 2024

223-WATER BOND 2023A

NON-DEPARTMENTAL
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
223-5-00-5075 BANK FEES	0.00	0.00	0.00	0.00	0.00
223-5-00-5123 OTHER PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00
223-5-00-5125 BOND PREMIUM	0.00	0.00	0.00	0.00	0.00
223-5-00-5522 INTEREST ON LONG-TERM DEBT	52,421.88	0.00	52,421.88	0.00	100.00
223-5-00-5580 TRANSFER OUT	1,500,000.00	0.00	994,874.00	505,126.00	66.32
223-5-00-5590 COST OF ISSUANCE	204,250.00	0.00	200,153.25	4,096.75	97.99
223-5-00-5599 PRINCIPAL PMT	0.00	0.00	0.00	0.00	0.00
223-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	1,756,671.88	0.00	1,247,449.13	509,222.75	71.01
TOTAL EXPENDITURES	1,756,671.88	0.00	1,247,449.13	509,222.75	71.01
REVENUES OVER/(UNDER) EXPENDITURES	(1,694,250.00)	0.00	(1,155,447.00)	(538,803.00)	68.20

*** END OF REPORT ***



Hidden Valley Lake Community Services District
Financial Activity, Cash and Investment Summary
As of May 30, 2024
(Rounded and Unaudited)

	Operating Checking	Money Market	LAIF	Bond Trustee Sewer	Bond Trustee Water	CERBT	Total All Cash/Investment Accounts
	West America Bank 1010	West America Bank 1130	State Treasurer 1133	US Bank 1200	US Bank 1212	CalPERS CERBT Q1 1135	
Financial Activity of Cash/Investment Accounts in General Ledger [1]							
Beginning Balances	\$ 611,137	\$ 3,982,120	\$ 657,387	\$ 149,205	\$ 3,826,597	\$ 27,168	\$ 9,253,614
Cash Receipts							
Utility Billing Deposits	\$ 475,407	\$ -	\$ -	\$ -	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Deposits	\$ -	\$ 202	\$ 7,024	\$ 584	\$ 14,961	\$ 27,185	
Total Cash Receipts	\$ 475,407	\$ 202	\$ 7,024	\$ 149,789	\$ 3,841,558	\$ 54,353	
Cash Disbursements							
Accounts Payable Checks issued	\$ 696,742	\$ -	\$ -	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 60,929	\$ -	\$ -	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 103,191	\$ -	\$ -	\$ -	\$ -	\$ -	
Bank Fees	\$ 4,367	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Disbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Disbursements	\$ 865,230	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers Between Accounts							
Transfers In	\$ 805,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Transfers Out	\$ -	\$ 805,000	\$ -	\$ -	\$ -	\$ -	
Total Transfers Between Accounts	\$ 805,000	\$ 805,000	\$ -	\$ -	\$ -	\$ -	
Ending Balances in General Ledger	\$ 1,026,314	\$ 3,177,323	\$ 664,411	\$ 149,789	\$ 3,841,558	\$ 54,353	\$ 8,913,748
Financial Institution Ending Balances	\$ 1,136,835	\$ 3,177,323	\$ 664,411	\$ 149,789	\$ 3,841,558	\$ 54,353	\$ 9,024,268

Ending Balances General Ledger Distribution by District Funds [2]							
100 Operating	-	-	-	-	-	-	-
120 Wastewater Operating	291,789	16,390	76,746	-	-	27,176	412,101
130 Water Operating	720,081	92,067	114,373	-	-	27,176	953,698
215 2016 Sewer Refinancing Bond	(4,229)	347,349	100,889	149,789	-	-	593,798
218 2002 CIEDB Loan	9,137	64,796	21,394	-	-	-	95,328
219 2012 USDA Solar COP	-	8,386	935	-	-	-	9,321
223 2023 Water Revenue Bond	-	-	-	-	3,841,558	-	3,841,558
313 Wastewater Operating Reserve	9,537	154,478	62,516	-	-	-	226,531
314 Wastewater CIP	-	485,714	101,082	-	-	-	586,797
319 2012 USDA Solar COP Reserve	-	31,395	-	-	-	-	31,395
320 Water CIP	-	1,796,439	-	-	-	-	1,796,439
325 Water Operating Reserve	-	180,308	-	-	-	-	180,308
350 2002 CIEDB Loan Reserve	-	-	186,476	-	-	-	186,476
Total Ending Balances in General Ledger	\$ 1,026,314	\$ 3,177,323	\$ 664,411	\$ 149,789	\$ 3,841,558	\$ 54,353	\$ 8,913,748

