



# Hidden Valley Lake Community Services District

## Regular Board Meeting

Tuesday April 20, 2021– 7:00 PM

Due to the COVID-19 State of Emergency and pursuant waivers to certain Brown Act provisions under the Governor's Executive Orders, this Board Meeting is being conducted via Web Conference and Microsoft Teams, and there will be no physical location from which members of the public may participate. The Public can listen or watch the Live Stream video on the District's website at: <http://www.hvlcsd.org>

To join this meeting select the April 20, 2021 Board of Directors Meeting select Join Microsoft Teams Meeting Select Join on the web instead.

Please submit your comments to Penny Cuadras at [pcuadras@hvlcsd.org](mailto:pcuadras@hvlcsd.org) or mail comments to the attention of: Administrative Services Manager, Hidden Valley Lake Community Services District, 19400 Hartmann Road, Hidden Valley Lake, Ca 95467. Comments will be addressed by the Board President as related to the agenda item or during Public Comment.

**DATE:** April 20, 2021  
**TIME:** 7:00 p.m.  
**PLACE:** Virtual- Via Microsoft Teams

### CALL TO ORDER

- 1) PLEDGE OF ALLEGIANCE
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) CONSENT CALENDAR
  - A. MINUTES: Approval of the March 15, 2021 Finance Committee Meeting Minutes.
  - B. MINUTES: Approval of the March 16, 2021 Regular Board Meeting Minutes.
  - C. Approve: Mobile/Stationary Meter Use Meter Use Policy (Revision)
  - D. DISBURSEMENTS: Check #38064 - #38131 including drafts and payroll for a total of \$222,400.18.
- 5) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
  - Personnel Committee
  - Finance Committee
  - Emergency Preparedness Committee
  - Lake Water Use Agreement-Ad Hoc Committee
  - Valley Oaks Project Committee
  - Trane Energy Resilience Ad Hoc Committee
- 6) STAFF REPORTS (for information only, no action anticipated)
  - Financial Report
  - Administration/Customer Service Report

ACWA State Legislative Committee  
Field Operations Report  
Projects Update  
General Managers Report

- 7) **DISCUSSION AND POSSIBLE ACTION:** Authorize the General Manager to initiate the AMI project plan
- 8) **DISCUSSION AND POSSIBLE ACTION:** Authorize the General Manager to hire a Part-Time Accounts Representative and one additional Permanent Full-Time Operator I
- 9) **DISCUSSION AND POSSIBLE ACTION:** Conference with real property negotiators pursuant to Government Code section 54956.8.  
Property: Assessor's Parcel Number 14-270-47  
Agency Negotiators: Dennis White, General Manager  
Negotiating Parties: Kevin Smith  
Under negotiation: Price and Terms for access easement
- 10) **DISCUSSION AND POSSIBLE ACTION:** Approve the Leak Adjustment Policy
- 11) **DISCUSSION AND POSSIBLE ACTION:** Authorize GM to pay Mountain F. Enterprises in accordance with the fully executed Contract Agreement, Term 5 Contract Price and Payment in the amount of \$150K.
- 12) **DISCUSSION AND POSSIBLE ACTION:** Review FY 2021-22 Preliminary Budget
- 13) PUBLIC COMMENT
- 14) BOARD MEMBER COMMENT
- 15) ADJOURN

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

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

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



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

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

Present were:

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

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

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

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

**REVIEW and DISCUSS:**

**Monthly Financial Reports & Disbursements**

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

Staff addressed inquiries as presented by the committee.

**REVIEW and DISCUSS:**

**Projects Update**

Staff updated the Committee on the following;

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

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

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

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

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

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

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

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

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

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

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

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

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

**PUBLIC COMMENT**

No Public Present

**COMMITTEE MEMBER COMMENT**

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

**ADJOURNMENT**

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

No public Comment.

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

Motion carries to adjourn the meeting at 2:33 PM



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: March 16, 2020 – 7:00 PM**

The Hidden Valley Lake Community Services District Board of Directors met this evening Via Teleconference.

Present Via Teleconference were:

Director Claude Brown  
Director Gary Graves  
Director Jim Lieberman  
Director Sean Millerick  
General Manager, Dennis White  
Administrative Services Manager, Penny Cuadras

Others Present were:

Accounting Supervisor, Trish Wilkinson  
Project Manager, Alyssa Gordon  
Morgan Biggerstaff, District Legal Counsel

Absent:

Director Jim Freeman, President, (arrived at 7:15 PM technical issues)

**CALL TO ORDER**

The meeting was called to order at 7:06 P.M. by Director Graves.

**APPROVAL OF AGENDA**

Director Lieberman moved to approve the March 16, 2021 Regular Board Agenda as presented. Seconded by Director Brown.

Roll Call Vote:

AYES: (4) Directors, Brown, Graves, Lieberman and Millerick

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Freeman

Motion carries unanimous to approve March 16, 2021 Regular Board Agenda as presented.

**CONSENT CALENDAR**

Director Brown moved to approve the Consent Calendar. Seconded by Director Lieberman. The Board approved the following Consent Calendar as presented.

- (A) MINUTES: Approval of the February 2, 2021 Special Meeting Minutes.
- (B) MINUTES: Approval of the February 10, 2021 Emergency Preparedness Committee Minutes.
- (C) MINUTES: Approval of the February 10, 2021 Personnel Committee Meeting Minutes.
- (D) MINUTES: Approval of the February 16, 2021 Regular Board Meeting Minutes.
- (E) DISBURSEMENTS: Check # 037985 -# 038063 including drafts and payroll for a total of \$204,481.45.

No Further Discussion from the Board.

No Public Comment.

Roll Call Vote:

AYES: (4) Directors Brown, Graves, Lieberman and Millerick

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Freeman

Motion Carries unanimous to approve the Consent Calendar as presented.

**BOARD COMMITTEE REPORTS**

Finance Committee: Met 3/15

Personnel Committee: Have not met  
Emergency Preparedness Committee: Have not met  
Lake Water Use Agreement-Ad Hoc Committee: Have not met  
Valley Oaks Sub-Committee: Scheduled to meet on 3/18/21  
Trane Energy Resilience Ad Hoc Committee: Met on 3/15/21

## **STAFF REPORTS**

Financial Report:  
Administration/Customer Services Report:  
Field Operation Report:  
ACWA State Legislative Committee:  
Projects Update:  
General Manager Report:

## **PROJECT PRIORITIES**

- Generators
- Tank 9
- I&I
- SCADA
- AMI

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

#### **Provide Staff Direction regarding Customer Request for Easement across District Property (17456 Meadow View Drive)**

The Board recommends staff pursue with legal, agreement to include liability and maintenance clause. Bring back to Board for review and possible action.

No further discussion.  
No public comment.

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

#### **Consider and Approve Leak Adjustment Policy**

The Board tabled item, Staff to bring back for discussion and possible action following review with legal.

No further discussion  
No public comment

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

#### **Approve GHD SCADA and Cybersecurity Proposal**

Director Freeman moved to approve the GHD SCADA and Cybersecurity Proposal. Seconded by Director Millerick.

Finance Committee recommends the Board consider approving the proposal, directing staff to negotiate the cost with GHD in an amount not to exceed \$75.5K.

No further discussion.  
No public comment.

Roll Call Vote:

AYES: (5) Directors Brown, Graves, Lieberman, Millerick and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to approve the approve the GHD SCADA and Cybersecurity Proposal in an amount not to exceed \$75.5K, directing staff to negotiate a lower rate with GHD in an amount not to exceed \$75.5K.

**DISCUSSION AND POSSIBLE ACTION:**

**Consider approval of increase to legal budget in the amount of \$39,000 for work in support of proposed FLASHES project.**

Director Brown moved to approve the increase to legal budget in the amount of \$39,000 for work in support of proposed FLASHES project. Seconded by Director Lieberman.

Finance Committee recommends the Board consider approve the increase to the legal budget in an amount not to exceed \$39K.

No further discussion.  
No public comment.

Roll Call Vote:

AYES: (5) Directors Brown, Graves, Lieberman, Millerick and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to approve the increase to legal budget in the amount of \$39,000 for work in support of proposed FLASHES project in an amount not to exceed \$39K

**DISCUSSION AND POSSIBLE ACTION:**

**Approve Lake Water Use Agreement**

Director Millerick moved to approve the 2021 Lake Water Use Agreement as written. Seconded by Director Lieberman.

No further discussion.  
No public comment.

Roll Call Vote:

AYES: (5) Directors Brown, Graves, Lieberman, Millerick and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to approve the 2021 Lake Water Use Agreement as written.

**DISCUSSION AND POSSIBLE ACTION:**

**Recommendation to oppose the potential grow farm located near HVL at 16750 Herrington Road, Middletown**

Director Brown moved to oppose the potential grow farm based on District concerns at the moment. Staff complete additional research and plan to attend the Public Hearing. Seconded by Director Lieberman.

No further discussion.  
No public comment.

Roll Call Vote:

AYES: (5) Directors Brown, Graves, Lieberman, Millerick and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to oppose the potential grow farm based on District concerns at the moment.

**PUBLIC COMMENT**

No Public Comment

**BOARD MEMBER COMMENT**

No Board Comment







<b>POLICY TITLE:</b>	<b>Mobile/Stationary Meter Use</b>	
<b>POLICY #:</b> 1002	<b>ADOPTED DATE:</b> August 18, 2020 President: Jim Lieberman	<b>REVISION DATE:</b> April 20, 2021 President: Jim Freeman

The Board of Directors revised and/or adopted this policy at its public meeting on the latest revision date. This version of the Policy supersedes all other previous versions.

**1002.1 PURPOSE**

The mission of the Hidden Valley Lake Community Services District is "to provide, maintain and protect our community's water." In accordance with the spirit of this mission, permitted mobile or stationary meter use is limited to authorized individuals only. The strict control of mobile or stationary meter use is designed to protect the water distribution system integrity, water quality, and the preservation of fire protection.

**1002.2 POLICY**

**TERMS**

The following requirements represent the terms of the Mobile/Stationary Meter Use Policy:

- Meter Use Permits are issued for a term not to exceed 180 days (6 months)
- Tankers/containers must only be used for water hauling purposes.
- All tanks/containers must have an approved check valve or air gap assembly on fill line.
- Stationary Permit holders must only operate a stationary meter with an approved fire hydrant wrench.
- Stationary Permit Holders must open and close hydrant very slowly.
- Stationary Permit Holders are expected to replace all caps on the fire hydrant before leaving.
- Mobile Permit Holders will connect only to authorized water sources.
- Mobile Permit Holders cannot use meter as a substitute for a domestic water source, for agricultural purposes without prior written approval.
- Mobile Permit Holders must furnish meter outlet adapters, compatible to NSFT threads.
- HVLCSD reserves the right to restrict permits during droughts.

**FEES**

Prior to the issuance of a Meter Use Permit the following fees are due:

Application/Permit Processing	\$40
Volumetric Rate	Based on current Board Approved Rates
Deposit (refundable upon permit return)	\$3,200
<b>Total initial costs:</b>	<b>\$3,240</b>

\*Consumption costs will be billed monthly, until permit expiration. Costs are calculated per hundred cubic feet.

## Violations and penalties

Any person involved in the unauthorized use of water will be charged for: the water taken, the costs incurred to investigate and correct the use, penalty fees and other remedies authorized by law or approved by HVLCSD. Those involved in unauthorized use are ineligible for new permits until paying for past water use and penalties.

Meter use violation penalties:

- 1st violation: \$500.
- 2nd violation: \$1,000.
- 3rd violation: \$1,500 and a 90-day suspension of all active permits.

If the meter is lost or stolen the Permit holder will be required to reimburse the District for the actual cost of a new meter.

The District reserves the right to terminate meter use permits at any time, without notice, in matters of misuse, harm to District facilities, interference with the public water supply, or failure to notify of any change in use or any failure to comply with other terms or protocols of this policy.

Accounts unpaid in excess of the deposit will be billed to the Permittee.

## PROTOCOLS

The Permit applicant should be prepared to:

- Submit a Nobile/Stationary Meter Use Permit application to the HVLCSD Administration office.
- Pay all fees, charges and deposits at the time of application submission.
- Be prepared to meet HVLCSD Field Operations personnel within 24 hours of application, for vehicle and tool inspection.

## Approved and Adopted on:

---

Jim Freeman  
President to the Board of Directors

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

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

120-SEWER ENTERPRISE FUND  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,490,929.00</u>	<u>133,418.00</u>	<u>1,468,041.80</u>	<u>22,887.20</u>	<u>98.46</u>
TOTAL REVENUES	1,490,929.00	133,418.00	1,468,041.80	22,887.20	98.46
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	27,807.44	772,102.67	5,613.33	99.28
ADMINISTRATION	402,258.00	36,425.05	275,004.75	127,253.25	68.37
FIELD	417,256.00	28,509.41	246,401.30	170,854.70	59.05
DIRECTORS	44,530.00	2,100.10	20,099.92	24,430.08	45.14
SPECIAL PROJECTS	0.00	18,122.66	186,255.03 (	186,255.03)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>15,535.10 (</u>	<u>15,535.10)</u>	<u>0.00</u>
TOTAL EXPENDITURES	1,641,760.00	112,964.66	1,515,398.77	126,361.23	92.30
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 150,831.00)	20,453.34 (	47,356.97) (	103,474.03)	31.40

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2021

120-SEWER ENTERPRISE FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	100.00	500.00	0.00	100.00
120-4036 DEVELOPER FEES SEWER	0.00	0.00	1,977.00 (	1,977.00)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	0.00	4,095.60	1,404.40	74.47
120-4050 SALES OF RECLAIMED WATER	110,000.00	3,601.19	83,182.83	26,817.17	75.62
120-4111 COMM SEWER USE	43,113.00	5,775.83	34,786.95	8,326.05	80.69
120-4112 GOV'T SEWER USE	900.00	0.00	389.64	510.36	43.29
120-4116 SEWER USE CHARGES	1,217,940.00	122,026.37	983,327.74	234,612.26	80.74
120-4210 LATE FEE	20,000.00	1,913.71	15,877.11	4,122.89	79.39
120-4300 MISC INCOME	2,500.00	0.90	528.20	1,971.80	21.13
120-4310 OTHER INCOME	0.00	0.00	2,902.00 (	2,902.00)	0.00
120-4320 FEMA/CalOES Grants	88,776.00	0.00	200,968.50 (	112,192.50)	226.38
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,700.00	0.00	591.99	1,108.01	34.82
120-4580 TRANSFERS IN	0.00	0.00	138,914.24 (	138,914.24)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,490,929.00</b>	<b>133,418.00</b>	<b>1,468,041.80</b>	<b>22,887.20</b>	<b>98.46</b>
	=====	=====	=====	=====	=====

AS OF: MARCH 31ST, 2021

## 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	15,000.00	0.00	12,990.53	2,009.47	86.60
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	410.20	5,236.69	8,763.31	37.40
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	16.98	11,983.02	0.14
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	1,028.33	9,570.82	10,429.18	47.85
120-5-00-5061 VEHICLE MAINT	18,000.00	2,638.45	18,461.89 (	461.89)	102.57
120-5-00-5062 TAXES & LIC	800.00	0.00	213.88	586.12	26.74
120-5-00-5074 INSURANCE	54,066.00	0.00	59,153.86 (	5,087.86)	109.41
120-5-00-5075 BANK FEES	21,000.00	1,969.29	17,071.49	3,928.51	81.29
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	222.50	11,385.70 (	3,885.70)	151.81
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	947.86	5,755.09	1,244.91	82.22
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	101.50	10,525.75	9,474.25	52.63
120-5-00-5122 ENGINEERING SERVICES	50,000.00	4,488.75	35,237.28	14,762.72	70.47
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	0.00	30,631.35	19,368.65	61.26
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,950.00	1,550.00	79.33
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	475.97	3,040.55	1,959.45	60.81
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	178.57	3,733.62	1,266.38	74.67
120-5-00-5148 OPERATING SUPPLIES	48,000.00	3,353.62	40,441.05	7,558.95	84.25
120-5-00-5150 REPAIR & REPLACE	145,000.00	5,545.25	136,617.41	8,382.59	94.22
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	202.50	4,788.11	3,211.89	59.85
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,143.75	9,202.25	7,297.75	55.77
120-5-00-5157 SECURITY	500.00	0.00	1,082.52 (	582.52)	216.50
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	0.00	28,256.13	16,743.87	62.79
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	11,000.00	1,027.86	8,463.45	2,536.55	76.94
120-5-00-5192 ELECTRICITY	65,000.00	0.00	74,097.26 (	9,097.26)	114.00
120-5-00-5193 OTHER UTILITIES	2,600.00	254.83	2,021.99	578.01	77.77
120-5-00-5194 IT SERVICES	36,500.00	465.00	32,085.06	4,414.94	87.90
120-5-00-5195 ENV/MONITORING	35,000.00	2,722.75	25,373.50	9,626.50	72.50
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	4,742.76 (	2,742.76)	237.14
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (	136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.95 (	1,661.95)	266.20
120-5-00-5312 TOOLS - FIELD	1,500.00	272.96	283.66	1,216.34	18.91
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	0.00	24,167.51 (	22,667.51)	1,611.17
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	357.50	506.00 (	256.00)	202.40
120-5-00-5580 TRANSFERS OUT	0.00	0.00	97,199.88 (	97,199.88)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

120-SEWER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	777,716.00	27,807.44	772,102.67	5,613.33	99.28

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

120-SEWER ENTERPRISE FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	252,875.00	24,980.02	187,332.60	65,542.40	74.08
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	6,460.88	48,107.02	43,736.98	52.38
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,051.19	34,950.04	12,238.96	74.06
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	143.96	2,271.11	1,728.89	56.78
120-5-10-5170 TRAVEL MILEAGE	1,500.00	0.00	784.23	715.77	52.28
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	785.00	1,455.75	2,544.25	36.39
120-5-10-5179 ADM MISC EXPENSES	350.00	4.00	104.00	246.00	29.71
<b>TOTAL ADMINISTRATION</b>	<b>402,258.00</b>	<b>36,425.05</b>	<b>275,004.75</b>	<b>127,253.25</b>	<b>68.37</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 120-SEWER ENTERPRISE FUND

## FIELD

## EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	255,455.00	17,113.62	146,433.85	109,021.15	57.32
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	7,911.98	68,785.89	37,554.11	64.68
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,471.31	29,471.69	17,189.31	63.16
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	706.72	1,093.28	39.26
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	250.00	1,250.00	16.67
120-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	314.73	685.27	31.47
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	38.64	461.36	7.73
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	12.50	399.78	3,600.22	9.99
<b>TOTAL FIELD</b>	<b>417,256.00</b>	<b>28,509.41</b>	<b>246,401.30</b>	<b>170,854.70</b>	<b>59.05</b>



HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 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	2,422.35	577.65	80.75
120-5-40-5020 DIRECTOR BENEFITS	230.00	8.00	93.00	137.00	40.43
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	1,822.95	17,584.57	18,415.43	48.85
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
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
<b>TOTAL DIRECTORS</b>	<b>44,530.00</b>	<b>2,100.10</b>	<b>20,099.92</b>	<b>24,430.08</b>	<b>45.14</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 120-SEWER ENTERPRISE FUND

## SPECIAL PROJECTS

## EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6001 PW LKHVA01	0.00	0.00	0.00	0.00	0.00
120-5-60-6002 PW LKHVB02	0.00	0.00	0.00	0.00	0.00
120-5-60-6003 PW LKHVA81	0.00	0.00	0.00	0.00	0.00
120-5-60-6004 PW LKHVB82	0.00	0.00	0.00	0.00	0.00
120-5-60-6005 PW LKHVF84	0.00	0.00	0.00	0.00	0.00
120-5-60-6006 PW LKHVF83	0.00	0.00	0.00	0.00	0.00
120-5-60-6007 RAINS 2019	0.00	0.00	0.00	0.00	0.00
120-5-60-6009 ACCESS RD	0.00	0.00	137,395.28 (	137,395.28)	0.00
120-5-60-6010 LNU COMPLEX - A	0.00	18,122.66	18,130.96 (	18,130.96)	0.00
120-5-60-6011 LNU COMPLEX - B	0.00	0.00	30,728.79 (	30,728.79)	0.00
TOTAL SPECIAL PROJECTS	0.00	18,122.66	186,255.03 (	186,255.03)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2021

