



Hidden Valley Lake Community Services District

Finance Committee

AGENDA

Tuesday June 8, 2021

2:30 PM

Due to the COVID-19 State of Emergency and pursuant waivers to certain Brown Act provisions under the Governor's Executive Orders, this 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 go to the www.hvlcsd.org select the June 8, 2021 Finance Committee Meeting select Join Microsoft Teams Meeting Select Join on the web instead.

Please submit your comments to 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 Committee Chair as related to the agenda item or during Public Comment.

DATE: Tuesday June 8, 2021

TIME: 2:30 PM

PLACE: Hidden Valley Lake CSD
Administration Office, GM Office
19400 Hartmann Road
Hidden Valley Lake, CA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. REVIEW and DISCUSS: Monthly Financial Reports & Disbursements
6. REVIEW and DISCUSS: Projects Update
7. REVIEW and DISCUSS: West America Bank ACH Increase to \$25,000
8. REVIEW AND DISCUSS: Adoption of the FY 2021-22 Budget
9. REVIEW AND DISCUSS: Adoption of the FY 2021-22 Investment Policy
10. REVIEW AND DISCUSS: Water Shortage Emergency Declaration and Adoption of Drought Contingency Plan
11. PUBLIC COMMENT
12. COMMITTEE MEMBER COMMENT
13. ITEMS FOR NEXT AGENDA:
14. ADJOURN

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 (707)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 CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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>276,241.18</u>	<u>1,887,447.51</u>	<u>(396,518.51)</u>	<u>126.60</u>
TOTAL REVENUES	<u>1,490,929.00</u>	<u>276,241.18</u>	<u>1,887,447.51</u>	<u>(396,518.51)</u>	<u>126.60</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	45,673.15	920,554.45	(142,838.45)	118.37
ADMINISTRATION	402,258.00	39,794.30	341,563.37	60,694.63	84.91
FIELD	417,256.00	36,893.05	305,653.58	111,602.42	73.25
DIRECTORS	44,530.00	4,019.99	24,301.12	20,228.88	54.57
SPECIAL PROJECTS	0.00	0.00	186,255.03	(186,255.03)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>144,177.50</u>	<u>162,374.33</u>	<u>(162,374.33)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,641,760.00</u>	<u>270,557.99</u>	<u>1,940,701.88</u>	<u>(298,941.88)</u>	<u>118.21</u>
REVENUES OVER/(UNDER) EXPENDITURES	(150,831.00)	5,683.19	(53,254.37)	(97,576.63)	35.31

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	400.00	900.00 (400.00)	180.00
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	4,110.60	1,389.40	74.74
120-4050 SALES OF RECLAIMED WATER	110,000.00	0.00	97,554.52	12,445.48	88.69
120-4111 COMM SEWER USE	43,113.00	0.00	39,182.78	3,930.22	90.88
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	121,525.45	1,226,125.23 (8,185.23)	100.67
120-4210 LATE FEE	20,000.00	2,634.20	20,878.19 (878.19)	104.39
120-4300 MISC INCOME	2,500.00	0.00	1,183.79	1,316.21	47.35
120-4310 OTHER INCOME	0.00	19.70	2,921.70 (2,921.70)	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	679.49	1,020.51	39.97
120-4580 TRANSFERS IN	0.00	151,661.83	290,576.07 (290,576.07)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,490,929.00	276,241.18	1,887,447.51 (396,518.51)	126.60
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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	2,599.72	7,186.48	6,813.52	51.33
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	1,170.48	12,155.32	7,844.68	60.78
120-5-00-5061 VEHICLE MAINT	18,000.00	500.90	20,845.72 (2,845.72)	115.81
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	2,053.87	21,241.12 (241.12)	101.15
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	200.00	11,685.70 (4,185.70)	155.81
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	234.83	6,538.11	461.89	93.40
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	1,504.50	16,114.00	3,886.00	80.57
120-5-00-5122 ENGINEERING SERVICES	50,000.00	0.00	39,279.28	10,720.72	78.56
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	61.81	3,362.19	1,637.81	67.24
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	264.37	5,497.24 (497.24)	109.94
120-5-00-5148 OPERATING SUPPLIES	48,000.00	866.04	49,072.34 (1,072.34)	102.23
120-5-00-5150 REPAIR & REPLACE	145,000.00	15,436.42	208,986.84 (63,986.84)	144.13
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	1,470.50	12,152.11 (4,152.11)	151.90
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,104.50	11,569.25	4,930.75	70.12
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	886.43	10,167.97	832.03	92.44
120-5-00-5192 ELECTRICITY	65,000.00	12,422.99	95,914.01 (30,914.01)	147.56
120-5-00-5193 OTHER UTILITIES	2,600.00	261.67	2,538.49	61.51	97.63
120-5-00-5194 IT SERVICES	36,500.00	539.88	34,642.21	1,857.79	94.91
120-5-00-5195 ENV/MONITORING	35,000.00	3,077.75	31,126.25	3,873.75	88.93
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	2,729.51 (1,729.51)	272.95
120-5-00-5312 TOOLS - FIELD	1,500.00	101.32	636.29	863.71	42.42
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	915.17	25,082.68 (23,582.68)	1,672.18
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	656.75 (406.75)	262.70
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: MAY 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	45,673.15	920,554.45 (142,838.45)	118.37

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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	21,465.04	230,274.58	22,600.42	91.06
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	12,517.16	60,857.56	30,986.44	66.26
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,050.60	43,051.24	4,137.76	91.23
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	1,278.58	4,066.93 (66.93)	101.67
120-5-10-5170 TRAVEL MILEAGE	1,500.00	17.47	1,184.11	315.89	78.94
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	465.45	2,008.70	1,991.30	50.22
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	120.25	229.75	34.36
TOTAL ADMINISTRATION	402,258.00	39,794.30	341,563.37	60,694.63	84.91

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	17,836.06	182,115.67	73,339.33	71.29
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	15,356.33	84,571.97	21,768.03	79.53
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,575.66	36,588.24	10,072.76	78.41
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	125.00	485.00	1,015.00	32.33
120-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	457.56	542.44	45.76
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	328.64	171.36	65.73
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	399.78	3,600.22	9.99
TOTAL FIELD	417,256.00	36,893.05	305,653.58	111,602.42	73.25

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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	2,960.65	39.35	98.69
120-5-40-5020 DIRECTOR BENEFITS	230.00	8.00	109.00	121.00	47.39
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	3,742.84	21,231.47	14,768.53	58.98
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
TOTAL DIRECTORS	44,530.00	4,019.99	24,301.12	20,228.88	54.57

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	0.00	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	0.00	186,255.03 (186,255.03)	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	144,177.50	162,374.33 (162,374.33)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	144,177.50	162,374.33 (162,374.33)	0.00
TOTAL EXPENDITURES	1,641,760.00	270,557.99	1,940,701.88 (298,941.88)	118.21
REVENUES OVER/(UNDER) EXPENDITURES	(150,831.00)	5,683.19	(53,254.37)	(97,576.63)	35.31

*** END OF REPORT ***

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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>216,935.42</u>	<u>2,256,603.99</u>	<u>(81,034.99)</u>	<u>103.72</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>216,935.42</u>	<u>2,256,603.99</u>	<u>(81,034.99)</u>	<u>103.72</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	36,475.97	1,107,249.39	196,385.61	84.94
ADMINISTRATION	432,258.00	39,794.36	342,409.78	89,848.22	79.21
FIELD	387,856.00	35,298.90	317,954.69	69,901.31	81.98
DIRECTORS	51,820.00	4,018.92	24,299.57	27,520.43	46.89
SPECIAL PROJECTS	0.00	0.00	209,655.73	(209,655.73)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>45,069.98</u>	<u>(45,069.98)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>115,588.15</u>	<u>2,046,639.14</u>	<u>128,929.86</u>	<u>94.07</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	101,347.27	209,964.85	(209,964.85)	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	2,754.00	6,885.00 (6,885.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	351.69	6,576.85 (5,376.85)	548.07
130-4045 AVAILABILITY FEES	22,000.00	0.00	16,562.40	5,437.60	75.28
130-4110 COMM WATER USE	95,295.00	0.00	46,021.14	49,273.86	48.29
130-4112 GOV'T WATER USE	6,000.00	0.00	4,155.08	1,844.92	69.25
130-4115 WATER USE	1,968,074.00	197,815.12	1,962,147.58	5,926.42	99.70
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	4,304.59	33,806.00 (1,806.00)	105.64
130-4215 RETURNED CHECK FEE	1,000.00	50.00	250.00	750.00	25.00
130-4300 MISC INCOME	3,000.00	11,640.33	12,824.23 (9,824.23)	427.47
130-4310 OTHER INCOME	1,500.00	19.69	2,921.69 (1,421.69)	194.78
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	3,240.00 (3,240.00)	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	3,500.00	0.00	1,182.02	2,317.98	33.77
130-4580 TRANSFER IN	0.00	0.00	156,522.50 (156,522.50)	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