[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, US Bank is the Bond Trustee for the the 2016 Refunding and 2023 Water Bond and CalPers holds the CERBT Trust >>>>>>. 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: 5/01/2024 THRU 5/31/2024
 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	5/03/2024	BANK-DRAFT	001008	AFLAC	303.86CR	CLEARED	A	5/06/2024
1010	5/03/2024	BANK-DRAFT	001009	CALIFORNIA PUBLIC EMPLOYEES RE	7,090.77CR	CLEARED	A	5/06/2024
1010	5/03/2024	BANK-DRAFT	001010	NATIONWIDE RETIREMENT SOLUTION	1,400.00CR	CLEARED	A	5/03/2024
1010	5/03/2024	BANK-DRAFT	001011	STATE OF CALIFORNIA EDD	1,626.61CR	CLEARED	A	5/03/2024
1010	5/03/2024	BANK-DRAFT	001012	US DEPARTMENT OF THE TREASURY	4,264.16CR	CLEARED	A	5/03/2024
1010	5/17/2024	BANK-DRAFT	001013	AFLAC	303.86CR	CLEARED	A	6/03/2024
1010	5/17/2024	BANK-DRAFT	001014	CALIFORNIA PUBLIC EMPLOYEES RE	7,374.37CR	CLEARED	A	5/20/2024
1010	5/17/2024	BANK-DRAFT	001015	NATIONWIDE RETIREMENT SOLUTION	1,400.00CR	CLEARED	A	5/17/2024
1010	5/17/2024	BANK-DRAFT	001016	STATE OF CALIFORNIA EDD	1,742.07CR	CLEARED	A	5/17/2024
1010	5/17/2024	BANK-DRAFT	001017	US DEPARTMENT OF THE TREASURY	4,427.01CR	CLEARED	A	5/17/2024
1010	5/31/2024	BANK-DRAFT	001018	AFLAC	303.86CR	CLEARED	A	6/03/2024
1010	5/31/2024	BANK-DRAFT	001019	CALIFORNIA PUBLIC EMPLOYEES RE	7,265.01CR	CLEARED	A	6/03/2024
1010	5/31/2024	BANK-DRAFT	001020	NATIONWIDE RETIREMENT SOLUTION	1,400.00CR	CLEARED	A	5/31/2024
1010	5/31/2024	BANK-DRAFT	001021	STATE OF CALIFORNIA EDD	1,669.24CR	CLEARED	A	5/31/2024
1010	5/31/2024	BANK-DRAFT	001022	US DEPARTMENT OF THE TREASURY	4,231.48CR	CLEARED	A	5/31/2024
CHECK:								
1010	5/03/2024	CHECK	002642	ALPHA ANALYTICAL LABORATORIES	4,007.00CR	CLEARED	A	5/08/2024
1010	5/03/2024	CHECK	002643	VOID CHECK	0.00	CLEARED	A	5/03/2024
1010	5/03/2024	CHECK	002644	APPLIED TECHNOLOGY SOLUTIONS	1,821.48CR	CLEARED	A	5/13/2024
1010	5/03/2024	CHECK	002645	ARMED FORCE PEST CONTROL, INC.	10.00CR	CLEARED	A	5/10/2024
1010	5/03/2024	CHECK	002646	AT&T MOBILITY	95.83CR	CLEARED	A	5/15/2024
1010	5/03/2024	CHECK	002647	BACKGROUNDS ONLINE	26.00CR	CLEARED	A	5/09/2024
1010	5/03/2024	CHECK	002648	CORAL LEIGH PHOTOGRAPHY	81.96CR	CLEARED	A	5/08/2024
1010	5/03/2024	CHECK	002649	DOMINIC HERNANDEZ	229.05CR	CLEARED	A	5/03/2024
1010	5/03/2024	CHECK	002650	GHD	2,185.25CR	CLEARED	A	5/07/2024
1010	5/03/2024	CHECK	002651	HANNAH DAVIDSON	177.22CR	CLEARED	A	5/06/2024
1010	5/03/2024	CHECK	002652	HIDDEN GEMS	1,540.00CR	CLEARED	A	5/13/2024
1010	5/03/2024	CHECK	002653	MCCOMAS PAINTING AND DECORATIN	5,500.00CR	CLEARED	A	5/06/2024
1010	5/03/2024	CHECK	002654	MEDIACOM	388.24CR	CLEARED	A	5/09/2024
1010	5/03/2024	CHECK	002655	MENDO MILL CLEARLAKE	45.64CR	CLEARED	A	5/08/2024
1010	5/03/2024	CHECK	002656	NATHAN REESE	693.55CR	CLEARED	A	5/07/2024
1010	5/03/2024	CHECK	002657	ODP BUSINESS SOLUTIONS, LLC	253.50CR	CLEARED	A	5/15/2024
1010	5/03/2024	CHECK	002658	PENNY CUADRAS	241.86CR	CLEARED	A	5/07/2024
1010	5/03/2024	CHECK	002659	SMALLCOMB, LISA	41.54CR	CLEARED	A	5/06/2024
1010	5/03/2024	CHECK	002660	STREAMLINE	249.00CR	CLEARED	A	5/08/2024
1010	5/03/2024	CHECK	002661	THATCHER COMPANY, INC.	4,324.20CR	CLEARED	A	5/07/2024
1010	5/03/2024	CHECK	002662	USA BLUE BOOK	660.05CR	CLEARED	A	5/08/2024
1010	5/03/2024	CHECK	002663	WELLS FARGO FINANCIAL LEASING	748.32CR	CLEARED	A	5/07/2024
1010	5/03/2024	CHECK	002664	HOESCHEN, JOSEPH & L	60.30CR	CLEARED	A	5/23/2024
*** 1010	5/10/2024	CHECK	002675	ACTION SANITARY, INC.	150.15CR	CLEARED	A	5/20/2024
1010	5/10/2024	CHECK	002676	ACWA/JPIA	1,024.09CR	CLEARED	A	5/22/2024
1010	5/10/2024	CHECK	002677	ADVENTIST HEALTH ST HELENA - J	322.12CR	CLEARED	A	5/16/2024
1010	5/10/2024	CHECK	002678	ALPHA ANALYTICAL LABORATORIES	570.00CR	CLEARED	A	5/15/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	5/10/2024	CHECK	002679	APPLIED TECHNOLOGY SOLUTIONS	986.00CR	CLEARED	A	5/24/2024
1010	5/10/2024	CHECK	002680	BADGER METER	2,244.58CR	CLEARED	A	5/17/2024
1010	5/10/2024	CHECK	002681	CORAL LEIGH PHOTOGRAPHY	35.00CR	CLEARED	A	5/24/2024
1010	5/10/2024	CHECK	002682	COUNTY OF LAKE SOLID WASTE	10.00CR	CLEARED	A	5/16/2024
1010	5/10/2024	CHECK	002683	DATAPROSE, LLC	1,979.00CR	CLEARED	A	5/15/2024
1010	5/10/2024	CHECK	002684	DUSTRON INC, DBA CARSON MANUFA	29,680.00CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002685	FOSTER MORRISON CONSULTING, LT	6,850.00CR	CLEARED	A	5/17/2024
1010	5/10/2024	CHECK	002686	GHD	4,971.69CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002687	HARDESTER'S MARKETS & HARDWARE	564.51CR	CLEARED	A	5/15/2024
1010	5/10/2024	CHECK	002688	VOID CHECK	0.00	CLEARED	A	5/10/2024
1010	5/10/2024	CHECK	002689	LAKE COUNTY RECORD BEE	220.27CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002690	LAKE COUNTY WASTE SOLUTIONS, I	109.12CR	CLEARED	A	5/16/2024
1010	5/10/2024	CHECK	002691	LAKE COUNTY WASTE SOLUTIONS, I	501.39CR	CLEARED	A	5/16/2024
1010	5/10/2024	CHECK	002692	LAYNE PAVING & TRUCKING, INC.	522.00CR	CLEARED	A	5/20/2024
1010	5/10/2024	CHECK	002693	MIDDLETOWN COPY & PRINT	171.60CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002694	RAINBOW AGRICULTURAL SERVICES	246.63CR	CLEARED	A	5/28/2024
1010	5/10/2024	CHECK	002695	SCC ELECTRIC, INC	25,531.25CR	CLEARED	A	5/16/2024
1010	5/10/2024	CHECK	002696	SPECIAL DISTRICT RISK MANAGEME	43,928.46CR	CLEARED	A	5/15/2024
1010	5/10/2024	CHECK	002697	U.S. BANK	2,289.80CR	CLEARED	A	5/15/2024
1010	5/10/2024	CHECK	002698	WEST YOST & ASSOCIATES, INC.	18,025.75CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002699	WESTGATE PETROLEUM CO., INC.	775.52CR	CLEARED	A	5/14/2024
1010	5/10/2024	CHECK	002700	EBERLE, JOHANNES	267.20CR	OUTSTND	A	0/00/0000
1010	5/17/2024	CHECK	002701	ALPHA ANALYTICAL LABORATORIES	1,372.50CR	CLEARED	A	5/22/2024
1010	5/17/2024	CHECK	002702	ALPHA CM, INC	34,986.00CR	CLEARED	A	5/22/2024
1010	5/17/2024	CHECK	002703	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	5/24/2024
1010	5/17/2024	CHECK	002704	AT&T	1,585.11CR	CLEARED	A	5/29/2024
1010	5/17/2024	CHECK	002705	C.V. LARSEN CO.	306,405.56CR	CLEARED	A	5/22/2024
1010	5/17/2024	CHECK	002706	DONNA MAHONEY	108.54CR	CLEARED	A	5/21/2024
1010	5/17/2024	CHECK	002707	ELAN CARDMEMBER SERVICE	13,462.90CR	CLEARED	A	5/28/2024
1010	5/17/2024	CHECK	002708	HANNAH DAVIDSON	1,557.71CR	CLEARED	A	5/17/2024
1010	5/17/2024	CHECK	002709	GARDENS BY JILLIAN	200.00CR	OUTSTND	A	0/00/0000
1010	5/17/2024	CHECK	002710	JENFITCH, LLC	854.69CR	CLEARED	A	5/29/2024
1010	5/17/2024	CHECK	002711	ODP BUSINESS SOLUTIONS, LLC	416.24CR	CLEARED	A	5/28/2024
1010	5/17/2024	CHECK	002712	PACE SUPPLY CORP	38.62CR	CLEARED	A	5/21/2024
1010	5/17/2024	CHECK	002713	RANCHO LANDSCAPE SUPPLY	1,030.75CR	CLEARED	A	5/22/2024
1010	5/17/2024	CHECK	002714	USA BLUE BOOK	2,564.43CR	CLEARED	A	5/23/2024
1010	5/17/2024	CHECK	002715	VERIZON WIRELESS	1,034.78CR	CLEARED	A	5/29/2024
1010	5/17/2024	CHECK	002716	VERIZON WIRELESS	705.37CR	CLEARED	A	5/29/2024
1010	5/24/2024	CHECK	002717	ALPHA ANALYTICAL LABORATORIES	390.00CR	CLEARED	A	5/30/2024
1010	5/24/2024	CHECK	002718	B & G TIRES OF MIDDLETOWN	787.18CR	OUTSTND	A	0/00/0000
1010	5/24/2024	CHECK	002719	BRELJE & RACE CONSULTING CIVIL	29,963.75CR	CLEARED	A	5/29/2024
1010	5/24/2024	CHECK	002720	GHD	3,252.77CR	CLEARED	A	5/29/2024
1010	5/24/2024	CHECK	002721	HIDDEN GEMS AT YOUR SERVICE	1,540.00CR	CLEARED	A	6/04/2024
1010	5/24/2024	CHECK	002722	MIDDLETOWN RANCHERIA	4,818.22CR	CLEARED	A	5/31/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 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	5/24/2024	CHECK	002723	ODP BUSINESS SOLUTIONS, LLC	338.26CR	CLEARED	A	6/04/2024
1010	5/24/2024	CHECK	002724	PACE SUPPLY CORP	29.06CR	CLEARED	A	5/29/2024
1010	5/24/2024	CHECK	002725	PACIFIC GAS & ELECTRIC COMPANY	19,024.10CR	CLEARED	A	5/30/2024
1010	5/24/2024	CHECK	002726	USA BLUE BOOK	970.93CR	CLEARED	A	5/31/2024
1010	5/24/2024	CHECK	002727	WESTGATE PETROLEUM CO., INC.	1,707.63CR	CLEARED	A	5/30/2024
1010	5/24/2024	CHECK	002728	THOMPSON, DAVID & SU	174.44CR	CLEARED	A	5/31/2024
1010	5/24/2024	CHECK	002729	TURNER, BRIAN A	237.13CR	CLEARED	A	6/04/2024
1010	5/24/2024	CHECK	002730	CORTEZ, DAISY LOPEZ	229.16CR	CLEARED	A	6/04/2024
1010	5/31/2024	CHECK	002731	ALPHA ANALYTICAL LABORATORIES	2,273.00CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002732	AT&T MOBILITY	96.95CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002733	COASTLAND CIVIL ENGINEERING, I	26,854.76CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002734	GHD	15,658.75CR	CLEARED	A	6/03/2024
1010	5/31/2024	CHECK	002735	HORNE LLP DBA CA LIHWAP	991.15CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002736	LAKE COUNTY RECORD BEE	465.29CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002737	MEDIACOM	520.72CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002738	MENDO MILL CLEARLAKE	73.86CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002739	ODP BUSINESS SOLUTIONS, LLC	238.36CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002740	PACE SUPPLY CORP	1,905.77CR	CLEARED	A	6/03/2024
1010	5/31/2024	CHECK	002741	THATCHER COMPANY, INC.	3,345.57CR	CLEARED	A	6/04/2024
1010	5/31/2024	CHECK	002742	TYLER TECHNOLOGY	43,932.03CR	OUTSTND	A	0/00/0000
1010	5/31/2024	CHECK	002743	WEST YOST & ASSOCIATES, INC.	5,049.00CR	OUTSTND	A	0/00/0000
DEPOSIT:								
1010	5/01/2024	DEPOSIT		CREDIT CARD 5/01/2024	7,010.26	CLEARED	C	5/02/2024
1010	5/01/2024	DEPOSIT	000001	CREDIT CARD 5/01/2024	983.38	CLEARED	C	5/02/2024
1010	5/01/2024	DEPOSIT	000002	CREDIT CARD 5/01/2024	778.72	CLEARED	C	5/06/2024
1010	5/01/2024	DEPOSIT	000003	REGULAR DAILY POST 5/01/2024	653.82	CLEARED	C	5/02/2024
1010	5/02/2024	DEPOSIT		CREDIT CARD 5/02/2024	15,682.46	CLEARED	C	5/03/2024
1010	5/02/2024	DEPOSIT	000001	CREDIT CARD 5/02/2024	684.18	CLEARED	C	5/03/2024
1010	5/02/2024	DEPOSIT	000002	CREDIT CARD 5/02/2024	703.88	CLEARED	C	5/03/2024
1010	5/02/2024	DEPOSIT	000003	CREDIT CARD 5/02/2024	256.48	CLEARED	C	5/07/2024
1010	5/02/2024	DEPOSIT	000004	REGULAR DAILY POST 5/02/2024	821.79	CLEARED	C	5/03/2024
1010	5/02/2024	DEPOSIT	000005	DAILY PAYMENT POSTING - ADJ	88.95CR	CLEARED	U	5/02/2024
1010	5/03/2024	DEPOSIT		CREDIT CARD 5/03/2024	5,061.89	CLEARED	C	5/06/2024
1010	5/03/2024	DEPOSIT	000001	CREDIT CARD 5/03/2024	402.22	CLEARED	C	5/06/2024
1010	5/03/2024	DEPOSIT	000002	CREDIT CARD 5/03/2024	731.31	CLEARED	C	5/06/2024
1010	5/03/2024	DEPOSIT	000003	CREDIT CARD 5/03/2024	544.95	CLEARED	C	5/06/2024
1010	5/03/2024	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	73.90CR	CLEARED	U	5/03/2024
1010	5/03/2024	DEPOSIT	000005	DAILY PAYMENT POSTING	73.90	CLEARED	U	5/03/2024
1010	5/03/2024	DEPOSIT	000006	CREDIT CARD 5/03/2024	342.46	CLEARED	C	5/08/2024
1010	5/03/2024	DEPOSIT	000007	REGULAR DAILY POST 5/03/2024	1,060.21	CLEARED	C	5/06/2024
1010	5/06/2024	DEPOSIT		CREDIT CARD 5/06/2024	4,594.06	CLEARED	C	5/07/2024
1010	5/06/2024	DEPOSIT	000001	CREDIT CARD 5/06/2024	100.00	CLEARED	C	5/07/2024
1010	5/06/2024	DEPOSIT	000002	CREDIT CARD 5/06/2024	2,561.94	CLEARED	C	5/08/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 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	5/06/2024	DEPOSIT	000003	CREDIT CARD 5/06/2024	6,342.29	CLEARED	C	5/08/2024
1010	5/06/2024	DEPOSIT	000004	CREDIT CARD 5/06/2024	1,201.33	CLEARED	C	5/07/2024
1010	5/06/2024	DEPOSIT	000005	CREDIT CARD 5/06/2024	380.08	CLEARED	C	5/08/2024
1010	5/06/2024	DEPOSIT	000006	CREDIT CARD 5/06/2024	175.37	CLEARED	C	5/08/2024
1010	5/06/2024	DEPOSIT	000007	CREDIT CARD 5/06/2024	176.87	CLEARED	C	5/07/2024
1010	5/06/2024	DEPOSIT	000008	CREDIT CARD 5/06/2024	85.46	CLEARED	C	5/08/2024
1010	5/06/2024	DEPOSIT	000009	CREDIT CARD 5/06/2024	1,120.46	CLEARED	C	5/09/2024
1010	5/06/2024	DEPOSIT	000010	REGULAR DAILY POST 5/06/2024	2,957.21	CLEARED	C	5/07/2024
1010	5/07/2024	DEPOSIT		CREDIT CARD 5/07/2024	2,466.32	CLEARED	C	5/08/2024
1010	5/07/2024	DEPOSIT	000001	CREDIT CARD 5/07/2024	1,465.32	CLEARED	C	5/08/2024
1010	5/07/2024	DEPOSIT	000002	CREDIT CARD 5/07/2024	402.58	CLEARED	C	5/08/2024
1010	5/07/2024	DEPOSIT	000003	CREDIT CARD 5/07/2024	550.01	CLEARED	C	5/10/2024
1010	5/07/2024	DEPOSIT	000004	REGULAR DAILY POST 5/07/2024	3,105.23	CLEARED	C	5/08/2024
1010	5/08/2024	DEPOSIT		CREDIT CARD 5/08/2024	2,734.87	CLEARED	C	5/09/2024
1010	5/08/2024	DEPOSIT	000001	CREDIT CARD 5/08/2024	1,686.57	CLEARED	C	5/09/2024
1010	5/08/2024	DEPOSIT	000002	CREDIT CARD 5/08/2024	4,718.61	CLEARED	C	5/09/2024
1010	5/08/2024	DEPOSIT	000003	CREDIT CARD 5/08/2024	1,872.66	CLEARED	C	5/13/2024
1010	5/08/2024	DEPOSIT	000004	REGULAR DAILY POST 5/08/2024	78,010.16	CLEARED	C	5/09/2024
1010	5/08/2024	DEPOSIT	050824	RWS MM 320 TO CHKG 130	805,000.00	CLEARED	G	5/08/2024
1010	5/09/2024	DEPOSIT		CREDIT CARD 5/09/2024	3,633.66	CLEARED	C	5/10/2024
1010	5/09/2024	DEPOSIT	000001	CREDIT CARD 5/09/2024	700.50	CLEARED	C	5/10/2024
1010	5/09/2024	DEPOSIT	000002	CREDIT CARD 5/09/2024	1,072.13	CLEARED	C	5/10/2024
1010	5/09/2024	DEPOSIT	000003	CREDIT CARD 5/09/2024	1,539.77	CLEARED	C	5/14/2024
1010	5/09/2024	DEPOSIT	000004	REGULAR DAILY POST 5/09/2024	3,715.55	CLEARED	C	5/10/2024
1010	5/10/2024	DEPOSIT		CREDIT CARD 5/10/2024	2,702.02	CLEARED	C	5/13/2024
1010	5/10/2024	DEPOSIT	000001	CREDIT CARD 5/10/2024	733.74	CLEARED	C	5/13/2024
1010	5/10/2024	DEPOSIT	000002	CREDIT CARD 5/10/2024	804.58	CLEARED	C	5/13/2024
1010	5/10/2024	DEPOSIT	000003	CREDIT CARD 5/10/2024	1,759.11	CLEARED	C	5/15/2024
1010	5/10/2024	DEPOSIT	000004	REGULAR DAILY POST 5/10/2024	9,070.61	CLEARED	C	5/13/2024
1010	5/13/2024	DEPOSIT		CREDIT CARD 5/13/2024	10,256.45	CLEARED	C	5/14/2024
1010	5/13/2024	DEPOSIT	000001	CREDIT CARD 5/13/2024	1,519.48	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000002	CREDIT CARD 5/13/2024	2,201.21	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000003	CREDIT CARD 5/13/2024	1,991.47	CLEARED	C	5/14/2024
1010	5/13/2024	DEPOSIT	000004	CREDIT CARD 5/13/2024	300.00	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000005	CREDIT CARD 5/13/2024	325.54	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000006	CREDIT CARD 5/13/2024	304.95	CLEARED	C	5/14/2024
1010	5/13/2024	DEPOSIT	000007	CREDIT CARD 5/13/2024	534.17	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000008	CREDIT CARD 5/13/2024	168.22	CLEARED	C	5/15/2024
1010	5/13/2024	DEPOSIT	000009	CREDIT CARD 5/13/2024	1,156.86	CLEARED	C	5/16/2024
1010	5/13/2024	DEPOSIT	000010	REGULAR DAILY POST 5/13/2024	15,869.43	CLEARED	C	5/14/2024
1010	5/14/2024	DEPOSIT		CREDIT CARD 5/14/2024	2,845.19	CLEARED	C	5/15/2024
1010	5/14/2024	DEPOSIT	000001	CREDIT CARD 5/14/2024	1,085.14	CLEARED	C	5/15/2024
1010	5/14/2024	DEPOSIT	000002	CREDIT CARD 5/14/2024	329.91	CLEARED	C	5/15/2024
1010	5/14/2024	DEPOSIT	000003	CREDIT CARD 5/14/2024	220.36	CLEARED	C	5/17/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 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	5/14/2024	DEPOSIT	000004	REGULAR DAILY POST 5/14/2024	5,952.20	CLEARED	C	5/15/2024
1010	5/14/2024	DEPOSIT	000005	CREDIT CARD 5/14/2024	970.46	CLEARED	C	5/17/2024
1010	5/14/2024	DEPOSIT	000006	REGULAR DAILY POST 5/14/2024	4,540.56	CLEARED	C	5/15/2024
1010	5/15/2024	DEPOSIT		CREDIT CARD 5/15/2024	6,200.60	CLEARED	C	5/16/2024
1010	5/15/2024	DEPOSIT	000001	CREDIT CARD 5/15/2024	1,869.65	CLEARED	C	5/16/2024
1010	5/15/2024	DEPOSIT	000002	DAILY PAYMENT POSTING	88.95	CLEARED	U	5/15/2024
1010	5/15/2024	DEPOSIT	000003	CREDIT CARD 5/15/2024	3,343.56	CLEARED	C	5/20/2024
1010	5/15/2024	DEPOSIT	000004	REGULAR DAILY POST 5/15/2024	7,222.74	CLEARED	C	5/16/2024
1010	5/15/2024	DEPOSIT	000005	CREDIT CARD 5/15/2024	30,393.84	CLEARED	C	5/17/2024
1010	5/15/2024	DEPOSIT	000006	CREDIT CARD 5/15/2024	3,209.24	CLEARED	C	5/17/2024
1010	5/15/2024	DEPOSIT	000007	CREDIT CARD 5/15/2024	3,084.21	CLEARED	C	5/16/2024
1010	5/15/2024	DEPOSIT	000008	CREDIT CARD 5/15/2024	2,053.82	CLEARED	C	5/17/2024
1010	5/15/2024	DEPOSIT	000009	CREDIT CARD 5/15/2024	332.84	CLEARED	C	5/17/2024
1010	5/15/2024	DEPOSIT	000010	DRAFT POSTING	21,720.05	CLEARED	U	5/16/2024
1010	5/16/2024	DEPOSIT		CREDIT CARD 5/16/2024	217.03	CLEARED	C	5/17/2024
1010	5/16/2024	DEPOSIT	000001	CREDIT CARD 5/16/2024	125.97	CLEARED	C	5/17/2024
1010	5/16/2024	DEPOSIT	000002	CREDIT CARD 5/16/2024	1,563.05	CLEARED	C	5/21/2024
1010	5/16/2024	DEPOSIT	000003	REGULAR DAILY POST 5/16/2024	4,407.65	CLEARED	C	5/17/2024
1010	5/17/2024	DEPOSIT		CREDIT CARD 5/17/2024	6,757.07	CLEARED	C	5/20/2024
1010	5/17/2024	DEPOSIT	000001	CREDIT CARD 5/17/2024	2,546.97	CLEARED	C	5/20/2024
1010	5/17/2024	DEPOSIT	000002	CREDIT CARD 5/17/2024	686.08	CLEARED	C	5/20/2024
1010	5/17/2024	DEPOSIT	000003	CREDIT CARD 5/17/2024	1,807.20	CLEARED	C	5/22/2024
1010	5/17/2024	DEPOSIT	000004	REGULAR DAILY POST 5/17/2024	26,397.82	CLEARED	C	5/20/2024
1010	5/20/2024	DEPOSIT		CREDIT CARD 5/20/2024	9,417.59	CLEARED	C	5/21/2024
1010	5/20/2024	DEPOSIT	000001	CREDIT CARD 5/20/2024	9,523.76	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000002	CREDIT CARD 5/20/2024	6,920.91	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000003	CREDIT CARD 5/20/2024	2,427.23	CLEARED	C	5/21/2024
1010	5/20/2024	DEPOSIT	000004	CREDIT CARD 5/20/2024	532.14	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000005	CREDIT CARD 5/20/2024	991.09	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000006	CREDIT CARD 5/20/2024	1,558.97	CLEARED	C	5/21/2024
1010	5/20/2024	DEPOSIT	000007	CREDIT CARD 5/20/2024	181.78	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000008	CREDIT CARD 5/20/2024	422.70	CLEARED	C	5/22/2024
1010	5/20/2024	DEPOSIT	000009	CREDIT CARD 5/20/2024	6,646.84	CLEARED	C	5/23/2024
1010	5/20/2024	DEPOSIT	000010	REGULAR DAILY POST 5/20/2024	17,364.08	CLEARED	C	5/21/2024
1010	5/21/2024	DEPOSIT		CREDIT CARD 5/21/2024	22,658.67	CLEARED	C	5/22/2024
1010	5/21/2024	DEPOSIT	000001	CREDIT CARD 5/21/2024	2,223.82	CLEARED	C	5/22/2024
1010	5/21/2024	DEPOSIT	000002	CREDIT CARD 5/21/2024	2,814.09	CLEARED	C	5/22/2024
1010	5/21/2024	DEPOSIT	000003	CREDIT CARD 5/21/2024	779.56	CLEARED	C	5/24/2024
1010	5/21/2024	DEPOSIT	000004	REGULAR DAILY POST 5/21/2024	958.28	CLEARED	C	5/22/2024
1010	5/22/2024	DEPOSIT		CREDIT CARD 5/22/2024	4,835.88	CLEARED	C	5/23/2024
1010	5/22/2024	DEPOSIT	000001	CREDIT CARD 5/22/2024	300.00	CLEARED	C	5/23/2024
1010	5/22/2024	DEPOSIT	000002	CREDIT CARD 5/22/2024	1,507.94	CLEARED	C	5/23/2024
1010	5/22/2024	DEPOSIT	000003	CREDIT CARD 5/22/2024	916.65	CLEARED	C	5/23/2024
1010	5/22/2024	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	229.16	CLEARED	U	5/22/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 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	5/22/2024	DEPOSIT	000005	CREDIT CARD 5/22/2024	868.86	CLEARED	C	5/28/2024
1010	5/22/2024	DEPOSIT	000006	REGULAR DAILY POST 5/22/2024	3,549.61	CLEARED	C	5/23/2024
1010	5/22/2024	DEPOSIT	000007	DAILY PAYMENT POSTING	88.93	CLEARED	U	5/22/2024
1010	5/23/2024	DEPOSIT		CREDIT CARD 5/23/2024	971.18	CLEARED	C	5/24/2024
1010	5/23/2024	DEPOSIT	000001	CREDIT CARD 5/23/2024	906.75	CLEARED	C	5/24/2024
1010	5/23/2024	DEPOSIT	000002	CREDIT CARD 5/23/2024	855.00	CLEARED	C	5/24/2024
1010	5/23/2024	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	83.19CR	CLEARED	U	5/22/2024
1010	5/23/2024	DEPOSIT	000004	CREDIT CARD 5/23/2024	542.79	CLEARED	C	5/29/2024
1010	5/23/2024	DEPOSIT	000005	REGULAR DAILY POST 5/23/2024	1,343.48	CLEARED	C	5/24/2024
1010	5/24/2024	DEPOSIT		CREDIT CARD 5/24/2024	1,697.10	CLEARED	C	5/28/2024
1010	5/24/2024	DEPOSIT	000001	CREDIT CARD 5/24/2024	767.62	CLEARED	C	5/28/2024
1010	5/24/2024	DEPOSIT	000002	CREDIT CARD 5/24/2024	254.79	CLEARED	C	5/28/2024
1010	5/24/2024	DEPOSIT	000003	CREDIT CARD 5/24/2024	1,164.37	CLEARED	C	5/30/2024
1010	5/24/2024	DEPOSIT	000004	REGULAR DAILY POST 5/24/2024	687.32	CLEARED	C	5/28/2024
1010	5/24/2024	DEPOSIT	000005	DAILY PAYMENT POSTING - ADJ	296.25CR	CLEARED	U	5/24/2024
1010	5/28/2024	DEPOSIT		CREDIT CARD 5/28/2024	1,266.30	CLEARED	C	5/29/2024
1010	5/28/2024	DEPOSIT	000001	CREDIT CARD 5/28/2024	318.03	CLEARED	C	5/30/2024
1010	5/28/2024	DEPOSIT	000002	CREDIT CARD 5/28/2024	86.19	CLEARED	C	5/30/2024
1010	5/28/2024	DEPOSIT	000003	CREDIT CARD 5/28/2024	382.27	CLEARED	C	5/30/2024
1010	5/28/2024	DEPOSIT	000004	CREDIT CARD 5/28/2024	274.55	CLEARED	C	5/29/2024
1010	5/28/2024	DEPOSIT	000005	CREDIT CARD 5/28/2024	446.63	CLEARED	C	5/29/2024
1010	5/28/2024	DEPOSIT	000006	CREDIT CARD 5/28/2024	222.71	CLEARED	C	5/30/2024
1010	5/28/2024	DEPOSIT	000007	CREDIT CARD 5/28/2024	551.28	CLEARED	C	5/31/2024
1010	5/28/2024	DEPOSIT	000008	REGULAR DAILY POST 5/28/2024	1,124.63	CLEARED	C	5/29/2024
1010	5/29/2024	DEPOSIT		CREDIT CARD 5/29/2024	843.67	CLEARED	C	5/30/2024
1010	5/29/2024	DEPOSIT	000001	CREDIT CARD 5/29/2024	919.73	CLEARED	C	5/30/2024
1010	5/29/2024	DEPOSIT	000002	CREDIT CARD 5/29/2024	109.02	CLEARED	C	5/30/2024
1010	5/29/2024	DEPOSIT	000003	CREDIT CARD 5/29/2024	752.33	CLEARED	C	6/03/2024
1010	5/29/2024	DEPOSIT	000004	REGULAR DAILY POST 5/29/2024	1,331.68	CLEARED	C	5/30/2024
1010	5/30/2024	DEPOSIT		CREDIT CARD 5/30/2024	1,821.85	CLEARED	C	5/31/2024
1010	5/30/2024	DEPOSIT	000001	CREDIT CARD 5/30/2024	484.26	CLEARED	C	5/31/2024
1010	5/30/2024	DEPOSIT	000002	CREDIT CARD 5/30/2024	459.83	CLEARED	C	6/04/2024
1010	5/30/2024	DEPOSIT	000003	REGULAR DAILY POST 5/30/2024	728.12	CLEARED	C	5/31/2024
1010	5/31/2024	DEPOSIT		CREDIT CARD 5/31/2024	1,349.22	CLEARED	C	6/03/2024
1010	5/31/2024	DEPOSIT	000001	CREDIT CARD 5/31/2024	631.17	CLEARED	C	6/03/2024
1010	5/31/2024	DEPOSIT	000002	CREDIT CARD 5/31/2024	457.28	CLEARED	C	6/03/2024
1010	5/31/2024	DEPOSIT	000003	CREDIT CARD 5/31/2024	1,147.72	OUTSTND	C	0/00/0000
1010	5/31/2024	DEPOSIT	000004	REGULAR DAILY POST 5/31/2024	501.06	CLEARED	C	6/03/2024

EFT:								
1010	5/17/2024	EFT	000010	CHRISTOPER V. LARSEN	16,126.61CR	CLEARED	A	5/17/2024

MISCELLANEOUS:								
1010	5/03/2024	MISC.		PAYROLL DIRECT DEPOSIT	33,121.92CR	CLEARED	P	5/03/2024

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

CHECK DATE: 5/01/2024 THRU 5/31/2024
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
MISCELLANEOUS: -----								
1010	5/17/2024	MISC.		PAYROLL DIRECT DEPOSIT	34,779.33CR	CLEARED	P	5/17/2024
1010	5/31/2024	MISC.		PAYROLL DIRECT DEPOSIT	35,290.14CR	CLEARED	P	5/31/2024
SERVICE CHARGE: -----								
1010	5/02/2024	SERV-CHG		APRIL CHASE FEES	3,431.13CR	CLEARED	G	5/02/2024
1010	5/02/2024	SERV-CHG	000001	APRIL CHASE FEES	521.78CR	CLEARED	G	5/02/2024
1010	5/06/2024	SERV-CHG		APRIL AMX FEES	71.41CR	CLEARED	G	5/06/2024
1010	5/16/2024	SERV-CHG		APRIL ACCOUNT ANALYSIS FEES	342.85CR	CLEARED	G	5/16/2024
TOTALS FOR ACCOUNT 1010				CHECK	TOTAL:	696,742.16CR		
				DEPOSIT	TOTAL:	1,280,407.10		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	103,191.39CR		
				SERVICE CHARGE	TOTAL:	4,367.17CR		
				EFT	TOTAL:	16,126.61CR		
				BANK-DRAFT	TOTAL:	44,802.30CR		
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL:	696,742.16CR		
				DEPOSIT	TOTAL:	1,280,407.10		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	103,191.39CR		
				SERVICE CHARGE	TOTAL:	4,367.17CR		
				EFT	TOTAL:	16,126.61CR		
				BANK-DRAFT	TOTAL:	44,802.30CR		



MEMO

To: Board of Directors
From: Trish Wilkinson, Accounting Supervisor
Date: June 18, 2024
RE: Accounting Supervisor's Report May 2024

Finance

Transfer In/Out

- 05/08/2024 Transferred \$805,000 – Reliable Water Supply expenses
OUT Water Enterprise Fund 320-1130 (Money Market)
IN Water CIP Fund 130-1130 (Checking)

Budget

- 04/09/2024 Fiscal year 2024/2025 first draft budget presented to the Finance Committee for review and discussion.

05/14/2024 Fiscal year 2024/2025 second draft budget presented to the Finance Committee for review and discussion.

05/21/2024 Fiscal year 2024/2025 second draft budget presented to the Board of Directors for review and discussion.

06/11/2024 Fiscal year 2024/2025 draft budget narrative presented to the Finance Committee for review and discussion.

06/18/2024 Fiscal year 2024/2025 draft budget narrative presented to the Board of Directors for approval.