120-SEWER ENTERPRISE FUND  
 CAPITAL PROJECTS & EQUIP  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
120-5-70-7201 I & I	0.00	0.00	15,535.10 (	15,535.10)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	<b>0.00</b>	<b>0.00</b>	<b>15,535.10 (</b>	<b>15,535.10)</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>1,641,760.00</b>	<b>112,964.66</b>	<b>1,515,398.77</b>	<b>126,361.23</b>	<b>92.30</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 150,831.00)</b>	<b>20,453.34</b>	<b>( 47,356.97)</b>	<b>( 103,474.03)</b>	<b>31.40</b>

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

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

130-WATER ENTERPRISE FUND  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>2,175,569.00</u>	<u>181,770.79</u>	<u>1,679,414.02</u>	<u>496,154.98</u>	<u>77.19</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>181,770.79</u>	<u>1,679,414.02</u>	<u>496,154.98</u>	<u>77.19</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	106,314.66	1,002,548.93	301,086.07	76.90
ADMINISTRATION	432,258.00	36,570.05	275,293.09	156,964.91	63.69
FIELD	387,856.00	28,147.73	261,928.93	125,927.07	67.53
DIRECTORS	51,820.00	2,100.04	20,099.49	31,720.51	38.79
SPECIAL PROJECTS	0.00	18,122.66	59,655.73 (	59,655.73)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>43,986.23 (</u>	<u>43,986.23)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>191,255.14</u>	<u>1,663,512.40</u>	<u>512,056.60</u>	<u>76.46</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	9,484.35)	15,901.62 (	15,901.62)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2021

130-WATER ENTERPRISE FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	12,000.00	0.00	70.00	11,930.00	0.58
130-4036 DEVELOPER FEES WATER	0.00	0.00	1,977.00 (	1,977.00)	0.00
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER CONNECTION FEE	0.00	329.00	2,632.00 (	2,632.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	4,862.09	5,639.01 (	4,439.01)	469.92
130-4045 AVAILABILITY FEES	22,000.00	0.00	16,442.40	5,557.60	74.74
130-4110 COMM WATER USE	95,295.00	4,064.39	41,991.01	53,303.99	44.06
130-4112 GOV'T WATER USE	6,000.00	453.99	3,689.72	2,310.28	61.50
130-4115 WATER USE	1,968,074.00	169,354.73	1,567,417.06	400,656.94	79.64
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	32,000.00	2,787.30	26,100.96	5,899.04	81.57
130-4215 RETURNED CHECK FEE	1,000.00	50.00	200.00	800.00	20.00
130-4300 MISC INCOME	3,000.00 (	130.71)	1,306.69	1,693.31	43.56
130-4310 OTHER INCOME	1,500.00	0.00	2,902.00 (	1,402.00)	193.47
130-4320 FEMA/Caloes Grants	30,000.00	0.00	1,462.50	28,537.50	4.88
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	3,500.00	0.00	1,061.17	2,438.83	30.32
130-4580 TRANSFER IN	0.00	0.00	6,522.50 (	6,522.50)	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>2,175,569.00</b>	<b>181,770.79</b>	<b>1,679,414.02</b>	<b>496,154.98</b>	<b>77.19</b>

AS OF: MARCH 31ST, 2021

## 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	15,000.00	0.00	12,990.51	2,009.49	86.60
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	889.66	5,716.19	8,283.81	40.83
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	16.97	11,983.03	0.14
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	1,028.34	9,679.16	10,320.84	48.40
130-5-00-5061 VEHICLE MAINT	12,500.00	2,638.44	10,263.00	2,237.00	82.10
130-5-00-5062 TAXES & LIC	1,200.00	0.00	213.88	986.12	17.82
130-5-00-5074 INSURANCE	54,055.00	0.00	59,153.84 (	5,098.84)	109.43
130-5-00-5075 BANK FEES	21,000.00	1,969.28	17,111.31	3,888.69	81.48
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	222.50	28,245.69 (	3,645.69)	114.82
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	947.85	5,754.97	745.03	88.54
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	20,000.00	101.50	11,706.25	8,293.75	58.53
130-5-00-5122 ENGINEERING SERVICES	60,000.00	0.00	6,389.37	53,610.63	10.65
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	0.00	25,994.95	24,005.05	51.99
130-5-00-5124 WATER RIGHTS	50,000.00	131.25	2,017.85	47,982.15	4.04
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	5,950.00	1,550.00	79.33
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	475.96	3,076.36	4,423.64	41.02
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	45,000.00	178.56	5,029.41	39,970.59	11.18
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	3,441.80	1,558.20	68.84
130-5-00-5150 REPAIR & REPLACE	125,000.00	9,528.23	118,813.22	6,186.78	95.05
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	202.50	8,696.66	3,303.34	72.47
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	312.50	2,547.75	1,652.25	60.66
130-5-00-5157 SECURITY	5,000.00	0.00	722.51	4,277.49	14.45
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	1,027.82	8,263.29	2,736.71	75.12
130-5-00-5192 ELECTRICITY	150,000.00	0.00	152,085.57 (	2,085.57)	101.39
130-5-00-5193 OTHER UTILITIES	2,500.00	254.82	2,033.88	466.12	81.36
130-5-00-5194 IT SERVICES	36,500.00	771.00	33,921.03	2,578.97	92.93
130-5-00-5195 ENV/MONITORING	17,000.00	382.00	7,434.00	9,566.00	43.73
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	32,000.00	0.00	28,757.69	3,242.31	89.87
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (	136.70)	113.67
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.92 (	1,661.92)	266.19
130-5-00-5312 TOOLS - FIELD	1,500.00	272.95	283.65	1,216.35	18.91
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	0.00	6,974.16 (	5,474.16)	464.94
130-5-00-5505 WATER CONSERVATION	9,000.00	100.00	2,800.00	6,200.00	31.11
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	0.00	0.00	0.00	0.00
130-5-00-5545 RECORDING FEES	250.00	357.50	506.00 (	256.00)	202.40
130-5-00-5580 TRANSFERS OUT	467,830.00	84,522.00	412,159.39	55,670.61	88.10
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	1,303,635.00	106,314.66	1,002,548.93	301,086.07	76.90

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 130-WATER ENTERPRISE FUND

## ADMINISTRATION

## EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	282,875.00	24,980.06	187,332.99	95,542.01	66.22
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	6,460.87	48,106.82	43,737.18	52.38
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,051.18	34,993.48	12,195.52	74.16
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	143.94	2,270.86	1,729.14	56.77
130-5-10-5170 TRAVEL MILEAGE	2,000.00	0.00	784.19	1,215.81	39.21
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	930.00	1,700.75	2,299.25	42.52
130-5-10-5179 ADM MISC EXPENSES	350.00	4.00	104.00	246.00	29.71
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
<b>TOTAL ADMINISTRATION</b>	<b>432,258.00</b>	<b>36,570.05</b>	<b>275,293.09</b>	<b>156,964.91</b>	<b>63.69</b>



HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 130-WATER ENTERPRISE FUND

## FIELD

## EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	225,455.00	16,552.79	160,456.34	64,998.66	71.17
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	7,911.96	68,751.34	37,588.66	64.65
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,395.48	30,879.98	15,781.02	66.18
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	706.70	1,093.30	39.26
130-5-30-5063 CERTIFICATIONS	600.00	0.00	250.00	350.00	41.67
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	314.68	685.32	31.47
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	38.64	1,961.36	1.93
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	287.50	531.25	3,468.75	13.28
<b>TOTAL FIELD</b>	<b>387,856.00</b>	<b>28,147.73</b>	<b>261,928.93</b>	<b>125,927.07</b>	<b>67.53</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

## 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	2,421.90	578.10	80.73
130-5-40-5020 DIRECTOR BENEFITS	120.00	8.00	93.00	27.00	77.50
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	1,822.94	17,584.59	24,415.41	41.87
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	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
<b>TOTAL DIRECTORS</b>	<b>51,820.00</b>	<b>2,100.04</b>	<b>20,099.49</b>	<b>31,720.51</b>	<b>38.79</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2021

130-WATER ENTERPRISE FUND  
SPECIAL PROJECTS  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-60-6010 LNU COMPLEX - A	0.00	18,122.66	18,130.96 (	18,130.96)	0.00
130-5-60-6011 LNU COMPLEX - B	0.00	0.00	41,524.77 (	41,524.77)	0.00
TOTAL SPECIAL PROJECTS	0.00	18,122.66	59,655.73 (	59,655.73)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2021

130-WATER ENTERPRISE FUND  
 CAPITAL PROJECTS & EQUIP  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
130-5-70-7202 GENERATORS	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 TANK 9	0.00	0.00	8,292.50 (	8,292.50)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	0.00	35,693.73 (	35,693.73)	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	0.00	0.00	43,986.23 (	43,986.23)	0.00
<b>TOTAL EXPENDITURES</b>	<b>2,175,569.00</b>	<b>191,255.14</b>	<b>1,663,512.40</b>	<b>512,056.60</b>	<b>76.46</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00 (</b>	<b>9,484.35)</b>	<b>15,901.62 (</b>	<b>15,901.62)</b>	<b>0.00</b>

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



**Hidden Valley Lake Community Services District**  
**Financial Activity, Cash and Investment Summary**  
**As of March 31, 2021**  
**(Rounded and Unaudited)**

	<b>Operating Checking</b>	<b>Money Market</b>	<b>LAIF</b>	<b>Bond Trustee</b>	<b>Total All Cash/Investment Accounts</b>
	<b>West America Bank 1010</b>	<b>West America Bank 1130</b>	<b>State Treasurer 1133</b>	<b>US Bank 1200</b>	
<b>Financial Activity of Cash/Investment Accounts in General Ledger [1]</b>					
<b>Beginning Balances</b>	\$ 311,026	\$ 1,336,731	\$ 626,660	\$ 175,005	\$ 2,449,422
<b>Cash Receipts</b>					
Utility Billing Deposits	\$ 323,783	\$ 9,537	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits		\$ 87	\$ -	\$ 1,397	
<b>Total Cash Receipts</b>	\$ 323,783	\$ 9,624	\$ -	\$ 176,402	
<b>Cash Disbursements</b>					
Accounts Payable Checks issued	\$ 119,169	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 31,950	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 67,342	\$ -	\$ -	\$ -	
Bank Fees	\$ 3,939	\$ -	\$ -	\$ -	
Other Disbursements	\$ -	\$ -	\$ -	\$ -	
<b>Total Disbursements</b>	\$ 222,400	\$ -	\$ -	\$ -	
<b>Transfers Between Accounts</b>					
Transfers In		\$ 84,522	\$ -	\$ -	
Transfers Out	\$ 84,522	\$ -	\$ -	\$ -	
<b>Total Transfers Between Accounts</b>	\$ 84,522	\$ 84,522	\$ -	\$ -	
<b>Ending Balances in General Ledger</b>	\$ 327,888	\$ 1,430,877	\$ 626,660	\$ 176,402	\$ 2,561,827
<b>Reconciling Adjustments to Financial Institutions [2]</b>	\$ -	\$ -	\$ -	\$ -	
<b>Financial Institution Ending Balances</b>	\$ 327,793	\$ 1,430,877	\$ 626,660	\$ 176,402	\$ 2,561,733

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

<b>100</b> Operating	-	-	-	-	-
<b>120</b> Wastewater Operating	147,250	69,525	72,385	-	289,160
<b>130</b> Water Operating	172,047	24,742	107,875	-	304,663
<b>140</b> Flood Enterprise	(666)	-	-	-	(666)
<b>215</b> 2016 Sewer Refinancing Bond	(1,880)	213,047	94,668	176,402	482,237
<b>218</b> 2002 CIEDB Loan	11,137	42,685	12,385	-	66,207
<b>219</b> 2012 USDA Solar COP	-	8,367	881	-	9,248
<b>313</b> Wastewater Operating Reserve	-	81,275	58,964	-	140,239
<b>314</b> Wastewater CIP	-	413,823	95,339	-	509,162
<b>319</b> 2012 USDA Solar COP Reserve	-	31,321	-	-	31,321
<b>320</b> Water CIP	-	268,941	-	-	268,941
<b>325</b> Water Operating Reserve	-	277,152	-	-	277,152
<b>350</b> 2002 CIEDB Loan Reserve	-	-	184,163	-	184,163
<b>712</b> Bond Revolving	-	-	-	-	-
<b>Total Ending Balances in General Ledger</b>	<b>327,888</b>	<b>1,430,877</b>	<b>626,660</b>	<b>176,402</b>	<b>2,561,827</b>

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

[2] See Reconciliation Detail Summary for details

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

CHECK DATE: 3/01/2021 THRU 3/31/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
<b>BANK DRAFT:</b>								
1010	3/12/2021	BANK-DRAFT	000561	AFLAC	215.01CR	CLEARED	A	3/16/2021
1010	3/12/2021	BANK-DRAFT	000562	CALIFORNIA PUBLIC EMPLOYEES RE	6,057.78CR	CLEARED	A	3/15/2021
1010	3/12/2021	BANK-DRAFT	000563	NATIONWIDE RETIREMENT SOLUTION	237.50CR	CLEARED	A	3/12/2021
1010	3/12/2021	BANK-DRAFT	000564	STATE OF CALIFORNIA EDD	1,633.90CR	CLEARED	A	3/12/2021
1010	3/12/2021	BANK-DRAFT	000565	US DEPARTMENT OF THE TREASURY	3,746.70CR	CLEARED	A	3/12/2021
1010	3/15/2021	BANK-DRAFT	031521	VERIZON 671265921-00004	198.01CR	CLEARED	G	3/16/2021
1010	3/26/2021	BANK-DRAFT	000566	AFLAC	215.01CR	OUTSTND	A	0/00/0000
1010	3/26/2021	BANK-DRAFT	000567	CALIFORNIA PUBLIC EMPLOYEES RE	6,055.51CR	CLEARED	A	3/29/2021
1010	3/26/2021	BANK-DRAFT	000568	NATIONWIDE RETIREMENT SOLUTION	237.50CR	CLEARED	A	3/26/2021
1010	3/26/2021	BANK-DRAFT	000569	STATE OF CALIFORNIA EDD	1,589.13CR	CLEARED	A	3/26/2021
1010	3/26/2021	BANK-DRAFT	000570	US DEPARTMENT OF THE TREASURY	3,662.80CR	CLEARED	A	3/26/2021
<b>CHECK:</b>								
1010	3/05/2021	CHECK	038064	ALPHA ANALYTICAL LABORATORIES	715.00CR	CLEARED	A	3/10/2021
1010	3/05/2021	CHECK	038065	APPLIED TECHNOLOGY SOLUTIONS	930.00CR	CLEARED	A	3/23/2021
1010	3/05/2021	CHECK	038066	AQUA TECH COMPANY	3,136.00CR	CLEARED	A	3/10/2021
1010	3/05/2021	CHECK	038067	BADGER METER	306.00CR	CLEARED	A	3/16/2021
1010	3/05/2021	CHECK	038068	HARDESTER'S MARKETS & HARDWARE	463.06CR	CLEARED	A	3/11/2021
1010	3/05/2021	CHECK	038069	VOID CHECK	0.00	CLEARED	A	3/05/2021
1010	3/05/2021	CHECK	038070	MEDIACOM	527.66CR	CLEARED	A	3/16/2021
1010	3/05/2021	CHECK	038071	ODIN CONSTRUCTION SOLUTIONS, I	29,485.32CR	CLEARED	A	3/15/2021
1010	3/05/2021	CHECK	038072	OFFICE DEPOT, INC	70.26CR	CLEARED	A	3/15/2021
1010	3/05/2021	CHECK	038073	PACE SUPPLY CORP	328.41CR	CLEARED	A	3/09/2021
1010	3/05/2021	CHECK	038074	SMITH CONSTRUCTION	6,760.00CR	CLEARED	A	3/19/2021
1010	3/05/2021	CHECK	038075	STREAMLINE	200.00CR	CLEARED	A	3/11/2021
1010	3/05/2021	CHECK	038076	TELSTAR INSTRUMENTS	492.99CR	CLEARED	A	3/12/2021
1010	3/05/2021	CHECK	038077	TRUCKTOPS	8,316.67CR	CLEARED	A	3/15/2021
1010	3/05/2021	CHECK	038078	U S POSTMASTER	245.00CR	CLEARED	A	3/15/2021
1010	3/05/2021	CHECK	038079	WELLS FARGO FINANCIAL LEASING	357.13CR	CLEARED	A	3/10/2021
1010	3/05/2021	CHECK	038080	CALKINS, ROBERT	45.27CR	CLEARED	A	3/15/2021
1010	3/05/2021	CHECK	038081	EBLING, THOMAS	145.61CR	CLEARED	A	3/11/2021
1010	3/05/2021	CHECK	038082	GONZALEZ, ANTONIO	133.91CR	CLEARED	A	3/12/2021
1010	3/05/2021	CHECK	038083	HILL, GERTRUDE G	163.10CR	CLEARED	A	3/16/2021
1010	3/05/2021	CHECK	038084	HUDSON, STANLEY & LI	238.02CR	CLEARED	A	3/11/2021
1010	3/05/2021	CHECK	038085	PABROS, FRANCISCA	59.02CR	OUTSTND	A	0/00/0000
1010	3/05/2021	CHECK	038086	POPOVICH, DAVID	14.69CR	CLEARED	A	3/11/2021
1010	3/12/2021	CHECK	038087	ACWA/JPIA	1,130.20CR	CLEARED	A	3/18/2021
1010	3/12/2021	CHECK	038088	ALPHA ANALYTICAL LABORATORIES	527.00CR	CLEARED	A	3/17/2021
1010	3/12/2021	CHECK	038089	ARMED FORCE PEST CONTROL, INC.	205.00CR	CLEARED	A	3/18/2021
1010	3/12/2021	CHECK	038090	AT&T	278.69CR	CLEARED	A	3/18/2021
1010	3/12/2021	CHECK	038091	DATAPROSE, LLC	2,848.19CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038092	DONNA MAHONEY	675.00CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038093	GHD	4,488.75CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038094	GARDENS BY JILLIAN	200.00CR	CLEARED	A	4/02/2021