TOTAL REVENUES	2,175,569.00	216,935.42	2,256,603.99 (81,034.99)	103.72
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 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	2,598.72	7,664.98	6,335.02	54.75
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	1,170.49	12,263.66	7,736.34	61.32
130-5-00-5061 VEHICLE MAINT	12,500.00	500.92	12,646.85 (146.85)	101.17
130-5-00-5062 TAXES & LIC	1,200.00	0.00	233.88	966.12	19.49
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	2,053.86	21,280.91 (280.91)	101.34
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	200.00	29,004.69 (4,404.69)	117.91
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	234.81	6,537.95 (37.95)	100.58
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	2,764.50	18,554.50	1,445.50	92.77
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	0.00	2,947.14	47,052.86	5.89
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	61.81	3,398.01	4,101.99	45.31
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	264.36	5,472.33	39,527.67	12.16
130-5-00-5148 OPERATING SUPPLIES	5,000.00	592.03	33,896.44 (28,896.44)	677.93
130-5-00-5150 REPAIR & REPLACE	125,000.00	10,228.01	139,539.45 (14,539.45)	111.63
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	1,474.50	16,064.66 (4,064.66)	133.87
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	273.50	3,133.75	1,066.25	74.61
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	886.42	9,967.79	1,032.21	90.62
130-5-00-5192 ELECTRICITY	150,000.00	3,634.05	157,843.45 (7,843.45)	105.23
130-5-00-5193 OTHER UTILITIES	2,500.00	261.68	2,550.38 (50.38)	102.02
130-5-00-5194 IT SERVICES	36,500.00	2,755.67	41,332.65 (4,832.65)	113.24
130-5-00-5195 ENV/MONITORING	17,000.00	2,510.00	11,938.00	5,062.00	70.22
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	2,729.48 (1,729.48)	272.95
130-5-00-5312 TOOLS - FIELD	1,500.00	101.33	636.29	863.71	42.42
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	915.18	7,889.34 (6,389.34)	525.96
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,800.00	6,200.00	31.11
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	2,994.13	2,994.13 (2,994.13)	0.00
130-5-00-5545 RECORDING FEES	250.00	0.00	656.75 (406.75)	262.70
130-5-00-5580 TRANSFERS OUT	467,830.00	0.00	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: MAY 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	36,475.97	1,107,249.39	196,385.61	84.94

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	21,465.14	230,776.30	52,098.70	81.58
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	12,517.16	60,857.37	30,986.63	66.26
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,050.56	43,151.40	4,037.60	91.44
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	1,278.57	4,066.68 (66.68)	101.67
130-5-10-5170 TRAVEL MILEAGE	2,000.00	17.47	1,184.07	815.93	59.20
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	465.46	2,253.71	1,746.29	56.34
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	120.25	229.75	34.36
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	432,258.00	39,794.36	342,409.78	89,848.22	79.21

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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	16,514.98	193,442.44	32,012.56	85.80
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	15,356.31	84,537.40	21,802.60	79.50
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,427.61	37,700.74	8,960.26	80.80
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	457.52	542.48	45.75
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	328.64	1,671.36	16.43
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	531.25	3,468.75	13.28
TOTAL FIELD	387,856.00	35,298.90	317,954.69	69,901.31	81.98

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 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	2,960.10	39.90	98.67
130-5-40-5020 DIRECTOR BENEFITS	120.00	8.00	109.00	11.00	90.83
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	3,741.82	21,230.47	20,769.53	50.55
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
TOTAL DIRECTORS	51,820.00	4,018.92	24,299.57	27,520.43	46.89

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2021130-WATER ENTERPRISE FUND
SPECIAL PROJECTS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-60-6010 LNU COMPLEX - A	0.00	0.00	18,130.96 (18,130.96)	0.00
130-5-60-6011 LNU COMPLEX - B	0.00	0.00	191,524.77 (191,524.77)	0.00
TOTAL SPECIAL PROJECTS	0.00	0.00	209,655.73 (209,655.73)	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MAY 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	9,376.25 (9,376.25)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	0.00	35,693.73 (35,693.73)	0.00
130-5-70-7206 AMI	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	0.00	45,069.98 (45,069.98)	0.00
TOTAL EXPENDITURES	2,175,569.00	115,588.15	2,046,639.14	128,929.86	94.07
REVENUES OVER/(UNDER) EXPENDITURES	0.00	101,347.27	209,964.85 (209,964.85)	0.00

*** END OF REPORT ***



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

	Operating Checking	Money Market	LAIF	Bond Trustee	Total All Cash/Investment Accounts
	West America Bank 1010	West America Bank 1130	State Treasurer 1133	US Bank 1200	
Financial Activity of Cash/Investment Accounts in General Ledger [1]					
Beginning Balances	\$ 370,280	\$ 1,282,391	\$ 627,345	\$ 176,403	\$ 2,456,418
Cash Receipts					
Utility Billing Deposits	\$ 358,709	\$ 9,537	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits		\$ 67	\$ -	\$ 1	
Total Cash Receipts	\$ 358,709	\$ 9,604	\$ -	\$ 176,403	
Cash Disbursements					
Accounts Payable Checks issued	\$ 279,712	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 50,844	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 58,109	\$ -	\$ -	\$ -	
Bank Fees	\$ 4,108	\$ -	\$ -	\$ -	
Other Disbursements	\$ -	\$ -	\$ -	\$ -	
Total Disbursements	\$ 392,772.50	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	\$ 151,662		\$ -	\$ -	
Transfers Out		\$ 151,662		\$ -	
Total Transfers Between Accounts	\$ 151,662	\$ 151,662	\$ -	\$ -	
Ending Balances in General Ledger	\$ 487,878	\$ 1,140,334	\$ 627,345	\$ 176,403	\$ 2,431,960
Reconciling Adjustments to Financial Institutions [2]	\$ -	\$ -	\$ -	\$ -	
Financial Institution Ending Balances	\$ 511,820	\$ 1,140,334	\$ 627,345	\$ 176,403	\$ 2,455,902

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	143,182	69,547	72,465	-	285,194
130 Water Operating	318,021	24,864	107,993	-	450,878
140 Flood Enterprise	(937)	-	-	-	(937)
215 2016 Sewer Refinancing Bond	(5,800)	214,369	94,771	176,403	479,743
218 2002 CIEDB Loan	33,411	42,690	12,398	-	88,499
219 2012 USDA Solar COP	-	8,368	882	-	9,250
313 Wastewater Operating Reserve	-	90,821	59,029	-	149,849
314 Wastewater CIP	-	262,207	95,443	-	357,650
319 2012 USDA Solar COP Reserve	-	31,324	-	-	31,324
320 Water CIP	-	268,970	-	-	268,970
325 Water Operating Reserve	-	127,174	-	-	127,174
350 2002 CIEDB Loan Reserve	-	-	184,364	-	184,364
Total Ending Balances in General Ledger	487,878	1,140,334	627,345	176,403	2,431,960

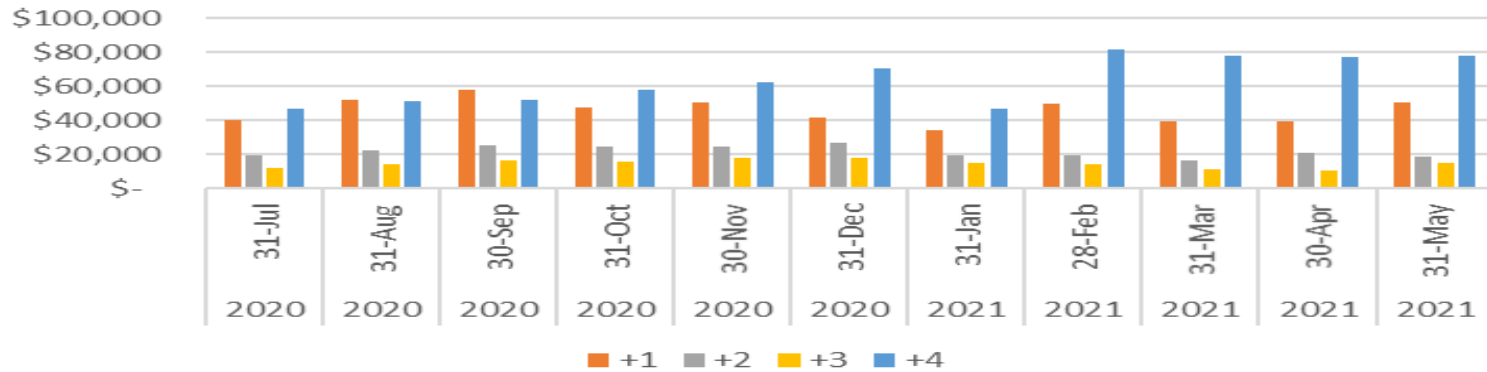
[1] From General Ledger activity by Financial Institution accounts with District Fund accounts consolidated. Checking and Money Market accounts are with West America Bank, Local Agency Investment Account (LAIF) is held by the State Treasurer on behalf of the District and US Bank is the Bond Trustee for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

[2] See Reconciliation Detail Summary for details

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

FUND	DESCRIPTION	Budget Expensed	Expense to Date
314 WASTEWATER CAPITAL IMPROVEMENT	Regulatory Compliance/I&I Mitigation	\$ 100,000	\$ 161,916
	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	\$ -
	TOTAL EXPENSE		\$ 299,312
	ENDING FUND BALANCE		\$ 357,650
FUND	DESCRIPTION	Budget Expensed	Expense to Date
320 WATER CAPITAL IMPROVEMENT	BEGINNING FUND BALANCE		
	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks	\$ 360,000	\$ 9,376
	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	\$ -
	TOTAL EXPENSE		\$ 9,376
	ENDING FUND BALANCE		\$ 268,970