- Significant budget updates as follows:

130-4115 Water Use Charges increased \$11,198 to \$3,104,882

130-4320 FEMA/CalOES Grants decreased \$53,308 to \$3,822,358

130-5-70-7204 Reliable Water Supply decreased \$71,423 to \$5,096,132



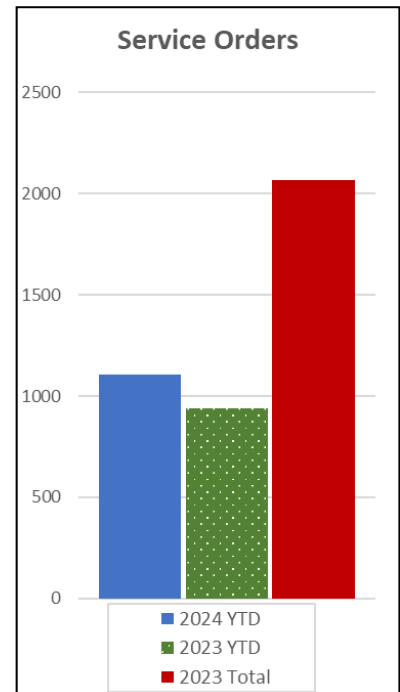
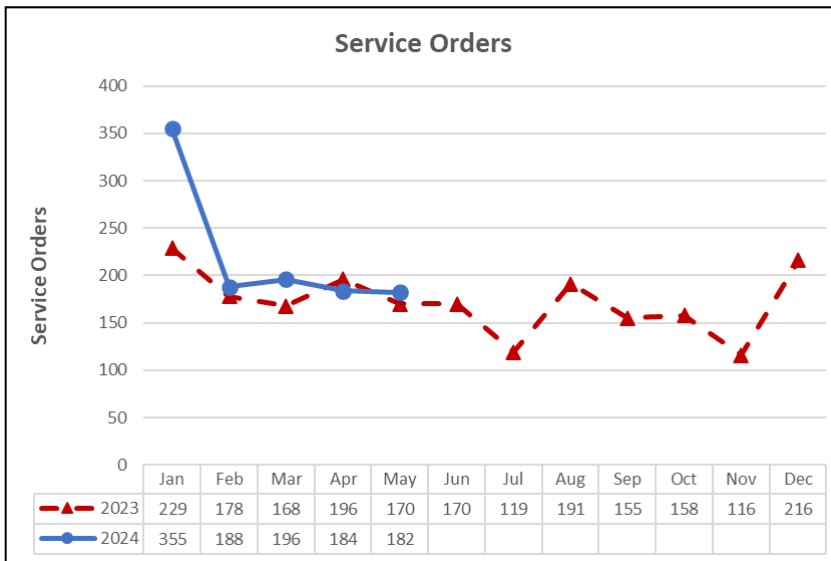
Hidden Valley Lake Community Services District

Field Operations Report

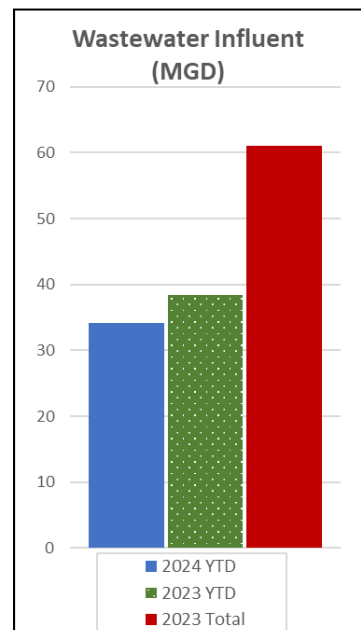
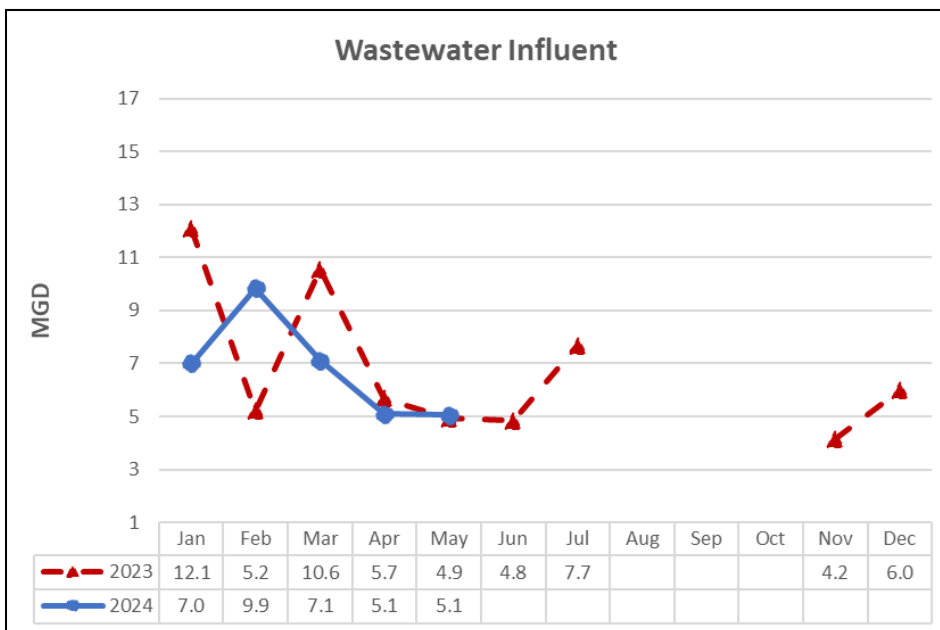
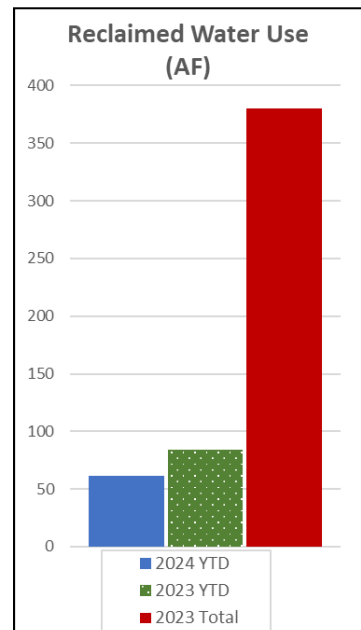
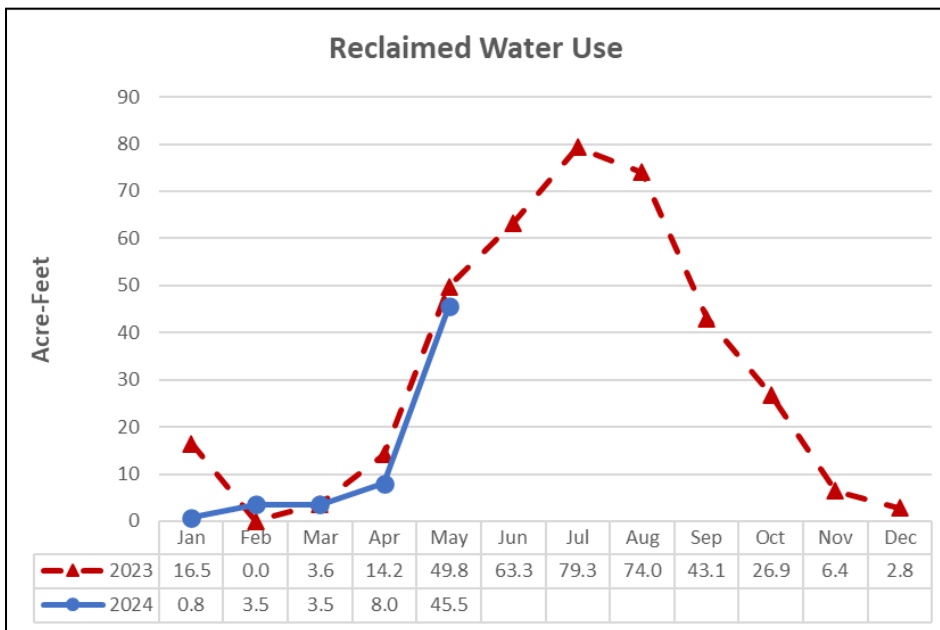
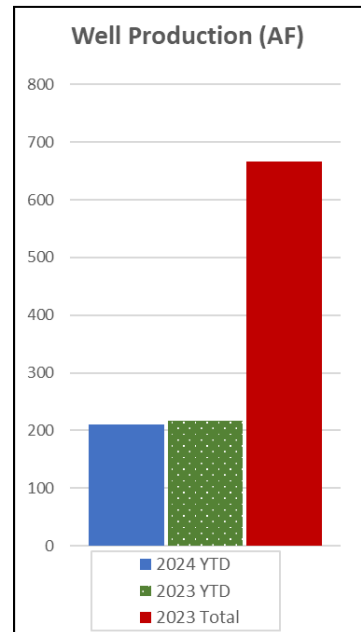
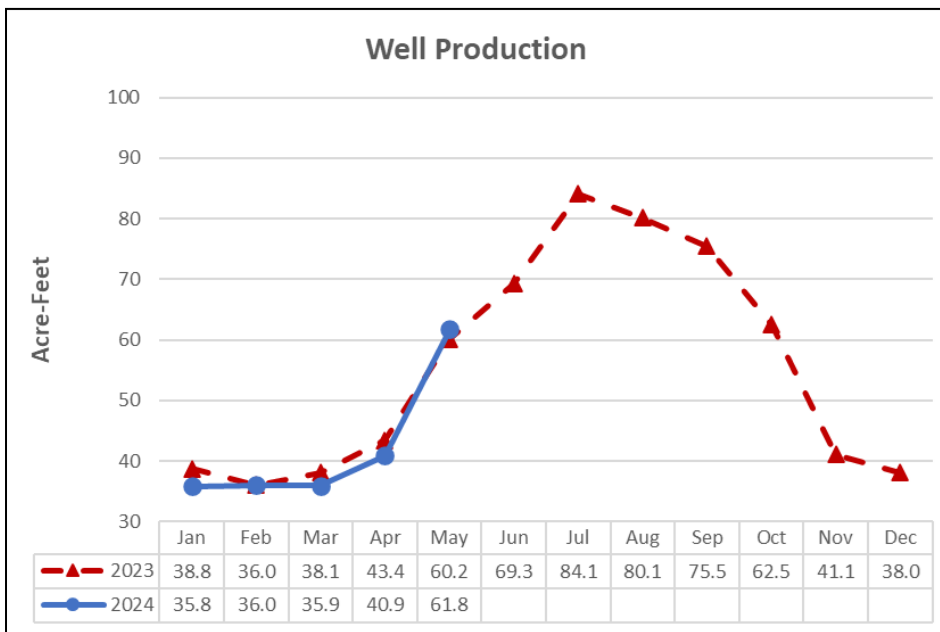
May 2024

Water Connections		Wastewater Connections	
New (current month)	0	New (current month)	0
Residential (previous month)	2479	Residential (previous month)	1491
Commercial & Govt (previous month)	38	Commercial & Govt (previous month)	15
Total Water Connections:	2517	Total Wastewater Connections:	1506

Precipitation		
May	Previous Year May	Historical
0.96 in	1.06 in	1.32 in

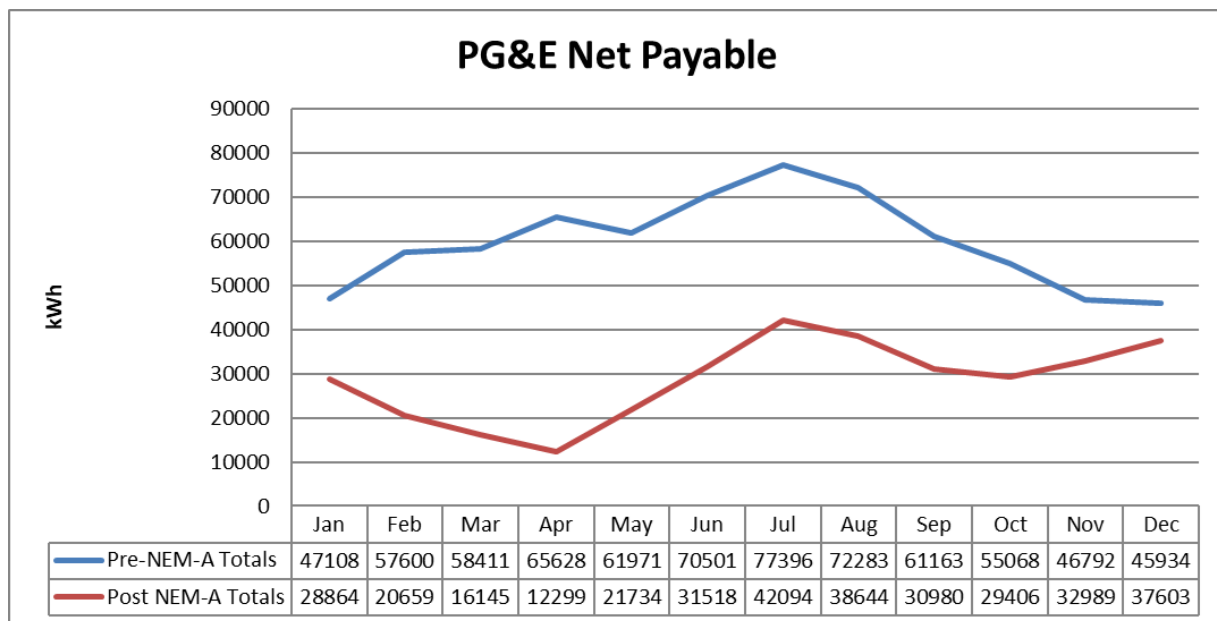
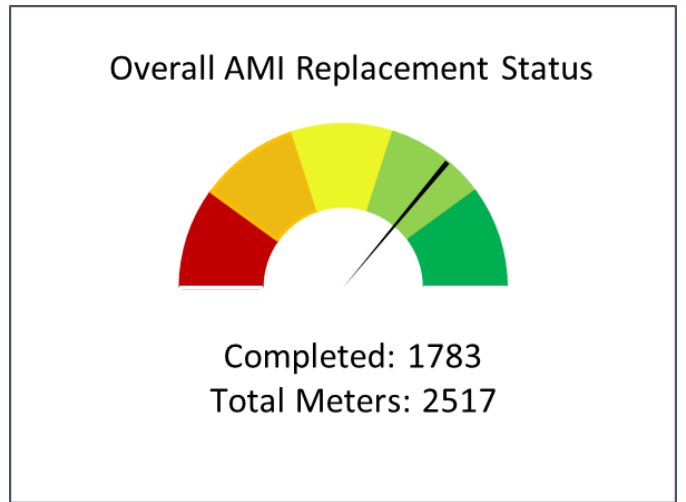


Hours		
Overtime Hours:	81.75	\$3,867.38



Vehicle Mileage	
Vehicle	Mileage
Truck 2	1,433
Truck 3	364
Truck 4	1,968
New Truck 6	1,075
Truck 7	2,452
Truck 8	0
Truck 9	465
Tractor	8.40 hours
Vac Truck	85.70
Excavator	10.80 hours
Skid Steer	11.00 hours

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	410.70	338.40
Fuel Log	410.10	337.20

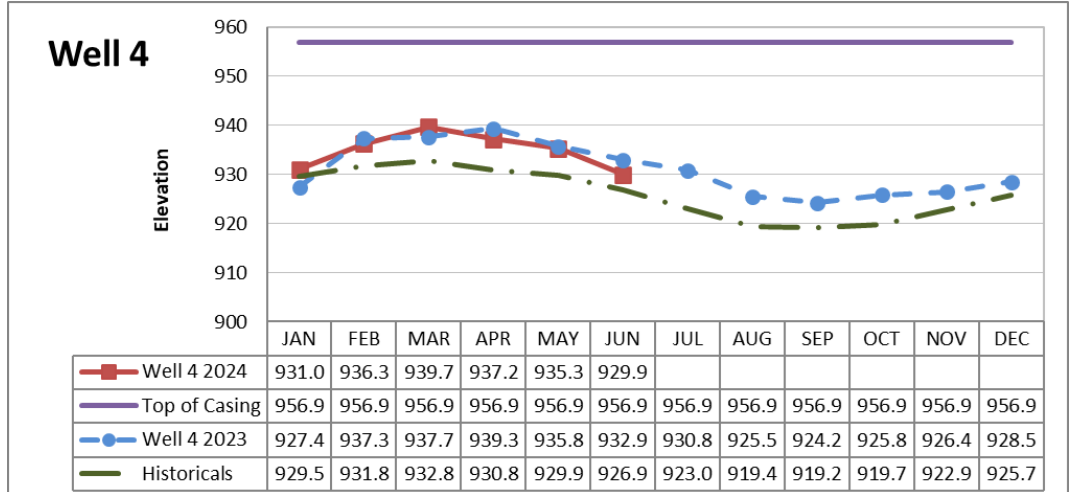


Groundwater Data

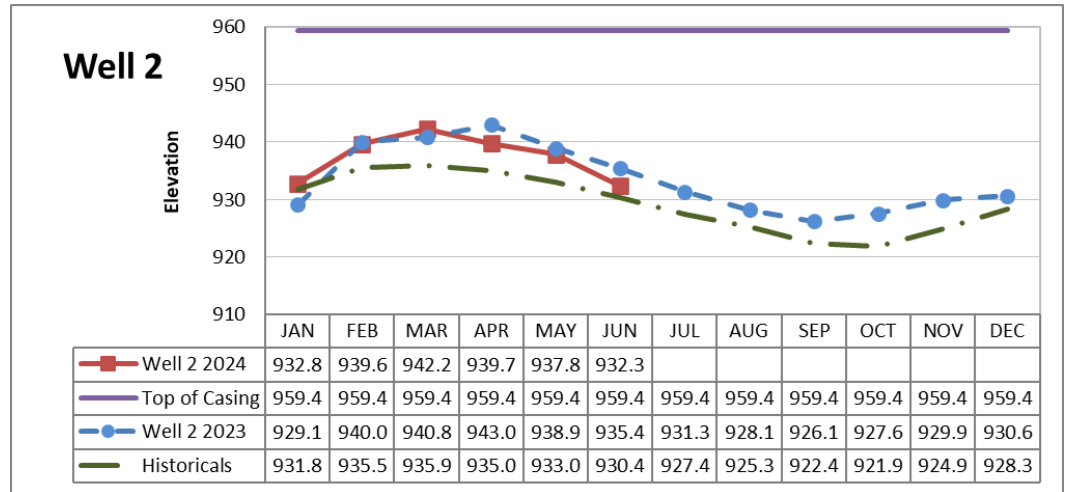
Drawdown

Recharge Rate

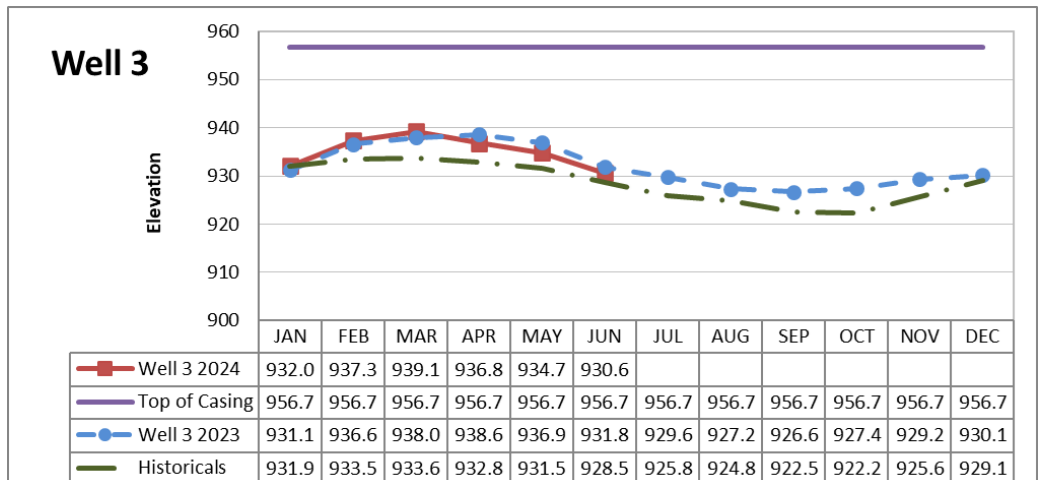
May: 109%
June: 104%



May: 101%
June: 100%



May: 103%
June: 102%



Water System Highlights

- Service line repair on Spyglass Rd
- AMI meter replacements
- Meter reads 5/24 & 5/28—5/30
- Routine maintenance and operations

Wastewater System Highlights

- Completed two manhole lid replacements (Spyglass Rd and North Shore Dr).
- Routine maintenance and operations

Water Resources Specialist Highlights

- Prepared GIS database for the Risk Assessment phase in the Local Hazard Mitigation Plan (LHMP) Update
- Completed the Central Valley Regional Water Quality Control Board (CVRWQCB) I/I progress report (attached)
- Completed the 2023 Consumer Confidence Report (CCR)
- Lead Service Line Inventory (LSLI) 29% complete
- Database maintenance, reports, and SOP development

Association of California Water Agencies—Committee Highlights

Energy Committee

No updates.