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

CHECK DATE: 3/01/2021 THRU 3/31/2021  
 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	3/12/2021	CHECK	038095	JL MECHANICAL	1,300.68CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038096	LAKE COUNTY RECORDERS	40.00CR	CLEARED	A	3/26/2021
1010	3/12/2021	CHECK	038097	PACE SUPPLY CORP	66.63CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038098	REDWOOD COAST FUELS	999.48CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038099	ROTO-ROOTER OF LAKE COUNTY	280.00CR	CLEARED	A	3/22/2021
1010	3/12/2021	CHECK	038100	SOUTH LAKE REFUSE & RECYCLING	509.65CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038101	SPECIAL DISTRICT RISK MANAGEME	33,781.24CR	CLEARED	A	3/17/2021
1010	3/12/2021	CHECK	038102	USA BLUE BOOK	963.07CR	CLEARED	A	3/22/2021
1010	3/12/2021	CHECK	038103	WAGNER & BONSIGNORE CCE	131.25CR	CLEARED	A	3/22/2021
1010	3/12/2021	CHECK	038104	WILEY PRICE & RADULOVICH, LLP	203.00CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038105	RIST, ARMOND E	180.39CR	CLEARED	A	3/31/2021
1010	3/12/2021	CHECK	038106	VALDOVINOS, IGNACIO	35.68CR	CLEARED	A	3/16/2021
1010	3/12/2021	CHECK	038107	COLLINS, TIM & DEBOR	50.32CR	CLEARED	A	4/01/2021
1010	3/19/2021	CHECK	038108	ALPHA ANALYTICAL LABORATORIES	527.00CR	CLEARED	A	3/24/2021
1010	3/19/2021	CHECK	038109	CARDMEMBER SERVICE	3,731.10CR	CLEARED	A	3/29/2021
1010	3/19/2021	CHECK	038110	COLLIN PRING	100.00CR	CLEARED	A	3/31/2021
1010	3/19/2021	CHECK	038111	JENFITCH, LLC	1,326.16CR	CLEARED	A	3/23/2021
1010	3/19/2021	CHECK	038112	JL MECHANICAL	3,976.21CR	CLEARED	A	3/22/2021
1010	3/19/2021	CHECK	038113	LAKE COUNTY RECORDERS	8.00CR	CLEARED	A	4/02/2021
1010	3/19/2021	CHECK	038114	MICHELLE HAMILTON	1,456.25CR	CLEARED	A	3/22/2021
1010	3/19/2021	CHECK	038115	OFFICE DEPOT, INC	143.25CR	CLEARED	A	3/25/2021
1010	3/19/2021	CHECK	038116	ST HELENA HOSPITAL dba JOBCARE	271.74CR	CLEARED	A	3/25/2021
1010	3/19/2021	CHECK	038117	USA BLUE BOOK	696.73CR	CLEARED	A	3/29/2021
1010	3/19/2021	CHECK	038118	VERIZON WIRELESS	984.32CR	CLEARED	A	3/30/2021
1010	3/19/2021	CHECK	038119	LOCY, JORDON	11.00CR	OUTSTND	A	0/00/0000
1010	3/19/2021	CHECK	038120	TAYLOR, JANELLE	19.53CR	CLEARED	A	3/25/2021
1010	3/19/2021	CHECK	038121	VASCONCELLOS, THOMAS	5.34CR	CLEARED	A	3/26/2021
1010	3/19/2021	CHECK	038122	MORAN, LINDA	41.66CR	OUTSTND	A	0/00/0000
1010	3/26/2021	CHECK	038123	ALPHA ANALYTICAL LABORATORIES	1,335.75CR	CLEARED	A	3/31/2021
1010	3/26/2021	CHECK	038124	AT&T MOBILITY	67.00CR	CLEARED	A	4/01/2021
1010	3/26/2021	CHECK	038125	OFFICE DEPOT, INC	74.39CR	CLEARED	A	4/02/2021
1010	3/26/2021	CHECK	038126	REDWOOD COAST FUELS	1,007.19CR	CLEARED	A	3/31/2021
1010	3/26/2021	CHECK	038127	USA BLUE BOOK	1,237.19CR	CLEARED	A	4/05/2021
1010	3/26/2021	CHECK	038128	EVEN, ROY R	5.58CR	OUTSTND	A	0/00/0000
1010	3/26/2021	CHECK	038129	STEWART, THOMAS & JE	8.31CR	OUTSTND	A	0/00/0000
1010	3/26/2021	CHECK	038130	WHITE, BARRY L	11.85CR	OUTSTND	A	0/00/0000
1010	3/26/2021	CHECK	038131	SAHLBERG, ALEC	96.42CR	CLEARED	A	3/30/2021

DEPOSIT:	-----							
1010	3/01/2021	DEPOSIT		CREDIT CARD 3/01/2021	5,353.53	CLEARED	C	3/03/2021
1010	3/01/2021	DEPOSIT	000001	REGULAR DAILY POST 3/01/2021	2,735.30	CLEARED	C	3/02/2021
1010	3/02/2021	DEPOSIT		CREDIT CARD 3/02/2021	8,858.85	CLEARED	C	3/03/2021
1010	3/02/2021	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	639.00CR	CLEARED	U	3/02/2021
1010	3/02/2021	DEPOSIT	000002	CREDIT CARD 3/02/2021	3,991.16	CLEARED	C	3/04/2021

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

CHECK DATE: 3/01/2021 THRU 3/31/2021  
 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	3/02/2021	DEPOSIT	000003	REGULAR DAILY POST 3/02/2021		2,940.71	CLEARED	C	3/03/2021
1010	3/03/2021	DEPOSIT		CREDIT CARD 3/03/2021		4,213.57	CLEARED	C	3/04/2021
1010	3/03/2021	DEPOSIT	000001	CREDIT CARD 3/03/2021		2,402.91	CLEARED	C	3/05/2021
1010	3/03/2021	DEPOSIT	000002	REGULAR DAILY POST 3/03/2021		3,646.87	CLEARED	C	3/04/2021
1010	3/04/2021	DEPOSIT		CREDIT CARD 3/04/2021		5,214.04	CLEARED	C	3/05/2021
1010	3/04/2021	DEPOSIT	000001	CREDIT CARD 3/04/2021		6,887.68	CLEARED	C	3/08/2021
1010	3/04/2021	DEPOSIT	000002	REGULAR DAILY POST 3/04/2021		6,820.77	CLEARED	C	3/05/2021
1010	3/05/2021	DEPOSIT		CREDIT CARD 3/05/2021		1,323.25	CLEARED	C	3/08/2021
1010	3/05/2021	DEPOSIT	000001	CREDIT CARD 3/05/2021		3,482.76	CLEARED	C	3/08/2021
1010	3/05/2021	DEPOSIT	000002	REGULAR DAILY POST 3/05/2021		16,910.17	CLEARED	C	3/08/2021
1010	3/08/2021	DEPOSIT		CREDIT CARD 3/08/2021		2,550.61	CLEARED	C	3/08/2021
1010	3/08/2021	DEPOSIT	000001	CREDIT CARD 3/08/2021		2,633.01	CLEARED	C	3/08/2021
1010	3/08/2021	DEPOSIT	000002	CREDIT CARD 3/08/2021		910.00	CLEARED	C	3/09/2021
1010	3/08/2021	DEPOSIT	000003	CREDIT CARD 3/08/2021		2,028.27	CLEARED	C	3/10/2021
1010	3/08/2021	DEPOSIT	000004	REGULAR DAILY POST 3/08/2021		13,539.37	CLEARED	C	3/09/2021
1010	3/09/2021	DEPOSIT		CREDIT CARD 3/09/2021		3,090.07	CLEARED	C	3/10/2021
1010	3/09/2021	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ		41.99CR	CLEARED	U	3/09/2021
1010	3/09/2021	DEPOSIT	000002	CREDIT CARD 3/09/2021		3,537.36	CLEARED	C	3/11/2021
1010	3/09/2021	DEPOSIT	000003	REGULAR DAILY POST 3/09/2021		2,596.32	CLEARED	C	3/10/2021
1010	3/10/2021	DEPOSIT		CREDIT CARD 3/10/2021		1,908.06	CLEARED	C	3/11/2021
1010	3/10/2021	DEPOSIT	000001	CREDIT CARD 3/10/2021		2,612.11	CLEARED	C	3/12/2021
1010	3/10/2021	DEPOSIT	000002	REGULAR DAILY POST 3/10/2021		3,362.25	CLEARED	C	3/11/2021
1010	3/10/2021	DEPOSIT	030921	TRANSFER		105,131.73	CLEARED	G	3/11/2021
1010	3/11/2021	DEPOSIT		CREDIT CARD 3/11/2021		3,631.41	CLEARED	C	3/12/2021
1010	3/11/2021	DEPOSIT	000001	CREDIT CARD 3/11/2021		1,848.99	CLEARED	C	3/15/2021
1010	3/11/2021	DEPOSIT	000002	REGULAR DAILY POST 3/11/2021		5,252.06	CLEARED	C	3/12/2021
1010	3/12/2021	DEPOSIT		CREDIT CARD 3/12/2021		1,837.76	CLEARED	C	3/15/2021
1010	3/15/2021	DEPOSIT		CREDIT CARD 3/15/2021		2,260.21	CLEARED	C	3/15/2021
1010	3/15/2021	DEPOSIT	000001	REGULAR DAILY POST 3/15/2021		11,068.33	CLEARED	C	3/15/2021
1010	3/15/2021	DEPOSIT	000002	CREDIT CARD 3/15/2021		2,486.08	CLEARED	C	3/15/2021
1010	3/15/2021	DEPOSIT	000003	CREDIT CARD 3/15/2021		1,405.12	CLEARED	C	3/15/2021
1010	3/15/2021	DEPOSIT	000004	CREDIT CARD 3/15/2021		1,988.34	CLEARED	C	3/16/2021
1010	3/15/2021	DEPOSIT	000005	CREDIT CARD 3/15/2021		4,418.06	CLEARED	C	3/17/2021
1010	3/15/2021	DEPOSIT	000006	REGULAR DAILY POST 3/15/2021		7,521.71	CLEARED	C	3/16/2021
1010	3/15/2021	DEPOSIT	000007	DRAFT POSTING		13,636.79	CLEARED	U	3/16/2021
1010	3/15/2021	DEPOSIT	000008	CC DRAFT POSTING		17,752.62	CLEARED	U	3/17/2021
1010	3/16/2021	DEPOSIT		CREDIT CARD 3/16/2021		12,558.15	CLEARED	C	3/17/2021
1010	3/16/2021	DEPOSIT	000001	CREDIT CARD 3/16/2021		4,346.19	CLEARED	C	3/18/2021
1010	3/16/2021	DEPOSIT	000002	REGULAR DAILY POST 3/16/2021		1,975.65	CLEARED	C	3/17/2021
1010	3/17/2021	DEPOSIT		CREDIT CARD 3/17/2021		3,599.87	CLEARED	C	3/18/2021
1010	3/17/2021	DEPOSIT	000001	CREDIT CARD 3/17/2021		2,204.13	CLEARED	C	3/19/2021
1010	3/17/2021	DEPOSIT	000002	REGULAR DAILY POST 3/17/2021		3,286.10	CLEARED	C	3/18/2021
1010	3/18/2021	DEPOSIT		CREDIT CARD 3/18/2021		4,043.45	CLEARED	C	3/19/2021
1010	3/18/2021	DEPOSIT	000001	CREDIT CARD 3/18/2021		3,915.96	CLEARED	C	3/19/2021



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

CHECK DATE: 3/01/2021 THRU 3/31/2021  
 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	3/18/2021	DEPOSIT	000002	REGULAR DAILY POST 3/18/2021		5,099.46	CLEARED	C	3/19/2021
1010	3/19/2021	DEPOSIT		CREDIT CARD 3/19/2021		4,831.86	CLEARED	C	3/19/2021
1010	3/19/2021	DEPOSIT	000001	CREDIT CARD 3/19/2021		6,415.78	CLEARED	C	3/22/2021
1010	3/19/2021	DEPOSIT	000002	REGULAR DAILY POST 3/19/2021		9,975.85	CLEARED	C	3/22/2021
1010	3/22/2021	DEPOSIT		CREDIT CARD 3/22/2021		7,806.17	CLEARED	C	3/22/2021
1010	3/22/2021	DEPOSIT	000001	CREDIT CARD 3/22/2021		2,672.02	CLEARED	C	3/22/2021
1010	3/22/2021	DEPOSIT	000002	CREDIT CARD 3/22/2021		3,221.04	CLEARED	C	3/23/2021
1010	3/22/2021	DEPOSIT	000003	CREDIT CARD 3/22/2021		7,308.73	CLEARED	C	3/24/2021
1010	3/22/2021	DEPOSIT	000004	REGULAR DAILY POST 3/22/2021		21,103.77	CLEARED	C	3/23/2021
1010	3/23/2021	DEPOSIT		CREDIT CARD 3/23/2021		2,701.16	CLEARED	C	3/24/2021
1010	3/23/2021	DEPOSIT	000001	CREDIT CARD 3/23/2021		2,497.48	CLEARED	C	3/25/2021
1010	3/23/2021	DEPOSIT	000002	REGULAR DAILY POST 3/23/2021		1,949.02	CLEARED	C	3/24/2021
1010	3/24/2021	DEPOSIT		CREDIT CARD 3/24/2021		1,884.71	CLEARED	C	3/25/2021
1010	3/24/2021	DEPOSIT	000001	CREDIT CARD 3/24/2021		1,842.80	CLEARED	C	3/26/2021
1010	3/24/2021	DEPOSIT	000002	REGULAR DAILY POST 3/24/2021		1,087.43	CLEARED	C	3/25/2021
1010	3/24/2021	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ		161.03CR	CLEARED	U	3/24/2021
1010	3/25/2021	DEPOSIT		CREDIT CARD 3/25/2021		1,300.58	CLEARED	C	3/26/2021
1010	3/25/2021	DEPOSIT	000001	CREDIT CARD 3/25/2021		978.99	CLEARED	C	3/29/2021
1010	3/25/2021	DEPOSIT	000002	REGULAR DAILY POST 3/25/2021		199.36	CLEARED	C	3/26/2021
1010	3/26/2021	DEPOSIT		CREDIT CARD 3/26/2021		1,062.47	CLEARED	C	3/29/2021
1010	3/26/2021	DEPOSIT	000001	CREDIT CARD 3/26/2021		2,438.60	CLEARED	C	3/29/2021
1010	3/26/2021	DEPOSIT	000002	REGULAR DAILY POST 3/26/2021		848.77	CLEARED	C	3/29/2021
1010	3/29/2021	DEPOSIT		CREDIT CARD 3/29/2021		778.06	CLEARED	C	3/29/2021
1010	3/29/2021	DEPOSIT	000001	CREDIT CARD 3/29/2021		1,093.21	CLEARED	C	3/29/2021
1010	3/29/2021	DEPOSIT	000002	CREDIT CARD 3/29/2021		341.74	CLEARED	C	3/30/2021
1010	3/29/2021	DEPOSIT	000003	CREDIT CARD 3/29/2021		2,321.94	CLEARED	C	3/31/2021
1010	3/29/2021	DEPOSIT	000004	REGULAR DAILY POST 3/29/2021		1,763.37	CLEARED	C	3/30/2021
1010	3/29/2021	DEPOSIT	032921	3 QTR TRANSFER		42,261.00CR	CLEARED	G	3/30/2021
1010	3/29/2021	DEPOSIT	033021	3 QTR TRANSFER		42,261.00CR	CLEARED	G	3/30/2021
1010	3/30/2021	DEPOSIT		CREDIT CARD 3/30/2021		949.27	CLEARED	C	3/31/2021
1010	3/30/2021	DEPOSIT	000001	CREDIT CARD 3/30/2021		978.13	CLEARED	C	4/01/2021
1010	3/30/2021	DEPOSIT	000002	REGULAR DAILY POST 3/30/2021		1,080.88	CLEARED	C	3/31/2021
1010	3/31/2021	DEPOSIT		CREDIT CARD 3/31/2021		1,902.58	CLEARED	C	4/01/2021
1010	3/31/2021	DEPOSIT	000001	CREDIT CARD 3/31/2021		1,275.04	CLEARED	C	4/02/2021
1010	3/31/2021	DEPOSIT	000002	REGULAR DAILY POST 3/31/2021		591.48	CLEARED	C	4/01/2021
1010	3/31/2021	DEPOSIT	033121	CC RECONCILIATION		261.61CR	CLEARED	G	3/31/2021

EFT: -----									
1010	3/29/2021	EFT	032921	CalPERS UAL 1739 March		8,101.17CR	CLEARED	G	3/30/2021

MISCELLANEOUS: -----									
1010	3/10/2021	MISC.	030921	TRANSFER 314-1010 TO 1130		105,131.73CR	CLEARED	G	3/11/2021
1010	3/12/2021	MISC.		PAYROLL DIRECT DEPOSIT		31,019.44CR	CLEARED	P	3/12/2021
1010	3/26/2021	MISC.		PAYROLL DIRECT DEPOSIT		36,322.75CR	CLEARED	P	3/26/2021

SERVICE CHARGE: -----									
-----------------------	--	--	--	--	--	--	--	--	--

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

CHECK DATE: 3/01/2021 THRU 3/31/2021  
 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
SERVICE CHARGE: -----								
1010	3/02/2021	SERV-CHG		Elavon Fee's #27 February 2021	1,903.00CR	CLEARED	G	3/02/2021
1010	3/02/2021	SERV-CHG	000001	Elavon Fee's #25 February 2021	1,187.74CR	CLEARED	G	3/02/2021
1010	3/02/2021	SERV-CHG	000002	Elavon Fee's #29 February 2021	510.85CR	CLEARED	G	3/02/2021
1010	3/15/2021	SERV-CHG		Analysis Fees February 2021	336.98CR	CLEARED	G	3/15/2021

TOTALS FOR ACCOUNT 1010	CHECK	TOTAL:	119,169.31CR
	DEPOSIT	TOTAL:	344,393.83
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	172,473.92CR
	SERVICE CHARGE	TOTAL:	3,938.57CR
	EFT	TOTAL:	8,101.17CR
	BANK-DRAFT	TOTAL:	23,848.85CR

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	119,169.31CR
	DEPOSIT	TOTAL:	344,393.83
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	172,473.92CR
	SERVICE CHARGE	TOTAL:	3,938.57CR
	EFT	TOTAL:	8,101.17CR
	BANK-DRAFT	TOTAL:	23,848.85CR

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
2020 - 2021 CAPITAL IMPROVEMENT PLAN  
MARCH 2021**

FUND	DESCRIPTION	Budget Expensed	Expense to Date
<b>314</b>			
<b>WASTEWATER CAPITAL IMPROVEMENT</b>	Regulatory Compliance/I&I Mitigation	\$ 100,000	\$ 15,535
	Disaster Mitigation/SCADA Upgrade	\$ 30,000	\$ -
	Diaster Recovery/WWTP Access Road Repair	\$ 50,000	\$ 137,395
	Reliable Water Supply/Leak Repair/Mini-Excavator	\$ 50,000	\$ -
	Risk Management Plan/Chlorine Tank Auto Shut-Off FY 21-22	\$ -	\$ -
	Regulatory Compliance/Dump Truck	\$ 75,000	\$ -
	Stormwater Master Planning/Mitigation	\$ 10,000	\$ -
	<b>TOTAL EXPENSE</b>		<b>\$ 152,930</b>
	<b>ENDING FUND BALANCE</b>		<b>\$ 509,162</b>
FUND	DESCRIPTION	Budget Expensed	Expense to Date
<b>320</b>	<b>BEGINNING FUND BALANCE</b>		
<b>WATER CAPITAL IMPROVEMENT</b>	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks	\$ 360,000	\$ 8,293
	Diaster Mitigation/SCADA Upgrade	\$ 30,000	\$ -
	Reliable Water Supply/Automatic Metering Infrastructure	\$ 200,000	\$ -
	Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply	\$ 50,000	\$ -
	Reliable Water Supply/Leak Repair Mini-Excavator	\$ 50,000	\$ -
	Regulatory Compliance/Dump Truck	\$ 75,000	\$ -
	<b>TOTAL EXPENSE</b>		<b>\$ 8,293</b>
	<b>ENDING FUND BALANCE</b>		<b>\$ 268,941</b>

# HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

## 2020 - 2021 DEBT SERVICE

MARCH 2021

	DEBT SERVICE REVENUE	FUND	AMOUNT
1)	1995-2 BOND - TAX ASSESSMENT	215	\$ 292,454
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	152,472
	CIEDB LOAN - WATER CAPACITY FEE	218	18,274
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
	<b>TOTAL DEBT SERVICE REVENUE</b>		<u><u>\$ 495,455</u></u>

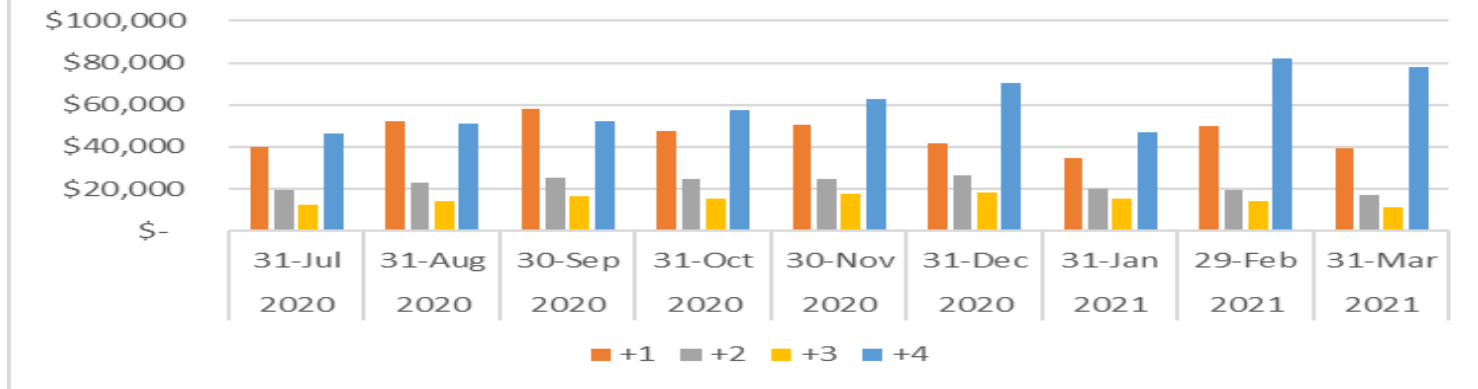
	DEBT SERVICE EXPENSE	FUND	DEBT	AMT PAID	DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000	08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	99,357	01/22/2021
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	6,577	12/30/2020
			<u>\$ 292,454</u>	<u>\$ 290,934</u>	