AGING REPORT MAY 31, 2021 FY 2020-2021



MAY	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 +	TOTAL:
Accounts	63	122	40	29	17	13	4	2	4	8	17	15	6	340
Amount	\$4,686	\$16,527	\$9,556	\$10,137	\$7,651	\$6,970	\$2,580	\$1,411	\$3,386	\$7,329	\$25,049	\$34,523	\$19,987	\$149,792
Difference Previous Month	61	54	-16	-19	-18	-14	-6	-3	-4	6	-4	0	0	37
	\$4,505	\$7,388	-\$5,123	-\$6,627	-\$7,907	-\$7,589	-\$3,755	-\$2,382	-\$3,586	\$5,463	-\$6,809	\$375	\$96	-\$25,950

APRIL	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 +	TOTAL:
Accounts	2	68	56	48	35	27	10	5	8	2	21	15	6	303
Amount	\$181	\$9,138	\$14,679	\$16,764	\$15,558	\$14,559	\$6,335	\$3,793	\$6,972	\$1,866	\$31,858	\$34,148	\$19,891	\$175,742
Difference Previous Month	0	12	8	2	12	9	0	2	-9	-1	-3	3	-1	34
	-\$11	\$1,268	\$2,473	\$1,080	\$5,361	\$4,678	-\$147	\$1,564	-\$7,473	-\$943	-\$4,916	\$7,544	-\$2,949	\$7,529

MARCH	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 +	TOTAL:
Accounts	2	56	48	46	23	18	10	3	17	3	24	12	7	269
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	\$168,213
Difference Previous Month	-75	-69	10	17	3	-1	-7	0	9	1	N/A	N/A	N/A	-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

FEBRUARY	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 +	TOTAL:
Accounts	77	125	38	29	20	19	17	3	8	2	44	0	7	382
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	\$154,220

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 100% (FEMA)	Debris Removal -FireBreak - Chipping&Spreading	100%	0%	\$ 36,245.32
2020	4558 LNU Complex Fire	Cat B 75% (FEMA) 18.75% (CalOES)	Debris Removal -FireBreak - Chipping&Spreading	10%	0%	\$ 150,000.00
2020	4558 LNU Complex Fire	Cat B 100% (FEMA)	Continuity of Operations - Generators - Smoke Soot and Ash	100%	0%	\$ 20,747.18
2020	4558 LNU Complex Fire	Cat B 75% (FEMA) 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

3/10 Resubmitted CloseOut documentation, new final reimbursement request is \$8,970.36 (See attached).

Debris Removal

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).

4/15 Debris completely mulched and spread

4/23 Check was issued to MFE

5/3 Status change in Grantee portal to "Pending Final Review" for all projects.

5/17 Invoice was issued to HVLA for \$11,440.

6/4 Portions of this project have been obligated \$36,245

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

Project remains in status "Pending Final Review"

5/24 Portions of this project have

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

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.

4/27 A recent inquiry to the status of this project returns the following statement, "The lead analyst will check on the status for you. I understand FEMA is still actively reviewing this project"

5/12 Lake County grant manager is checking in on CEQA activities for this project, as there is an 18 month deadline to complete CEQA

5/24 New CalOES contact was able to reach FEMA EHP, and provides this comment "Was informed that it may be some time this October for EHP to finish with what they are reviewing. Will keep you updated. "

Generators

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

Defensive Space, Ignition Resistant Construction (DSIRC)

3/3 Submitted merged and phased project subapplication.

3/25 Submitted response to 3/22 RFI

4/5 Submitted response to 4/5 RFI

4/23 Submitted response to 4/21 RFI

5/21 Submitted RFI response

6/3 Discussed project with Tribal leader

Water Mains Planning

3/5 Submitted Advanced Assistant Planning Subapplication for Water Mains

4/28 Submitted response to 4/20 RFI

5/14 Received additional RFI to be completed by 5/18

5/18 Submitted RFI response

5/21 Submitted RFI response

State Funded projects (Prop 1, Prop 68)					
Funding Agency	Project	Description	Completion	Reimbursed?	Reimbursement
DWR/IRWM	206	I & I	35%	0%	\$ 375.00
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:	\$ 2,200,375.00
Actuals:	=

I&I, Unit 9 Tank

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".
 4/30 Meadow View Easement project completed
 5/6 The first request for reimbursement submitted for \$31,000
 5/6 Notice of Completion and Staff report drafted.
 5/11 Submitted 800' of sewer line video for review to Coastland Engineering. Requesting an cost estimate for design, bid support, and construction management & inspection.
 5/24 Coastland reviewing Sewer line CCTV, expects complete project execution of Spring 2022.

AMI

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.
 4/21 The District has placed an order for 600 meters in accordance with the project plan.
 5/7 InCode & Beacon developing transition plan.
 5/27 Finalized the batch file for conversion upload of existing meters.

Potential projects (LHMP)					
Priority	Funding Agency	Project	Description	Costs	Notes
1	HMGP (FEMA)	SCADA	Technology refresh	\$ 1,000,000	Initial Feasibility discussions underway, Joined Demarnd 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	Inundantion 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).
4/30 VSAT first draft completed.
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.
5/4 Meeting to discuss Non-Disclosure Agreement, and Due Diligence Outline
5/7 Non-Disclosure Agreement fully executed
5/11 Meeting to review response to Due Diligence Outline.
5/18 Meeting to discuss terms of Development Agreement
6/4 Trane expects to present revised Development Agreement the week of 6/21
APR (American Rescue Plan of 2021)
5/10 Shared counties.org findings with LCWRD, and Drought Task Force
5/13 Reached out to North Coast Opportunities for feedback.
5/20 Attended NSDC (National Special District Coalition) webinar on funds availability
5/29 Submitted multiple letters to state and federal legislators asking for Special District support.
6/3 Began the application process for Covid Relief Funds
Drought
4/28 Participated in Lake County drought webinar. Volunteered for Drought Task Force.
5/10 California Governor Newsome issued a proclamation of emergency for 41 counties, which includes Lake County.
5/11 Lake County Board of Supervisors issued a proclamation of emergency.
5/13 Attended first meeting of Lake County Drought Task Force.
5/14 At the County OES meeting, Supervisor Moke Simon offered the use of the Rancheria bill board for countywide messaging.
6/4 Advertising costs for the side of the Lake TRansit Authority buses was delivered to the Drought Task Force.
6/4 Drought RESolution and Drought Contingency Plan was completed for the HVLCS D Finance Committee.

RESOLUTION 2021-07

A RESOLUTION AUTHORIZING FUNDS TRANSFERS
AND ELECTRONIC PAYMENTS SERVICES

RESOLVED, that Hidden Valley Lake Community Services District, (the “Corporation”) authorizes each person shown below (each an “Authorized Officer”) to execute and deliver on behalf of the Corporation an “ODFI Origination Agreement for Automated Clearing House Services/Credit Origination,” and/or an “ODFI Origination Agreement for Automated Clearing House Services/Debit Origination,” or Electronic Payment Services Agreement (Third Party Services) and/or Participation Agreement, such other agreements as Westamerica Bank (the “Bank”) may require, and any renewals or amendments thereof, for automated clearing house services (each and “Agreement”), each Agreement may contain such provisions as an Authorized Officer approves (including but not limited to provisions relating to security procedures, security interests and indemnification powers), and the execution of any agreement by an Authorized Officer shall be conclusive evidence to the officer’s approval of the provisions contained in such Agreement.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer, whether jointly or individually, in connection with any Agreement (a) to initiate, amend, cancel, confirm or verify the authenticity of instructions to the Bank for funds transfers and electronic payments, whether given orally, electronically or by facsimile instructions; and (b) to designate one or more persons as authorized to perform any of the foregoing and to revoke any authorization granted to any such person, as he or she deems appropriate.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer in connection with any Agreement to delegate any of the authorities granted to him or her under these resolutions to one or more persons and to revoke any such authorization granted to such persons, as he or she deems appropriate.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer to take such further action and to execute and deliver such instruments, certificates, or other documents on behalf of the Corporation as he or she deems necessary or appropriate in connection with any Agreement or the consummation of the transaction contemplated by these resolutions.

AUTHORIZED OFFICER(S):	<u>Dennis White</u> (Name)	_____ (Signature)
	<u>Patricia Wilkinson</u> (Name)	_____ (Signature)

RESOLVED FURTHER, that the Corporation ratifies and confirms for all purposes the execution and delivery of any agreements with the Bank for ACH and electronic payment services, any delegations of authority and related designation and any revocations of authorization, any funds transfers and electronic payments, and all other actions taken in the name of the Corporation under such agreements prior to the date of these resolution.

RESOLVED FURTHER, that the bank is authorized to act and rely on these resolutions until it actually receives written notice of their amendment or revocation.

PASSED AND ADOPTED on June 15, 2021, by the following votes:

- AYES: (5)
- NOES: (0)
- ABSTAIN: (0)
- ABSENT: (0)

Jim Freeman, President to the Board
Hidden Valley Lake Community Services District

Corporate Secretary's Certificate

I, **Dennis White** Secretary to the Board of Directors of the Hidden Valley Lake Community Services District, a corporation organized and existing under the laws of the State of California, hereby certify that (a) the foregoing is a complete, true and correct copy of resolutions of the Board of Directors of the Corporation, duly and regularly adopted by the Board of Directors of the Corporation in all respects as required by law and the by-laws of the Corporation on June 15, 2021, at a meeting at which a quorum of the Board of Directors of the Corporation was present throughout, and (b) that the requisite number of such directors voted in favor of said resolutions, or by unanimous consent in writing all member of the Board of Directors of the Corporation agreed to the adoption of said resolutions.