Water Quality Committee

Hexavalent Chromium (no updates)

The State Water Resources Control Board (SWRCB) adopted the new hexavalent chromium maximum contaminant level (MCL) on April 17, 2024. The new MCL has decreased from 50 parts per billion (ppb) to 10 ppb. In order to become final, the Office of Administrative Law must approve the Regulation. Once approved, the Regulation is expected to take effect by October of 2024 and the District will have 3 years from the adoption date to comply.

PFAS MCL

The U.S. EPA established new MCLs for PFAS chemicals: 4 parts per trillion (ppt) for PFOA and PFOS as individual contaminants and 10 ppt for PFNA, PFHxs, and HFPA-DA. Separately, the California Office of Environmental Health and Hazard Assessment (OEHHA) established public health goals (PHG) of 0.007 ppt for PFOA and 1 ppt for PFOS. The SWRCB is considering accepting the federal MCLs; once they do, the District will have five years to comply.

On June 7, the American Water Works Association (AWWA) and the Association of Metropolitan Water Agencies (AMWA) filed a petition with the U.S. Court of Appeals for the review of the new MCL. Both associations are concerned that the EPA did not rely on the best available science to establish the MCL and are calling that the rule be revisited.

PFAS Liability Protection (no updates)

PFAS chemicals are being considered for the hazardous substances list as defined under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). If added, water systems could be held financially liable for the cleanup of PFAS regardless of the fact that they were not the polluters.

To avoid this, statutory protection for water systems is being proposed in S. 1430 and H.R. 7944 (the companion bill), both the Water Systems PFAS Liability Protection Act. The Act would exempt water systems and hold entities responsible for PFAS contamination financially liable instead. S. 1430 was referred to the Senate Environment and Public Works committee in May of 2023 and is still under review. H.R. 7944 was referred to the Committee on Energy and Commerce as well as the Committee on Transportation and Infrastructure in April of 2024.

Association of California Water Agencies—Committee Highlights

State Legislative Committee 5/17 & 5/31

*updates are in red

SB 1255: *Oppose-Unless-Amend*—Public water systems: Needs analysis and **Low-Income Rate Assistance Program**

Various efforts have been made at the SWRCB to create a low-income water rate assistance program, specifically for those in disadvantaged communities. Some of these efforts include the Human Right to Water statute, Low-Income Water Rate Assistance Act (2015), the Budget Act of 2018, and SB 200.

SB 1255 would require that the SWRCB, on or before July 1, 2026, and every three years thereafter, update their needs analysis of the state's public water systems to include an assessment of the funds necessary to:

- Provide a 20% discount for low-income households served by a community water system with fewer than 3,000 service connections.
- For community water systems with fewer than 3,000 service connections to meet the affordability threshold as established by the SWRCB.

The intent of this bill is finally adopt a low-income rate assistance (LIRA) program. To develop the assessment, the SWRCB would be required to:

- Collect arrearage data from water systems not regulated by the Public Utilities Commission.
- Estimate the number of households in need of assistance.
- Identify available data on water rates charged by community water systems with fewer than 3,000 service connections.

Proposed amendments:

- Change the word “discount” to “bill credit” since publicly owned water systems cannot legally provide discounts for their services.
- Tailor the bill to direct assistance to community water systems with fewer than 3,000 connections that serve disadvantaged communities. This is because these water systems face significant affordability issues that require assistance.

Additionally, retail water suppliers with over 3,300 connections must establish a water LIRA program funded with voluntary contributions by rate payers. These voluntary contributions (set at 20% of the ratepayer's bill amount) are automatically applied to the ratepayer's bill through an Opt-In program. Ratepayers must request to opt-out at least three months prior to beginning collection of the contributions and at least annually thereafter.

Although the District would not be subject to the LIRA program requirements due to insufficient service connections, it is important that state-mandated rate assistance programs be optimal across all water system sizes. The District is part of ACWA's SB 1255 working group to help propose amendments.

Association of California Water Agencies—Committee Highlights

Other Updates

H.R. 7525—Special District Grant Accessibility Act (no updates)

The House passed H.R. 7525, the Special District Grant Accessibility Act, which would codify the definition of a “special district” into federal law. This will help special district secure federal funding and other opportunities as other local federally-recognized agencies do. The bill has been moved to the Senate and referred to the Committee on Homeland Security and Governmental Affairs.

Initiative 1935 (#21-0042A1) (no updates)

Initiative 1935, the “Taxpayer Protection and Government Accountability Act,” is a California ballot measure that would restrict the ability of state and local governments to implement new fees and charges. For example, a two-thirds voter approval would be required when implementing new fee structures whereas a voter majority opposition is required now. Also, the bill could retroactively invalidate all state and local taxes or fees adopted since January 1, 2022.

The District adopted *Resolution 2022-09* to formally oppose the Initiative in September of 2022. Opposers of the bill proposed Assembly Constitutional Amendment 13 (ACA 13) in an attempt to reduce the likelihood that the Initiative would pass the by modifying voter threshold requirements; ACA 13 will be on the November 2024 ballot along with the Initiative.

Opponents of the Initiative also took to the Supreme Court in *Legislature v. Weber*. If ruled in favor of the Legislature, the Initiative will be removed from the ballot. On May 8, 2024 the Court heard the initial arguments and is expected to form a ruling in June.

Hidden Valley Lake

Community Services District



19400 Hartmann Road

Hidden Valley Lake, CA 95467

707.987.9201

May 1, 2024

Mr. Guy Childs
California Regional Water Quality Control Board
Central Valley Region
11020 Sun Center Drive, #200
Rancho Cordova, CA 95670-6114

Re: Quarterly Progress Report

Dear Mr. Childs,

In response to your request from August 2018 for quarterly progress reports, we have compiled a list of completed and ongoing activities with respect to our Infiltration and Inflow (I/I) Work Plan Assessment. Attached in the appendix are the associated figures.

COMPLETED:

February

1. Issued award of contract and a professional services agreement with Foster Morrison Consulting to update the District's Local Hazard Mitigation Plan (LHMP). The plan will maintain that the District stay eligible for federal funding opportunities.
2. Removed fat, oil, and grease build up in lift stations with VacTruck.

March

3. Checked the Deer Hill Rd – North Shore Dr easement; observed the same amount of I/I.
4. Held two LHMP kickoff meetings and invited community members and stakeholders to partake in the Plan's development.
5. Held a hazardous materials walkthrough with local first responders and Lake County Environmental Health staff. During the walkthrough District staff provided information on the hazardous materials that are held at the wastewater treatment plant and water treatment plant as well as elaborated on evacuation information from the Risk Management Plans for both sites.
6. Removed fat, oil, and grease build up in lift stations with VacTruck.

April

7. Developing a DWR post-performance monitoring of I/I improvements for 2022 – 2023.

8. The District is in the process of procuring consultants and partners for a stormwater mitigation project. The project aims to address the Putah Creek Levee which, in heavy rain events, floods and causes severe I/I. Staff presented during the community's HOA board meeting to garner public support.
9. Two manhole lid replacements are in progress in sub-basin 5 (manhole 10.0-5) and sub-basin 3 (manhole 2.0-2). Both lids showed signs of inflow during heavy rain events (see Figure 1 for a map of manhole lid replacement status).
10. Removed fat, oil, and grease build up in lift stations with VacTruck.

FOR NEXT QUARTER:

11. Camera-inspect the second half of both Deer Hill Rd easements.
12. Remove the rootballs found in the Deer Hill Rd area during camera-inspections.
13. Continue manhole lid replacements.
14. Continue grant applications for aged line replacements.
15. Complete more SOPs to improve wastewater activities and operations.
16. Continue I/I studies to evaluate system priority areas and repair progress.
17. Continue projects to improve the SCADA system.

This concludes the fifteenth quarterly report delivered to the Central Valley Regional Water Boards. Do you have any recommendations on how to proceed? We welcome your guidance on any next steps. Thank you for your help and consideration in advance.

Dennis White

General Manager, Cert #40478

Cell 707-533-3498

Barry Silva

Utility Supervisor, Cert #39363

707-987-9201

Alyssa Gordon

Project Manager

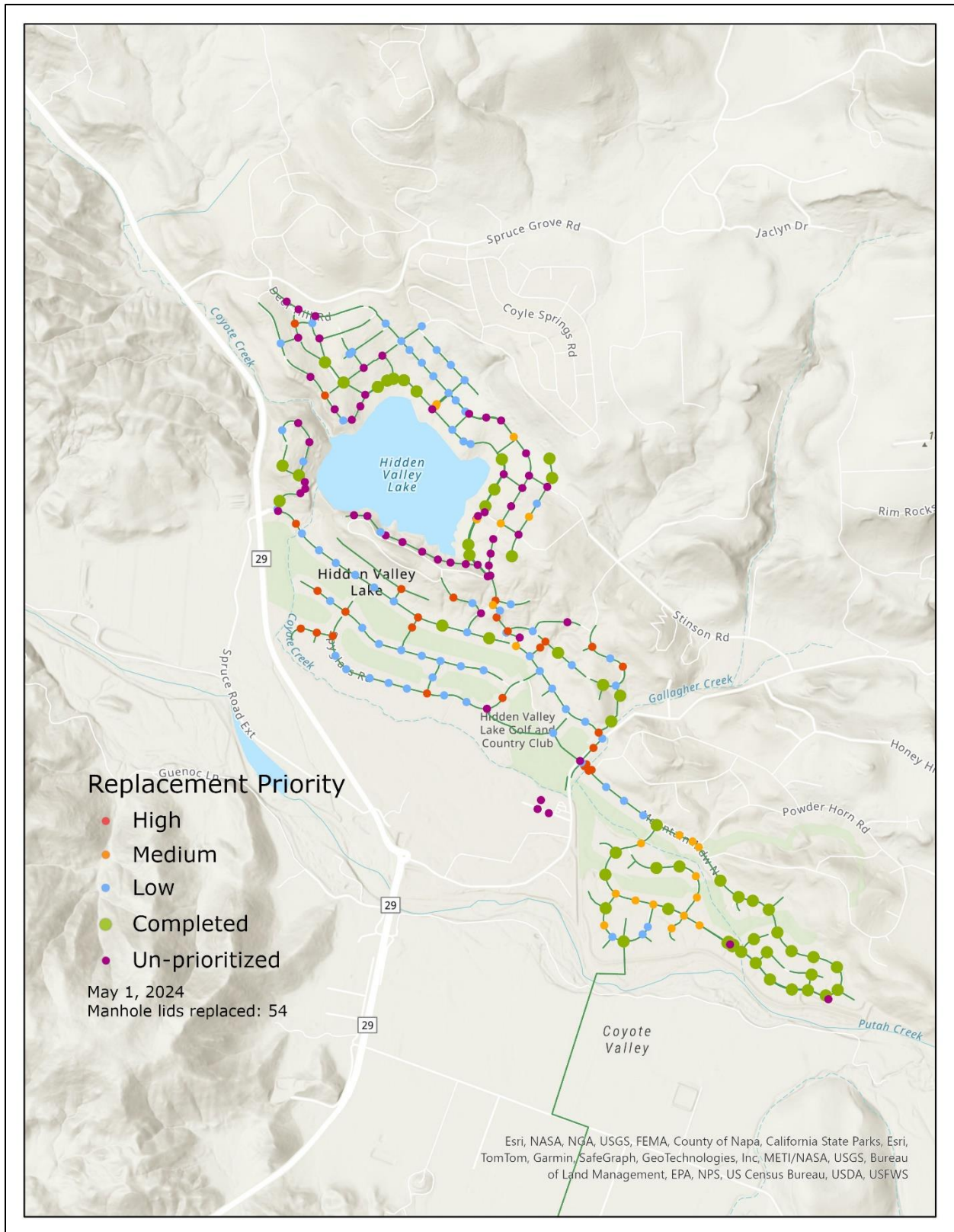
707-987-9201

Hannah Davidson

Water Resources Specialist

707-987-9201

Figure 1. Updated manhole lid replacement status as of May 1, 2024





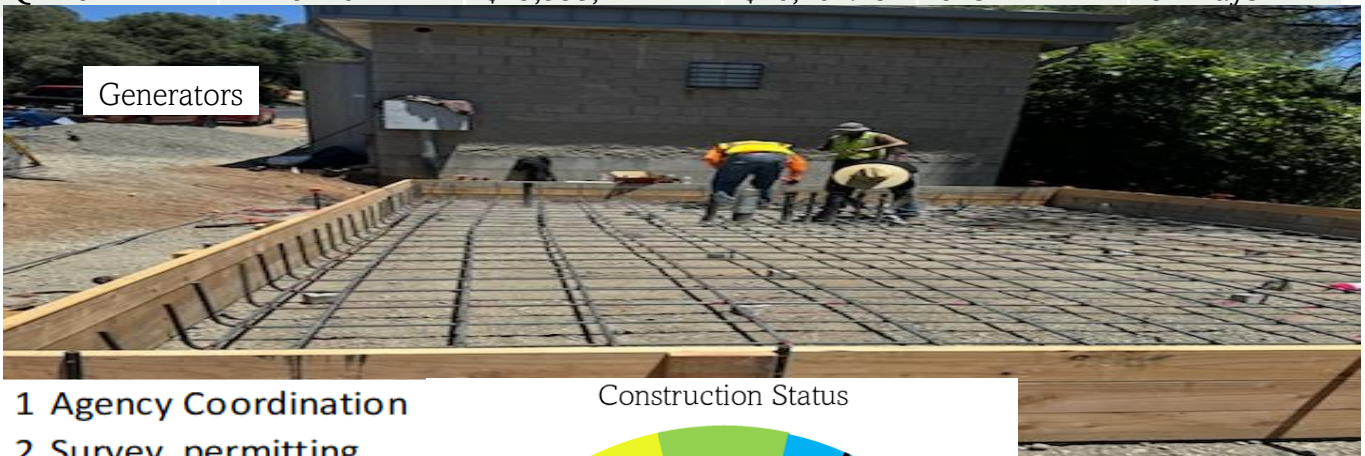
Hidden Valley Lake Community Services District Projects Update Report May / June 2024

Backup Power Reliability Project

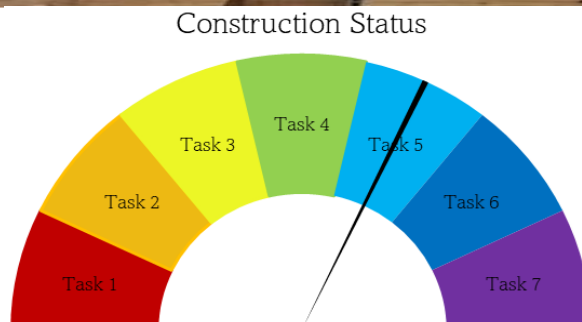
- Quarterly reporting
- 4/15 Mobilization
- 6/3 Greenridge excavation
- 6/17 Pour Greenridge pad
- Guy wire relocation
- 9/11 MTS & Load bank delivery
- 9/24, 9/30 Estimated Generator arrival
- 10/2 ATS delivery



Expense Pd.	Request Date	Request Amt	NOP Amt	Warrant	Difference
Q3 2022	10/15/2022	\$370.62	\$250.14	01/31/2023	108 Days
Q4 2022	01/10/2023	\$2,240.97	\$1,512.45	02/14/2023	35 Days
Q1 2023	4/7/2023	\$3,397.21	\$2,292.81	05/05/2023	28 Days
Q2 2023	7/10/2023	\$45,239.00	\$30,532.25	09/07/2023	59 Days
Q3 2023	10/11/2023	\$65,053.91	\$43,905.54	11/16/2023	36 Days
Q4 2023	1/9/2024	\$10,990.76	\$7,417.77	2/7/24	28 Days
Q1 2024	4/15/2024	\$29,933,17	\$20,202.19	6/3/24	52 Days



- 1 Agency Coordination
- 2 Survey, permitting
- 3 Mobilization
- 4 Site prep
- 5 Demo, Ret Wall
- 6 Install Equip, fence
- 7 Paving, closeout



Defensive Space and Ignition Resistant Construction Project

1/9 FEMA RFI
 1/19 FEMA RFI response
 2/7 FEMA RFI additional documentation response
 Bid specification review
 4/17 Quarterly reporting
 6/4 Notice of Payment



Wellfield

Expense Pd.	Request Date	Request Amt.	NOP Amt.	Warrant	Difference
Q3 2022	10/06/2022	\$2,501.64	\$1,688.38	01/23/2023	109 Days
Q4 2022	01/10/2023	\$3,981.15	\$2,686.92	02/03/2023	24 Days
Q1 2023	04/10/2023	\$100,002.50	\$67,492.69	05/05/2023	25 Days
Q2 2023	7/10/2023	\$166,307.65	\$112,242.70	9/11/2023	63 Days
Q3 2023	9/18/2023	\$81,422.72	\$46,964.72	10/20/2023	32 Days
Q4 2023		\$0	\$0		
Q1 2024	4/17/24	\$1,863.37	\$1,863.37		



Unit 4 Tank



Little Peak Vegetation

Design Status



- Task 1: Geotechnical and Survey Field Work
- Task 2: Geotechnical Report
- Task 3: 35% Engineering Design Package
- Task 4: 65% Engineering Design Package
- Task 5: 95% PS&E
- Task 6: CEQA Initial Study/Mitigated Negative Declarations
- Task 7: Bidding Support



Water System Storage Reliability Project

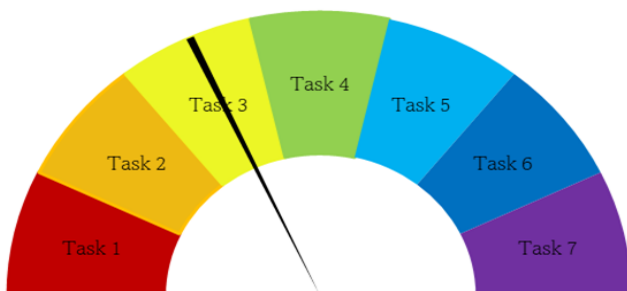
Foundation discussion
 Electrical undergrounding discussion
 Excavation discussion
 Quarterly Reports
 Differing site conditions
 Outlet piping

5/6 Materials delivery
 5/20 Notice of Payment
 Work change directives
 May pay request
 Conduct investigation

Expense Pd.	Request Date	Request Amt.	NOP Amt.	Warrant	Difference
Pre-Award	10/21/2022	\$19,076.17	\$12,876.41	12/02/2022	42 Days
Q3 2022	10/21/2022	\$4,350.45	\$2,936.55	12/02/2022	42 Days
Q4 2022	01/06/2023	\$15,995.73	\$10,594.62	01/23/2023	17 Days
Q1 2023	04/11/2023	\$64,128.44	\$43,286.70	05/05/2023	24 Days
Q2 2023	7/10/2023	\$75,689.98	\$52,496.74	9/5/2023	57 Days
Q3 2023	10/10/2023	\$56,763.22	\$38,315.17	11/6/2023	27 Days
Q4 2023	1/9/2024	\$574,334.17	\$387,675.56	2/7/2024	28 Days
Q1 2024	4/15/2024	\$251,529.58	\$173,744.80	6/3/2024	52 Days



Construction Status



- 1 Mobilization/Veg Mgmt
- 2 Grading, Piping, Fence
- 3 Tank 9A Construction
- 4 Tank 9 Demolition
- 5 Tank 9B Construction
- 6 Paving
- 7 Closeout