2)	CIEDB (PRINCIPAL)	218	\$ 110,065	\$ 110,065	01/08/2021
	CIEDB (INTEREST)	218	55,865	55,865	01/08/2021
	CIEDB (ANNUAL FEE)	218	4,816	4,815.99	01/08/2021
			<u>\$ 170,746</u>	<u>\$ 170,746</u>	

3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 17,000	\$ 17,000	08/03/2020
	USDA RUS LOAN (INTEREST)	219	15,255	15,255	02/01/2021
			<u>\$ 32,255</u>	<u>\$ 32,255</u>	

TOTAL DEBT	PAID TO DATE
<u><u>\$ 495,455</u></u>	<u><u>\$ 493,935</u></u>

## AGING REPORT MARCH 31, 2021 FY 2020-2021



<b>MARCH</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$1000	\$1000-\$1999	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	2	56	48	46	23	18	10	3	17	3	24	12	7	<b>269</b>
Amount	\$192	\$7,871	\$12,206	\$15,684	\$10,197	\$9,881	\$6,482	\$2,229	\$14,445	\$2,809	\$36,774	\$26,604	\$22,840	<b>\$168,213</b>
Difference Previous Month	-75	-69	10	17	3	-1	-7	0	9	1	N/A	N/A	-1	-113
	-\$5,049	-\$10,220	\$2,708	\$5,459	\$2,264	\$222	-\$4,420	\$2	\$9,453	\$817	N/A	N/A	\$12,758	\$13,993

<b>FEBRUARY</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$1000	\$1000+	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	77	125	38	29	20	19	17	3	8	2	44	0	7	<b>382</b>
Amount	\$5,241	\$18,091	\$9,498	\$10,225	\$7,933	\$9,659	\$10,902	\$2,227	\$4,992	\$1,992	\$73,460	\$0	\$0	<b>\$154,220</b>

# MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 04/16/2021

RE: Senior Account Representative's Monthly Report

---

## **Monthly Billing 3/31/2021**

Mailed statements: 2,084

Electronic statements: 584

## **Delinquent Billing 3/23/2021**

Delinquent statements for February bills:

Delinquent statements mailed: 433

Tenant delinquent statements mailed to landlords: 75

Total statements mailed: 508

As of 04/16/2021 there are 187 past due accounts

## **Courtesy Notification**

No Courtesy notices delivered due to COVID-19.

No Electronic notices due to COVID-19.

## **Phone Notification**

No Phone notifications due to COVID-19.

## **Lock Offs**

No Lock Offs due to COVID-19.



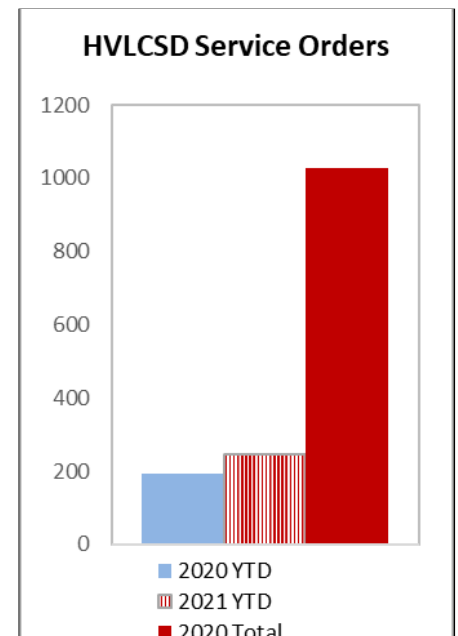
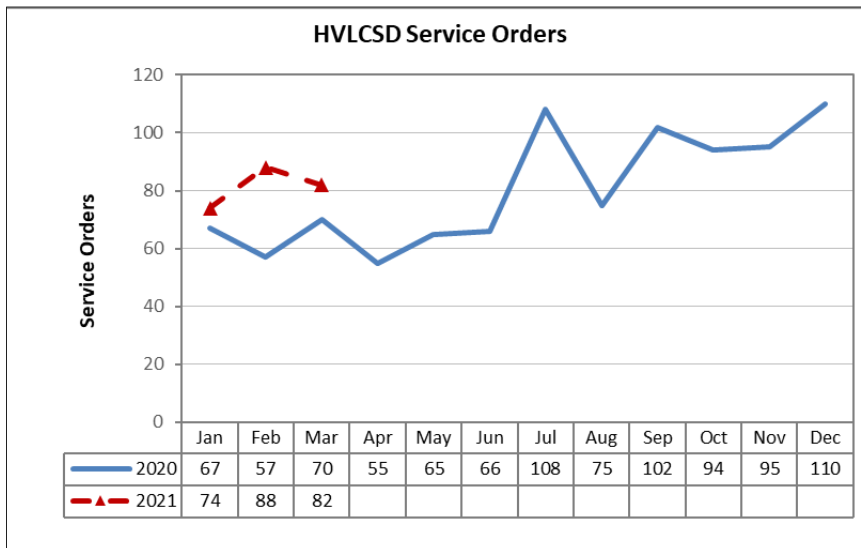
# Hidden Valley Lake Community Services District

## March 2021 Report

FIELD OPERATIONS

Water Connections:		Sewer Connections:	
New (This month)	0	New (This month)	0
Residential (Last month)	2453	Residential (Last month)	1465
Commercial & Govt (Last month)	40	Commercial & Govt (Last month)	16
<b>Total :</b>	<b>2493</b>		<b>1481</b>

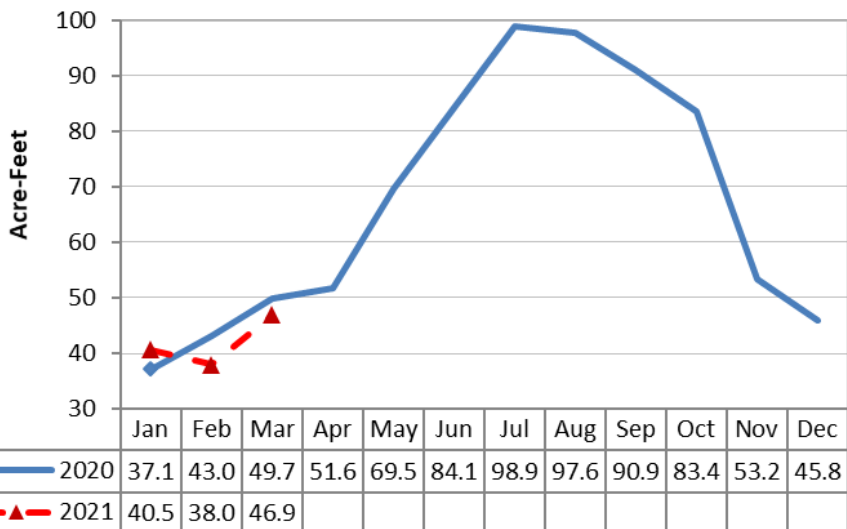
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
2.4	0.85	5.03



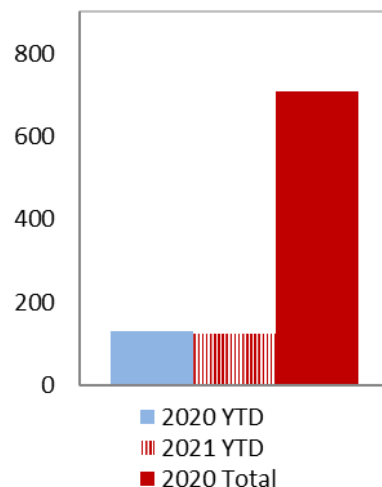
Hours		
<b>Overtime Hours</b>	<b>42</b>	<b>\$1,548.64</b>

# March 2021 Field Report

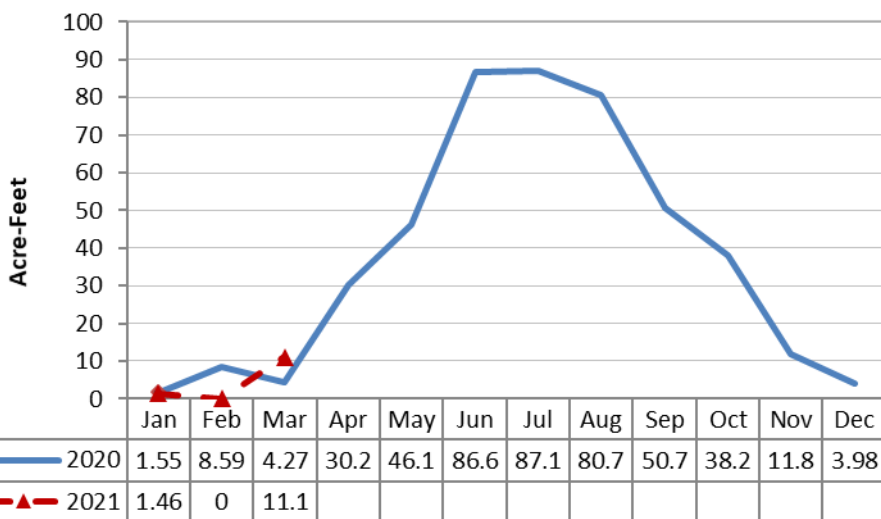
## HVLCSD Municipal Well Production



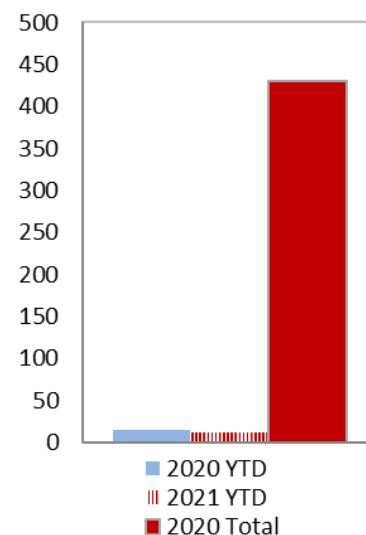
## HVLCSD Municipal Well Production (AF)



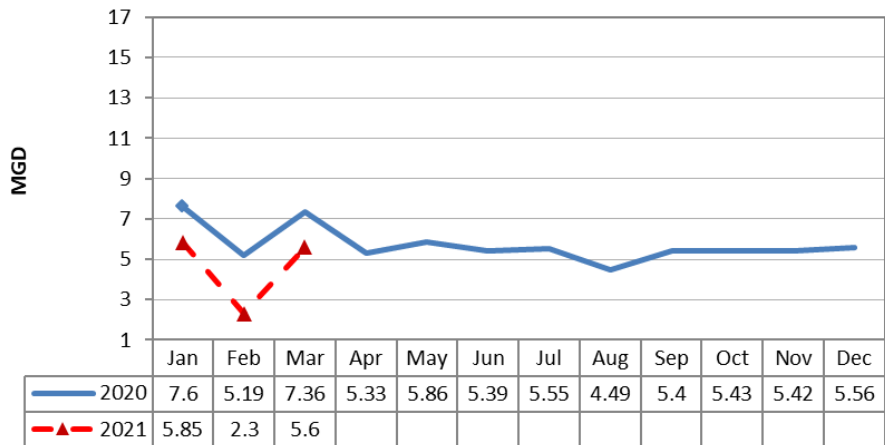
## HVLCSD Municipal Reclaimed Water Use



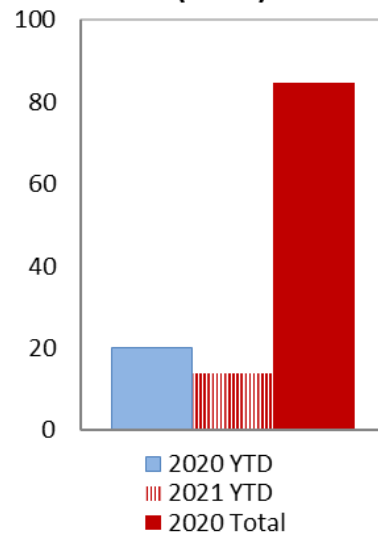
## HVLCSD Municipal Reclaimed Water (AF)



## HVLCSD Municipal Wastewater Influent



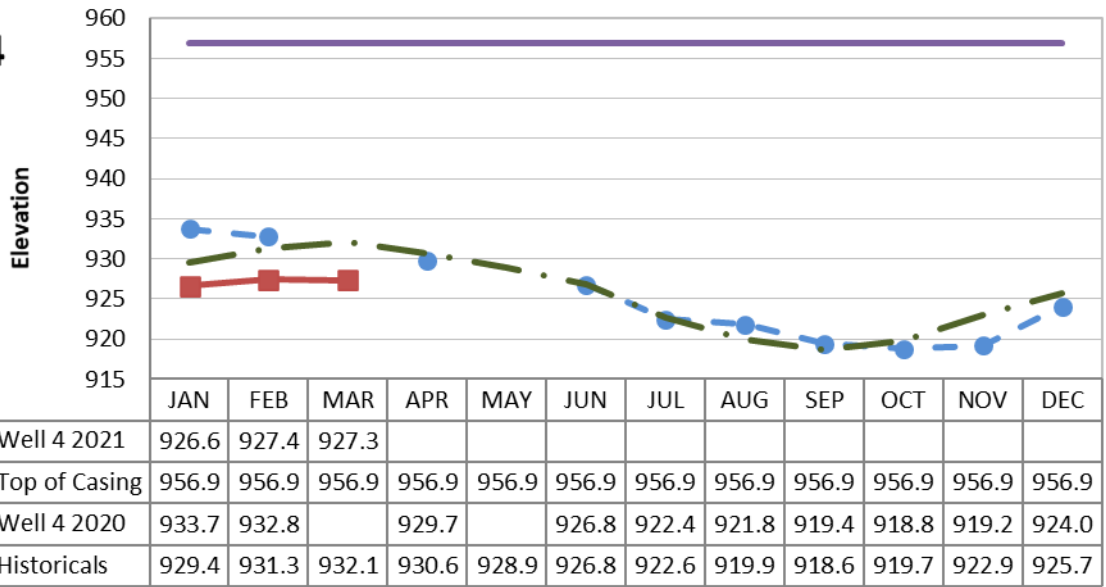
## HVLCSD Municipal Wastewater Influent (MGD)



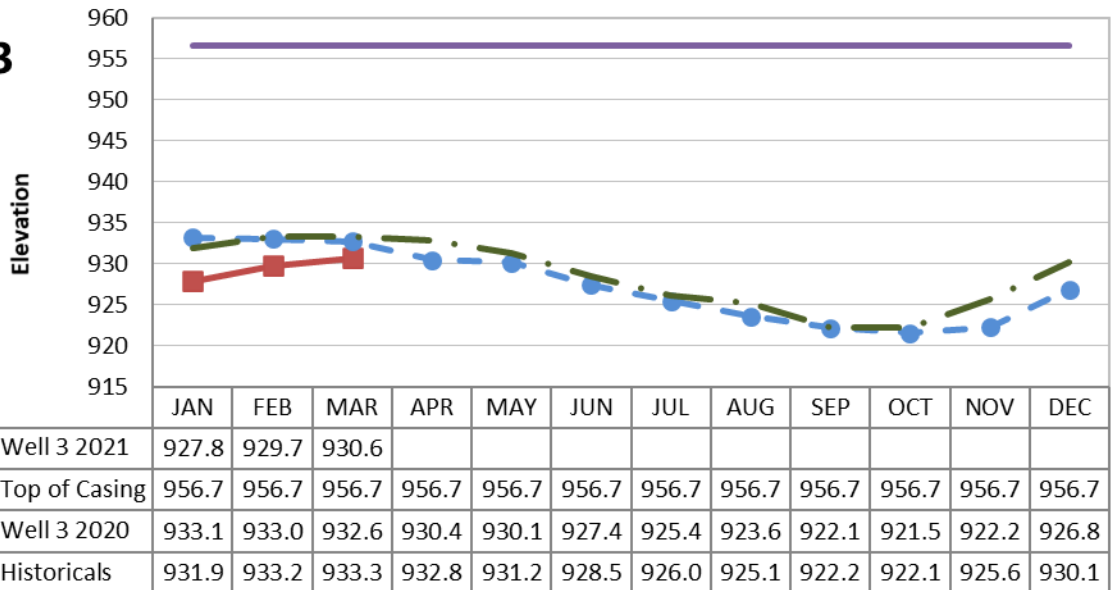


# March 2021 Field Report

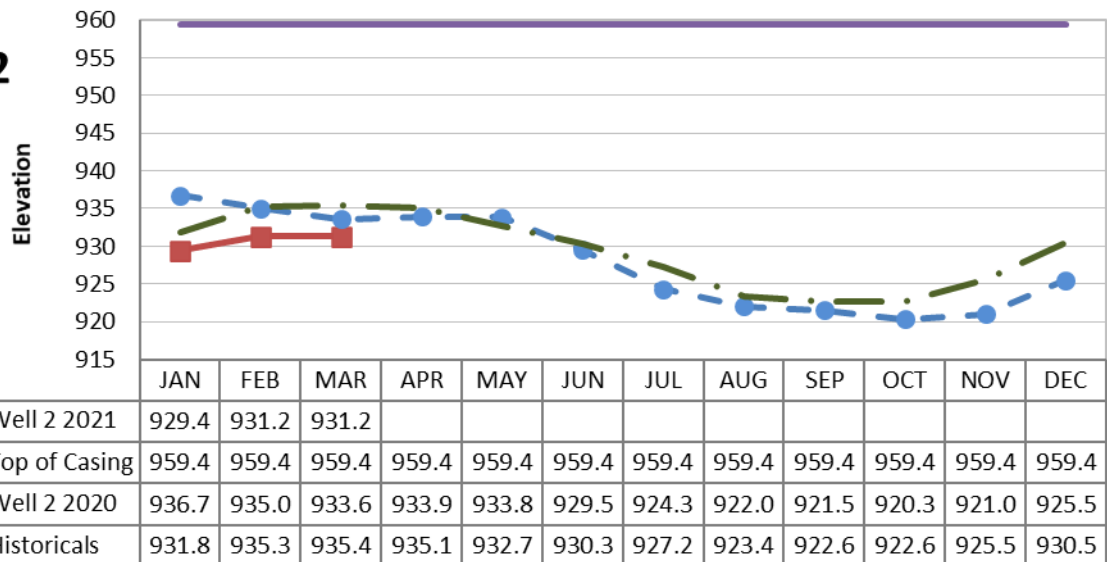
## Well 4



## Well 3



## Well 2



## Water Resources Specialist Highlights

- I&I analysis
- ACWA State Legislative Committee:
  - AB 926: **Favor**—Expand CalFIRE’s local assistance grant program to include the creation of fuel breaks and community defensible space.
  - SB 222: **Oppose unless amended**—water affordability assistance program; amendments are still pending.
  - SB 223: **Oppose**—discontinuation of service for nonpayment; amendments still pending and likely do be ignored.
  - 3/11/21 Met with Assembly member Aguiar-Curry to discuss generator accessibility.
  - 4/6/21 Met with Senator McGuire to discuss SB 222 & SB 223 concerns.
  - 4/12/21 The District opposed SB 222 & SB 223 in the Senate Energy, Utilities, and Communications Committee.
    - Both attempts failed and passed in committees.
- Routine database maintenance, reports, and SOP development
- Regular GIS database maintenance
- Regular Facebook outreach
- Received mandatory Notice to Comply for the Central Valley Salt Control Program
- Received drought notice from the State Water Resources Control Board