I further certify that the said resolutions are still in full force and effect and have not been amended or revoked and do not exceed the objects or powers of the Corporation or the powers of its directors.

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary to the Board of Directors of the Corporation, and affix the corporate seal of the Corporation, on June 15, 2021.

Dennis White, Secretary to the Board
Hidden Valley Lake Community Services District

Corporate Seal:

THIS AGREEMENT is made on _____, (date) between Hidden Valley Lakes Community Services District (“Company”), and Westamerica Bank (“Bank”).

WHEREAS, Bank is a Participating Depository Financial Institution (“Participating Institution”) of the Western Payments Alliance (“WesPay”) and may initiate electronic fund transfer entries (“Entries”) by means of the Automated Clearing House.

WHEREAS, Company desires to initiate Entries through Bank for payment of money from the accounts of Company’s customers (“Customers”) maintained at Bank and other Participating Institutions (“Accounts”). Such Entries may be referred to herein as “Debit Entries.”

NOW, THEREFORE, Bank and Company agree as follows:

1. **Rules.** Company shall comply with the Operating Rules of WesPay and the Operating Rules of the National Automated Clearing House Association (“NACHA”) in existence as of the date of this Agreement and as amended from time to time (herein collectively referred to as the “Rules” which are available upon request). The terms of this Agreement shall in no way limit Company’s obligation of complying with the Rules. Unless otherwise defined herein, capitalized terms shall have the meanings provided in the Rules. The term “Entries” shall have the meaning provided in the Rules and shall also mean (i) the data received from Company hereunder from which Bank prepares Entries, and (ii) for purposes of Sections 2.5, 7.3 and 7.4 any request from Company for reversal of an Entry.

1.1 **Inspection.** In accordance to the Rules, upon reasonable notice from Bank to Company, Bank shall have the right to inspect Company’s books and records and to make on-site visits to any and all Company locations with regard to all information deemed by Bank to be necessary or pertinent to Company’s use of ACH services provided by Bank under this Agreement. Information subject to Bank’s right of inspection shall include all information maintained by Company with respect to Company’s customers, clients, vendors and processors (including audits) if, in the opinion of Bank, Company’s relationship with such customers and clients is materially related to Company’s ACH transaction activity conducted through Bank under this Agreement. Physical site visits may be conducted to ensure notification and communication processes and disclosure requirements are being followed with respect to those addressed in the rules.

2. **Delivery of Entries to Bank.**

2.1 **Delivery Requirements.** All Entries shall be delivered by Company to Bank to the location(s) and in compliance with the formatting and other requirements set forth in Schedule A attached hereto (“Delivery Requirements”).

Company may initiate Entries only of at type and in an amount approved by Bank from time to time. Initially, the following exposure limits will apply, but may be amended by Bank at its sole discretion upon notice to Company.

Debit Entries:

\$ 25,000.00 per month

Company may not utilize Entry codes (including PPD) for purposes of truncated check debit entries, point of purchase entries (POP) or represented check entries (RCK), unless specifically approved in writing by Bank. Company acknowledges that Entries through the ACH system may not be used by Company in violation of, and that Entries originated by Company must comply with, the laws of the United States, including sanctions laws administered by the Office of Foreign Asset Controls.

2.2 **Security Procedures.** Company and Bank shall comply with the security procedure requirements described in Schedule B attached hereto (“Security Procedures”) with respect to Entries transmitted by Company to Bank.

2.3 **Customer Authorizations and Record Retention.** Before the initiation by Company of the first Entry to a Customer’s Account, Company shall obtain from such Customer an authorization to initiate one or more Entries to the Customer’s Account, which authorization shall comply with the Rules. Company shall provide Customer with a copy of such authorization. Each Entry thereafter shall be made pursuant to such authorization, and no Entry shall be initiated by Company after such authorization has been revoked or the arrangement between Company and such Customer has terminated. Company shall retain Customer authorizations for two years after they are terminated and other documents related to Entries for a period of two years. Company shall immediately furnish such authorizations and documents to Bank upon Bank’s request.

2.4 Prenotification. Company shall deliver a prenotification, in a format and in the medium set forth in Schedule A and/or prescribed by the Rules to Bank to be transmitted to the Participating Institution at which the Customer's Account is held ("RDFI") within the time limits set forth in the Rules. If Company has received notice that such prenotification has been rejected within the prescribed period by the RDFI, Company shall not initiate any corresponding Entry until the cause for rejection has been corrected and another prenotification has been submitted to and accepted by the RDFI in accordance with the Rules. (Providing a prenotification is optional. Section 2.4 should only be included in the Agreement if Company sends a prenotification).

2.5 Cancellation and Amendment of Entries; Reversals. Company shall have no right to cancel or amend an Entry after it is delivered to Bank. Bank, however, shall use reasonable efforts to act on a request by Company for reversal of an Entry file pursuant to the Rules; provided, however, that Bank shall not be liable for interest or losses if such reversal is not effected. Any request by Company for reversal of an Entry must comply with the Delivery Requirements and the Security Procedures. Company must notify Customer of the reversal of the Entry and the reason for the reversal of the Entry no later than the Settlement date of the reversal of the Entry. Company shall reimburse Bank for any expenses, losses or damages Bank may incur in effecting or attempting to effect Company's request for the reversal of an Entry. Bank shall be entitled to payment from Company in the amount of any such reversal of a Debit Entry file prior to acting on any request therefore.

2.6 Customer's Right to Refund Debit Entry. Company acknowledges that a Customer, under the Rules, has the right to obtain a refund of funds debited from a Customer's Account by such Customer's sending of a notice to the RDFI that a Debit Entry was, in whole or in part, not authorized, and the right of the RDFI to obtain payment of the amount of such Entry from an ODFI by transmitting an adjustment entry in the amount of such refund. Company agrees to pay Bank the amount of (i) any such adjustment entry upon its receipt by Bank, and (ii) with respect to any On-U's Entry, any refund paid by Bank to a Customer in connection with such Customer's claim that an Entry was, in whole or in part, not authorized.

2.7 Company's Notice to Customers.

(i) If the amount of a Debit Entry to a Customer's Account varies in amount from the previous Debit Entry relating to the same authorization or preauthorization amount, Company shall, at least ten (10) calendar days before the Effective Entry Date of such Debit Entry, send the Customer written notice of the amount of such Debit Entry and its Effective Entry Date, unless Customer has previously been notified of Customer's right to receive such notice and Customer has elected to receive such notice only when the Debit Entry does not fall within a specified range of amounts or varies from the most recent Debit Entry by an agreed amount.

(ii) If any change is made by Company in the scheduled Effective Entry Date of one or more Debit Entries, Company shall, at least seven (7) calendar days before the Effective Entry Date of the first such Debit Entry to be affected by such change, send the Customer a written notice of the new Effective Entry Date(s) of such Entry or Entries.

3. Processing, Transmittal and Settlement by Bank.

3.1 Processing, Transmittal and Settlement. Except as provided in Sections 4 and 5, Bank shall (i) process Entries received from Company to conform with the requirements set forth in this Agreement, (ii) transmit such Entries as an Originating Depository Financial Institution to an Automated Clearing House processor ("ACH") selected by Bank in its sole discretion, and (iii) settle for such Entries as provided in the Rules.

3.2 Timing. Bank will send Entries to its selected ACH processor by the applicable deadline prior to the Effective Entry Date shown in the related Entry data, provided (i) such Entry data are received by Bank by its applicable file input deadline on a Business Day within the applicable processing window for the distribution cycle agreed to by Company and Bank and (ii) the selected ACH processor is open for business. Entry data received by Bank after the applicable file input deadline on a business day may be treated by Bank as received on the next business day. Entry data are not deemed received by Bank until the complete file in which the Entry data are included has been received in accordance with this agreement. For purposes of this Agreement, a "business day" is a day on which Bank is open to the public for carrying on substantially all of its business (other than Saturday or Sunday).

If any of the requirements of clause (i) or (ii) of the preceding paragraph is not met, Bank shall use reasonable efforts to transmit such Entries to the ACH by the next deposit deadline of the ACH following that specified above which is a business day and a day on which the ACH is open for business.

3.3 Company's Credit for Debit Entries. Bank shall have the right to defer any credit to Company's Account until Bank receives final settlement for a Debit Entry. Any credit provided prior to that time shall be provisional and Bank shall have the right to immediate payment of the amount of such credit upon its receipt of notice that final settlement has not occurred. In addition, Bank shall have the right to payment by Company of any returned or rejected Entry for which Company has previously received credit at the time Bank receives such rejection or return.

4. On-Us Entries. Except as provided in Section 5, in the case of an On-Us Entry Bank shall debit the Receiver's account in the amount of such Entry on the Effective Entry Date contained in such Entry, provided the requirements set forth in clauses (i) and (ii) of Section 3.2 are met. If either of those requirements is not met, Bank shall use reasonable efforts to debit the Receiver's account in the amount of such Entry on the next business day following such Effective Entry Date.

5. Rejection of Entries. Bank may reject any Entry for any reason. Bank shall notify Company of such rejection (either electronically, in writing, by telephone, or as otherwise agreed to by Bank and Company) no later than the business day after the Effective Entry Date. Bank shall not be liable to Company for the rejection of any Entry, for Company's non-receipt of a notice given to Company, or for the failure to give notice of rejection at an earlier time than that provided for herein. Bank shall not be required to pay Company interest on a rejected Entry for the period from rejection of the Entry Company's receipt the notice of rejection.