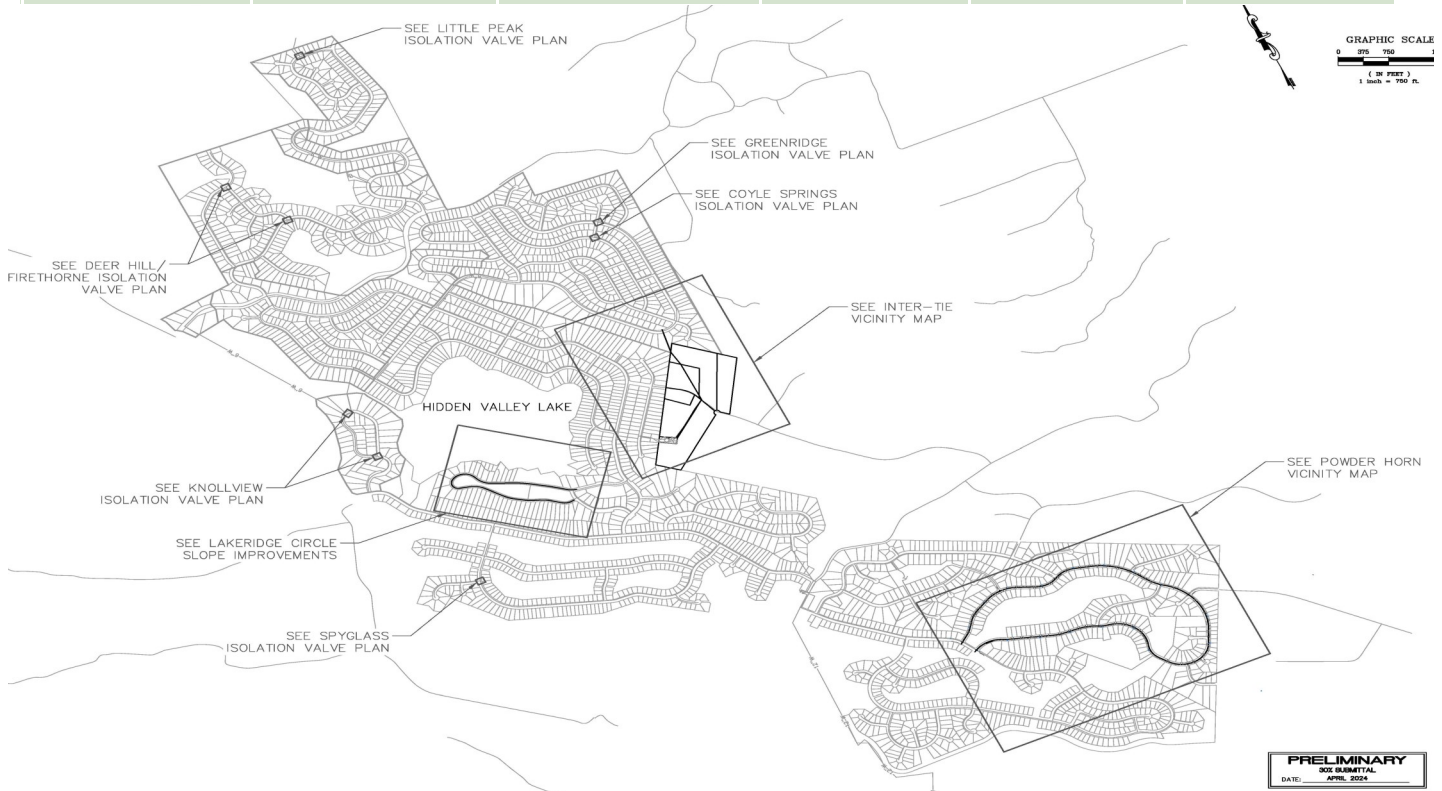


Water Distribution Reliability Project

- 4/17 Environmental assessments
- 5/16 30% Design Review
- 5/24 Notice of Payment
- 6/7-6/11 Continued environmental assessments



Expense Pd.	Request Date	Request Amt.	NOP Amt.	Warrant	Difference
Q4 2022	01/10/2023	\$1,450.49	\$978.95	02/14/2023	35 Days
Q1 2023	04/08/2023	\$34,543.03	\$23,313.44	05/05/2023	27 Days
Q2 2023	7/10/2023	\$46,174.40	\$31,163.56	09/11/2023	63 days
Q3 2023	10/11/2023	\$44,243.75	\$29,860.55	11/6/2023	26 days
Q4 2023	1/10/2024	\$43,584.34	\$29,415.51	2/7/24	28 days
Q1 2024	4/15/2024	\$28,893.99	\$18,470.76	6/3/24	49 days



- Task 1: Kick-off Mtg, Field Review, and Topographic Survey
- Task 2: Geotechnical Study and Seismic Hazard Assessment
- Task 3: Environmental Investigations and Document Prep.
- Task 4: 30% Engineering Design Package
- Task 5: 65% Engineering Design Package
- Task 6: Benefit Cost Analysis
- Task 7: Final Project Reports and Memorandum



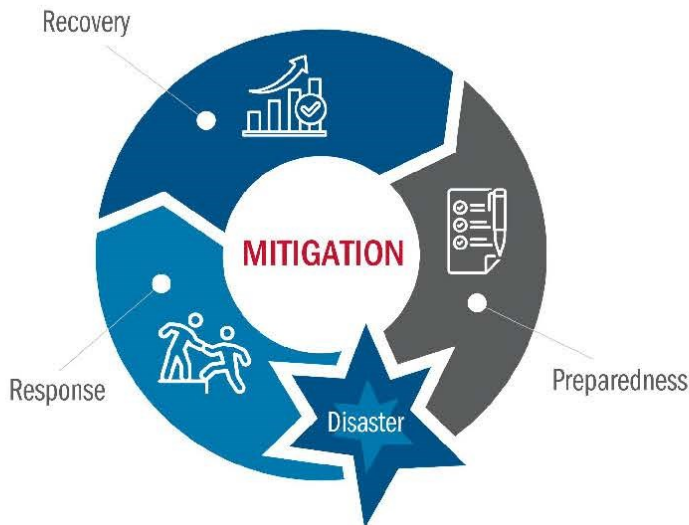


LHMP Update Project

- 3/26 HMPC & Public kick-off meeting
- Quarterly Reporting
- Risk & Vulnerability assessment
- 5/23 LHMP Worksheet
- 5/29 GIS asset meeting
- 7/11/24 HMPC & Public meeting #2

Expense Pd.	Request Date	Request Amt.	NOP Amt.	Warrant	Difference
Q1 2024	4/15/2024	\$7,720.52			

*Hidden Valley Lake
Community Services District
Local Hazard Mitigation Plan
March 2020*





Other Project Updates

FLASHES

- NDA discussion
- MIP application due 6/28/24
- Grant expense discussion
- CIP Budget planning
- 5/22 Ad Hoc meeting
- 6/3 Ad Hoc meeting
- 6/5 Submitted District costs for MIP grant administration, EIR costs
- 6/12 Tentative draft budget for MIP application
- 6/27 Tentative Ad Hoc (AM), Special Meeting (PM) for director approval of application

SCADA

- 5/17 USBR Application submitted
- CIP Budget planning

Stormwater Mitigation

- CIP Budget planning
- 5/16 APGP Scope Update
- 6/3 APGP application submitted
- 6/13 Provided update to HVLA

Budget

- CIP Narrative



**Hidden Valley Lake
Community Services District**
19400 Hartmann Road
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www.hvlcsd.org

MEMO

To: Board of Directors
From: Dennis White
Date: June 18, 2024
RE: General Manager's Report

Next month's GM report will be a snapshot in time of District operational activities over the past several years! This reflection will be mainly driven towards one of our own who has informed me of their retirement. So, in honor of Alyssa Gordon! I will present it when Alyssa is here in person. Alyssa last day will be 10-10-2024 The District does plan to have a retirement party TBD.

Management of the Day-to-Day Operations

Finance

Budget has been the hot topic these past few months. Trish presented a preliminary budget draft at the May board meeting for your review. The Finance Committee did a final review on 6-11-24 for any edits. So tonight, the public hearing will open for comment on the FY 2024/2025 Budget followed by Board approval of Resolution 2024-03 Adopting the FY 2024-25 Budget and approval of Resolution 2024-04 Approving and Adopting the Investment Policy for FY 2024-25.

Thank you to our project manager for such a detailed narrative report of capital expenditures and improvements. Hats off to Alyssa!

Staffing

Staff have been preparing the Workplace Violence Prevention Plan required under Senate Bill No. 553

Penny and Kelly have prepared the plan and resolution 2024-05 for your consideration and adoption of the Workplace Violence Prevention Plan. The District has zero tolerance for workplace violence. Awareness and the safety of all staff/board members



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is a high priority. There will be training coming soon on WVPP for both staff and board members.

Staff have been working on the vehicle replacement policy to support the necessity for purchasing two trucks through our fund 120-130-5150 repair & replace fund, these two trucks would replace trucks 8 & 9 in our fleet. These two trucks have served their useful life purpose. The cost of replacement outweighs the expense of ongoing maintenance when we consider mileage, age, and cosmetic value in the public's eyes. Staff requests a not to exceed value of \$38,000 per truck = \$76,000 split

Other Business

As you will see later in the agenda Resolution 2024-06 BRCE CMI Contract Amendment Included is a staff report that provides an explanation for the amendment.

FLASHES –AD-HOC committee met twice this month and plans for one more meeting at the end of the month followed up with a special closed meeting. These three AD-HOC meetings are meant to get a better understanding of this project and how things have developed in the last few years. Currently the AD-HOC committee is looking at a MIP application and what it entails, preparing to give a stronger recommendation.

Brambles

Alyssa continues to work with BKS on the annexation process in preparation of a public hearing to Consider the Initiation of Proceedings with LAFCo for Annexation of the Brambles Golf Course. Stay tuned!

Fiscal Year 2024-2025

Preliminary Budget



Pending Approval June 18, 2024

Board of Directors:

Sean Millerick, President

Jim Freeman, Vice President

Gary Graves

Jim Lieberman

Matt Metcalf

General Manager:

Dennis White

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Revenue and Expense Trends and Forecast	3
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Capital Projects Budget	13
Debt Service Budget	18

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 has 15 full-time employees and provides water services to over 2,500 homes and 6 distinct businesses, and wastewater services to over 1,500. Its service area encompasses approximately three-square miles.

Mission Statement

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

Vision Statement

“To provide innovative and reliable services in an environmentally conscious manner that produces a high level of ratepayer satisfaction.”

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 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 it allowed for the merger of the two utilities 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 represent the general interest of those in the Hidden Valley Lake community. Directors must live within the boundaries of the 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 operations. The Board appoints a General Manager to handle day-to-day operations and to carry out goals and policies. It is the General Manager's responsibility to ensure that District procedures are in line with the District's mission, and that on-going operations and planning are mindful of the District's vision. Beyond the General Manager, the Board also appoints legal counsel and financial auditors.

The Board of Directors is committed to transparency. Board meetings are held in accordance with the Brown Act regulations and public notice requirements. Regular board meetings are held on the third Tuesday of the month at 7:00 p.m. at the District's business office at 19400 Hartmann Rd, Hidden Valley Lake; an exception was made during the height of the COVID-19 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 policy development. 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, <https://www.hvlcsd.org/>. Each meeting ends with a call for public comment and community members are encouraged to participate.

Revenue and Expense Trends and Forecast

Water & Wastewater Overview

The years 2021 - 2025 are turning out to be recovery and growth years. Correspondingly, fiscal year 2024/2025 will land solidly in the recovery and growth category. The damage done by natural disasters and deferred maintenance has been replaced by new infrastructure and planning efforts. The District has adjusted to focus on providing reliable, resilient, quality water and wastewater services. Daily operations are implementing continuous improvement activities to maintain these goals and to uphold the District's vision. Despite continuously rising operational costs, the District is maintaining stability. This is in part due to the calculated transition from reactive to proactive mode. The performance and progress of both the Water and Sewer Enterprise Funds are uniquely nuanced. The upcoming fiscal year budget will follow the vision originally developed in the rate study conducted by NBS and adopted by the Board of Directors in 2020.

Wastewater

The Sewer Enterprise Fund revenues increased by 35% since the 5-year rate plan was implemented in January 2021. The revenue increase has allowed the District to focus on funding essential infrastructure rehabilitation. Operational expenses decreased 4%, securing excess revenue reserves for future infrastructure rehabilitation.

Water

The Water Enterprise Fund achieved a revenue growth of 21% over the past 3.5 years. Expenses increased by 11% mainly due to the increase in operational supplies, multiple infrastructure and capital improvement projects. Five (5) new water permits were purchased during fiscal year 23/24 accurately supporting the budget projections. Anticipating a decrease in housing construction, the water permit sales projection was decreased to three (3) for fiscal year 24/25.

Significant Budget Changes

Salaries and Benefits - \$2,090,718 (increase of \$128,493 from 23/24)

An adjustment of 3.5% to employee compensation will align the District to the Consumer Price Index (CPI) as a measure of cost of living. Special District Risk Management Authority (SDRMA) health insurance premiums increased 9%.

Liability Insurance -\$315,000 (increase of \$49,348 from 23/24)

Property/Liability insurance increased 17%.

Workers Comp Insurance -\$70,000 (increase of \$32,764 from 23/24)

Workers Compensation insurance increased 61%.

Final Thoughts

By making water reliability a priority, two key milestones of fiscal year 23/24 have helped keep improvements on track: (1) Federal Grant funding for infrastructure improvements, and (2) the Water Reliability Revenue Bond. This significant financial assistance helps to keep the cost of service reasonable for ratepayers. This trend is expected to continue through available funding at both the state and federal level. With improvements being made to infrastructure, both self-reliance and employee satisfaction will increase. Less time will be required to fix damaged pipes, valves, pumps, etc., since the infrastructure will be new. Staff time will be better spent maintaining and exercising new equipment and building new job-related skills. The District remains committed to the transition from reacting to breaks and leaks to proactively preventing them. With improved employee skill levels and subsidies keeping capital projects costs lower the District is better positioned to provide safe and affordable water and wastewater services to the growing community of Hidden Valley Lake.

Today's plans are built with sustainable growth in mind. The District's maintenance and updates to the Local Hazard Mitigation Plan, the Strategic Plan, the Water Shortage Contingency Plan, and Risk Management Plans will help maintain financial stability.

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
SEWER ENTERPRISE FUND 120**

REVENUE	
120-4020 PERMIT & INSPECTION FEES	500
120-4045 AVAILABILITY FEES	9,000
120-4050 SALES OF RECLAIMED WATER	183,611
120-4111 COMMERCIAL SEWER USE	85,538
120-4112 GOVERNMENT SEWER USE	1,200
120-4116 SEWER USE CHARGES	2,059,031
120-4210 LATE FEE	32,000
120 4300 MISC INCOME	500
120-4310 OTHER INCOME	500
120-4320 FEMA/CalOES GRANTS	-
120-4325 GRANTS	121,875
120-4550 INTEREST INCOME	3,000
120-4580 TRANSFER IN	433,875
TOTAL REVENUE	2,930,630

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
SEWER ENTERPRISE FUND 120**

OPERATING EXPENDITURES

120-5010 SALARY & WAGES	600,605
120-5020 EMPLOYEE BENEFITS	230,942
120-5021 RETIREMENT BENEFITS	135,063
120-5022 CLOTHING ALLOWANCE	2,500
120-5024 WORKERS COMP INSURANCE	35,000
120-5025 RETIREE HEALTH BENEFITS	19,007
120-5030 DIRECTOR HEALTH BENEFITS	59,752
120-5040 ELECTION EXPENSE	2,500
120-5060 GASOLINE, OIL & FUEL	30,000
120-5061 VEHICLE MAINT	30,000
120-5062 TAXES & LICENSE	800
120-5063 CERTIFICATIONS	2,000
120-5074 PROPERTY/LIABILITY INSURANCE	157,500
120-5075 BANK FEES	35,000
120-5080 MEMBERSHIP & SUBSCRIPTIONS	14,000
120-5090 OFFICE SUPPLIES	5,000
120-5092 POSTAGE & SHIPPING	10,000
120-5121 LEGAL SERVICES	20,000

120-5122 ENGINEERING SERVICES	75,000
120-5123 OTHER PROFESSIONAL SERVICES	37,000
120-5125 OPEB OBLIGATION	13,000
120-5126 AUDIT SERVICES	7,500
120-5130 PRINTING & PUBLICATION	8,000
120-5135 NEWSLETTER	1,000
120-5145 EQUIPMENT RENTAL	6,500
120-5148 OPERATING SUPPLIES	90,000
120-5150 REPAIR & REPLACE	185,000
120-5155 MAINT BLDG & GROUNDS	15,500
120-5156 CUSTODIAL SERVICES	18,500
120-5157 SECURITY	5,000
120-5160 SLUDGE DISPOSAL	50,000
120-5165 TERTIARY POND MAINT	50,000
120-5170 TRAVEL & MEETINGS	12,000
120-5175 EDUCATION/SEMINARS	14,000
120-5176 DIRECTOR TRAINING	3,600
120-5179 ADM MISC EXPENSE	1,200
120-5191 TELEPHONE	18,000
120-5192 ELECTRICITY	155,000
120-5193 OTHER UTILITIES	3,500
120-5194 IT SERVICES	35,000

120-5195 ENV/MONITORING	50,000
120-5198 ANNUAL OPERATING FEES	27,000
120-5310 EQUIPMENT - FIELD	1,200
120-5311 EQUIPMENT - OFFICE	1,200
120-5315 SAFETY EQUIPMENT	3,500
120-5545 RECORDING FEES	250
120-5580 TRANSFER OUT	154,075

TOTAL OPERATING EXPENDITURES	2,431,194
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**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
WATER ENTERPRISE FUND 130**

REVENUE	
130-4035 RECONNECT FEES	15,000
130-4039 WATER CONNECTION FEE (METER)	1,645
130-4040 LIEN RECORDING FEES	1,200
130-4045 AVAILABILITY FEES	32,000
130-4110 COMMERCIAL WATER USE	168,824
130-4111 BULK WATER SALES	32,000
130-4112 GOVERNMENT WATER USE	7,400
130-4115 WATER USE CHARGES	3,104,882
130-4210 LATE FEE	57,000
130-4215 RETURNED CHECK FEE	1,000
130-4300 MISC INCOME	1,500
130-4310 OTHER INCOME	100
130-4320 FEMA/CalOES GRANTS	3,822,358
130-4325 GRANTS	121,875
130-4330 HYDRANT METER USE DEPOSIT	3,240
130-4550 INTEREST INCOME	5,985
130-4580 TRANSFER IN	1,274,119
TOTAL REVENUE	8,650,128

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
WATER ENTERPRISE FUND 130**

OPERATING EXPENDITURES

130-5010 SALARY & WAGES	600,605
130-5020 EMPLOYEE BENEFITS	230,942
130-5021 RETIREMENT BENEFITS	135,063
130-5022 CLOTHING ALLOWANCE	2,500
130-5024 WORKERS' COMP INSURANCE	35,000
130-5025 RETIREE HEALTH BENEFITS	19,007
130-5030 DIRECTOR HEALTH BENEFITS	59,752
130-5040 ELECTION EXPENSE	2,500
130-5060 GASOLINE, OIL & FUEL	30,000
130-5061 VEHICLE MAINT	35,000
130-5062 TAXES & LICENSE	1,200
130-5063 CERTIFICATIONS	1,200
130-5074 PROPERTY/LIABILITY INSURANCE	157,500
130-5075 BANK FEES	35,000
130-5080 MEMBERSHIP & SUBSCRIPTIONS	35,000
130-5090 OFFICE SUPPLIES	5,000
130-5092 POSTAGE & SHIPPING	9,500
130-5121 LEGAL SERVICES	75,000

130-5122 ENGINEERING SERVICES	50,000
130-5123 OTHER PROFESSIONAL SERVICES	25,000
130-5124 GSA - GROUNDWATER SUSTAINABILITY	15,000
130-5125 OPEB OBLIGATION	13,000
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	10,000
130-5150 REPAIR & REPLACE	180,000
130-5155 MAINT BLDG & GROUNDS	15,500
130-5156 CUSTODIAL SERVICES	18,500
130-5157 SECURITY	5,000
130-5170 TRAVEL & MEETINGS	21,000
130-5175 EDUCATION/SEMINARS	25,000
130-5176 DIRECTOR TRAINING	5,000
130-5179 ADM MISC EXPENSE	1,200
130-5191 TELEPHONE	19,000
130-5192 ELECTRICITY	220,000
130-5193 OTHER UTILITIES	4,000
130-5194 IT SERVICES	55,000
130-5195 ENV/MONITORING	20,000

130-5198 ANNUAL OPERATING FEES	30,000
130-5310 EQUIPMENT - FIELD	1,000
130-5311 EQUIPMENT - OFFICE	1,000
130-5315 SAFETY EQUIPMENT	5,000
130-5505 WATER CONSERVATION	7,500
130-5545 RECORDING FEES	700
130-5580 TRANSFER OUT	5,125,435

TOTAL OPERATING EXPENDITURES	7,393,804
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Capital Additions

Wastewater

Disaster Mitigation: \$351,875

SCADA (\$200,000) – The SCADA Master Plan was adopted in 2022. The SCADA implementation plan was completed in 2023. This fiscal year’s plan is to secure state funding to begin the design process for key improvements. The broad topic of SCADA (Supervisory Control And Data Acquisition) will be honed to a small number of elements that will best serve the District by their improvement. This effort represents the beginning of a 2-year design process. Funding is split between both the sewer and water funds as this system supports both.