# March 2021 Field Report

## Water Operations and Maintenance Highlights

- **3/1 Used vac truck on Coyle Springs; service line repair**
- **3/3 Tank maintenance**
- **3/8 Mountain Meadow North service line repair**
- **3/16 Fixed leak on Mountain Meadow North**
- **Hydrant maintenance**
- **Valve exercising and flushing**
- **Meter reads 3/24—3/30**
- **Both Operator II's received Class A licenses**
- **Routine maintenance and operations**

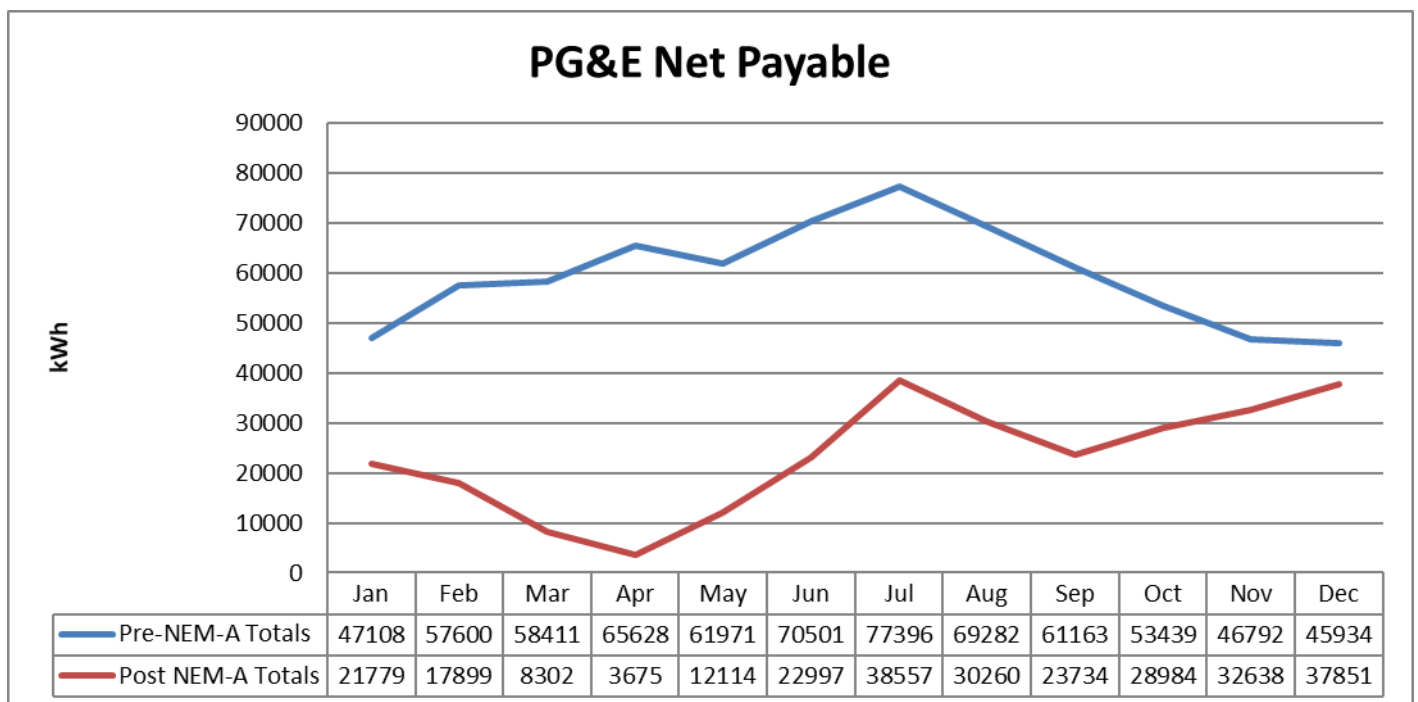
## Wastewater Operations and Maintenance Highlights

- **3/3 Weed abatement around plant**
- **3/8 Greenpoint Ct sewer lateral repair**
- **3/10 Miksis camera-ed North Shore Ct; found multiple rootballs**
- **3/11 North Shore Ct sewer lateral repair; removed grease from lift stations with vac truck**
- **3/22 Cleared sewer line on East Ridge View and Deer Hill Rd with vac truck**
- **3/23 Chlorine Emergency Operations training**
- **3/30 Camera-ed East Ridge View circle**
- **Meter reads 3/24—3/30**
- **Routine maintenance and operations**

# March 2021 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	0
Truck 2 (new construction truck)	1,193
Truck 3	1,532
Truck 4	194
Truck 6	925
Truck 7	1,171
Truck 8	1,255
Truck 9	429
Dump Truck	645
Backhoe	7.00 hr
New Holland Tractor	1.00 hrs
Vac Truck	115.10

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	371.70	396.90
Fuel Log	373.50	396.10



Disaster Reimbursements (Federal & State)						
Year of event	Disaster	Project	Description	Completion	Reimbursed?	Reimbursements
2017	4301	LHHVA01	Pump&Dump	100%	100%	\$ 214,133.04
2017	4301	LKHVB01	Repair&Labor	100%	100%	\$ 16,748.90
2017	4308	LKHVA81	Pump&Dump	100%	100%	\$ 390,533.63
2017	4308	LKHVB81	Repair&Labor	100%	100%	\$ 5,317.17
2017	4308	LKHVF83	Repair&Labor	100%	100%	\$ 652,310.53
2019	4434	100063	Pump&Dump	100%	100%	\$ 916,723.31
2019	4434	100118	Repair	100%	100%	\$ 13,101.71
2019	4434	100126	Repair&Labor	100%	100%	\$ 39,032.81
2019	4434	101502	Repair&Labor	100%	100%	\$ 33,321.19
2019	4434	100138	Repair: Chip seal the WWTP Access Materials:	100%	90%	\$ 110,730.00
2020	4482 COVID-19	138890	Purchased for disinfection, and infection prevention	100%	0%	\$ 10,401.87
2020	4558 LNU Complex Fire	Cat B <b>100% (FEMA)</b>	Debris Removal -FireBreak - Chipping&Spreading	100%	0%	\$ 36,245.32
2020	4558 LNU Complex Fire	Cat B <b>75% (FEMA)</b> 18.75% (CalOES)	Debris Removal -FireBreak - Chipping&Spreading	10%	0%	\$ 150,000.00
2020	4558 LNU Complex Fire	Cat B <b>100% (FEMA)</b>	Continuity of Operations - Generators - Smoke Soot and Ash	100%	0%	\$ 20,747.18
2020	4558 LNU Complex Fire	Cat B <b>75% (FEMA)</b> 18.75% (CalOES)	Continuity of Operations - Generators - Smoke Soot and Ash	100%	0%	\$ 47,647.94

Totals:	\$ 2,656,994.60
Actual:	\$ 2,391,952.29

#### Access Road

1/29 Submitted CloseOut documentation, Final Reimbursement Request (\$5,597.36), and Quarterly Update  
3/10 Resubmitted CloseOut documentation, new final reimbursement request is \$8,970.36 (See attached).

#### Debris Removal

1/20 Submitted RFP  
1/29 Reviewed 3 proposals  
2/2 Awarded contract to MFE  
2/5 Category change for projects, potential changes to CalOES reimbursement policy, and extension request.  
2/11 Final calculations on category, and reimbursement policy shows an increase in CSD's financial burden from ~\$14k to ~\$30k  
3/4 Project was re-categorized twice more, and submitted.  
3/5 MFE has begun staging equipment at the end of Eagle Rock Rd.  
3/25 All parcels owners have granted right of entry for chipping&spreading  
3/31 After responding to several RFIs on our behalf, our FEMA PDMG reached out for further clarification. A response was submitted on 4/1 (See attached).  
4/6 MFE began work on the southern firebreak (Ravenhill park).

#### Generators/HVAC

2/5 Category change for projects, potential changes to CalOES reimbursement policy, and extension request.  
2/11 Final calculations on category, and reimbursement policy shows an increase in CSD's financial burden from ~\$14k to ~\$30k.  
3/4 Project was re-categorized twice more, and submitted

Total project costs of 4558 = \$254,640.44

Federally funded, non-disaster projects (HMGP)					
Related Disaster	Project	Description	Completion	Reimbursed?	Reimbursement
4344	512	LHMP: Writing the Plan	100%	95%	\$ 74,404.00
4382	112	Unit 9 Tank: Replacing this tank	0%	0%	\$ 1,300,000.00
4407	57	Generators: Installing at Booster Stations	0%	0%	\$ 1,900,000.00
4558	398	Defensive Space, Ignition Resistant Construction (DSIRC)	0%	0%	\$ 1,400,000.00
4558	428	Water Mains Planning	0%	0%	\$ 500,000.00

Totals:	\$ 5,174,404.00
Actual:	\$ 74,404.00

#### Unit 9 Tank

1/14 Received response from inquiry "project under FEMA EHP review"  
 2/25 CalOES representative reports "I will say, we have been seeing EHP reviews go a lot faster in these last few months. I anticipate hearing an update sooner rather than later.... As soon as I hear from FEMA I will let you know."  
 4/7 After inquiry, CalOES re-iterates the status of this project as "Under EHP review". Additionally, our CalOES point of contact has changed. Also inquired as to the possibility of beginning non-ground disturbing activities.

#### Generators

2/3 Received updated engineer's estimate on a smaller generator project of \$1M

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

1/28 Meeting with CalOES & BCA Consultants - consensus to merge and phase projects.  
 1/29 Received documented review of BCA  
 2/1 Meeting with CalOES regarding phased projects  
 3/3 Submitted merged and phased project subapplication.  
 3/25 Submitted response to 3/22 RFI  
 4/5 Submitted response to 4/5 RFI

#### Water Mains Planning

1/15 Notice of invitation to submit project Subapplication  
 2/2 Authorization of GHD to develop Subapplication  
 2/12 Change of scope proposed  
 3/5 Submitted Advanced Assistant Planning Subapplication for Water Mains

State Funded projects (Prop 1, Prop 68)					
Funding Agency	Project	Description	Completion	Reimbursed?	Reimbursement
DWR/IRWM	206	I & I	35%	0%	\$ 187,500.00
DWR/IRWM	205	Unit 9 Tank	5%	0%	\$ 250,000.00
CalOES	PSPS	Generators	0%	0%	\$ 350,000.00
DWSRF	AMI	AMI	5%	0%	\$ 1,600,000.00

Totals:	\$ 2,387,500.00
Actuals:	=

#### I&I, Unit 9 Tank

1/28 Inquiry to Lake County on status is that they have not received an update from the Grant Manager at DWR.  
 2/24 CWSRF IUP published. I&I project not on the fundable list.  
 3/1 IRWM Grant agreement received by Lake County. Sub-agreement in progress.  
 3/29 We have reached final concurrent with EHP, and have a fully executed sub-agreement with the County (See attached).  
 4/5 I&I: CCTV conducted of sewer line, with special attention to cleanouts and laterals.  
 4/7 Unit 9: Investigating possibilities to upgrade project from "Placeholder status".

#### Generators

2/4 This proposal was denied. A score of 90/156 was not competitive enough to win an award of funds.  
 2/19 Received notification that appeal was denied.  
 2/26 Submitted Public records request for winning proposal.

#### AMI

1/28 District's DWSRF contact recommends a construction application be submitted to the DWSRF. They estimate a turnaround time of 6-8 months.  
 2/22 DWSRF considers HVLCSD NOT a DAC, and therefore invites HVLCSD to submit a loan application.  
 3/5 Preliminary planning discussions with InCode.  
 3/11 The American REscue Plan (ARP) was signed into law. Opportunities may exist for federal funding to support infrastructure improvement projects.  
 4/5 The District has placed order for 300 meters to support this project.

Potential projects (LHMP)					
Priority	Funding Agency	Project	Description	Costs	Notes
1	HMGP (FEMA)	SCADA	Technology refresh	\$ 1,000,000	Initial Feasibility discussions underway, Joined Demand Response program to qualify for rebates
1	HMGP (FEMA)	Tanks	Replace wooden tanks	\$ 5,400,000	Subapplication submitted for one tank only, 4558 - NOI
1	HMPG (FEMA)	I & I	Pipe-bursting	\$ 1,000,000	Grant funds awarded for first pipe-bursting
1		RRP, ERP	Requirement of AWIA of 2018	\$ 200,000	Due 3/21, Possible 4482-NOI opportunity
1	HMGP (FEMA)	Water	Correlators, AirVacs, Lines, Meters	\$ 5,500,000	ESCOs can support energy savings projects
2		WMP	Water Master Plan	\$ 100,000	This is 20 years old. Is a reference document for grant applications
2	HMGP (FEMA)	WWTP	EQ Basin, Sludge Beds	\$ 6,000,000	Every flooding disaster in the last 4 years has damaged a portion of the WWTP. Possible developed contributions.
2		SWP	Stormwater Master Plan	\$ 200,000	This is 20 years old. Opportunity for regional benefits.
2		Stormwater	Implement Stormwater Master Plan Improvements	\$ 10,000,000	Phase 1 - Culverts in the Flood detention basin, previous NOI accepted for this activity
2	HMGP (FEMA)	Well	Drill a new well	\$ 4,000,000	Water Resilience, Contamination Mitigation, possible developer assistance
2	FMAG (FEMA)	Fuels Mitigation	Defensible Space, Concrete detention basin, masonry buildings	\$ 400,000	Possible 4558-NOI opportunity
2	FMAG (FEMA)	Hydrants	Improvements	\$ 4,100,000	Previous NOI accepted for this activity
2	PDM (FEMA)	GIS	Fully develop database, O&M	\$ 400,000	Management, maintenance, and communications tool
3		PAP	Public Awareness Program	\$ 200,000	Disaster preparedness, response and recovery
3	HMGP (FEMA)	CL2 valve	Automatic shut-off valve	\$ 50,000	Operator Safety, RMP improvement list
3	HMGP (FEMA)	CL2 Analyzers	Chlorination Basin improvements	\$ 100,000	Flow-based treatment process will streamline WWTP
3	HMGP (FEMA)	Earthquake	Retrofits	\$ 5,000,000	
3		Levee	Certification	TDB	Opportunity for regional benefits, flood insurance
3		Dam	Inundation Mitigation	TDB	Infrastructure improvements

AWIA of 2018

3/31 Attended EPA training webinar for Small Water Utilities

4/2 Began the development of the District's Risk and Resilience Assessment by using the Vulnerability Self Assessment Tool (VSAT Web 2.0) (See attached).

FLASHES

3/15 Ad Hoc meeting to discuss Letter of Commitment (LOC).

4/8 Ad Hoc meeting to review edits to LOC, and introduce Clean Energy Capital to the team.



## REIMBURSEMENT REQUEST FOR LARGE PROJECT EXPENDITURES

*Mail Reimbursement Request to:*  
 Governor's Office of Emergency Services  
 Grants Processing Unit  
 3650 Schriever Avenue  
 Mather, California 95655

**SUBGRANTEE:** \_\_\_\_\_

**Cal OES ID#:** \_\_\_\_\_

Please mark this box to indicate a change in the Authorized Agent Mailing Address below

<b>Large Project Expenditures</b>			
PW/Project #	Expenditure Period		<b>CUMULATIVE EXPENDITURES TO DATE</b>
	From	To	
<b>TOTAL</b>			

Under penalty of perjury, I certify that:

- I am the duly authorized agent of the claimant herein, as appointed by the Governing Body Resolution. (Cal OES 130)
- By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729–3730 and 3801–3812).
- This claim is for costs incurred within the approved Grant Performance Period.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Phone No.

\_\_\_\_\_  
Title

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Fax No.

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21

4/1/21

Eric,

Thank you for the opportunity to clarify items in this Request for Information. Each of the five inquiries is listed below with an explanation, and supporting imagery. Please do not hesitate to call/email with any additional questions.

Inquiry 1: In reviewing the recently attached documents and maps, there appear to be additional firelines that were not listed in the original project. The documents appear to show 7 potentially constructed firelines, instead of the three listed in the original project.

Please provide the exact number of firelines constructed in this project and the Start GPS coordinates and End GPS coordinates for each fireline. For each fireline, please reference the corresponding map that demonstrates its location, approximate dimensions and path, and please state which contract they fall under. Also, please specify whether the maps provided in the RFI are the as-built drawings for the firebreaks or the plans for the firebreaks. As-built drawings would be the most helpful for EHP review.

Response 1: At the onset of the LNU Lightning Complex fire, HVLCSO identified six areas in need of firelines (See Figures 1 – 5).

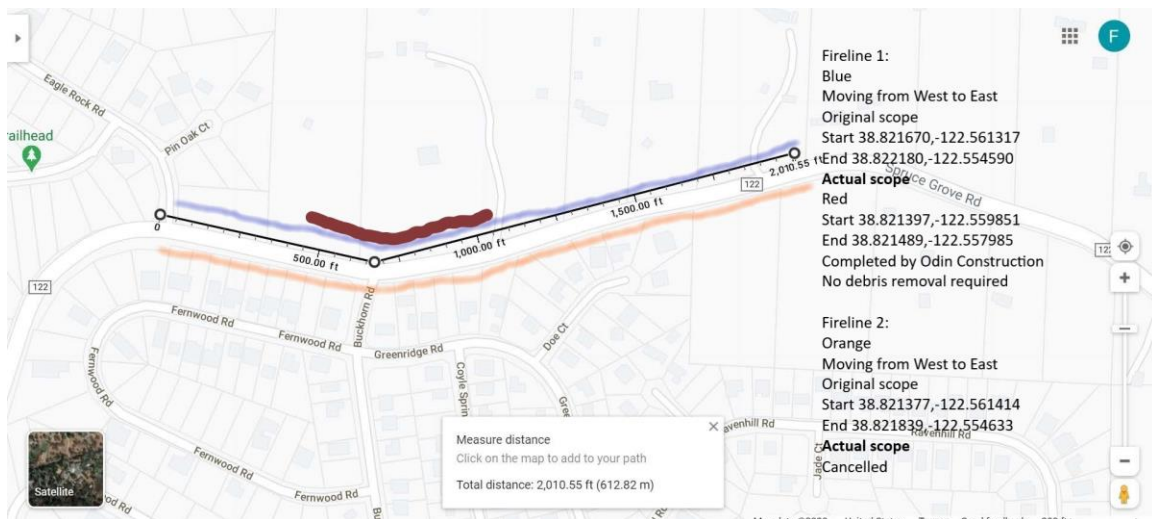


Figure 1 - Firelines 1 & 2



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

## Request for Information Responses



Figure 2 - Fireline 3

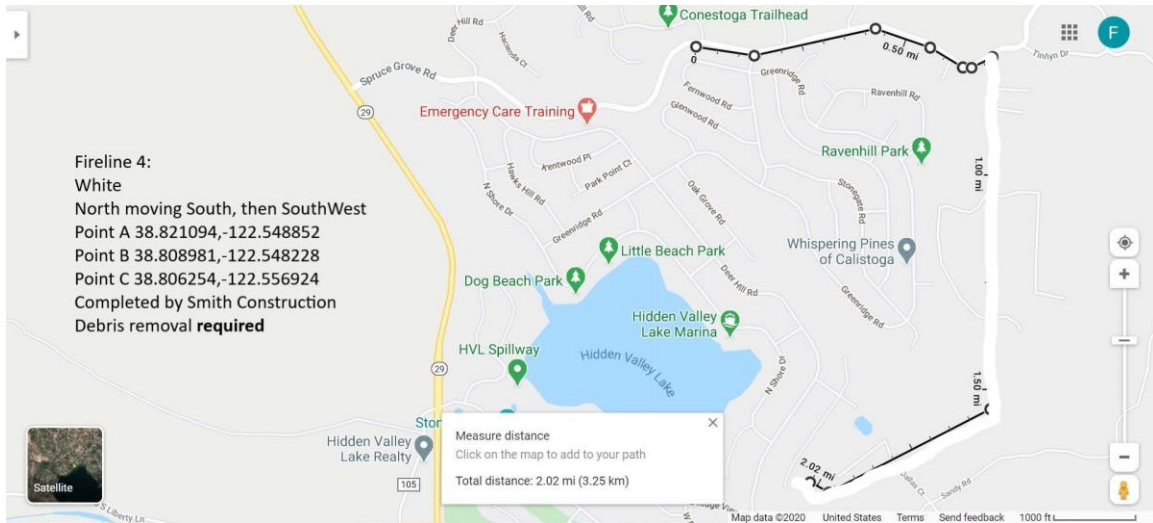


Figure 3 - Fireline 4



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21



Figure 4 - Fireline 5

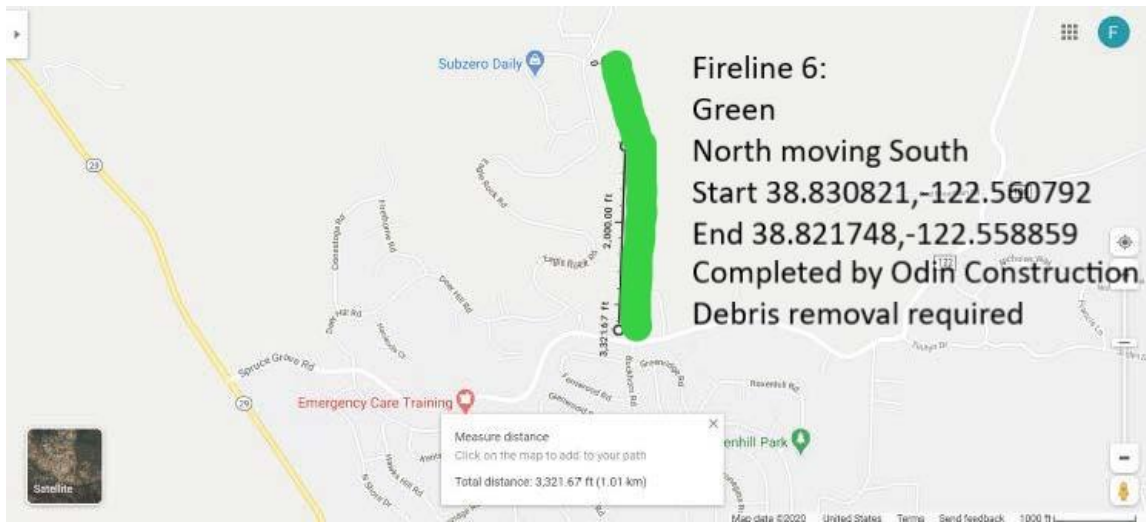


Figure 5 - Fireline 6

In the urgency of the moment, contractors were assigned fireline locations as soon as they could arrive on site. The situation was changing rapidly. The first fireline established was fireline 4, cut by Smith Construction. The fire was moving quickly from East to West, so Smith Construction cut this line where the fire was most likely to breach on 8/22 and 8/23. Once Odin Construction arrived on site, they established the next fireline, Figure 5, fireline 6. Smith Construction was pulled off the contract, to work directly for CalFire. As firefighters fought the blaze, Odin Construction continued building firelines on Spruce Grove road (fireline 1), Eagle Rock Road (fireline 3), and Grange Road (fireline 5).