6. Notice of Returned Entries. Bank shall notify Company either electronically, in writing, by telephone, or as otherwise agreed to by Bank and Company of the receipt of an Entry returned by the ACH no later than one (1) business day after Bank's receipt of the returned Entry. Bank shall have no obligation to re-execute a returned Entry.

7. Security Procedures; Unauthorized and Authorized Entries; Inconsistent Entries.

7.1 Purpose of Security Procedures. Company agrees that the purpose of the Security Procedures is to verify the authenticity of Entries transmitted to Bank in the name of Company and not to detect an error in the transmission or content of any Entry, and that no security procedure for the detection of such errors has been agreed upon by Bank and Company.

7.2 Protection of Security Procedures. Company is strictly responsible to establish and maintain procedures to safeguard against unauthorized transmissions. Company warrants that no individual will be allowed to initiate transfers in the absence of proper supervision and safeguards, and agrees to take reasonable steps to maintain the confidentiality of the Security Procedures and of any passwords, codes, security devices and related instructions provided by Bank in connection with the Security Procedures. If Company believes or suspects that any such information or instructions are known or have been accessed by unauthorized persons, Company shall notify Bank immediately.

7.3 Unauthorized Entries. An Entry delivered to Bank that purports to have been transmitted or authorized by Company shall be effective as Company's Entry as provided herein even if the Entry was not in fact authorized by Company, provided Bank has accepted the Entry in compliance with the Security Procedures with respect to such Entry.

7.4 Authorized Entries. If an Entry received by Bank was transmitted or authorized by Company, it shall be effective as the Company's Entry as provided herein, whether or not Bank complied with the Security Procedures with respect to that Entry and whether or not that Entry was erroneous in any respect or that error would have been detected if Bank had complied with such procedure.

7.5 Inconsistent Entries. Company acknowledges and agrees that (i) if an Entry describes the Receiver inconsistently by name and account number, payment of the Entry transmitted by Bank to an RDFI might be made by the RDFI (or by Bank in the case of an On-Us Entry) on the basis of the account number even if it identifies a person different from the named Receiver, and that Company's obligations to pay the amount of the Entry to Bank is not excused in such circumstances, and (ii) if an Entry describes a RDFI inconsistently by name and identifying number, payment of the Entry might be made on the basis of the identifying number even if it identifies an RDFI different from the named RDFI, and that Company's obligation to pay the amount of the entry to Bank is not excused in such circumstances.

8. Company Account. Company shall at all times maintain sufficient available funds in a deposit account Company shall maintain at Bank (the "Company Account") to pay the amount of all returned or reversed Debit Entries, Adjustment Entries, fees and other amounts which Company is obligated to pay Bank under this Agreement. Bank in its sole discretion may defer any credit to the Company Account with respect to a Debit Entry until it has received final settlement for such Entry. Any credit provided prior to that time shall be provisional and Bank shall have the right to immediate payment by Company upon Bank's receipt of notice that final settlement has not occurred. In addition, Bank shall have the right to payment by Company of the amount of any returned or rejected

Entry for which Company has previously received credit upon its receipt by Bank. Bank may, without prior notice or demand, obtain payment of any amount due and payable to it under this Agreement by debiting the Company Account, and may credit the Company Account for any amount to which Company is entitled under this Agreement. If there are insufficient funds available in the Company Account to pay amounts Company owes Bank under this Agreement, Company shall pay any amounts due immediately upon demand, and Company agrees that Bank may debit any account maintained by Company with Bank or that Bank may set off against any amount it owes to Company, in order to obtain payment of Company's obligations. Company grants to Bank a security interest in (a) all Entries, and the proceeds of any Entry; (b) the Account(s) and in any other deposits, funds or accounts, established or maintained at Bank; and (c) in all funds on deposit in the same (including proceeds of Entries and other funds pending settlement through the Account), to secure each of Company's obligations under this Agreement. Company will assist Bank by executing any agreements or notices needed to perfect Bank's security interest in the foregoing, and authorizes Bank act as Company's agent and file or execute such agreements on Company's behalf. This security interest will survive termination of this Agreement.

9. Company's Representations, Warranties and Indemnification. Company represents and warrants that for each Entry Company delivers to Bank that: (i) the Entry is a Debit Entry and complies with the terms of this Agreement and the Rules; (ii) Company has complied with the Rules with respect to the Entry; (iii) there has not been and shall not later be any breach of any warranty of Company as an Originator or of Bank as an ODFI under the Rules; (iv) Company has not breached any warranty contained in this Agreement; and (v) the Entry complies with all local, State and Federal laws and regulations, including but not limited to the Electronic Fund Transfer Act, Regulation E and any applicable regulations issued by the Office of Foreign Assets Control.

Company shall indemnify Bank against any loss, liability or expense (including attorneys' fees and expenses) resulting from or arising out of its breach of any of the foregoing representations or warranties.

10. Notices and Statements. Bank is not required to and will not provide Company or Customers with notice of receipt of Bank's transmittal or debiting of Entries. Entries and other debits and credits to the Company Account will only be reflected on the periodic statement for the Company Account. Company shall notify Bank of any unauthorized or erroneous Entries or any other discrepancy or error on the periodic statement within fourteen (14) calendar days of receipt of statement, after which the statement will be conclusively presumed to be correct. Bank shall not be liable for any interest or losses resulting from Company's failure to give such notice.

11. Liability of Bank; Limitations on Liability.

11.1 Performance of Bank. Bank shall be responsible only for performing the services it expressly agrees to perform in this Agreement, and shall be liable only for direct damages caused by its negligence in performing those services. Bank shall not be responsible for any acts or omissions of Company, including without limitation to the amount, accuracy, timeliness of delivery or Customer authorization of any Entry received from Company, or any act or omission of any other person, including without limitation WesPay, any Federal Reserve Bank, any ACH or transmission or communications facility, any data processor of Company, or any Receiver or RDFI (including without limitation the return of an Entry by such Receiver or RDFI), and no such person shall be deemed Bank's agent.

11.2 Limit on Damages. In no event shall Bank be liable for any consequential, special, punitive, or indirect loss or damage which Company may incur or suffer in connection with this Agreement, including without limitation loss or damage from subsequent wrongful dishonor resulting from Bank's acts or omissions in performing its services under this Agreement.

11.3 Force Majeure. Bank shall not be responsible for any failure to act or delay in acting if such failure is caused by legal constraint, the interruption of transmission or communication facilities, computer malfunction or equipment failure, war, emergency conditions, or other circumstances beyond Bank's reasonable control except to the extent that Bank, with the exercise of reasonable diligence, would have avoided the delay. In addition, Bank shall be excused from failing to transmit or delay in transmitting an Entry if such transmittal would result in Bank's having violated any provision of any present or future risk control program of the Federal Reserve or any rule or regulation of any other governmental regulatory authority.

11.4 Interest. Subject to the foregoing provisions of this Section 11, any liability which Bank may have for loss of interest for an error or delay in performing its services hereunder shall be calculated by using a rate equal to the average Federal Funds rate of the Federal Reserve Bank of San Francisco for the period involved, less any applicable reserve requirements.

12. Indemnification. Company shall defend, indemnify and hold harmless Bank, and its officers, directors, agents and employees, from and against any and all actions, costs, claims, losses, damages or expenses, including attorneys' fees and expenses, resulting from or arising out of (i) any breach of any of the agreements, representations or warranties of Company contained in this

Agreement, or (ii) any act or omission of Company or any other party acting on Company's behalf, including but not limited to the parties described in section 11.1 above, but only to the extent the party or parties were acting on Company's behalf.

13. Payment for Bank Services. Company shall pay Bank fees for the services provided by Bank under this Agreement in accordance with rate schedules published by Bank from time to time. Such charges do not include, and Company shall be responsible for payment of, any sales, use, or excise, value added, utility or other similar taxes relating to the services provided for in Company's agreement between Bank and Company with respect to the Company Account (the "Account Agreement"). Rate schedules may be changed by Bank upon thirty (30) calendar days prior notice to Company.

14. Termination. Bank may terminate this Agreement immediately by notice to Company, or without notice if Company breaches any of its obligations under this Agreement or the Rules. Company may terminate this Agreement at any time upon ten (10) business days prior notice to Bank. Termination shall not affect any of Bank's rights or Company's obligations under Sections 2.3, 9, 11, and 12 above or related to Entries initiated by Company prior to such termination.

15. Confidentiality. Company acknowledges that it will have access to certain confidential information regarding Bank's execution of Entries, the Security Procedures and the services contemplated by this Agreement. Company shall not disclose any such confidential information of Bank and shall use such confidential information only in connection with the transactions contemplated by this Agreement.

16. Tapes and Records. All magnetic tapes, Entries, Security Procedures and records used by Bank for transactions contemplated by this Agreement shall be and remain Bank's property. Bank may, in its sole discretion, make available such information upon Company's request. Any expenses incurred by Bank in making any such information available to Company shall be paid by Company.