SMP (\$121,875) – The Stormwater Mitigation project is a new entry in the long-term improvement plans for the District. Reducing the damaging effects of stormwater protects both sewer and water infrastructure, so costs will be split between these two funds. State funding will be targeted to help build a feasibility study that will identify the key steps and costs to moving forward.

LHMP Update (\$30,000) – Adopted in 2020, the original Local Hazard Mitigation Plan (LHMP) will expire in 2025. Federal funding will assist in the development of the plan’s update. This plan also encompasses both sewer and water and project costs will be split between the two.

Risk Management: \$52,000

Chlorine Tank Shut-Off Valve (\$52,000) - An improvement opportunity identified in the Chlorine Risk Management Plan; this project will involve the addition of an automatic shut-off capability in the chlorine tank room.

Regulatory Compliance: \$25,000

Manhole Lids (\$25,000) – This project continues the commitment to battle Infiltration and Inflow (I&I) in the sewer system. Manhole lid replacements and associated appurtenances will reduce/eliminate Sewer System Overflows (SSOs) by replacing manhole lids with airtight, composite lids.

Water

Disaster Mitigation: \$351,875

SCADA (\$200,000) – The SCADA Master Plan was adopted in 2022. The SCADA implementation plan was completed in 2023. This fiscal year’s plan is to secure state funding to begin the design process for key improvements. The broad topic of SCADA will be honed to a small number of elements that will best serve the District by their improvement. This effort represents the beginning of a 2-year design process. Funding is split between both the sewer and water funds as this system supports both.

SMP (\$121,875) – The Stormwater Mitigation project is a new entry in the long-term improvement plans for the District. Reducing the damaging effects of stormwater protects both sewer and water infrastructure, so costs will be split between these two funds. State funding will be targeted to help build a feasibility study that will identify the key steps and costs to moving forward.

LHMP Update (\$30,000) – Adopted in 2020, the original LHMP will expire in 2025. Federal funding will assist in the development of the plan’s update. This plan also encompasses both sewer and water and project costs will be split between the two.

General Vehicle: \$85,000

Construction Truck (\$85,000) – A fully outfitted construction truck supports the District’s commitment to enabling the workforce to proactively maintain new infrastructure. This truck will be dedicated to water treatment and conveyance services only.

Reliable Water Supply: \$5,096,132*

Unit 9 Tank (\$800,867) – Construction began in 2023 and is expected to be completed in the upcoming fiscal year. Federal funding and proceeds from the Net Revenue Bond have assisted in the progress of this project. Two steel bolted tanks will replace the existing redwood tank.

Unit 4 Tank (\$3,020,050) – Construction is anticipated to begin in this fiscal year. Federal funding and proceeds from the Net Revenue Bond are expected to assist in funding. A concrete

tank will replace the existing redwood tank. Along with water storage, this project aims to build wildfire resilience by implementing the defensive space principles of NFPA 1144.

Mainlines (\$180,922) – This multi-year planning and design project is scheduled to be completed this fiscal year. Federal funding and proceeds from the Net Revenue Bond have assisted in funding. The output of this effort will help form the basis for additional potential funding for final design and construction. This project will target three of the most impactful improvements to underground water infrastructure.

Generators (\$1,094,293) - Construction began in 2023 and is expected to be completed in the upcoming fiscal year. Federal funding and proceeds from the Net Revenue Bond have assisted in funding. Two generators will be placed at integral water pumping stations to ensure reliability of water delivery to all elevations within the community.

*The \$5M (net) revenue bond, secured by future District water sales revenue, will be used to facilitate the local cost share required to support the unprecedented District obligations resulting from four water reliability projects being awarded grant funding simultaneously.

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
CAPITAL PROJECT EXPENSES**

WASTEWATER		
120-5-70-7201	REGULATORY COMPLIANCE	\$ 25,000
120-5-70-7202	DISASTER MITIGATION	\$ 351,875
120-5-70-7205	RISK MANAGEMENT	\$ 52,000
TOTAL CAPITAL WASTEWATER EXPENDITURES		\$ 428,875
WATER		
130-5-70-7102	VEHICLES	\$ 85,000
130-5-70-7202	DISASTER MITIGATION	\$ 351,875
130-5-70-7204	RELIABLE WATER SUPPLY	\$ 5,096,132
TOTAL CAPITAL WATER EXPENDITURES		\$ 5,533,007

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 on 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 (CIEDB) 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 the debt.

4) Water Bond

Water Reliability Bond Series 2023A, issued November 16, 2023, in the amount of \$5,000,000, payable in annual installments with an interest rate of 5.26% and maturity on February 1, 2048. The bonds will finance improvements to the water systems multiple capital improvement projects (CIP). Net system revenues and all amounts in the enterprise fund are pledged as collateral for the debt.

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
2024-2025 BUDGET
DEBT**

DEBT REVENUE SOURCE	FUND	AMOUNT
BOND SERIES 2016 - TAX ASSESMENT	215	\$ 298,981
CIEDB LOAN - WATER INFRASTRUCTURE	130/218	169,355
USDA LOAN - SOLAR PROJECT WWTP	120	32,095
BOND SERIES 2023A – CIP	130	271,625
TOTAL DEBT SERVICE REVENUE		\$ 772,056
DEBT SERVICE EXPENSE	FUND	AMOUNT
BOND SERIES 2016 (PRINCIPAL)	215	\$ 213,000
BOND SERIES 2016 (INTEREST)	215	76,341
BOND ADMINISTRATION (ANNUAL FEE)	215	9,640
TOTAL SEWER BOND DEBT		\$ 298,981
CIEDB (PRINCIPAL)	218	\$ 126,204
CIEDB (INTEREST)	218	39,726
CIEDB (ANNUAL FEE)	218	3,425
TOTAL CIEDB DEBT		\$ 169,355
USDA SOLAR LOAN (PRINCIPAL)	219	\$ 19,000
USDA SOLAR LOAN (INTEREST)	219	13,095
TOTAL USDA DEBT		\$ 32,095
BOND SERIES 2023A (PRINCIPAL)	130	\$ 20,000
BOND SERIES 2023A (INTEREST)	130	251,625
TOTAL WATER BOND DEBT		\$ 271,625
TOTAL DEBT SERVICE EXPENSES		\$ 722,056

RESOLUTION NO. 2024 – 03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE HIDDEN VALLEY COMMUNITY SERVICES
DISTRICT ADOPTING FISCAL YEAR 2024-2025
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 2024-2025.

WHEREAS, the Board has received on June 18, 2024, and reviewed the proposed budget; and

WHEREAS, the Board considered approval of the Proposed Budget at the June 18, 2024, 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 2024-2025, a copy of which is attached and made part of this Resolution.

Section 2. That the balance on hand as of June 30, 2024, in each of the funds of the District shall be reserved for use by the District during the fiscal year 2024-2025.

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 the 18th day of June 2024.

**By: _____
Sean Millerick, President**

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 18th day of June 2024, by the following Roll Call Vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**_____
Dennis White, General Manager
Secretary of the Board**

RESOLUTION NO. 2024-04

**A RESOLUTION APPROVING AND ADOPTING
INVESTMENT POLICY FOR PUBLIC FUNDS FOR FISCAL YEAR 2024-2025
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 2023-05 adopted by the Board of Directors on June 20th, 2023.

This Resolution shall take effect July 1, 2024.

Adopted the 18th day of June 2024.

By: _____
Sean Millerick, 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 18th day of June 2024, 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 2024-2025

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.

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**Affidavit of Publication
STATE OF CALIFORNIA
County of Lake**

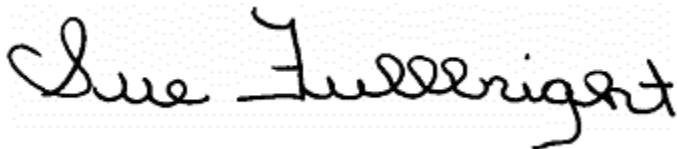
I, Sue Fullbright, being first duly sworn, depose and say: That at and during all the dates and times herein mentioned I was, and now am the legal clerk of the Lake County Record-Bee, a newspaper published for the dissemination of local or telegraphic news and intelligence of a general character, having a bona fide subscription list of paying subscribers, and which is, and has been, established, printed and published at regular intervals, to-wit: Daily (except Sunday and Monday) in the City of Lakeport, County and State aforesaid, for more than one year preceding the date of the publication below mentioned, a newspaper of general circulation, as that term is defined by Section 6,000 et al, of the Government Code of the State of California, and is not and was not during any said times, a newspaper devoted to the interests or denomination, or for any members of such classes, professions, trades, callings, races or denominations.

That at, and during all of said dates and times herein mentioned, affiant had and now has knowledge and charge of all notes and advertisements appearing in said newspaper; that the notice of which the annexed is printed copy, was published each week in the regular and entire issue of one or more number of the said newspaper during the period and times of publication thereof, to-wit:

For 2 issues published therein on the following dates, viz: 05/22/2024, 05/25/2024;

that said notice was published in said newspaper proper and not in a supplement; that said notice, as so published, was set in type not smaller than nonpareil, and was preceded with words printed in black face type not smaller than nonpareil, describing and expressing in general terms the purport and character of said notice, as fully appears from the exact copy of said notice, which is hereto annexed as aforesaid.

Executed this 28th day of May, 2024 at Lakeport, California. I hereby declare under penalty of perjury that I have read the foregoing and that it is true and correct.



Sue Fullbright, Legal Clerk

Legal No. **0006827721**

**NOTICE OF PUBLIC HEARING
CONSIDERING PROPOSED
2024-2025 FY BUDGET**

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 2024-2025 FY Budget. Comments may be submitted in writing before, during, or after the hearing.

DATE: Tuesday, June 18, 2024

TIME: 7:00 P.m.

LOCATION: 19400 Hartmann Road, Hidden Valley Lake, CA 95467

OR

Via Teleconference

www.hvlcsd.org

Select the June 18, 2024, Regular Board Meeting and Select Join Remote meeting.

Microsoft TEAMS

Meeting ID: 226 040 207 667

Passcode: q3yYLh

The Proposed 2024-2025 FY Budget is available for review at the HVLCSO Office at 19400 Hartmann Road, Hidden Valley Lake, CA 95467. Copies are available 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.
Pcuadras
Penny Cuadras, Administrative Services
Manager Publish: 5-22,25/2024

Hidden Valley Lake Community Services District Workplace Violence Prevention Plan



DRY

DATE

19400 Hartmann Rd
Hidden Valley Lake, Ca 95467
707-987-9201

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 - Medical Emergencies
 - Suspicious Package
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Policy

As a result of [California Senate Bill 553 \(SB 553\)](#), all employers that fall within the scope of [California Labor Code \(LC\) 6401.7 and LC 6401.9](#), are required to establish, implement, and maintain an effective, written Workplace Violence Prevention Plan (WVPP) no later than July 1, 2024.

Hidden Valley Lake Community Services District (HVLCS D) is committed to providing a work environment that is free of disruptive, threatening, or violent behavior involving any employee, appointed or elected official, volunteer, contractor, client, or visitor. Our policy is to establish, implement, and maintain an effective Workplace Violence Prevention Plan that addresses the hazards known to be associated with four types of workplace violence as defined by Labor Code Section [6501.9](#). Our written Plan is located at the District Administrative Office, the Wastewater Treatment Plant and is available for examination and copying to our employees.

HVLCS D Policy 3016 Workplace Violence Prevention: Violent behavior and threats of violence are prohibited and such conduct by a District employee will not be tolerated. The District will investigate and remediate all concerns raised under this policy.

HVLCS D Policy 3024 Injury and Illness Prevention Program (IIPP): The District will maintain a safety and health program that will reduce the number of injuries and illnesses to an absolute minimum, not merely in keeping with, but surpassing, the best experience of operations similar to ours. The goal is zero accidents and injuries.

The following employers, employees, and places of employment are exempt from these requirements:

- Those who are required to comply with [CCR 3342](#), Violence Prevention in Healthcare. This includes firefighters and other emergency responders when providing emergency medical services and medical transport.
- POST participating law enforcement agencies and the Department of Corrections.
- Employers with less than 10 employees and no public access.
- Employees teleworking from a location of the employee's choice, which is not under the control of the employer.

Definitions

Emergency: Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering Controls: An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log: Workplace Violence Incident Report Form & the Violent Incident Log required (Appendix A).

Plan: The workplace violence prevention Plan.

Serious Injury or Illness: Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of Violence: Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Work Practice Controls: Procedures and rules which are used to effectively reduce workplace violence hazards.

Workplace Violence: Any act of violence or threat of violence that occurs in a place of employment. Includes, but is not limited to the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:
 - **Type 1 violence** - Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.
 - **Type 2 violence** - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
 - **Type 3 violence** - Workplace violence against an employee by a present or former employee, supervisor, or manager.
 - **Type 4 violence** - Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.
 - Workplace violence does not include lawful acts of self-defense or defense of others.

Responsibility and Authority

Workplace Violence Prevention Plan Administrator

The General Manager, or an assigned designee, is the designated Workplace Violence Plan

Administrator and has the authority and responsibility for developing, implementing, and maintaining this Plan and conducting or overseeing any investigations of workplace violence reports. The General Manager will also be able to answer employee questions concerning this plan.

The General Manager, or an assigned designee, shall solicit feedback and input from employees and their authorized representatives in developing and implementing the WVP plan. Active involvement of employees could include, but is not limited to, their participation in identifying, evaluating, and correcting workplace violence hazards; in designing and implementing training; and in reporting and investigating workplace violence incidents.

Managers and Supervisors

Responsibilities include:

- Implementing the Plan in their respective work areas.
- Providing input to the Administrator regarding the Plan.
- Participating in investigations of workplace violence reports.
- Answering employee questions concerning this Plan.

Employees

Responsibilities include:

- Complying with the Plan.
- Maintaining a violence-free work environment.
- Attending all training.
- Following all directives, policies, and procedures.
- Reporting suspicious persons in the area and alerting the proper authorities when necessary.

Employee Active Involvement

The Hidden Valley Lake Community Services District ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the Plan.

- Management will work with and allow employees and authorized employee representatives to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence. This includes, but is not limited to, periodic safety meetings with employees and their representatives to discuss the identification of workplace violence related concerns and hazards, and to evaluate the concerns to identify corrective action.

- Designing and implementing training by encouraging employees to provide feedback and suggestions to help customize the training materials and sessions.
 - Reporting and potentially assisting in the investigating of workplace violence incidents.
- Management will ensure that all workplace violence policies and procedures within this Plan are clearly communicated and understood by all employees. Managers and supervisors will enforce the rules fairly and uniformly.
- All employees will follow all directives, policies, and procedures, as outlined in this Plan, and assist in maintaining a safe work environment.
- The Plan shall be in effect at all times and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

Compliance

The Administrator is responsible for ensuring the Plan is clearly communicated and understood by all employees. The following techniques are used to ensure all employees understand and comply with the Plan:

- Informing all employees of the Plan during new employee safety orientation training and ongoing workplace violence prevention training.
- Providing comprehensive workplace violence prevention training to managers and supervisors concerning their roles and responsibilities for Plan implementation.
- Evaluating employees to ensure their compliance with the Plan, and recognizing employees who demonstrate safe work practices that promote the elements of the Plan.
- Disciplining employees for failure to comply with the Plan in accordance with the compliance requirements outlined in our District's Injury & Illness Prevention Program.

Communication

We recognize that open, two-way communication between our management team, staff, about workplace violence issues is essential to a safe and productive workplace. The following communication system is designed to facilitate a continuous flow of workplace violence prevention information between management and staff in a form that is readily understandable by all employees, and consists of the following:

- New employee orientation includes workplace violence prevention policies and procedures.
- Workplace violence prevention training, at least annually.
- Regularly scheduled meetings that address security issues and potential workplace violence hazards.

- Effective communication between employees and supervisors about workplace violence prevention and concerns.
- Posted or distributed workplace violence prevention information.
- Encouraging employees to inform their supervisors about any threats of violence or workplace violence. Employees may use the Workplace Violent Incident Log (Appendix A) to assist in their reporting of incidents. No employee will be disciplined for reporting any threats of violence or workplace violence.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated in a timely manner, and they will be informed of the results of the investigation and any corrective actions to be taken.

Workplace Violence Incident Reporting Procedures

Employees should report all threats or acts of workplace violence to their supervisor or manager. The supervisor or manager will be required to inform the Administrator. In the event a supervisor or manager is not available, the employee can report an incident directly to the Administrator / Human Resources. A strict non-retaliation policy is in place.

Emergency Response Procedures

In the event of an actual or potential workplace violence emergency, the employee should determine the best immediate reporting option based on the situation and circumstances. The methods of reporting emergencies include, but are not limited to:

- Dialing 911.
- Immediately notifying the manager, supervisor, Administrator, or Human Resources.

Upon being notified of a workplace violence emergency, the Administrator or designated "person-in-charge" will determine if emergency procedures should be activated and if evacuation or shelter-in-place procedures should be implemented.

Refer to Appendix C for procedures on how to respond to specific workplace violence emergency scenarios.

Workplace Violence Hazard Assessment

A Workplace hazard assessment will be conducted by the Administrator, and other selected employees, utilizing the Workplace Violence Prevention Hazard Assessment & Correction Form (Appendix B). An annual review of the past year's workplace violence incidents will be conducted.

Inspections are performed according to the following schedule:

- When the Plan is first established.
- Annually.
- When new, previously unidentified workplace violence/security hazards are recognized.
- After each workplace violence incident or threats occur.

Workplace Violence Hazard Correction

Workplace violence hazards will be evaluated and corrected in a timely manner. The Administrator will implement the following procedures to correct the identified workplace violence hazards:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection, depending on the exposure.
- All corrective actions taken will be documented and dated on the appropriate forms. Such as the Workplace Violence Hazard Assessment and Correction form (Appendix C), or other tracking measures.

Post Incident Response and Investigation

After a workplace incident, the Administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable.
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel.
- Review security footage of existing security cameras if applicable.
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator.
- Determine the cause of the incident.
- Take corrective action to prevent similar incidents from occurring.
- Complete the Violent Incident log (see Appendix A) for every workplace violence incident and ensure corrective actions are taken.
- Obtain any reports completed by law enforcement.

Training & Instruction

All employees, including managers and supervisors, will have training and instruction on

general and job-specific workplace violence practices.

Training will occur:

- When the Plan is first established.
- When hired.
- Annually to ensure all employees understand and comply with the Plan.
- When a new or previously unrecognized workplace violence hazard has been identified.

Employee training on workplace violence will include:

- Target Solutions Training Module – Workplace Violence
- SDRMA WPV Employee Training Video
- [CISA – Active Shooter Preparedness Video](#)
- A review of the Plan, how to obtain a copy of the Plan, and how to participate in the development and implementation of the Plan.
- How to report workplace violence incidents or concerns to the District or law enforcement, without fear of reprisal.
- Workplace violence risks that employees may encounter in their jobs.
- How to recognize the potential for violence and escalating behavior.
- General and personal safety measures.
- Strategies to de-escalate behaviors and to avoid physical harm.
- The District's alerts, alarms, or systems that are in place to warn of emergencies.
- Information about the District's Employee Assistance Program.
- Information about the Violent Incident Log and how to obtain copies of records pertaining to completed logs, hazard identification, evaluation and correction, and training records.

Employees will always have opportunities for interactive questions and answers with the Administrator or a person knowledgeable about the District's Plan.

Recordkeeping

Records of violent incidents (Violent Incident Log), workplace violence hazard identification, evaluation and correction, and incident investigations will be maintained for (5) five years. No records shall contain medical information.

Training for each employee, including the employee's name, training dates, type of training, and training provider will be maintained for a minimum of 3 years.