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

## Request for Information Responses 4/1/21

Inquiry #2: Please provide the scopes of work for the two contracts that indicate what work was required for each of them.

Response #2: The original scope for each contract had areas targeted for firelines that appeared in both contracts. In other words, the scopes of work showed *potential* fireline need. This overlap was designed to accommodate the two teams mobilizing and working together to cover as much ground as possible. The exigent circumstances of a quickly approaching wildfire necessitated a team approach that worked well for the situation and resulted in expected changes in scope. Smith Construction was able to complete the first fireline before being pulled off the contract to help CalFire directly. This work is accurately reflected in the Smith Construction invoice (See Figure 6).

**Smith Construction & General Engineering, Inc**  
Post Office Box 1056  
Middletown, CA 95461

### Invoice

Date	Invoice #
8/24/2020	2020-692



Bill To:

Hidden Valley Community Service District  
19400 Hartmann Road  
Hidden Valley Lake CA 95467

P.O. No.	Terms
HVL	Due on receipt

Quantity	Description	Rate	Amount
	Create Firebreak from Yard at Fiddler North along Greenridge ending at Spruce Grove		
12	CAT D7 Dozer	160.00	1,920.00
12	CAT D4K Dozer	160.00	1,920.00
12	JD 550K Dozer	160.00	1,920.00
1	Move In D7	500.00	500.00
1	Move in D4K	250.00	250.00
1	Move In 550K	250.00	250.00
<b>Total</b>			<b>\$6,760.00</b>

Figure 6 – Smith Construction Invoice



## Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

### Request for Information Responses 4/1/21

Fireline two was completely cancelled, and Odin Construction only completed a small portion of fireline 1. Due to changing fire behavior and changing priorities, Odin was re-directed to the northern portion of the community to cut fireline 6. Odin Construction fulfilled their contract by building fireline 3 & 5 around critical infrastructure.

Inquiry #3: Please provide the approximate depth measurement for the topsoil ground disturbance associated with each fireline construction. Topsoil is not a measurement as the depth of topsoil varies.

Response #3: As previously noted, the work done by both contractors took place in a time and location that presented significant adverse conditions to workers. Heavy smoke and wind were challenges to the task at hand, and visibility was low. Pictures of the firelines taken in December 2020 and March 2021 could be used to provide an estimate of ground disturbance. Based on the size of brush removed, and the partially uprooted rootballs, ground disturbance appears to be approximately 6 (See Figure 7 & 8).



Figure 7 - Ground disturbance 1



## Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21



**Figure 8 - Ground disturbance 2**

Inquiry #4: Please clarify if any trees were removed in the construction of the firelines. If so, please provide the GPS coordinates for each tree removal location. If rootballs were removed, please provide the amount of rootballs removed, the method of removal, and the source of fill, if used.

Response #4: Fireline 4 & 6 did involve the removal of trees. The project manager of Mountain Enterprises estimates a total of 200 trees were removed (See figure 9).



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21

## Alyssa Gordon

---

**From:** Jim Finney <jimf@mtfent.com>  
**Sent:** Wednesday, January 6, 2021 1:13 PM  
**To:** Alyssa Gordon  
**Subject:** RE: grinding quote

200+ is my thought.

On January 6, 2021 1:02:39 PM Alyssa Gordon <agordon@hvlcsd.org> wrote:

Ripped out? The ones you included in your quote.

---

**From:** Jim Finney <jimf@mtfent.com>  
**Sent:** Wednesday, January 6, 2021 1:02 PM  
**To:** Alyssa Gordon <agordon@hvlcsd.org>  
**Subject:** RE: grinding quote

Out of the ground? That were ripped out?

On January 6, 2021 12:47:14 PM Alyssa Gordon <agordon@hvlcsd.org> wrote:

Jim,

In your professional opinion, how many stumps do you estimate are in the project area?

Thanks,  
Alyssa

---

**From:** Jim Finney <jimf@mtfent.com>  
**Sent:** Tuesday, December 15, 2020 5:16 PM  
**To:** Alyssa Gordon <agordon@hvlcsd.org>  
**Subject:** grinding quote

Good afternoon Alyssa,

Attached is our quote for grinding all the material along the ROW and leaving on site. I didn't note erosion control- but that would be excluded- but if site was to wet we would not work for that reason. Site already has water bars installed so we would repair those as we crossed them. This is based on certified payroll so that is not an issue with us.

Thanks!

**Jim Finney**  
Project Manager  
Certified Arborist WE 9863A  
Mountain F Enterprises, Inc  
707-775-7577

## Figure 9 - 200 trees

Since the fireline 4 had been cut approximately 15 years ago, a smaller number of trees were removed (50) (See figure 10). The remaining number of trees removed were concentrated in fireline 6 (See figure 11). The method of removal was reduction in mass by chipping. The woodchips are the fill (See figure 12).





# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21

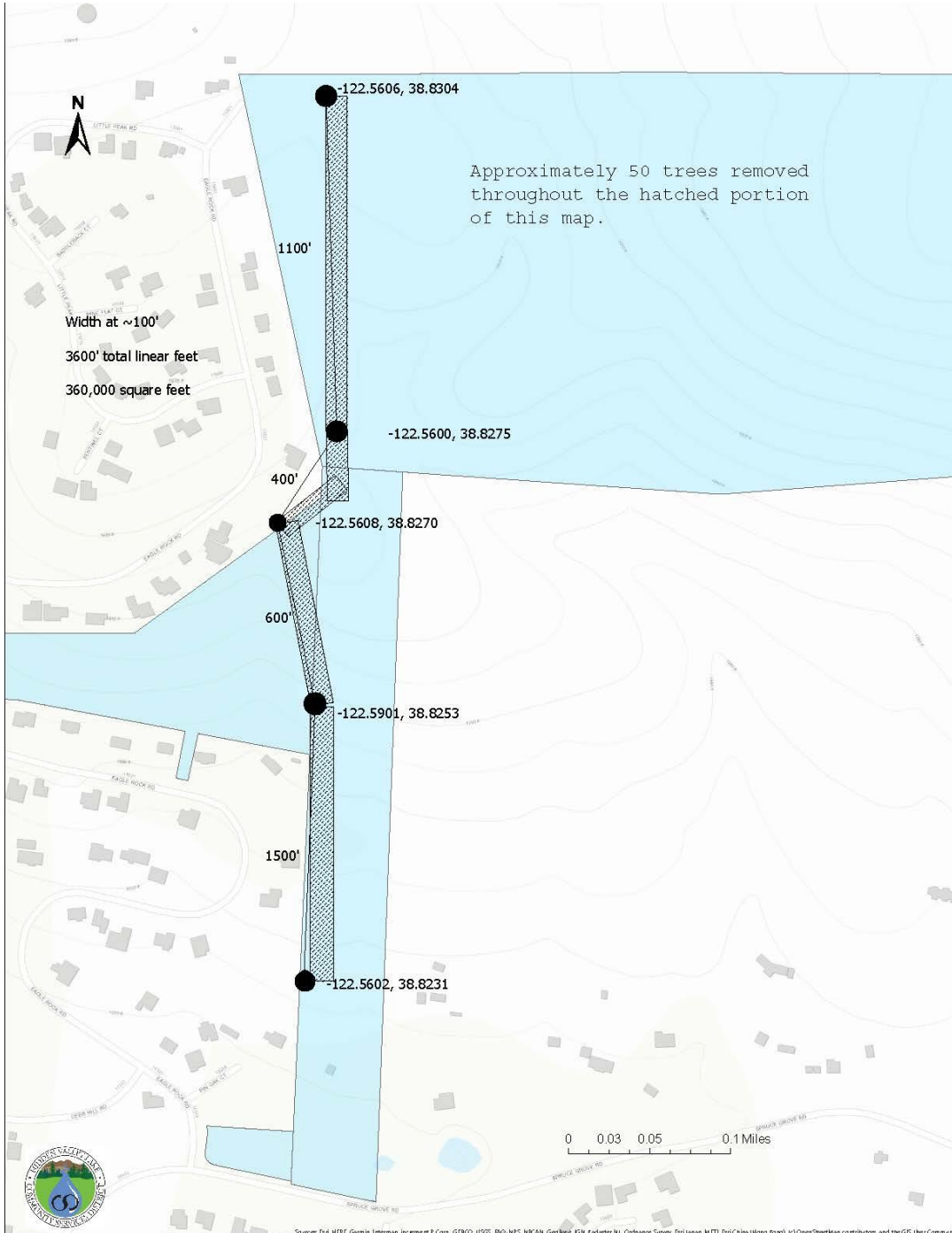


Figure 10 - Fireline 4



# Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21

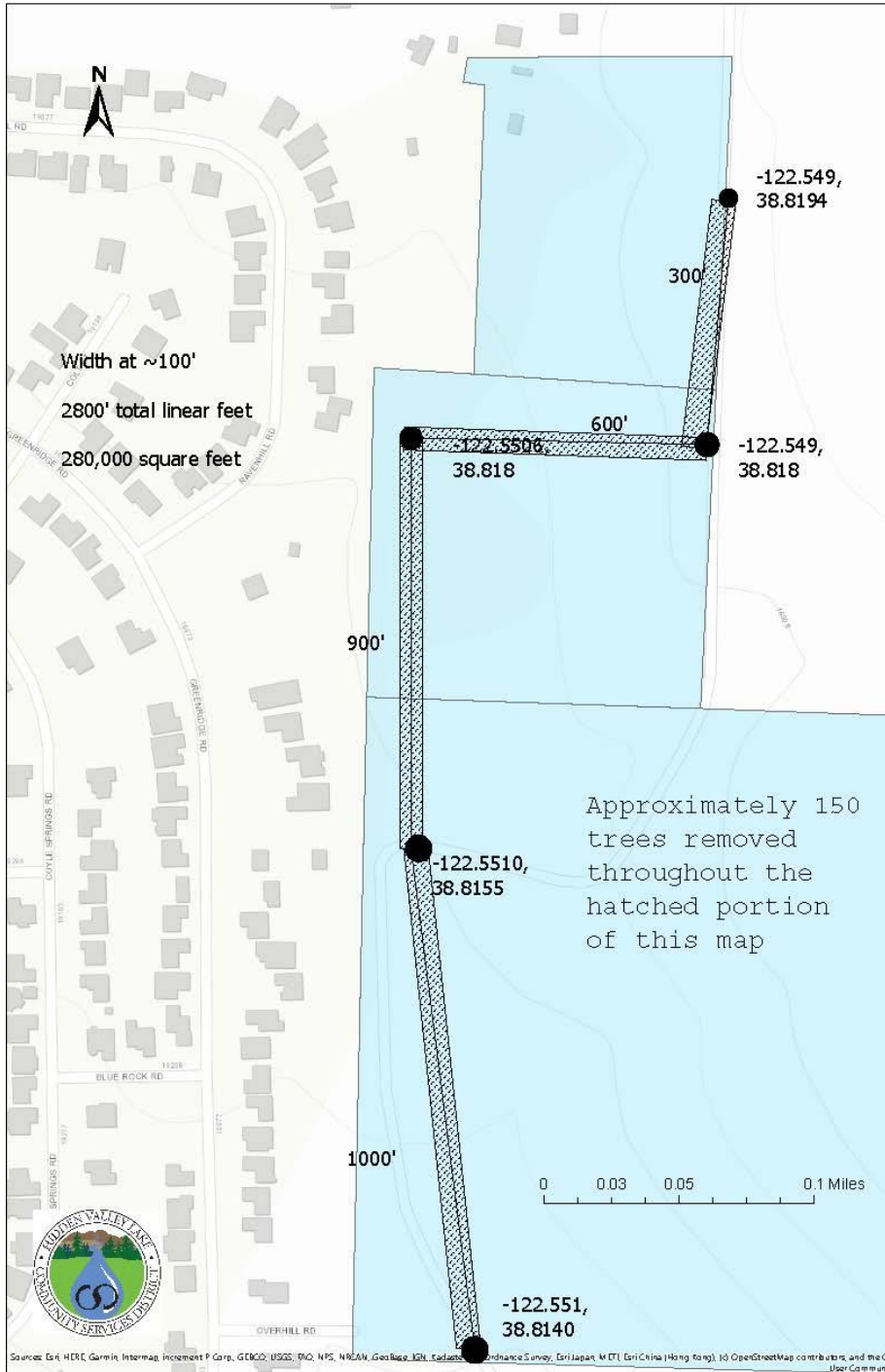


Figure 11 - Fireline 6



## Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21



**Figure 12 - Chipping & Fill**

Inquiry #5: Please clarify if there was any equipment staging areas or construction of temporary access roads utilized for the firelines. If so, please provide the GPS coordinates, dimensions, and describe the extent of ground disturbance (length x width x depth), if any. Please indicate whether the equipment staging areas or construction of temporary access roads were temporary or permanent work.

Response #5: There were no equipment staging areas or construction of temporary access roads to cut the firelines. Staging of equipment was only necessary during the debris removal stage of fireline 4 & 6. The staging area was the fireline itself, and no additional ground disturbance took place (See figure 13).



## Hidden Valley Lake Community Services District

19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax

Request for Information  
Responses  
4/1/21



**Figure 13 - Equipment staging**

Thank you again for this opportunity, and please do not hesitate to reach out with further questions.

Alyssa Gordon  
Project Manager  
HVLCS D



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

## MEMO

To: Board of Directors  
From: Dennis White  
Date: April 20, 2021  
RE: General Manager's Report

---

Below is a shortened version of activities on various tasks.

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

- Keeping up with the ever-changing protective and prevention of Covid-19 has been a task that staff does not take lightly. We have a plan to meet the evolving guidelines set forth by OSHA that includes new policies and procedures.
- Specifically, all staff is following the ProjectWell process daily.
- The latest change in the COVID-19 journey is the Nixle alert you may have received that vaccinations are available to all > 16 yrs old. Good news indeed.

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

#### **Budget Budget Budget!**

The hot topic this month is all about putting the finishing touches on the upcoming operating and capital budget plan.

- NBS Rate Study: Fiscal Year 2021/2022 is shaping up to be a year of positive changes in our financial plan. Since the beginning of the new rate structure on 1/1/21, we have seen revenues moving in the right direction, and in accordance with the Rate Study forecasts. Our Accounting Supervisor has put together a plan that meets expected operational expenses while also while also providing funding for our much-needed capital expenses.
- Thanks to the Finance Committee's support and recommendations over the last two months, I feel our draft budget is nearing completion. We should be ready to schedule a workshop soon.
- You will see later in this agenda, tangible evidence of this well-vetted budget. Our hiring plan gets us closer to working in prevention mode vs. response mode. Every investment in staff is a savings to the District in outsourcing costs.

#### **Personnel, etc**

- The Administrative Services Manager Penny has completed employee handbook which is now being reviewed by legal counsel. Once reviewed, our plan is to



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

present this handbook to the Personnel Committee members in May, and then on to the Board of Directors at the following Board Meeting. We also plan to annually review and revise as needed.

- Amongst the myriad of other tasks I ask of her, she continues to make advances in the HR certification process.
- Meadow View Easement: Our attorneys have advised us to re-visit easement terms once the property owner can provide disclosures of potential improvements.
- Smith easement: Kevin Smith granted the District an easement in 1994. In lieu of payment of \$20,000, Kevin Smith asked for 5 meters and 5 sewer hook ups. This topic will be addressed in greater detail later in this meeting's agenda.

#### **Politics, etc**

- Our very own Water Resources Specialist met with Senator McGuire and Assemblywoman Aguiar-Curry soon after ACWA's Legislative Symposium event. She made a strong case for how SB 222, 223 and 323 impact the small rural water District. Hannah also spoke on our behalf at the Senate Energy, Utilities and Communications Committee. She is representing the District with great poise and professionalism. Hats off to Hannah for taking on this incredibly important role!

#### **Field**

- I am pleased to say that we have two freshly minted Class A drivers on staff! Big congratulations to Brandon and Nate. This is a challenging test, and a big responsibility. Here is another example of how we can grow internally and reduce outsourcing costs. We become a better District as a result of their efforts.
- Field staff are gallantly attacking the response activities that come their way, from water service line repairs to sewer lateral repairs. I feel it is safe to say the Barry and the Field staff are looking forward to becoming preventative maintenance experts instead of respond-and-repair experts. I am grateful for their dedication.

#### **Fiscal**

- As mentioned earlier, the budget is a primary activity. We are excited to get started with hiring, and in-house project activities.
- An interesting phenomenon is occurring with past-due balances. The smaller balances are getting smaller, but the larger balances are getting larger. The divide between those willing and able to pay, and those that do not is growing. It does appear that apprising the landlord of past-due balances helps our bottom line in that sector.
- We have recorded 5 liens this month, and it looks like we will be recording another 4 by the end of the month. We have had 2 liens released. Incremental progress.



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

### **Major Projects**

Thanks to our project manager's tireless efforts to find affordable solutions, we are no longer telling the story we're living it. We are now able to show our ratepayers, we are investing in them. Alyssa will continue to keep the momentum moving forward. I truly do not believe she sleeps.