17. General Provisions.

17.1 Entire Agreement. This Agreement and the schedules attached hereto constitute the entire agreement between Bank and Company and supersedes all prior agreements with respect to the subject matter hereof. In the event of any inconsistency between the terms of this Agreement and the Account Agreement, the terms of this Agreement shall govern. In the event performance of the services provided herein in accordance with the terms of this Agreement would result in a violation of any present or future statute, regulation or government policy to which Bank is subject, and which governs or affects the transactions contemplated by this Agreement, then this Agreement shall be deemed amended to the extent necessary to comply with such statute, regulation or policy, and Bank shall incur no liability to Company as a result of such violation or amendment. No course of dealing between Bank and Company or usage of trade shall constitute a modification of this Agreement, the Rules or the Security Procedures or constitute an agreement between Bank and Company regardless of whatever practices or procedures Bank or Company may use.

17.2 Amendment. Except as provided in Section 13, Bank may amend any part of this Agreement, including any schedule hereto, from time to time immediately upon notice to Company.

17.3 Instructions and Notices.

(i) Except as otherwise expressly provided herein, Bank shall not be required to act upon any notice or instruction received from Company or any other person, or to provide any notice or advice to Company or any other person with respect to any matter.

(ii) Bank shall be entitled to rely on any oral or written notice, response, or other communication believed by it to be genuine and to have been provided by an authorized representative of Company whose name is set forth below as an "Authorized Representative", and any such communication shall be deemed to have been provided by such person on behalf of Company. Company may add or delete any Authorized Representative by written notice to Bank signed by at least two Authorized Representatives other than the one being added or deleted. Such notice shall be effective on the second business day following the day of Bank's receipt thereof.

Print names and titles of Authorized Representatives: _____

(iii) Any Entry or other data or information received by Bank from or transmitted by Bank to the following data processor selected by Company shall be deemed to have been received from or transmitted to Company, and such processor shall be deemed the agent of Company: _____. Company may change such processor by written notice

to Bank signed by two Authorized Representatives. Such notice shall be effective on the second business day following Bank's receipt thereof.

(iv) Except as otherwise provided herein, any notice under this Agreement must be in writing and delivered by express carrier, faxed or sent by United States registered or certified mail and, if to Bank, addressed to:

Westamerica Bank
4560 Mangels Blvd.
Fairfield CA 94585-1200
Attn: Electronic Services Dept. B-1B

and, if to Company, addressed to:

Attn: _____

unless another address is substituted by notice delivered or sent as provided herein.

Notices must comply with any applicable Security Procedures. Except as otherwise expressly provided herein, any such notice shall be deemed given when received.

17.4 Assignment. Company may not assign its interest or rights under this Agreement without the prior written consent of Bank, and any purported assignment in violation of this section shall be void.

17.5 Successor and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties' hereto and their respective legal representatives, successors and permitted assigns. This Agreement is not for the benefit of any other person, and no other person shall have any right against Bank or Company hereunder.

17.6 Headings. Headings used in this Agreement are for convenience only and shall not be deemed a part of this Agreement.

17.7 Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above set forth.

17.8 Counterparts. This Agreement may be signed in counterparts, all of which shall constitute one agreement.

- PERSONAL OR SOLE PROPRIETORSHIP ACCOUNT (Owner(s) must sign. If joint account, all account holders must sign.)
- CORPORATION ACCOUNT (Ⓛ and Ⓜ must sign. Ⓛ = Signature of President, or Chairman, or any Vice President Ⓜ = Signature of Secretary or Treasurer)
- PARTNERSHIP ACCOUNT (All general partners must sign.)

_____ Signature	_____ Print Name and Title	_____ Date
_____ Signature	_____ Print Name and Title	_____ Date
_____ Signature	_____ Print Name and Title	_____ Date
_____ Signature	_____ Print Name and Title	_____ Date

WESTAMERICA BANK

_____ Signature	_____ Print Name and Title	_____ Date
_____ Signature	_____ Print Name and Title	_____ Date
_____ Branch Name	_____ Branch Address	

RESOLVED, that Hidden Valley Lakes Community Services District, (the "Corporation") authorizes each person shown below (each an "Authorized Officer") to execute and deliver on behalf of the Corporation an "ODFI Origination Agreement for Automated Clearing House Services/Credit Origination" and/or an "ODFI Origination Agreement for Automated Clearing House Services/Debit Origination," or Electronic Payment Services Agreement (Third Party Services) and/or Participation Agreement, such other agreements as Westamerica Bank (the "Bank") may require, and any renewals or amendments thereof, for automated clearing house services (each and "Agreement"), each Agreement may contain such provisions as an Authorized Officer approves (including but not limited to provisions relating to security procedures, security interests and indemnification powers), and the execution of any Agreement by an Authorized Officer shall be conclusive evidence of the officer's approval of the provisions contained in such Agreement.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer, whether jointly or individually, in connection with any Agreement (a) to initiate, amend, cancel, confirm or verify the authenticity of instructions to the Bank for funds transfers and electronic payments, whether given orally, electronically or by facsimile instructions; and (b) to designate one or more persons as authorized to perform any of the foregoing and to revoke any authorization granted to any such person, as he or she deems appropriate.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer in connection with any Agreement to delegate any of the authorities granted to him or her under these resolutions to one or more persons and to revoke any authorization granted to any such person, as he or she deems appropriate.

RESOLVED FURTHER, that the Corporation authorizes each Authorized Officer to take such further action and to execute and deliver such instruments, certificates or other documents on behalf of the Corporation as he or she deems necessary or appropriate in connection with any Agreement or the consummation of the transactions contemplated by these resolutions.

AUTHORIZED OFFICER(S):

_____	_____
(Name)	(Signature)
_____	_____
(Name)	(Signature)

RESOLVED FURTHER, that the Corporation ratifies and confirms for all purposes the execution and delivery of any agreements with the Bank for ACH and electronic payments services, any delegations of authority and related designations and any revocations of authorization, any funds transfers and electronic payments, and all other actions taken in the name of the Corporation under any such agreements prior to the date of these resolutions.

RESOLVED FURTHER, that the bank is authorized to act and rely on these resolutions until it actually receives written notice of their amendment or revocation.

Corporate Secretary's Certificate

I, _____ Secretary of Hidden Valley Lakes Community Services District, a corporation organized and existing under the laws of the State of _____, hereby certify that (a) the foregoing is a complete, true and correct copy of resolutions of the Board of Directors of the Corporation, duly and regularly adopted by the Board of Directors of the Corporation in all respects as required by law and the by-laws of the Corporation on _____, (date) at a meeting at which a quorum of the Board of Directors of the Corporation was present throughout, and (b) that the requisite number of such directors voted in favor of said resolutions, or by unanimous consent in writing all members of the Board of Directors of the Corporation agreed to the adoption of said resolutions.

I further certify that the said resolutions are still in full force and effect and have not been amended or revoked and do not exceed the objects or powers of the Corporation or the powers of its directors.

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary of the Corporation, and affixed the corporate seal of the Corporation, on _____, (date).

Affix Corporate Seal here:

(Signature) SECRETARY OF

A CORPORATION



RESOLUTION NO 2021-03
A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE HIDDEN VALLEY COMMUNITY SERVICES DISTRICT
APPROVING FISCAL YEAR 2021-2022 BUDGET

WHEREAS, the General Manager of Hidden Valley Lake Community Services District(District) has prepared and submitted to the Board of Directors of Hidden Valley Lake Community Services District(Board) a proposed budget for Fiscal Year 2021-2022.

WHEREAS, the Board has received on June 15, 2021, and reviewed the proposed budget; and

WHEREAS, the Board considered approval of the Proposed Budget at the June 15, 2021, Board meeting, where all interested persons were heard; and

WHEREAS, the Board has considered the Proposed Budget and comments thereon and has determined it is necessary for the efficient management of the District that certain sums of revenue be appropriated as set forth in said budget.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT HEREBY FIND, DETERMINE, ORDER AND RESOLVE AS FOLLOWS;

Section 1. The Board adopts the Budget for Fiscal Year 2021-2022, a copy of which is attached and made part of this Resolution.

Section 2. That the balance on hand as of June 30, 2021, in each of the funds of the District shall be reserved for use by the District during the fiscal year 2021-2022.

Section 3. The District's General Manager is authorized to take all necessary actions to implement provisions of the Budget as adopted by the Resolution.

Adopted this 15th day of June 2021.

By: _____
Jim Freeman, President
Board of Directors

ATTEST:

I, DENNIS WHITE, Secretary of the Board of the Hidden Valley Lake Community Services District, hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 15th day of June 2021, by the following Roll Call Vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dennis White, General Manager
Secretary of the Board

Fiscal Year 2021-2022

Budget



Pending Approval – June xx, 2021

Board of Directors:

Jim Freeman, President

Gary Graves, Vice President

Jim Lieberman

Claude Brown

Sean Millerick

General Manager:

Dennis White

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Introduction

The Hidden Valley Lake Community Services District (District) is an independent special district serving the Hidden Valley Lake Community in southern Lake County, California. The District, which consists of 15 full-time employees, and 1 part-time employee, provides municipal water to approximately 2,500 homes and 5 distinct businesses, and sewer services to approximately 1,500 within its three square mile service area.

Mission Statement

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

History

The Stonehouse Mutual Water Company was established in 1968 and supplied water to the Hidden Valley Lake subdivision. The Hidden Valley Lake Community Service District was established in 1984. In the early 1990’s discussions of a merger between Stonehouse Mutual Water Company, and Hidden Valley Lake Community Services District began. It was evident that combining the two stand-alone providers into one utility company would result in a tremendous cost savings. The merge also provided additional protection to the community via State oversight as well as access to grants and low cost loans. With the passage of AB 1504, the merger of the two utilities was accomplished on January 1, 1993 at 12:01 am.