Cal/OSHA Reporting of Work-Related Fatalities and Serious Injuries

The Hidden Valley Lake Community Services District will immediately, but no later than 8

hours after awareness, report to Cal/OSHA any work-related death or serious injury or illness, including any due to workplace violence, of an employee occurring at the workplace or in connection with any employment.

A serious injury or illness (CCR330) is defined as:

- Any inpatient hospitalization for more than observation
- Amputation
- Loss of an eye
- Serious degree of permanent disfigurement.

It does not include any injury or illness, or death caused by an accident on a public street or highway unless the accident occurred in a construction zone.

Annual Review

The Hidden Valley Lake Community Services District's Workplace Violence Prevention Plan will be reviewed for effectiveness:

- At least annually.
- When a deficiency is observed or becomes apparent.
- After a workplace violence incident.
- As needed.

Review of the Plan will include measures outlined in the Employee Active Involvement section as well as the following:

- A review of the incident investigations and violent incident log.
- Assessment of the effectiveness of security systems, including alarms, emergency response, and available security personnel, if applicable.
- Review if violence risks are being properly identified, evaluated, and corrected.
- Any revisions should be made promptly and communicated to all employees.

Appendix A

WORKPLACE VIOLENT INCIDENT LOG

This form must be completed for every record of violence in the workplace.

Incident ID #*:	Date and Time of Incident:	Department:
------------------------	-----------------------------------	--------------------

* Do not identify employee by name, employee #, or SSI. The Incident ID must not reflect the employee's identity.

Describe Incident (provide detailed description and information on the violence incident type. Include additional pages if needed):

Specific Location(s) of Incident & Workplace Violence Type (see definitions, enter 1, 2, 3 or 4)

	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

Where Incident Occurred:

<input type="checkbox"/> Workplace	<input type="checkbox"/> Parking lot	<input type="checkbox"/> Outside of Building	<input type="checkbox"/> Outside of workplace
------------------------------------	--------------------------------------	--	---

Type of Incident (check as many apply):

<input type="checkbox"/> Robbery	<input type="checkbox"/> Grabbed	<input type="checkbox"/> Pushed
<input type="checkbox"/> Verbal threat/harassment	<input type="checkbox"/> Kicked	<input type="checkbox"/> Scratched
<input type="checkbox"/> Sexual threat/harassment/assault	<input type="checkbox"/> Hit with an object	<input type="checkbox"/> Bitten
<input type="checkbox"/> Animal attack	<input type="checkbox"/> Shot (or attempted)	<input type="checkbox"/> Slapped
<input type="checkbox"/> Threat of physical force	<input type="checkbox"/> Bomb threat	<input type="checkbox"/> Hit with fist
<input type="checkbox"/> Threat of use of weapon or object	<input type="checkbox"/> Vandalism (of victim's property)	<input type="checkbox"/> Knifed (or attempted)
<input type="checkbox"/> Assault with a weapon or object	<input type="checkbox"/> Vandalism (of employer's property)	<input type="checkbox"/> Arson
<input type="checkbox"/> Robbery	<input type="checkbox"/> Other:	

Workplace violence committed by:

<input type="checkbox"/> Family or friend	<input type="checkbox"/> Client	<input type="checkbox"/> Coworker
<input type="checkbox"/> Partner/Spouse	<input type="checkbox"/> Family or friend of client	<input type="checkbox"/> Manager/Supervisor
<input type="checkbox"/> Former Partner/Spouse	<input type="checkbox"/> Customer	<input type="checkbox"/> Stranger w/criminal intent
<input type="checkbox"/> Parent/Relative	<input type="checkbox"/> Family or friend of customer	<input type="checkbox"/> Other:

Circumstances at time of incident:

<input type="checkbox"/> Employee performing normal duties	<input type="checkbox"/> Working in poor lighting	<input type="checkbox"/> Employee rushed
<input type="checkbox"/> Employee isolated or alone	<input type="checkbox"/> Unable to get help or assistance	<input type="checkbox"/> Working during low staffing levels
<input type="checkbox"/> Working in a community setting	<input type="checkbox"/> Working in unfamiliar/new location	<input type="checkbox"/> Other:

Consequences of incident:

Law enforcement/Security called? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Were actions taken to protect employees from continuing threat or other hazards? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Any injuries? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Emergency medical responders contacted, including on-site First Aid/CPR? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Did severity of injuries require reporting to Cal/OSHA? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, enter date, time, and representative contacted:

Completed by:

Name:	Title:
Date:	Signature

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Appendix B

WORKPLACE VIOLENCE PREVENTION HAZARD ASSESSMENT & CORRECTION FORM

- Inspections shall be conducted when the plan is first established, after each workplace violence incident, and whenever the employer is made aware of a new or previously unrecognized hazard.
- Review all submitted/reported concerns of potential hazards.

Assessed by:	Title:
Location(s) Assessed:	

This checklist is designed to evaluate the workplace and job tasks to help identify situations that may place employees at risk of workplace violence.

Step 1: Identify risk factors that may increase the District's vulnerability to workplace violence events.

Step 2: Conduct a workplace assessment to identify physical and process vulnerabilities.

Step 3: Develop a corrective action Plan with measurable goals and target dates.

STEP 1: IDENTIFY RISK FACTORS

Yes	No	Risk Factors	Comments:
		Does staff have contact with the public?	
		Does staff exchange money with the public?	
		Does staff work alone?	
		Is the workplace often understaffed?	
		Is the workplace located in an area with a high crime rate?	
		Does staff enter areas with high crime rates?	
		Does staff have mobile workplaces?	
		Does staff perform public safety functions that might put them in conflict with others?	
		Does staff perform duties that may upset people?	

		Does staff work with people known or suspected to have a history of violence?	
		Do any employees have a history of threats of violence?	

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STEP 2: CONDUCT ASSESSMENT

Yes	No	Building Interior	Comments:
		Are employee ID badges required?	
		Are employees notified of past workplace violence events?	
		Are trained security personnel or staff accessible to employees?	
		Are bullet resistant windows or similar barriers used when money is exchanged with the public?	
		Are areas where money is exchanged visible to others?	
		Is a limited amount of cash kept on hand with appropriate signage?	
		Could someone hear an employee who called for help?	
		Do employees have a clear line of sight of visitors in waiting areas?	
		Do areas used for client or visitor interviews allow co-employees to observe problems?	
		Are waiting and work areas free of objects that could be used as weapons?	
		Is furniture in waiting and work areas arranged to prevent employee entrapment?	
		Are clients and visitors clearly informed how to use the department services so they will not become frustrated?	
		Are private, locked restrooms available for employees?	
		Do employees have a secure place to store personal belonging?	

Yes	No	Building Exterior/Parking Lot	Comments:
		Do employees feel safe walking to and from the workplace?	
		Are the entrances to the building clearly visible from the street?	
		Is the area surrounding the building free of bushes or other hiding places?	
		Are security personnel provided outside the building?	
		Is video surveillance provided outside the building?	
		Is there enough lighting to see clearly?	
		Are all exterior walkways visible to security personnel?	
		Is there a nearby parking lot reserved for staff?	
		Is the parking lot attended and secure?	
		Is the parking lot free of blind spots and landscape trimmed to prevent hiding?	
		Are security escorts available?	

Yes	No	Security Measures	Comments:
		Is there a response Plan for workplace violence emergencies?	
		Are there physical barriers? (between staff and clients)	
		Are there security cameras?	
		Are there panic buttons?	
		Are there alarm systems?	
		Do doors lock?	
		Does internal telephone system activate emergency assistance?	
		Are telephones with an outside line programed for 911?	
		Are there two-way radios, pagers, or cell phones?	
		Are there security mirrors?	
		Is there a secured entry?	
		Are there personal alarm devices?	
		Are there "drop safes" to limit available cash?	
		Is there a system to alert staff of the presence, location, and nature of a security threat?	
		Is there a system in place for testing security measures?	

Appendix C

WORKPLACE VIOLENCE EMERGENCY RESPONSE SCENARIOS & PROCEDURES

WORKPLACE VIOLENCE ACTS OR THREATS

Workplace violence is any act or threat of violence that occurs at the workplace. These incidents can include acts or threats of physical violence, intimidation, or harassment. Verbal abuse, physical assault, and homicide are all examples of workplace violence. We have zero tolerance toward all forms of violence.

FOUR TYPES OF WORKPLACE VIOLENCE

- **Type 1 violence** - Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.
- **Type 2 violence** - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
- **Type 3 violence** - Workplace violence against an employee by a present or former employee, supervisor, or manager.
- **Type 4 violence** - Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

EMPLOYEE WARNING SIGNS

Often, warning signs are observed in employees, customers, and others who may behave violently on a work site. These behaviors may include:

- Intimidation.
- Rude behavior toward fellow employees.
- Frequent arguments with co-workers or clients.
- General aggressive behavior like hitting or kicking objects, breaking things, or screaming.
- Acts of revenge like stealing or property damage.
- Verbal wishes to harm other workers.

While there is no perfect way to predict violence will occur, any combination of these behaviors may be a signal. Employees are encouraged to report these actions to the General Manager, Administrator, &/or Supervisor to prevent further escalation of any type of violent situation.

WARNING SIGNS FROM CUSTOMERS

- The person is not satisfied with any solutions you offer.
- Unreasonably agitated.
- Physical posturing (clenched fists).

If the verbal confrontation starts to escalate, remain calm, courteous, and stay neutral. Let them know you are contacting a manager to further assist them. Trust your intuition to determine if help is needed.

WHEN HELP IS NEEDED

- Continue to try and help the person by listening and providing feedback until law enforcement has arrived.
- If at any time you believe you are potentially in physical danger, yell for Help!
- If you are being assaulted:
 - Yell for help.
 - Look for a way to escape.
 - Act with aggression.

PERSONAL SAFETY

- When leaving the building:
 - Be alert to your surroundings and look around the area outside before exiting the building. Do not use or look at your phone.
 - Attackers expect passive victims, so walk with a steady pace, appear purposeful, and project confidence.
- While in your vehicle:
 - Have your keys in your hand as you approach your vehicle so that you do not have to search for them.
 - Before entering your vehicle quickly check the back seat and around the vehicle for anything unusual.
 - Always lock your car doors as soon as you enter the vehicle.

ACTIVE SHOOTER

The three most common response options for an active shooter event are evacuate, hide out, or take action. During an active shooter event, employees need to be able to determine their best course of action for the situation they are facing.

CHARACTERISTICS OF AN ACTIVE SHOOTER SITUATION

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated areas, typically through the use of firearms. Victims are typically selected at random.

The event is unpredictable and evolves quickly. Law enforcement is usually required to end an active shooter situation.

HOW TO RESPOND

- 1. EVACUATE**
 - Have an escape route in mind.
 - Leave immediately.
 - Keep hands visible.
- 2. HIDE OUT**
 - Hide in an area out of the shooter's view.
 - Block the entry to your hiding place and lock doors, if possible.
 - Silence your cell phone.
- 3. TAKE ACTION**
 - Last resort when your life is in imminent danger.
 - Attempt to incapacitate the shooter.
 - Act with physical aggression and throw items at shooter.
 - Have an escape route in mind.

CALL 911 WHEN IT IS SAFE TO DO SO

When law enforcement arrives remain calm and follow all instructions.

- Put down any items in your hands (i.e., bags, jackets).
- Raise hands and spread fingers.
- Always keep your hands visible.
- Avoid quick movements toward officers.
- Avoid pointing, screaming or yelling.
- Do not stop to ask officers for help or direction when evacuating.

Information to provide law enforcement when asked:

- Location of the active shooter.
- Number of shooters.
- Physical description of shooters.
- Type of weapons if known.

Training resource:

- [Department of Homeland Security](#)
- [DHS Active Shooter Preparedness Video](#)

DRAFT

BOMB THREAT

Most bomb threats are false and primarily intended to elicit a response from building occupants. However, no bomb threat should be assumed fake. If a potentially harmful device is found, call 911 for assistance.

PHONE THREAT

- Remain calm.
- Immediately use the Bomb Threat Checklist for guidance and to document the call.
- After the caller has ended the call, notify the Administrator.
- If the threat was left on your voicemail, do not erase and immediately notify the Administrator.

WRITTEN THREAT

- Handle the document as little as possible and immediately notify the Administrator.
- If the threat should come via e-mail, save the information.

POSSIBLE EVACUATION

- The Administrator will call law enforcement and follow their instructions.
- The decision to evacuate is handled on a case-by-case basis on instructions given by law enforcement.

BOMB THREAT CHECKLIST

REMAIN CALM

Time call received:

Time call ended:

Document any information from the phone display window:

Engage caller as long as possible and document their words:

Attempt to obtain information about the device:

When will the device detonate or activate?

Where is the device located?

What kind of device is it?

What does the device look like?

Voice Description

Male

Young

Calm

Accent? Yes No

Female

Adult

Nervous

Describe:

Senior

Did you recognize the voice? Who?

Did caller have knowledge of building?

Unusual phrases:

Any background noise or distinctive sounds?

Name of person received call

CIVIL UNREST

Civil unrest events are often associated with riots, looting, or protests. In these instances, sheltering-in-place is an action taken to protect the building occupants from external hazards, minimizing the chance of injury and/or providing the time necessary to allow for a safe evacuation.

SHELTER IN PLACE

If there is a need to shelter-in-place the Administrator or person-in-charge will advise employees and guests of the emergency. Please note employees and guests cannot be forced to shelter-in-place.

- The person-in-charge will collect the names of everyone in the shelter area.
- If possible, the business voicemail recording will be updated to indicate the building is closed due to the emergency.
- If the civil unrest includes hazardous chemicals, the HVAC systems may be shut off.
- If in danger of broken glass, window shades will be closed.
- Emergency supplies will be moved to the shelter area.
- The District will listen/read available mediums (radio, internet) for further instructions until we are told all is safe or to evacuate.

MEDICAL EMERGENCY

CPR/AED

NON-Trained Responder:

- Call 911 and designate a person to direct EMS personnel as they arrive.
- Do not move person unless absolutely necessary.

Trained and Certified CPR Responder Only:

- Designate someone to call 911 and direct EMS when they arrive.
- Check the person for responsiveness.
- Conduct a primary assessment (breathing) while checking responsiveness.
- Initiate CPR and/or AED if necessary.

FIRST AID ONLY

Non-Trained First Aid Responder:

- Call 911 and designate a person to direct EMS as they arrive.
- Do not move person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask if comforting person while waiting.

Trained First Aid Responder Only:

- Designate someone to call 911 (if necessary) and direct EMS as they arrive.
- Do not move the person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask.
- Follow any directions provided by the 911 operator.
- Designate a person to direct EMS personnel as they arrive.
- Provide person information to the EMS personnel.

SUSPICIOUS PACKAGE

Explosives or other life-threatening items can be enclosed in either a parcel or an envelope, and its outward appearance is limited only by the imagination of the sender. However, suspicious packages have exhibited some unique characteristics that might assist you. To apply these factors, it is important to know the type of mail normally received.

CHARACTERISTICS TO LOOK FOR IN A SUSPICIOUS PACKAGE OR LETTER

- Restricted endorsements such as "personal" or "private." This is important when the addressee does not normally receive personal mail at the office.
- The addressee's name and/ title might be inaccurate.
- Distorted handwriting, or the name and address might be prepared with homemade labels or cut-and-paste lettering.
- Protruding wires, aluminum foil or oil stains visible.
- Emit a peculiar odor.
- Envelope might feel rigid or appear uneven or lopsided.
- Unprofessionally wrapped with several combinations of tape. Might be endorsed "Fragile-Handle With Care" or "Rush-Do Not Delay."
- Making a buzzing or ticking noise or sloshing sound.

IF YOU SUSPECT A SUSPICIOUS PACKAGE OR LETTER

- Do not take a chance. Immediately call 911.
- Do not move, alter, open, examine, or disturb the article.
- Do not put in water or a confined space such as a desk drawer or filing cabinet.
- Isolate the suspicious package or article and clear the immediate area until law enforcement arrives.

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT APPROVING A NEW DISTRICT WORKPLACE VIOLENCE PREVENTION PLAN UNDER SENATE BILL NO. 553

WHEREAS, the Hidden Valley Lake Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, on September 20, 2023, Governor Newsom signed Senate Bill No. 553 (“SB 553”) into law, which requires certain California employers to take steps to prevent and respond to workplace violence; and

WHEREAS, notably, SB 553 added Section 6401.9 to the California Labor Code, which, effective July 1, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan; and

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT DOES HEREBY adopt Resolution 2024-07 approving a New District Workplace Violence Prevention Plan Under Senate Bill No. 553 as follows:

- The names or job titles of the individuals responsible for implementing and maintaining the workplace violence prevention plan.
- Procedures to obtain the active involvement of employees in developing, implementing, and reviewing the workplace violence prevention plan, including their participation in identifying, evaluating, and correcting workplace violence hazards, designing and implementing training, and reporting and investigating workplace violence incidents.
- Methods the employer will use to coordinate the implementation of the workplace violation prevention plan among employees in the same facility or department.
- Procedures for the employer to respond to workplace violence and to prohibit retaliation against employees who make reports of workplace violence.
- Procedures for ensuring compliance with the workplace violence prevention plan.
- Procedures for communicating with employees regarding workplace violence matters.
- Procedures for developing and providing training on the employer’s workplace violence prevention plan.
- Assessment procedures to identify and evaluate workplace violence hazards.
- Procedures for correcting workplace violence hazards in a timely manner.
- Procedures for post-incident response and investigation.

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.

Adopted the 18th day of June 2024.

By: _____
Sean Millerick, 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 18th day of June 2024, by the following Roll Call Vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Dennis White, General Manager
Secretary of the Board

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

DATE: June 18, 2024

AGENDA ITEM: Adoption of Resolution 2024-06 Brejle & Race Professional Services Contract amendment for the continued Construction Management & Inspection services in the Water Storage Reliability (WSR) Project.

RECOMMENDATIONS:

Adoption of Resolution 2024-06 Brejle & Race Professional Services Contract amendment for the continued Construction Management & Inspection services in the Water Storage Reliability (WSR) Project.

FINANCIAL IMPACT:

Amendment costs: \$ 167,700

BACKGROUND:

The contract for Construction Management & Inspection (CMI) services for the WSR project was awarded to Brejle & Race (BRCE) in July of 2023, and as per specifications in the contract, began value engineering efforts immediately. The pre-construction meeting was held in September, and general contractor mobilization took place in October.

As the winter months waned, and construction was in full swing, BRCE's CMI expertise were in high demand to manage over 40 RFIs, a barrage of emails, and a notice of potential claim. Staff has been working closely with the BRCE team to address every inquiry with the highest possible level of professionalism, with an eye towards efficient and accurate resolution. The amount of effort to achieve resolution was more than BRCE anticipated.

Despite unanticipated events and complexity, the BRCE team has upheld a level of quality for project design, sequencing, constructability and accountability. The project is close to on-schedule and is expected to be complete by Q3 of this year. Staff finds BRCE's contract amendment reasonable and practicable.

Encl: Resolution 2024-06, BRCE Request for Amendment

RESOLUTION 2024-06

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT, AUTHORIZING THE GENERAL MANAGER
TO SIGN A PROFESSIONAL SERVICES CONTRACT *AMENDMENT* WITH BREJLE
& RACE CONSULTING ENGINEERS (BRCE) FOR THE *CONTINUED*
CONSTRUCTION MANAGEMENT & INSPECTION (CMI) SERVICES FOR THE
WATER STORAGE RELIABILITY (WSR) PROJECT**

WHEREAS, the District required assistance with the required Construction Management & Inspection services to advance the WSR Project; and

WHEREAS, the District contracted with BRCE for such services in July of 2023; and

WHEREAS, in April of 2024 said contract had reached its expenditure limit due to unforeseen events and complications; and

WHEREAS, BRCE has provided an agreeable and reasonably priced contract amendment proposal to the District at \$167,700; and

WHEREAS, the District wishes to bring the WSR project to a successful completion with the continued CMI services of BRCE;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Hidden Valley Lake Community Services District (District) does hereby resolve 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. The contract for Construction Management & Inspection services for the WSR Project is hereby amended to include an additional amount not to exceed of \$167,700, bringing the total cost of services to \$424,400, conditioned on BRCE's timely execution of the amended Professional Services Agreement.
3. The General Manager is hereby authorized to sign an amendment to the July 2023 Professional Services Agreement consistent with this Resolution and to take all other necessary actions for performance of the contract.
4. This Resolution shall become effective immediately upon its adoption.