- Valley Oaks
  - We met with Coastland internally this month, to reach an agreement for next steps. John Wanger, principle of Coastland would like to present some guidelines for KimCo as they look towards the next phase of their project. Staff is developing average daily water & sewer demand to help Coastland forecast capacity limits.
  - We continue to await KimCo's connection request for phase 1, Grocery Outlet.
  
- Tank 9
  - The state portion of funding of this project is moving along. Lake County is the lead agency for this program and has received the Grant Agreement.
  - Staff has reached out to CalOES contacts of the HMGP to investigate possible eligible activities that we can start now.
  
- I & I: Meadow View Easement/ Lake Ridge Easement
  - Piazza Construction is preparing to pipe-burst. Abutting property owners have been apprised, and excavation has begun. The replacement pipe should be staged on District property by the time this meeting takes place.
  - Project signs will be placed on-site early this week, and actual pipe-bursting is expected to take place later this week.
  - Lake County, the lead agency for this grant program, expects to be submitting the first reimbursement requests by next month (May).
  - The next phase of sewer pipe replacement has begun. Miksis has camera-ed several hundred feet of the Lakeridge/North Shore easement.
  
- Generators
  - The original Generator sub-application for all four pumping stations (\$2.4M) remains on hold with CalOES. In the meantime, Coastland was able to develop a smaller project (\$1M) for two generators.



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

- AMI
  - As you will see later in this agenda, we would like to put this project on a fast track. Using in-house staff and equipment, we can put a strong effort forward to upgrade our water meters before our current support is discontinued.
  
- SCADA
  - The pricing of this contract is under discussion with GHD management.
  
- Resilience - FLASHES
  - Staff and the Ad Hoc Committee has met a few times to discuss the Letter of Commitment, and the Project proposal. Trane is currently documenting the questions posed by our financial advisor, Clean Energy Capital. Once this is complete we can get back on the LOC negotiations.
  - Staff and Trane have also been meeting weekly with PGE, who have expressed an interest in participating in this project at some level. PG&E have implement new programs and Tariffs which could be beneficial to this project.
  
- LNU Complex Fire
  - Also appearing later in this agenda, Mountain F Enterprises has completed their work on the two firebreaks, chipping and spreading. It was a pleasure doing business with this organization, and we hope to have more “heavy landscaping” work in the future.
  - Staff has submitted pictures, and the invoice of the completed work to FEMA.
  
- Defensive Space and Ignition Resistant Construction
  - According to CalOES and FEMA consultants, all aspects of the RFI (request for information) for this project have been completed, and they commend us for an “excellent job with organizing the BCA narrative and supporting documents.”



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

**DATE:** April 20, 2021

**AGENDA ITEM:** Discuss and Possible Action: Authorize GM to initiate the AMI project plan.

---

**RECOMMENDATIONS:** Authorize the GM to initiate the AMI project plan.

---

**FINANCIAL IMPACT:** ~\$.8M

**FUND:** 320 Capital Improvement, Water

---

**BACKGROUND:**

The AMI project will reduce costs to the District in both labor, and water loss. On average, Field Operations staff expends \$2,631.25 each month in labor hours reading meters. This is expected to be reduced by 80%, after AMI, representing an annual savings of \$25,260. Calculations performed during a bench test of District meters in 2017 revealed a projected \$42,500 in annual water loss savings. Adjusting for today’s rates, and today’s consumption, this figure jumps to \$70,372.

Labor savings	Water Loss savings	Total annual savings
\$25,260	\$70,372	<b>\$95,632</b>

Staff has recently learned that software support for the current manual meter read process will end at the end of the year. The hardware (handhelds) has been out of support for a few years and are failing. The six Field Operation staff have only three handhelds with which to read meters.

Staff proposes to accelerate the AMI project from a 5 year duration to 18 months to reduce our vulnerability to equipment failure, and reduce labor costs and water loss. Here is our plan:

The District currently has 201 water meters with cellular capability being read manually. That leaves approximately 2300 to be installed. Previously, the District had been approached by companies that would have asked us to outsource this project at a cost of approximately \$1.6M. These companies identified project prerequisites of grant funding, loans, and/or relinquishing ownership to make this project successful. The current AMI project plan (See attached) will use existing funds and the existing personnel plan to replace 2300 meters by December 31, 2022.

The NBS Rate Study was designed to meet several Capital Improvement Projects to ensure “Reliable Water Supply”. Total annual capital expenditures for fiscal year 20/21 and 21/22 were \$460,000 and \$867,500, respectively. “Reliable Water Supply” appears in several CIP descriptions. An accelerated AMI implementation

plan will meet our aggregate commitment to investing in a reliable water supply. Beginning in FY 2021/2022, the quarterly influx of capital funds will finance the next quarter’s meter purchase. As of March 2021, the District has had the buying power, and will continue to have buying power for 600 meters each quarter, for 5 quarters.

There is unfortunately a shortage of raw materials needed to build water meters, so there is a 3 month lag built into this project plan. If meters were ordered in April 2021, staff expects 600 meters to be installed by October 2021. Also in October, the number of manually read meters would be reduced by this number, thus realizing labor and water loss cost savings just as soon as possible. Following this timeline through the 2021/2022 fiscal year, manually read meters will be reduced by nearly 80%, effectively eliminating the need for three of the handhelds.

<b>AMI Expenditures April 2021 - April 2022</b>		
<b>Description</b>	<b>Price</b>	<b>Total</b>
Engagement Fee - April 2021	\$ 2,500	\$ 2,500
Billing Integration - April 2021	\$ 1,575	\$ 4,075
600 Cellular Meter - April 2021	\$ 193,296	\$ 197,371
600 Cellular Meters - October 2021	\$ 212,626	\$ 409,997
600 Cellular Meters - January 2022	\$ 233,888	\$ 643,885
500 Cellular Meters – April 2022	\$ 214,397	<b>\$ 858,282</b>



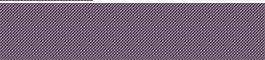

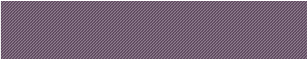







The figures listed here, and on the AMI Project plan, are conservative.

- Quarterly meter purchases have a 10% price increase embedded in the cost.
- The quarterly influx of capital funds is nearly 20% less than NBS Rate Study estimations.
- The annual water loss cost savings is based on FY 2020/2021 water rates.

We ask that the Board of Directors considers and approves this 18 month plan to remove antiquated, labor intensive meter reading processes, while improving water reliability in the face of impending drought conditions.

# AMI Project Plan

 Plan Duration

ACTIVITY	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15				
																	\$ 400,617	Books	
Engagement Fee																	\$ 2,500	\$ 398,117	
Billing Integration																	\$ 1,575	\$ 396,542	
Purchase 600 meters																	\$ 193,296	\$ 203,246	
Quarterly transfer June 30 2021																	\$ 42,261	\$ 245,507	
Install meters																		\$ 245,507	6 - 10
Quarterly transfer Sept 30 2021																	\$ 180,000	\$ 425,507	
Purchase 600 meters																	\$ 212,626	\$ 212,881	
Install meters																			16 - 21
Quarterly transfer Dec 2021																	\$ 180,000	\$ 392,881	
Purchase 600 meters																	\$ 233,888	\$ 158,993	
Install meters																			TBD
Quarterly transfer Mar 2022																	\$ 180,000	\$ 338,993	

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

**DATE:** April 20, 2021

**AGENDA ITEM:** Discussion and Possible Action: Authorize the General Manager to hire a Part-Time Accounts Representative and one additional Operator I

---

**RECOMMENDATIONS:** Staff asks that the Board approve the addition of a Part-Time Accounts Representative and one additional Operator I

---

**FINANCIAL IMPACT:** (Annual Impact with Salary and Benefits)

\$20,723 Part-Time Accounts Representative

\$91,840 Operator I

---

**BACKGROUND:**

The Part-Time Accounts Representative would be responsible for Data entry and providing much needed support to Admin Staff.

An additional Operator I would help with multiple in-house projects including up and coming new Capital Improvement Projects.

---

APPROVED AS RECOMMENDED

OTHER (SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on **April 20, 2021** by the following vote:

Ayes:

Noes:

Abstain:

Absent:

---

Secretary to the Board

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

**DATE:** April 20, 2021

**AGENDA ITEM:** Discussion and Possible Action: Conference with real property negotiators pursuant to Government Code section 54956.8. Property: Assessor’s Parcel Number 14-270-47

**RECOMMENDATIONS:** Provide staff direction on Price and Terms for access easement, consider a revised Board action to “clarify” the intent and to allow the connections even past the noted 15-year in the Will Serve Letter. Taking into consideration the matter of the Valley Fire, as well as the moratorium.

**BACKGROUND:** In November of 1994, a Grant of Easement agreement was entered into between HVLCSD and property owner Kevin Smith that provided a permanent easement to HVLCSD in order to provide PG&E power to the WWTP, saving the District \$20,000 to \$30,000.

In exchange for the owners grant of easement the District agreed to five water and sewer hookups, to be used at the discretion of the owner on APN 14-270-47 and 14-270-48 in Middletown Ca. Mr. Smith is requesting to use the 5 water meters and sewer hookups within the boundaries of the sub-division.

The recorded easement agreement made no mention of fees or time frame to install meters. However, a Water and Sewer Will-Serve Letter was included in the recording, only signed by the HVLCSD Board President, that among other requirements stipulated the following;

- Pay in full the then-usual and customary connection fees applicable to the number of units or equivalencies for which services is requested.
- Will serve letter is valid for up to fifteen years form the date of the letter.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on **April 20, 2021** by the following vote:

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
Secretary to the Board



POLICY TITLE:	<b>Residential Water Leak Billing Adjustment Policy</b>	
POLICY #: <b>2001</b>	ADOPTED DATE: October 18, 2011 President: Herndon RESCINDED: BY, Resolution 2015-18 August 19, 2015	REVISION DATE:  President:

The Board of Directors revised and adopted this policy at its public meeting on the latest revision date. This version of the Policy supersedes all other previous versions.

**2001.1 Purpose and Scope:**

The purpose of this policy is to provide Hidden Valley Lake Community Services District (District) with a written policy regarding providing billing adjustments for water leaks on the customer (or property) side of the meter, or significant abnormalities in water consumption. This policy does not apply to commercial water customers.

**2001.2 Policy:**

Customers are responsible for the service and fittings to the Water Utility System beginning at the coupling on the customer’s side of the meter. Any leaks in the line which are the responsibility of the customers must be repaired, by the customer, solely at their expense.

No adjustment or credit will be applied to the water bill for the customer or property side leaks, damage or deterioration or other factors except as defined within this policy.

The customer is responsible for monitoring higher than expected usage. Customers must investigate higher than expected usage to determine if the usage was caused by a property side leak. Upon request, District staff will provide a no charge, on-site visit. Customers should promptly repair leaks.

**2001.3 Residential Water Leak Billing Adjustment Criteria:**

The General Manager, or other person delegated the responsibility by the General Manager, may adjust water billings when all of the following requirements are met:

1. Customer shall notify the District and complete the Courtesy Leak Adjustment Application within 30 days from the bill due date for the period in which the loss occurred.
2. Verification of the leak must be confirmed by:
  - a. Providing a copy of the repair bill or other invoices/receipts related to the repair,  
**AND/OR**
  - b. Confirmation by an on-site inspection by a representative from the Hidden Valley Lake CSD.
3. The policy permits only one property side leak adjustment in each 24-month period.
4. Leaks that are eligible for homeowner’s insurance will not be considered.

5. The customer's account must be in good standing at the time of the Residential Water Leak Billing Adjustment Application submission. The General Manager has the discretion to consider special circumstances on a case-by-case basis.
6. The property side billing adjustment shall be limited to one billing period. For example, if a leak persisted over more than one billing cycle, the customer shall only receive relief for excess water usage that occurred during one billing cycle. A billing period for customers is 30 days.
7. The district determines excess usage as 8 times greater than the normal consumption in one billing period. Normal Consumption shall be determined by using historical averages when available.
8. Adjustments are limited to the water usage portion of the bill only.
9. Adjustments are not to exceed 50% of the cost for water delivered in excess of the customer's normal usage and which does not include fixed service or meter charges. No adjustment shall be made for any charge, penalty, or fee not based on the quantity of water delivered.
10. Upon approval of the application by the General Manager or designee, any adjustment will be applied to the forthcoming water bill. Credit will be applied to the account; no refund check will be issued. Hidden Valley Lake CSD will absorb 1/2 (50%) **not to exceed \$500.00** of the overages for water delivered in excess of average usage (as determined by a review of the customer's account).



# Hidden Valley Lake Community Services District

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

## RESIDENTIAL WATER LEAK BILLING ADJUSTMENT APPLICATION

If you have a property side leak and your water bill is high (as defined below), please review the *Residential Water Leak Adjustment Policy*, fill out this form, and promptly submit to HVLCSD.

This application provides the opportunity for qualified residential customers to receive a billing adjustment due to a leak resulting in high usage. In order to qualify, all criteria must be met, and the form filled out in full.

Customer Name:	Date:
Property Address:	Mailing address (if different):
Phone:	Email:
Date leak detected:	Date leak was repaired:
Repair invoice included: <input type="checkbox"/>	Leak repair confirmed by HVLCSD: <input type="checkbox"/>

Water Leak Adjustment Program:

Rules governing the Residential Water Leak Billing Adjustment Application are outlined in the *Residential Water Leak Adjustment Policy*. If you need additional information, please call us at (707)987-9201. To complete the application for a water leak adjustment, please submit this form and any accompanying documentation to: Hidden Valley Lake Community Services District at the address shown above.

Upon receipt, of a correctly completed Residential Water Leak Billing Adjustment Application, the District will review the account for compliance with the program conditions. (Please see the back of this form for the program conditions.) If the program conditions are met, and approved, the General Manager (or designee) will provide an adjustment.

I certify that I understand the requirements in this form and that to the best of my knowledge the above information is true.

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR DISTRICT USE ONLY	
Account#:	Notes:
Date:	
Approved by:	
Denied by:	
Date Customer Notified:	Staff Initial:



## Residential Water Leak Billing Adjustment Criteria

The General Manager, or other person delegated the responsibility by the General Manager, may adjust water billings when all of the following requirements are met:

1. Customer shall notify the District and complete the Courtesy Leak Adjustment Application within 30 days from the bill due date for the period in which the loss occurred.
2. Verification of the leak must be confirmed by:
  - a. Providing a copy of the repair bill or other invoices/receipts related to the repair,  
**AND/OR**
  - b. Confirmation by an on-site inspection by a representative from the Hidden Valley Lake CSD.
3. The policy permits only one property side leak adjustment in each 24-month period.
4. Leaks that are eligible for homeowner's insurance will not be considered.
5. The customer's account must be in good standing at the time of the Courtesy Leak Adjustment Application submission. The General Manager has the discretion to consider special circumstances on a case-by-case basis.
6. The property side billing adjustment shall be limited to one billing period. For example, if a leak persisted over more than one billing cycle, the customer shall only receive relief for excess water usage that occurred during one billing cycle. A billing cycle is 30 days.
7. The district determines excess usage as 8 times greater than the normal consumption in one billing period. Normal Consumption shall be determined by using historical averages when available.
8. Adjustments are limited to the water usage portion of the bill only.
9. Adjustments are not to exceed 50% of the cost for water delivered in excess of the customer's normal usage and which does not include fixed service or meter charges. No adjustment shall be made for any charge, penalty, or fee not based on the quantity of water delivered.
10. Upon approval of the application by the General Manager or designee, any adjustment will be applied to the forthcoming water bill. Credit will be applied to the account; no refund check will be issued. Hidden Valley Lake CSD will absorb 1/2 (50%) **not to exceed \$500.00** of the overages for water delivered in excess of average usage (as determined by a review of the customer's account).

Month	Date	Read		Total	Reading		Occupant
		Previous	Current	Consumption	Flag	Source	
<b>Year : 2021 Total 2</b>							
Mar	3/23/2021	175407	175682	275	Regular	Hand Held	03
Feb	02/22/2021	175057	175407	350	Regular	Hand Held	03
Jan	01/25/2021	174577	175057	480	Regular	Hand Held	03
<b>Year : 2020 Total 12</b>							
Dec	12/23/2020	174242	174577	335	Regular	Hand Held	03
Nov	11/19/2020	174031	174242	211	Regular	Hand Held	03
Oct	10/26/2020	171760	174031	2271	Regular	Hand Held	03
Sep	09/24/2020	148969	171760	22791	Regular	Hand Held	03
Aug	08/26/2020	147530	148969	1439	Regular	Hand Held	03
Jul	07/27/2020	146841	147530	689	Regular	Hand Held	03
Jun	06/24/2020	146576	146841	265	Regular	Hand Held	03
May	05/26/2020	146346	146576	230	Regular	Hand Held	03
Apr	04/27/2020	146067	146346	279	Regular	Hand Held	03
Mar	03/24/2020	145820	146067	247	Regular	Hand Held	03
Feb	02/24/2020	145635	145820	185	Regular	Hand Held	03
Jan	01/27/2020	145458	145635	177	Regular	Hand Held	03
<b>Year : 2019 Total 10</b>							
Dec	12/23/2019	145192	145458	266	Regular	Hand Held	03
Nov	11/20/2019	145049	145192	143	Regular	Hand Held	03
Oct	10/24/2019	144819	145049	230	Regular	Hand Held	03
Sep	09/23/2019	144630	144819	189	Regular	Hand Held	03
Aug	08/26/2019	144187	144630	443	Regular	Hand Held	03
Jul	07/24/2019	144156	144187	31	Regular	Hand Held	03
Jun	06/24/2019	143954	144156	202	Regular	Hand Held	03
May	05/23/2019	143683	143954	271	Regular	Hand Held	03
Apr	04/23/2019	143481	143683	202	Regular	Hand Held	03
Mar	03/25/2019	143319	143481	162	Regular	Hand Held	03
				<b>Avg 1337</b>			

5,862 Consumption from March 2019 - March 2021 eliminating Aug/Sept/Oct 2020

266 Average monthly consumption eliminateing Aug/Sept/Oct 2020

**August/ September/October are considered to be "EXCESSIVE" usage (criteria item #6)**

Policy would allow staff to adjust 50% in excess of the normal usage (criteria item #9).

EXAMPLE:

September 2020 consumption	22,791	cubic feet
Customer 24 month average	<u>266</u>	cubic feet
Excess amount	22,525	cubic feet
50% adjustment of excess	11,263	cubic feet

September 2020 water bill amount	\$ 650.38
50% adjustment amount	\$ 301.85
<b>Customer's new adjusted bill amount</b>	<b>\$ 348.53</b>

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

**DATE:** April 20, 2021

**AGENDA ITEM:** Discuss and Possible Action: Authorize GM to pay Mountain F Enterprises.

---

**RECOMMENDATIONS:** Authorize the GM to pay Mountain F Enterprises

---

**FINANCIAL IMPACT:** \$150,000

**FUND:** 325 Water. Operating Reserves

---

**BACKGROUND:**

2/16/21: The Board of Directors passed and adopted Resolution 2021-02 authorizing Mountain F Enterprises (MFE) to proceed with the Debris Removal Project.

Week of 4/12/21: After some delays due to weather and delays in Right of Entry, MFE was able to complete the work in accordance with the contract. We have been able to review the work and have been monitoring throughout the process. All the uprooted vegetation has been significantly reduced in mass by this chipping and spreading operation.

Staff is satisfied with the work performed and will continue to pursue reimbursement through FEMA's Public Assistance program. Staff concurs with MFE that all project activity is complete.

# INVOICE



**FROM (CONTRACTOR):**  
 Mountain F. Enterprises, Inc.  
 1180 Iron Point Rd. Ste. 350  
 Folsom CA 95630  
 Phone: (530) 626-4127

**BILL TO:**  
 HVLCSD  
 19400 Hartmann Road  
 Hidden Valley Lake CA 95467

INVOICE NO.:	JF2206
INVOICE DATE:	4/15/2021
PO NO.:	
ORDER:	
TERMS:	NET 30

PROJECT NAME:	Hidden Valley Lake CSD
PROJECT NO.:	MC1739
Hidden Valley Lake	

SCHEDULE					
ITEM NO	DESCRIPTION OF COST ELEMENTS	QTY	UNIT	UNIT PRICE	AMOUNT
	Fuel Break Clearing Work	1.0	ls	\$150,000.00	\$150,000.00
	work completed 3/5/21-4/14/21				
	Date Paid _____				
	Amount \$ _____				
	Fund _____ - _____ - _____				
	Fund _____ - _____ - _____				
	Fund _____ - _____ - _____				
	Fund _____ - _____ - _____				
	Fund _____ - _____ - _____				
	Fund _____ - _____ - _____				
	Approved by _____				
<b>TOTAL PAYMENT DUE:</b>					<b>\$150,000.00</b>
Make all checks payable to: <b>Mountain F. Enterprises, Inc.</b> If you have any questions concerning this invoice, please contact Jim Finney at (707) 775-7577 or by e-mail at jimf@mtfent.com.					