Board of Directors

The Board of Directors of the Hidden Valley Lake CSD consists of five elected officials who are tasked with representing the general interest of those in the Hidden Valley Lake community. Directors must live within the boundaries of the water or sewer district, ensuring that they fully understand the intricacies of the community and are enlisted in services provided. Each member serves a four year term. Elections are held in November of odd numbered years, and Director terms are staggered to mitigate disruption.

The Board of Directors sets goals and creates policies that guide District operations. The Board appoints a General Manager to handle the day-to-day operations of the District and to carry out the goals and policies. It is the General Manager's responsibility to ensure that District procedures are in line with the District's mission. Beyond the General Manager, the Board also appoints legal counsel and financial auditors.

The HVLCSD Board of Directors is committed to transparency. Board meetings are held in accordance with the Brown Act and are noticed as such. Regular board meetings are held on the third Tuesday of the month at 7:00 p.m. at the District's business office, 19400 Hartmann Rd., Hidden Valley Lake. The board also assigns standing and ad hoc committees that meet throughout the year to assist in the development of policy. Committee meetings are also held at the District's business office; times and dates vary by committee and can be found on the District website, www.hvllcsd.org. Each meeting ends with a call for public comment, and community members are encouraged to attend and voice concerns.

Revenue and Expense Trends and Forecast

Water & Sewer Overview

Both the Water & Sewer Funds have had incremental improvements. Only six (6) months into the new 4.5 year rate structure, the District is experiencing water and sewer use revenues that are helping begin the recovery process from the fiscal shortfalls of years past. The previous 5 year rate structure (2015 – 2020) was designed to meet the rising cost of business in operational expenses, but also placed a priority on building reserves for operations and capital improvements. Extraordinarily damaging weather events during the previous rate structure eroded the reserves that the rates were designed to enhance. By simply surviving the natural disasters from 2015 – 2020, capital improvement projects were deferred, and the District's net worth suffered. The efforts to turn this around that took place in 2020/2021 are now coming to fruition. We can now begin to look at refreshing our infrastructure and mitigating against disaster. Some major milestones contributing to this recovery are 1) Hiring a full-time General Manager, and promoting from within, 2) Directors and staff re-doubling their efforts to establish a rate structure that is equitable considering net revenue requirements, 3) The adoption of the Local Hazard Mitigation Plan, positioning the District for significant funding opportunities, and 4) Bringing employment at the District to a fully staffed level, yet still keeping operational expenses at an even keel.

Water Fund

Water demand has reached levels comparable to the ten year high, of 2013. To fully appreciate the current net revenue position, a look to the past may offer some perspective. Over the last 10 years, the community's water consumption has been volatile, but in close correlation to extreme weather events. Before emergency drought declarations, the District saw its highest consumption year 2013, at 15% above average. Water use dropped in subsequent years to nearly 15% below average. The conservation actions of the community during the "drought years" is to be commended but can also be considered a challenge for water purveyors. The cost of regulatory compliance and day-to-day operations continue despite a lesser water demand. Consumption patterns gradually recovered, with 2020 consumption approaching 2013 levels at 12% above average.

The community is growing at a rate that can also be considered volatile, but closely related to extreme weather and epidemiological events. The 6 year water meter moratorium that was imposed on 2/3s of our community from 2014 – 2020 slowed growth down to less than 1%. Only recently overturned, the recovery effects have yet to be fully realized. Quickly on the heels of the moratorium revocation, however, the District received another fiscal setback. The COVID-19 pandemic caused an emergency revocation of water shut-offs, and Accounts Receivable arrearages consequently reached historic levels.

Nonetheless, optimism prevails. Looking in the rear-view mirror can only underscore how far we've come. With a wary eye on drought conditions and contingency planning, the District is in a better position to weather the challenges it faces. The aforementioned milestones in the Water & Sewer Overview have positioned the District to maintain, sustain, and cultivate the tenets of its mission statement.

Sewer Fund

The sewer collection and treatment processes are no stranger to extraordinarily damaging weather events. The depletion of reserve funding to assist in the repair of flooding events in 2017 and 2019 has placed a stronger dependence on sewer use fees in the near term, yet the experience of repairing or replacing equipment vital to sewer treatment and collection has made the infrastructure stronger. The discovery process of a new rate structure (2018 – 2020) resulted in rate changes that are more closely tied to effluent load factors. This, in addition to the new capacity fee calculations puts the District in a stronger position to meet its net revenue requirements. This approach enables the District to place a focus back on preventative maintenance and mitigation, rather than reactive measures. Initial revenue calculations show a 6% increase in sewer use fees over rate study estimations.

New and existing maintenance activities are part of the turnaround from reaction to prevention. Weekly F.O.G. activities are exponentially improved with the acquisition of the VacTruck. I & I mitigation activities are becoming mainstream with a total of 40 manholes already replaced. Aquatic Harvesting in our reclamation pond is now an annual maintenance item. The District is now also in a position to replace sewer lines and has acquired the necessary video equipment to conduct preliminary assessment activities in-house. As the District moves away from outside contracted services, internal employees are trained in keeping their own infrastructure finely

tuned. Work pride, and employee morale round out the benefits of the aforementioned milestones mentioned in the Water & Sewer Overview of the past year.

Final Thoughts:

The District has presented a balanced budget for the 2021/2022 fiscal year. Projected revenues, operational expenses, and capital improvement needs are a reflection of the 2020 NBS Rate Study and has been fully vetted by District staff. Potential drought conditions have been accounted for in the tiered rate structure presented by staff and NBS and adopted on 1/1/21. Directors and District staff have made great strides in planning for an unknown future based on past experiences. The rear-view mirror has an important role for planning for the future, but now it is time to keep our eyes on the road.

DRAFT

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PROPOSED 2021-2022 BUDGET
SEWER ENTERPRISE FUND**

REVENUE	
120-4020 PERMIT & INSPECTION FEES	500
120-4036 DEVELOPER SEWER FEES	-
120-4045 AVAILABILITY FEES	5,500
120-4050 SALES OF RECLAIMED WATER	138,000
120-4111 COMMERCIAL SEWER USE	61,985
120-4112 GOVERNMENT SEWER USE	1,200
120-4116 SEWER USE CHARGES	1,634,882
120-4210 LATE FEE 10%	22,000
120 4300 MISC INCOME	2,500
120-4310 OTHER INCOME	2,600
120-4550 INTEREST INCOME	2,000
TOTAL REVENUE	1,871,167

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PROPOSED 2021-2022 BUDGET
SEWER ENTERPRISE FUND**

OPERATING EXPENDITURES

120-5010 SALARY & WAGES	539,665
120-5020 EMPLOYEE BENEFITS	213,827
120-5021 RETIREMENT BENEFITS	107,346
120-5022 CLOTHING ALLOWANCE	2,000
120-5024 WORKERS COMP INSURANCE	10,100
120-5025 RETIREE HEALTH BENEFITS	8,189
120-5030 DIRECTOR HEALTH BENEFITS	24,178
120-5060 GASOLINE, OIL & FUEL	20,000
120-5061 VEHICLE MAINT	18,000
120-5062 TAXES & LICENSE	800
120-5063 CERTIFICATIONS	2,000
120-5074 PROPERTY/LIABILITY INSURANCE	71,000
120-5075 BANK FEES	21,000
120-5080 MEMBERSHIP & SUBSCRIPTIONS	11,000
120-5090 OFFICE SUPPLIES	5,000
120-5092 POSTAGE & SHIPPING	7,000
120-5121 LEGAL SERVICES	12,000
120-5122 ENGINEERING SERVICES	50,000

120-5123 OTHER PROFFESIONAL SERVICES	20,000
120-5126 AUDIT SERVICES	7,500
120-5130 PRINTING & PUBLICATION	5,000
120-5135 NEWSLETTER	500
120-5145 EQUIPMENT RENTAL	5,000
120-5148 OPERATING SUPPLIES	48,000
120-5150 REPAIR & REPLACE	149,900
120-5155 MAINT BLDG & GROUNDS	8,000
120-5156 CUSTODIAL SERVICES	16,500
120-5157 SECURITY	600
120-5160 SLUDGE DISPOSAL	45,000
120-5165 TERTIARY POND MAINT	50,000
120-5170 TRAVEL & MEETINGS	3,200
120-5175 EDUCATION/SEMINARS	9,500
120-5176 DIRECTOR TRAINING	3,600
120-5179 ADM MISC EXPENSE	350
120-5191 TELEPHONE	12,000
120-5192 ELECTRICITY	95,000
120-5193 OTHER UTILITIES	2,500
120-5194 IT SERVICES	38,000
120-5195 ENV/MONITORING	35,000
120-5198 ANNUAL OPERATING FEES	5,000

120-5310 EQUIPMENT - FIELD	1,200
120-5311 EQUIPMENT - OFFICE	3,000
120-5312 TOOLS - FIELD	1,500
120-5315 SAFETY EQUIPMENT	3,500
120-5545 RECORDING FEES	250
120-5580 TRANSFER OUT	146,225
219 USDA SOLAR PRINCIPAL/INTEREST	32,238

TOTAL OPERATING EXPENDITURES	1,871,167
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**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
 PROPOSED 2021-2022 BUDGET
 WATER ENTERPRISE FUND**