Adopted the 18th day of June 2024.

By: _____
Sean Millerick, 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 18th day of June 2024, by the following Roll Call Vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dennis White, General Manager
Secretary of the Board

June 5, 2024

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

**Subject: HVLCSO Water Storage Tank Reliability Project –Request for Amendment –
Construction Management Services
B&R File No. 4992.00**

Dear Alyssa:

Brelje & Race has reached the end of our budget for this project and requests a contract amendment to allow us to complete the remaining construction management services. This amendment request is per Section XXII – Changes of the PSA. This request is reasonable per the discussion herein, and necessary to carry out our intended scope of services to the end of the construction period.

We believe it has been apparent from near the beginning of construction of the new water tanks that the time necessary to adequately manage the construction contract and monitor the activities of CV Larsen Company has been substantially more than was originally anticipated or could have been anticipated. This contractor is apparently not accustomed to the requirements of the public contract code and early on objected to many of the policies and requirements that we attempted to convey to him. Our scrutiny and refusal of some of his abnormal requests (such as for early payment) lead to immediate conflict between myself and the contractor.

Within our original scope of services, it was planned for me to manage the contract work with office assistance from Brennen Urbanek, and field observations performed primarily by George Potter. However, due to the early conflicts between myself and the contractor, the District and Brelje & Race agreed to have Brennen Urbanek take over the role of construction manager, a role he has not previously performed, while I shifted to a background role to provide oversight, assistance, and mentorship for Brennen. It was hoped that this change would smooth relations and allow the project to move forward with fewer problems and arguments. This hasn't really worked, unfortunately, although Brennen has been handling the difficult role admirably and professionally. The altered management arrangement has meant additional time for me to provide thorough review and oversight of Brennen's work products and assistance in crafting careful communications with the contractor. Additionally, due to the sensitivity of the contractor, we have also taken to forwarding all communications through you for prior review. This is not normal practice, and requires additional time to manage, although we have been agreeable to trying new methods to maintain good relations with the contractor. The field observation task, while challenging, has required some additional time over that anticipated, but has remained within the anticipated hours so far. We anticipate additional field hours will be necessary before the project is completed due to the end date stretching past the original number of contract days.

The office work has required substantially more time to handle the high number of change orders, unreasonable change order requests (which require considerable time to review, negotiate, and provide response), over 40 requests for information, inaccurate progress payment submissions

Alyssa Gordon

June 5, 2024

Page 2 of 3

requiring numerous alterations, and review of several contractor suggestions for changes to the plans. In addition, the numerous disputes with the contractor have required time to resolve. It is important to note, however, that our efforts provide protection to the District from this inexperienced contractor performing poor quality work, and from charging for costs that are already included within the contract work.

In addition to extra time to manage the contractor's activities, there has been substantial time spent resolving inherent issues with the contract documents. The budget for our peer review was insufficient to resolve all the inherent issues found with the piping plans, missing grading information and missing existing utilities; and omissions regarding geotechnical testing, electrical and SCADA items, pressure class of specified piping, and site clearances, to name a few of the issues. We have also recorded 44 hours for performing miscellaneous 'Extra Services' outside of the original contract scope. These services have included preparation of a number of exhibits, meeting attendance with District staff and attorneys, and arrangements for PG&E relocations. Combined with the extra time to manage the contractor, the overall time expended on this project has been well above what was originally estimated. The District was informed verbally and via email in March of the likelihood of our budget shortfall, however, this letter forms our official request for an amended budget.

It is difficult to estimate the actual budget needed to complete the project as so many unforeseeable issues have arisen to date, some of which are likely to continue. Based on how the project has progressed to date, have prepared a new estimated budget for continuing tasks that will hopefully take us to the anticipated end date of construction. To help reduce overall costs, we propose having Brennen perform all office management duties, with a reduction in hours for my assistance, being only when absolutely necessary. Field time will also be reduced and limited to observing the contractor's underground activities, earthwork, and compaction activities, plus all change order work. For tank erection work performed by CST, electrical work, and other items that can be observed after the work has been completed, we will not plan to provide full-time observation. We estimate a reduction equivalent to approximately three weeks of field time by making this adjustment. However, we still recommend observing all items that will be buried or inaccessible when completed. Some of these work tasks may be performed concurrently with tank erection work or other subcontractor work, and limited observation assistance from District staff on occasion may be helpful.

The attached Task, Work Hour and Cost Tabulation provides an estimate of our hours beginning where our budget ended in April to the projected end date of the project in late August, a period of approximately 19 weeks. No new contingency has been included, however, the time included is still an estimate, and may need further amending should circumstances require. We do request to be allowed to use our previous contingency amount, as that has already been invoiced in May to cover a portion of our April services.

We currently believe the work should be completed around the end of August, barring any delays. Based on the hours estimated, using past trends, and our planned reduction in hours, we request a total budget amendment of **\$167,700**, billed on a time and expenses basis as usual per our current services rates schedule, copy also attached. This estimate includes roughly 140 hours per month for field observations by our Construction Engineer, (less the approximately 3-weeks that may be saved through omitting some normal visits). Office tasks are estimated at approximately 12 to 14 hours per week for Brennen and while my time has been averaging over 20 hours per month, the planned changes are intended to reduce my involvement to about 10 hours per month for oversight and assistance to both Brennen and George.

Alyssa Gordon

June 5, 2024

Page 3 of 3

We will do our utmost to limit our hours to keep costs down for the District while continuing to provide excellent service monitoring the contractor for quality assurance and adherence to all contract requirements.

Please let us know if you have any questions or care to see modifications to this request.

Very truly yours,

BRELJE & RACE

A handwritten signature in blue ink, appearing to read "M. Sean Jeane", is written over a horizontal line.

M. Sean Jeane, P.E.
Senior Principal

Enc.

Water Storage Reliability Project
Amendment to Construction Management and Inspection
Hidden Valley Lake Community Services District
TASK, WORK HOUR and COST TABULATION
June 5, 2024

TASK	DESCRIPTION	WORKHOURS					
		Principal-in-Charge/ Construction Manager	Project Advisor	Construction Inspector	Construction Engineer	Support Staff	
		Senior Principal	Senior Principal	Construction Engineer	Engineer I	Clerical	
		Jeane	Beazor	Potter	Urbanek	Tallman	
2 Construction Management (4 months)	2.01 Administration of Grant Services						\$0
	2.02 Project Coordination & Correspondence	10			48		\$12,010
	2.03 Schedule Management, Meetings, Reports	2			48		\$9,890
	2.04 Submittal Management				8		\$1,560
	2.05 Records Management & Document Control				3	8	\$1,385
	2.06 Requests for Information	10			60		\$14,350
	2.07 Change Orders and Claims Management	16			60		\$15,940
	2.08 Coordination of Testing and Start-up	2			6		\$1,700
	2.09 Contract Closeout/Punchlist	1		16	4	4	\$4,405
	Subtotal	41	0	16	237	12	\$61,240
3 Construction Inspection (4 months)	3.01 Documentation ¹						\$0
	3.02 Construction Monitoring ^{2,3}	6		550	16		\$106,460
	3.03 Liability Awareness ⁴						\$0
	3.04 Testing ⁴						\$0
	3.05 Public Relations ⁴						\$0
	Subtotal	6	0	550	16	0	\$106,460
C.M. & INSPECTION ONLY (Tasks 2 - 3)							
Total Hours		47	0	566	253	12	
Hourly Rate²		\$265	\$250	\$185	\$195	\$100	
Subtotal Cost		\$12,455	\$0	\$104,710	\$49,335	\$1,200	
SUBTOTAL		\$167,700					
CONTINGENCY ⁵ 0%		\$0					
REPRO & PLOT		\$0					
TOTAL		\$167,700					

Note: Proposal fee budget based on an expected time to complete project by end of August (beginning last week of April - 19 weeks.)

- (1) Documentation will be performed daily while inspecting; Photo journals, punch lists, and change order work documentation may be performed outside of inspection hours.
- (2) Proposal assumes an additional **19-weeks** of field inspection at **35 hours per week** (from last week of April), less approximately 3-weeks for time reduction plan (105 hrs).
- (3) Hourly Rate for Inspector includes vehicle and miscellaneous materials.
- (4) Liability awareness tasks, public relations, testing coordination tasks will be handled primarily by our field observer while performing daily field duties.
- (5) Contingency funds are omitted. (Although, the budget is only an estimate).



SERVICES RATE SCHEDULE
EFFECTIVE MARCH 1, 2024

PROFESSIONAL SERVICES

Senior Principal	\$265.00/hour
Associate Principal	245.00/hour
Associate (Managing Engineer)	230.00/hour
Senior Project Advisor	225.00/hour
Senior Engineer	220.00/hour
Engineer II	205.00/hour
Engineer I	195.00/hour
Engineering Technician II	180.00/hour
Engineering Technician I	170.00/hour
Senior Planner	190.00/hour
Planner	165.00/hour
Senior Surveyor	200.00/hour
Surveyor	180.00/hour
Survey Technician	170.00/hour
CAD Technician Supervisor	175.00/hour
CAD Designer	160.00/hour
CAD Technician	150.00/hour
Engineering Intern	130.00/hour
Construction Engineer	185.00/hour
Construction Technician II	160.00/hour
Construction Technician I	140.00/hour
Technical Writer	130.00/hour

EXPERT WITNESS & MEDIATION SERVICES \$600.00/hour

FIELD SURVEYING

One-man Party (Including Survey Equipment & Vehicle)	\$300.00/hour
Two-man Party (Including Survey Equipment & Vehicle)	\$350.00/hour
Three-man Party (Including Survey Equipment & Vehicle)	\$500.00/hour

CLERICAL SERVICES \$100.00/hour

OUTSIDE CONSULTANTS Cost + 10% Handling Charge

OUTSIDE PLOTTING AND REPRODUCTION Cost + 10% Handling Charge

IN-HOUSE PLOTTING

Vellum or Bond	\$10.00/sheet
Mylar	25.00/sheet

Note

Brelje & Race does not charge separately for many of the expenses that are traditionally recouped from the Client as “reimbursable”. The hourly rates listed above are inclusive of all expenses for vehicle mileage, surveying materials, incidental copying services and computer hardware, software and other information technology costs.

**VEHICLE/EQUIPMENT SCORECARD
POINT SYSTEM**

POINTS SCORED INTERPETATION

Below 15 points = Unit in Excellent Condition

16-20 points = Unit in Good Condition

21-26 points = Unit Qualifies for Replacement

26 point & above = Unit Needs immediate Consideration



Unit #	Dept	Odometer Reading	Class Code	Type Of Service Points	Type Of Vehical	Life Expected Years	Life expected Miles	Year	Age Points	Age	Miles Hours Points	Miles	Hours	Reliability Points	Maintenance & Repairs Cost Points	Maintenance & Repair Cost	Purchase Price	Condition Points	Total Points
8	120/130	209233	2	5	Truck	10	150,000	2005	5	20	5	209,233		5	5		22,212.19	5	30
9	120/130	212641	2	5	Truck	10	150,000	2008	5	16	5	212,641		3	4		25,694.00	3	25



HIDDEN VALLEY LAKE ASSOCI
18174 HIDDEN VALLEY RD
Hidden Valley Lake, CA 9546786
C: (707) 355-0312
H: (707) 987-3138
W: (707) 987-3513
noemail@noemail.com

Stock # gas awd

0 , Body Type:

Purchase (Monthly)

	0 Mo
	0%
\$0	\$33,884

Selling Price	\$31,500.00
Total Savings + Rebate	-\$31,500.00
Net Price	\$31,500.00
Government Fee	\$8.75
Proc/Doc Fee	\$85.00
Total Taxes	\$2,289.91
Amount Financed	\$33,883.66



HIDDEN VALLEY LAKE ASSOCI
18174 HIDDEN VALLEY RD
Hidden Valley Lake, CA 9546786
C: (707) 355-0312
H: (707) 987-3138
W: (707) 987-3513
noemail@noemail.com

Stock # hybrid

2023 Ford Maverick, Body Type:

Purchase (Monthly)

	0 Mo
	0%
\$0	\$34,956

Selling Price	\$32,500.00
Total Savings + Rebate	-\$32,500.00
Net Price	\$32,500.00
Government Fee	\$8.75
Proc/Doc Fee	\$85.00
Total Taxes	\$2,362.41
Amount Financed	\$34,956.16



DESC.: **TACOMA SR** **4X2 DOUBLE CAB**
 VIN: **3TYKD5HN6RT003493**
 YR/MDL: 2024/7186A
 CLR: ICE CAP/FA20 (0040/20)
 FINAL ASSEMBLY POINT: GUANAJUATO, MEXICO

STANDARD EQUIPMENT

UNLESS REPLACED BY OPTIONAL EQUIPMENT

MECHANICAL & PERFORMANCE

- i-FORCE 2.4L 4cyl Turbocharged Engine
- 8-Spd Automatic Transmission
- Leaf spring rear suspension
- Tow Hitch Receiver

SAFETY & CONVENIENCE

- Toyota Safety Sense 3.0 w/Pre-Collision
- Star Safety System
- Connected Services Capable. 4G network dependent. See Toyota.com for details.

EXTERIOR

- 17-in Alloy Wheels
- Smart Key System on Driver Door
- LED Headlights w/ DRL

INTERIOR

- Fabric-Trimmed Seats w/ Driver Lumbar Support
- 8-in Toyota Audio Multimedia w/ 6-Speakers, Wireless Apple CarPlay and Android Auto Compatibility
- SiriusXM w/3-Month Trial

For Full Product Details:
Please Visit Toyota.com/Tacoma
 Full Tank of Gas

BASE MANUFACTURER'S SUGGESTED RETAIL PRICE \$33,700.00

OPTIONAL EQUIPMENT

- FE 50 State Emissions
- MG Mud Guards 60.00
- LL SR Upgrade Package - includes Blind Spot Monitor (BSM), Deck Rail and Cleats 1,500.00

GOVERNMENT 5-STAR SAFETY RATINGS

This vehicle has not been rated by the government for overall vehicle score, frontal crash, side crash or rollover risk.

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest.
 Source: National Highway Traffic Safety Administration (NHTSA)
www.safercar.gov or 1-888-327-4236

Created on 2024-05-14 21:56:19 (UTC)

EPA DOT Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

23 MPG
 combined city/hwy city highway
4.3 gallons per 100 miles

Small Pickups range from 18 to 37 MPG. The best vehicle rates 140 MPGe.

You spend \$2,000
 more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost

\$2,350

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



This vehicle emits 394 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles



MANUFACTURER'S SUGGESTED RETAIL PRICE† \$35,260.00

DELIVERY, PROCESSING AND HANDLING FEE 1,495.00

TOTAL SUGGESTED RETAIL PRICE \$36,755.00

Delivered by Truck to: 04734
 TOYOTA OF LOMPOC
 203 E OCEAN AVE
 LOMPOC CA93436

†Manufacturer's suggested retail price excludes delivery processing and handling fees, license and title fees, applicable federal, state and local taxes, and dealer and distributor options and accessories.



TML3E3N1S0F0W0



TOYOTA

Toyota of Santa Barbara

5611 Hollister Avenue
Goleta CA 93117
805-967-5611

2024 Tacoma

Tacoma SR

Model: 2024 Tacoma SR 2.4L 4-Cyl. Turbo Engine Rear-Wheel Drive 5-ft. bed Double Cab 7186A

Stock: 241275

Engine: i-FORCE 2.4L 4-Cyl. Turbo Engine

Transmission: 8-Speed Automatic Transmission



EXTERIOR
Ice Cap

INTERIOR
Black Fabric

PRICE

Base MSRP *	\$33,700.00
Factory Installed Packages & Accessories	\$60.00
Port Installed Packages & Accessories	\$779.00
Delivery Processing and Handling	\$1,495.00
Total Advertised Price	\$36,034.00

FUEL ECONOMY



35,000 sales price *38,371 OTD*

INSTALLED PACKAGES & ACCESSORIES

50 State Emissions	FIO	\$0.00
Mudguards	FIO	\$60.00
All-Weather Floor Liners and Door Sill Protectors	PIO	\$179.00
All-Weather Floor Liners and Door Sill Protectors includes:		
• All-Weather Floor Liners		
• Door Sill Protectors		
Owner's Portfolio	PIO	\$0.00
5" Oval Tube Steps - Black	PIO	\$600.00
Whether or not your truck is lifted, you might need a step up. Tube steps ease entry into the cab while complementing Tacoma's good looks.		
• Meets all Toyota-required load, cyclic and durability testing		
• Laser-cut brackets to ensure fit and appearance, then powder-coated to protect against the elements.		
Total Optional Equipment		\$839.00
Vehicle Base Model		\$33,700.00
Delivery Processing and Handling		\$1,495.00

FEATURES

Mechanical & Performance

- Powertrain: i-FORCE 2.4L turbocharged inline-4 engine
- Transmission: 8-speed Electronically Controlled automatic

- Drivetrain: Rear-Wheel Drive (RWD) with Automatic Limited-Slip Differential (Auto LSD)
- Suspension: Independent double-wishbone front suspension; leaf spring rear suspension
- Engine: 1-FORCE 2.4L 4-Cyl. Turbo Engine
- Weight Rating: 5775 lbs

- Transmission with Intelligence (iCT-i): sequential shift mode, and uphill/downhill shift logic
- Air Intake: Twin scroll turbocharger with wastegate valve control and air-cooled intercooler
- Stabilizer: Front stabilizer
- 8-Speed Automatic Transmission

Exterior

- 17-in styled alloy wheels
- Four fixed cargo bed tie-down points

- 5-ft bed
- LED headlights with Daytime Running Lights (DRL), auto on/off feature and manual leveling adjustment

Exterior Dimensions

- Overall length 213
- Overall height 73.8
- Inside bed length 60.3
- Inside bed width (at tailgate) 53
- Inside bed width (between wheelwells) 44.7

- Overall width 76.9
- Wheelbase 131.9
- Inside bed depth 20.2
- Inside bed width (at accessory rail) 56.4

Interior

- Smart Key System on driver door with Push Button Start
- Fabric-trimmed seats, 6-way manually adjustable driver and front passenger seats with 2-way manually adjustable lumbar support on driver's seat only
- 60/40 split, folding rear seat with under and behind seat storage

- Manual day/night rearview mirror
- Polyurethane manual tilt/telescopic steering wheel with phone, audio, display/infotainment, and Driver Assist controls

Audio Multimedia

- 8-in. Audio Multimedia Display with 6-speaker audio system, wireless Apple CarPlay® & Android Auto™ compatibility, SiriusXM® 3-month trial subscription. See toyota.com/connected-services for details. 5

ToyotaCare

- 24-hour Roadside Assistance \$0 (No Cost)

- No cost maintenance \$0 (No Cost)

Safety & Convenience

- Toyota Safety Sense™ 3.0 — Pre-Collision System with Pedestrian Detection, Proactive Driving Assist, Lane Departure Alert with Steering Assist, Automatic High Beams, Road Sign Assist, and Full-Speed Range Dynamic Radar Cruise Control
- Electric Power Steering (EPS) and power-assisted rack-and-pinion with an Electronic Parking Brake (EPB)
- Class-IV towing hitch receiver and wiring harness with 7-pin/4-pin connector

- Backup Guide Monitor
- Lightweight "TACOMA" stamped tailgate

Connected Services

- Drive Connect — includes Cloud Navigation with Google Points of Interest (POI) data, Intelligent Assistant with Hey, Toyota, and Destination Assist. Subscription required after trial. 4G network dependent. Capable, subscription required
- Service Connect — receive personalized maintenance updates and vehicle health reports. Subscription required after trial. 4G network dependent. Up to 10-year trial subscription
- Wi-Fi Connect — includes AT&T Wi-Fi hotspot and Integrated Streaming (Apple Music® and Amazon Music) compatibility. Subscription required after trial. 4G network dependent. Up to 30-day/3 GB trial subscription

- Remote Connect — remotely interact with your vehicle through the Toyota app via your smartphone. Depending on grade, allows you to lock/unlock doors, start and stop the vehicle, locate your last parked location, check vehicle status and monitor guest drivers. Subscription required after trial. 4G network dependent. 1-year trial subscription
- Safety Connect® — Includes Emergency Assistance Button, Enhanced Roadside Assistance, Automatic Collision Notification and Stolen Vehicle Locator. Subscription required after trial. 4G network dependent. Up to 10-year trial subscription