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Invoice has been completed in accordance with Contract Documents.

<b>NAME OF SIGNER:</b>	<b>SIGNATURE &amp; DATE OF PERSON AUTHORIZED TO SIGN INVOICE:</b>
Steven "Hutch" Hutchens	Steven "Hutch" Hutchens Digitally signed by Steven "Hutch" Hutchens DN: cn=Steven "Hutch" Hutchens, o=Mountain F. Enterprises, Inc., ou, email=hutch@mtfent.com, c=US Date: 2021.04.15 11:54:35 -07'00'
<b>TITLE:</b>	
A/R Specialist	

THANK YOU FOR YOUR BUSINESS!  
 SCL #842929 | LTO #A8657



**BEFORE**





**AFTER**

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SEWER ENTERPRISE FUND**

4/14/2021  
9:01 AM

<b>SEWER INTERPRISE FUND REVENUE</b>	<b>2020-2021 Budget 7/1/2020</b>	<b>2021-2022 Proposed 7/1/2021</b>
120-4020 PERMIT & INSPECTION FEES	500	500
120-4036 DEVELOPER SEWER FEES	-	-
120-4040 LIEN RECORDING FEES	-	-
120-4045 AVAILABILITY FEES	5,500	5,500
120-4050 SALES OF RECLAIMED WATER	110,000	138,000
120-4111 COMMERCIAL SEWER USE	43,113	89,966
120-4112 GOVERNMENT SEWER USE	900	1,200
120-4116 SEWER USE CHARGES	1,217,940	1,495,786
120-4210 LATE FEE 10%	20,000	22,000
120 4300 MISC INCOME	2,500	2,500
120-4310 OTHER INCOME	-	2,600
120-4320 FEMA/CalOES Grants	88,776	-
120-4550 INTEREST INCOME	1,700	2,000
120-4580 TRANSFER IN	-	-
<b>TOTAL REVENUE</b>	<b>1,490,929</b>	<b>1,760,051</b>



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SEWER ENTERPRISE FUND**

4/14/2021  
9:01 AM

<b>SEWER INTERPRISE FUND EXPENSES</b>	<b>2020-2021</b>	<b>2021-2022</b>
	<b>Budget 7/1/2020</b>	<b>Proposed 7/1/2021</b>
120-5-10-5010 ADMIN SALARY & WAGES	252,875	292,584
120-5-30-5010 FIELD SALARY & WAGES	255,455	244,081
120-5-40-5010 DIRECTORS SALARY & WAGES	3,000	3,000
120-5-10-5020 ADMIN EMPLOYEE BENEFITS (HEALTH)	91,844	84,772
120-5-30-5020 FIELD EMPLOYEE BENEFITS (HEALTH)	106,340	127,922
120-5-40-5020 DIRECTOR BENEFITS (TAXES)	230	230
120-5-10-5021 ADMIN RETIREMENT BENEFITS (Pers)	47,189	56,902
120-5-30-5021 FIELD RETIREMENT BENEFITS (Pers)	46,661	54,648
120-5-30-5022 FIELD CLOTHING ALLOWANCE	1,800	2,000
120-5-00-5024 WORKERS' COMP INSURANCE	15,000	15,000
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000	8,189
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000	24,178
120-5-00-5040 ELECTION EXPENSE	12,000	-
120-5-00-5060 GASOLINE, OIL & FUEL	20,000	20,000
120-5-00-5061 VEHICLE MAINT	18,000	18,000
120-5-00-5062 TAXES & LICENSE	800	800
120-5-10-5063 ADMIN CERTIFICATIONS	500	500
120-5-30-5063 FIELD CERTIFICATIONS	1,500	1,500
120-5-00-5074 PROPERTY/LIABILITY INSURANCE	54,066	71,000
120-5-00-5075 BANK FEES	21,000	21,000
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500	11,000
120-5-10-5090 ADMIN OFFICE SUPPLIES	4,000	4,000
120-5-30-5090 FIELD OFFICE SUPPLIES	1,000	1,000
120-5-00-5092 POSTAGE & SHIPPING	7,000	7,000
120-5-00-5110 CONTRACTUAL SERVICES	-	-
120-5-00-5121 LEGAL SERVICES	20,000	12,000
120-5-00-5122 ENGINEERING SERVICES	50,000	50,000
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000	20,000
120-5-00-5126 AUDIT SERVICES	7,500	7,500
120-5-00-5130 PRINTING & PUBLICATION	5,000	5,000
120-5-00-5135 NEWSLETTER	500	500
120-5-00-5145 EQUIPMENT RENTAL	5,000	5,000
120-5-00-5148 OPERATING SUPPLIES	48,000	48,000
120-5-00-5150 REPAIR & REPLACE	145,000	145,000
120-5-00-5155 MAINT BLDG & GROUNDS	8,000	8,000
120-5-00-5156 CUSTODIAL SERVICES	16,500	16,500
120-5-00-5157 SECURITY	500	600
120-5-00-5160 SLUDGE DISPOSAL	45,000	45,000
120-5-10-5170 ADMIN TRAVEL MILEAGE	1,500	2,500
120-5-30-5170 FIELD TRAVEL MILEAGE	500	500
120-5-40-5170 DIRECTORS TRAVEL MILEAGE	200	200

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SEWER ENTERPRISE FUND**

4/14/2021  
9:01 AM

<b>SEWER INTERPRISE FUND</b>	<b>2020-2021</b>	<b>2021-2022</b>
<b>EXPENSES</b>	<b>Budget</b>	<b>Proposed</b>
	<b>7/1/2020</b>	<b>7/1/2021</b>
120-5-10-5175 ADMIN EDUCATION/SEMINARS	4,000	4,000
120-5-30-5175 FIELD EDUCATION/SEMINARS	4,000	4,000
120-5-40-5175 DIRECTORS EDUCATION/SEMINARS	1,500	1,500
120-5-40-5176 DIRECTOR TRAINING	3,600	3,600
120-5-10-5179 ADM MISC EXPENSE	350	350
120-5-00-5165 TERTIARY PONT MAINTENANCE	50,000	50,000
120-5-00-5191 TELEPHONE	11,000	12,000
120-5-00-5192 ELECTRICITY	65,000	95,000
120-5-00-5193 OTHER UTILITIES	2,600	2,500
120-5-00-5194 IT SERVICES	36,500	38,000
120-5-00-5195 ENV/MONITORING	35,000	35,000
120-5-00-5196 RISK MANAGEMENT	-	-
120-5-00-5198 ANNUAL OPERATING FEES	2,000	5,000
120-5-00-5310 EQUIPMENT - FIELD	1,000	1,200
120-5-00-5311 EQUIPMENT - OFFICE	1,000	3,000
120-5-00-5312 TOOLS - FIELD	1,500	1,500
120-5-00-5315 SAFETY EQUIPMENT	1,500	3,500
120-5-00-5545 RECORDING FEES	250	250
120-5-00-5580 TRANSFER OUT	-	-
120-5-00-5590 NON-OPERATING OTHER	-	-
120-5-00-5600 CONTINGENCY	-	-
120-5-60-60010 LNU COMPLEX A- Debris (Firebreak/Chip	-	-
120-5-60-6011 LNU COMPLEX B- EPS (HVAC/Generators	-	-
120-5-70-7201 I & I	-	-
219 USDA SOLAR PRINCIPAL	17,000	17,500
219 USDA SOLAR INTEREST	15,255	14,738
<b>TOTAL EXPENDITURES</b>	<b>1,896,810</b>	<b>1,728,243</b>

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SEWER ENTERPRISE FUND

4/14/2021  
9:01 AM

SEWER		CSD Total	NBS Proposed	Difference
<b>Revenue</b>				
Sewer Use		1,586,951	1,586,951	0
Reclaimed		138,000	137,984	16
Non-Rate Revenue		35,100	35,117	(17)
Interest				-
<b>Total</b>		<b>1,760,051</b>	<b>1,760,052</b>	<b>(1)</b>

SEWER		CSD Total	NBS Proposed	Difference
<b>Expense</b>				
<b>Salary</b>	<b>Benefits</b>			
539,665	356,840	896,505	899,927	(3,422)
<b>All Other Expenses</b>		<b>799,500</b>	<b>794,589</b>	<b>4,911</b>
<b>Sub Total</b>		<b>1,696,005</b>	<b>1,694,516</b>	<b>1,489</b>
<b>Debt</b>		<b>32,238</b>	<b>32,238</b>	<b>-</b>
<b>Reserve Funded Capital Expense</b>		<b>297,500</b>	<b>-</b>	<b>297,500</b>
<b>TOTAL REVENUE</b>		<b>1,760,051</b>	<b>1,760,052</b>	
<b>TOTAL EXPENSES</b>		<b>2,025,743</b>	<b>1,726,754</b>	
<b>Difference (OP Reserves)</b>		<b>(265,691)</b>	<b>33,298</b>	

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
WATER ENTERPRISE FUND**

4/14/2021  
9:02 AM

<b>WATER INTERPRISE FUND REVENUE</b>	<b>Budget 7/1/2020</b>	<b>Proposed 7/1/2021</b>
130-4035 RECONNECT FEES	12,000	5,000
130-4036 DEVELOPER FEES WATER	-	-
130-4038 COMM WATER METER INSTALL	-	-
130-4039 WATER CONNECTION FEE (METER)	-	57,576
130-4040 LIEN RECORDING FEES	1,200	1,200
130-4045 AVAILABILITY FEES	22,000	22,000
130-4110 COMMERCIAL WATER USE	95,295	127,686
130-4112 GOVERNMENT WATER USE	6,000	6,200
130-4115 WATER USE CHARGES	1,968,074	2,462,899
130-4210 LATE FEE 10%	32,000	32,000
130 4215 RETURNED CHECK FEE	1,000	200
130-4300 MISC INCOME	3,000	1,500
130-4310 OTHER INCOME	1,500	1,500
130-4320 FEMA/CalOES GRANTS	30,000	-
130-4550 INTEREST INCOME	3,500	4,052
130-4580 TRANSFER IN	-	-
	-	-
<b>TOTAL REVENUE</b>	<b>2,175,569</b>	<b>2,721,813</b>

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
WATER ENTERPRISE FUND**

4/14/2021  
9:02 AM

<b>WATER INTERPRISE FUND EXPENSES</b>	<b>Budget 7/1/2020</b>	<b>Proposed 7/1/2021</b>
130-5-10-5010 ADMIN SALARY & WAGES	282,875	292,584
130-5-30-5010 FIELD SALARY & WAGES	225,455	244,081
130-5-40-5010 DIRECTORS SALARY & WAGES	3,000	3,000
130-5-10-5020 ADMIN EMPLOYEE BENEFITS (HEALTH)	91,844	84,772
130-5-30-5020 FIELD EMPLOYEE BENEFITS (HEALTH)	106,340	127,922
130-5-40-5020 DIRECTOR BENEFITS (TAXES)	120	230
130-5-10-5021 ADMIN RETIREMENT BENEFITS (Pers)	47,189	56,902
130-5-30-5021 FIELD RETIREMENT BENEFITS (Pers)	54,648	54,648
130-5-30-5022 FIELD CLOTHING ALLOWANCE	1,800	2,000
130-5-00-5024 WORKERS' COMP INSURANCE	15,000	15,000
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000	8,189
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000	24,178
130-5-00-5040 ELECTION EXPENSE	12,000	-
130-5-00-5060 GASOLINE, OIL & FUEL	20,000	20,000
130-5-00-5061 VEHICLE MAINT	12,500	12,500
130-5-00-5062 TAXES & LICENSE	1,200	1,200
130-5-10-5063 ADMIN CERTIFICATIONS	-	200
130-5-30-5063 FIELD CERTIFICATIONS	600	600
130-5-00-5074 PROPETY/LIABILITY INSURANCE	54,055	71,000
130-5-00-5075 BANK FEES	21,000	21,000
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600	28,000
130-5-10-5090 ADMIN OFFICE SUPPLIES	4,000	4,000
130-5-30-5090 FIELD OFFICE SUPPLIES	1,000	1,000
130-5-00-5092 POSTAGE & SHIPPING	6,500	7,000
130-5-00-5110 CONTRACTUAL SERVICES	-	-
130-5-00-5121 LEGAL SERVICES	20,000	65,000
130-5-00-5122 ENGINEERING SERVICES	60,000	65,000
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000	45,000
130-5-00-5124 WATER RIGHTS	50,000	-
130-5-00-5126 AUDIT SERVICES	7,500	7,500
130-5-00-5130 PRINTING & PUBLICATION	7,500	7,500
130-5-00-5135 NEWSLETTER	500	500
130-5-00-5140 RENT & LEASES	-	-
130-5-00-5145 EQUIPMENT RENTAL	45,000	10,000
130-5-00-5148 OPERATING SUPPLIES	5,000	5,000
130-5-00-5150 REPAIR & REPLACE	125,000	164,000
130-5-00-5155 MAINT BLDG & GROUNDS	12,000	12,000
130-5-00-5156 CUSTODIAL SERVICES	4,200	5,000
130-5-00-5157 SECURITY	5,000	5,000
130-5-10-5170 ADMIN TRAVEL MILEAGE	2,000	2,000
130-5-30-5170 FIELD TRAVEL MILEAGE	2,000	2,000

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
WATER ENTERPRISE FUND**

4/14/2021  
9:02 AM

<b>WATER INTERPRISE FUND EXPENSES</b>	<b>Budget 7/1/2020</b>	<b>Proposed 7/1/2021</b>
130-5-40-5170 DIRECTORS TRAVEL MILEAGE	200	200
130-5-10-5175 ADMIN EDUCATION/SEMINARS	4,000	4,000
130-5-30-5175 FIELD EDUCATION/SEMINARS	4,000	4,000
130-5-40-5175 DIRECTORS EDUCATION/SEMINARS	1,500	1,500
130-5-40-5176 DIRECTOR TRAINING	5,000	5,000
130-5-10-5179 ADM MISC EXPENSE	350	350
130-5-00-5191 TELEPHONE	11,000	11,000
130-5-00-5192 ELECTRICITY	150,000	178,000
130-5-00-5193 OTHER UTILITIES	2,500	2,500
130-5-00-5194 IT SERVICES	36,500	40,000
130-5-00-5195 ENV/MONITORING	17,000	17,000
130-5-00-5196 RISK MANAGEMENT	-	-
130-5-00-5198 ANNUAL OPERATING FEES	32,000	33,000
130-5-00-5310 EQUIPMENT - FIELD	1,000	1,000
130-5-00-5311 EQUIPMENT - OFFICE	1,000	1,000
130-5-00-5312 TOOLS - FIELD	1,500	1,500
130-5-00-5315 SAFETY EQUIPMENT	1,500	3,000
130-5-00-5505 WATER CONSERVATION	9,000	5,000
130-5-00-5545 RECORDING FEES	250	250
130-5-00-5580 TRANSFER OUT	467,830	-
130-5-00-5600 CONTINGENCY	-	-
130-5-60-6010 LNU COMPLEX-A Debri (Firebreak/Chip	-	-
130-5-60-6011 LNU COMPLEX-B EPS (HVAC/Generator)	-	-
130-5-70-7101 VAC TRUCK	-	-
130-5-70-7202 GENERATORS	-	-
130-5-70-7204 TANK 9	-	-
130-5-70-7205 MMN WATER MAIN	-	-
218 CIEDB INTEREST LONG TERM DEBT	55,865	52,036
218 CIEDB LOAN ANNUAL FEE	4,816	4,486
218 CIEDB PRINCIPAL PMT	110,065	113,895
<b>TOTAL EXPENDITURES</b>	<b>2,354,302</b>	<b>1,954,222</b>

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
WATER ENTERPRISE FUND**

4/14/2021  
9:02 AM

<b>WATER</b>				
	<b>Revenue</b>	<b>CSD Total</b>	<b>NBS Proposed</b>	<b>Difference</b>
	Water Use	2,462,899	2,462,899	-
	Non-Rate Revenue	120,976	72,827	48,149
	Interest	4,052	4,052	-
	<b>Total</b>	<b>2,587,927</b>	<b>2,539,778</b>	<b>48,149</b>

<b>WATER</b>					
	<b>Expense</b>		<b>CSD Total</b>	<b>NBS Proposed</b>	<b>Difference</b>
	<b>Salary</b>	<b>Benefits</b>			
	539,665	356,840	896,505	910,366	(13,861)
	<b>Water Rights</b>		-	51,420	(51,420)
	<b>Repair &amp; Replace</b>		164,000	128,625	35,375
	<b>Electricity</b>		178,000	153,000	25,000
	<b>All Other Expenses</b>		545,300	521,586	23,714
	<b>Sub Total</b>		1,783,805	1,764,997	18,808
	<b>Debt</b>		170,417	170,075	342
	<b>Rate/Reserve Funded Capital Expense</b>		867,500	867,500	-
	<b>TOTAL REVENUE</b>		2,587,927	2,539,778	
	<b>TOTAL EXPENSES</b>		2,821,722	2,802,572	
	<b>Difference (OP Reserves)</b>		(233,795)	(262,794)	

**Proposed Capital Project Budget 2021-2022**

<b>WASTEWATER CAPITAL PROJECT DESCRIPTIONS</b>	<b>FY 2021/2022</b>
Regulatory Compliance/I&I Mitigation	\$ 100,000
Diaster Mitigation/SCADA Upgrade	\$ 30,000
Diaster Recovery	\$ -
Mini-Excavator	\$ 25,000
Risk Management Plan/Chlorine Tank Auto Shut-Off	\$ 45,000
Regulatory Compliance/Dump Truck	\$ 37,500
IT Upgrades/Records Retentin/Increase Storage Capacity	\$ -
Stormwater Master Planning/Mitigation	\$ 10,000
Regulatory Compliance/Manhole Rehap	\$ 50,000
	<b>\$ 297,500</b>
<b>WATER CAPITAL PROJECT DESCRIPTIONS</b>	<b>FY 2021/2022</b>
Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks	\$ 405,000
Diaster Mitigation/SCADA Upgrade	\$ 30,000
Reliable Water Supply/Automatic Metering Infrastructure	\$ 372,500
Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply	\$ 50,000
IT Upgrade/Records Retention/Increase Storage Capacity	\$ 10,000
Reliable Water Supply/Leak Repair Mini-Excavator	\$ -
Regulatory Compliance/Dump Truck	\$ -
	<b>\$ 867,500</b>



# HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

## 2021-2022 DEBT SERVICE

### PROPOSED BUDGET

	DEBT REVENUE SOURCE	FUND	AMOUNT
1)	1995-2 BOND - TAX ASSESMENT	215	\$ 293,494
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	170,746
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
	<b>TOTAL DEBT SERVICE REVENUE SOURCE</b>		<b>\$ 496,495</b>

	DEBT SERVICE EXPENSE	FUND	AMOUNT
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994
	BOND ADMINISTRATION (ANNUAL FEE)	215	8,500
			<b>\$ 293,494</b>
2)	CIEDB (PRINCIPAL)	218	\$ 110,065
	CIEDB (INTEREST)	218	55,865
	CIEDB (ANNUAL FEE)	218	4,816
			<b>\$ 170,746</b>
3)	USDA SOLAR LOAN (PRINCIPAL)	219	\$ 17,000
	USDA SOLAR LOAN (INTEREST)	219	15,255
			<b>\$ 32,255</b>
	<b>TOTAL ANNUAL DEBT SERVICE EXPENSE</b>		<b>\$ 496,495</b>