REVENUE	
130-4035 RECONNECT FEES	5,000
130-4038 COMM WATER METER CONNECTIONS	-
130-4039 WATER CONNECTION FEE (METER)	57,576
130-4040 LIEN RECORDING FEES	1,200
130-4045 AVAILABILITY FEES	22,000
130-4110 COMMERCIAL WATER USE	126,948
130-4112 GOVERNMENT WATER USE	6,200
130-4115 WATER USE CHARGES	2,462,899
130-4210 LATE FEE 10%	32,000
130-4215 RETURNED CHECK FEE	200
130-4300 MISC INCOME	1,500
130-4310 OTHER INCOME	1,500
130-4550 INTEREST INCOME	4,052
TOTAL REVENUE	2,721,075

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PROPOSED 2021-2022 BUDGET
WATER ENTERPRISE FUND

OPERATING EXPENDITURES

130-5010 SALARY & WAGES	539,665
130-5020 EMPLOYEE BENEFITS	213,827
130-5021 RETIREMENT BENEFITS	107,346
130-5022 CLOTHING ALLOWANCE	2,000
130-5024 WORKERS' COMP INSURANCE	10,100
130-5025 RETIREE HEALTH BENEFITS	8,189
130-5030 DIRECTOR HEALTH BENEFITS	24,178
130-5060 GASOLINE, OIL & FUEL	20,000
130-5061 VEHICLE MAINT	12,500
130-5062 TAXES & LICENSE	1,200
130-5063 CERTIFICATIONS	800
130-5074 PROPERTY/LIABILITY INSURANCE	71,000
130-5075 BANK FEES	21,000
130-5080 MEMBERSHIP & SUBSCRIPTIONS	28,000
130-5090 OFFICE SUPPLIES	5,000
130-5092 POSTAGE & SHIPPING	7,000
130-5121 LEGAL SERVICES	65,000

130-5122 ENGINEERING SERVICES	65,000
130-5123 OTHER PROFESSIONAL SERVICES	45,000
130-5126 AUDIT SERVICES	7,500
130-5130 PRINTING & PUBLICATION	7,500
130-5135 NEWSLETTER	500
130-5145 EQUIPMENT RENTAL	10,000
130-5148 OPERATING SUPPLIES	5,000
130-5150 REPAIR & REPLACE	168,900
130-5155 MAINT BLDG & GROUNDS	12,000
130-5156 CUSTODIAL SERVICES	5,000
130-5157 SECURITY	5,000
130-5170 TRAVEL & MEETINGS	4,200
130-5175 EDUCATION/SEMINARS	9,500
130-5176 DIRECTOR TRAINING	5,000
130-5179 ADM MISC EXPENSE	350
130-5191 TELEPHONE	11,000
130-5192 ELECTRICITY	178,000
130-5193 OTHER UTILITIES	2,500
130-5194 IT SERVICES	40,000
130-5195 ENV/MONITORING	17,000
130-5198 ANNUAL OPERATING FEES	33,000
130-5310 EQUIPMENT - FIELD	1,000

130-5311 EQUIPMENT - OFFICE	1,000
130-5312 TOOLS - FIELD	1,500
130-5315 SAFETY EQUIPMENT	3,000
130-5505 WATER CONSERVATION	5,000
130-5545 RECORDING FEES	250
130-5580 TRANSFER OUT	770,153
218-CIEDB PRINCIPAL/INTEREST/ADMIN	170,417

TOTAL OPERATING EXPENDITURES	2,721,075
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Significant Changes

Salaries and Benefits

Both the Deloach Salary Survey and the NBS Rate Study of 2020 provided the framework for salaries and benefit budget for 21/22. After interviews and industry corroboration, several job descriptions were updated to more accurately reflect the level of work and responsibility staff had been doing all along. New job descriptions prompted new salaries, and the new salaries were incorporated into the rate study of 2020. Salaries and benefits played an integral role in the development of net revenue requirements of the rate study.

Insurance

This budget item continues to increase, as the insurance industry reacts to the extreme climactic events of the recent past, in our location.

Water Rights

This item has been removed from the Water budget. After the State Water Resources Control Board's Department of Water Rights accepted the Districts revocation of water rights, the meter moratorium was lifted. No significant engineering costs associated with water rights are anticipated in fiscal year 21/22.

Legal Services

This item has changed significantly. Instead of an equal split between Water and Sewer Funds, the sewer budget has decreased, and the water budget has increased. A large portion of legal counsel needs in fiscal year 20/21 was focused on personnel policy, whose cost is split across water/sewer. This effort is drawing to a close, while future water projects will require additional legal counsel from a financial perspective. The reduction in the water rights budget helped form the legal services budget in the Water Fund.

Repair/Replace

The Water and Sewer repair/replace budget will remain the same as fiscal year 20/21 despite overages in both funds. The new rate structure has allowed for infrastructure project funding that will replace aging equipment on a large scale. Budgeted project funds will encompass many

expenditures previously allocated to this operational budget (ie cellular water meters, manhole lids).

Other Professional Services

“One-off” professional services agreements were plentiful in fiscal year 20/21 as well as in prior years. This budget will be reduced in the Sewer Fund to reflect a transition to infrastructure project funding instead of operational budgets. Also, recruitment, hiring, and rate study costs will be greatly reduced if not eliminated in the upcoming fiscal year. The Water Fund budget will remain essentially the same to account for project discovery costs.

Office and Safety Equipment

This budget will remain the same despite significant overages in fiscal year 20/21. An unanticipated 6 month partnership with the California Department of Industrial Relations incurred unanticipated expenses. The Notice of No Violation After Inspection delivered in November of 2020 marked this end of this partnership.

Electricity

Energy rates continue to increase, and the increases in this budget line item are reflective of the industry trend. The District’s electricity provider, PG&E has begun to implement Time of Use changes, and legacy solar pricing changes to occur in the upcoming fiscal year. Staff will remain vigilant on maintaining the best possible rate amidst the complexity.

Capital

Pursuant to the 5 year Capital Improvement Plan (CIP) adopted on 12/15/2020, the following capital projects meet the NBS Rate Study of 2020 forecasts in the aggregate. The total costs will remain the same as the rate study forecast from year to year, but changes in expenditures may appear in individual projects. These changes will be a reflection of project impacts that were unknown at the time of the 5 year Plan adoption.

Capital Additions

Water

Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks (\$170,000) – Also known as the Unit 9 Tank project, this effort involves replacing the wooden 150,000 gallon water tank with two, 250,000 gallon steel-welded tanks. At an elevation of 1600' and serving three pressure zones, this is a priority project to resilience and reliability as the project name suggests. This project is recognized across all 5 years of the CIP. A funding application has been submitted to the HMGP program.

Disaster Mitigation/SCADA Upgrade (30,000) – In conjunction with the Sewer CIP, this project is designed to completely refresh the District's SCADA infrastructure with a contemporary solution. The District is looking for a design that will insulate SCADA operations from extreme weather events.

Reliable Water Supply/Advanced Metering Infrastructure (AMI) (\$661,000) – District legacy meter-reading hardware/software will no longer be supported in the near future. This project will replace all meters with the latest automated hardware/software. Efficiencies and Cost savings are anticipated as soon as Q3 2021.

Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply (\$6,500) – While wildfire resilience and water reliability can be achieved in other CIP project, the PSPS project remains a priority for the District. The cost of pursuing and development funding applications can be met with this expenditure allocation.

Sewer

Regulatory Compliance/I&I Mitigation (\$100,000) – Measures to reduce I & I continue, and this expenditure allocation is recognized across all 5 years of the CIP. This project is composed of video, design, and sewer line replacement as needed across the entire sewer collection system.

Disaster Mitigation/SCADA Upgrade (\$30,000) - In conjunction with the Water CIP, this project is designed to completely refresh the District's SCADA infrastructure with a contemporary solution. The District is looking for a design that will insulate SCADA operations from extreme weather events.

Mini-Excavator (\$25,000) – A smaller replacement to the non op tractor, this equipment is better suited to community dig ups and sludge bed maintenance.

Risk Management Plan/Chlorine Tank Auto Shut-Off (\$45,000) – A improvement opportunity identified in the Chlorine Risk Management Plan, this project will involve the addition of an auto shut-off capability in the chlorine tank room.

Regulatory Compliance/Dump Truck (\$37,500) – Staff has identified changes in emissions regulations that may impact the ability to operate the existing dump truck. This expenditure allocation representing funding toward the purchase of a emissions compliant dump truck.

Stormwater Master Planning/Mitigation (\$10,000) – The public committee involved in the development of the District's Local Hazard Mitigation Plan identified the need for an updated Stormwater Master Plan. This funding will help facilitate the collaborative effort needed by multiple agencies to build a plan.

Regulatory Compliance/Manhole Rehab (\$50,000) – Regional Waterboards have accepted the District's plan to reduce/eliminate Sewer System Overflows (SSOs) by replacing manhole lids with airtight, composite lids.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

PROPOSED 2021-2022 BUDGET

CAPITAL PROJECTS

WASTEWATER PROJECT DESCRIPTION	
Regulatory Compliance/I&I Mitigation	\$ 100,000
Disaster Mitigation/SCADA Upgrade	\$ 30,000
Mini-Excavator	\$ 25,000
Risk Management Plan/Chlorine Tank Auto Shut-Off	\$ 45,000
Regulatory Compliance/Dump Truck	\$ 37,500
Stormwater Master Planning/Mitigation	\$ 10,000
Regulatory Compliance/Manhole Rehab	\$ 50,000
TOTAL CAPITAL WASTEWATER EXPENDITURES	\$ 297,500
WATER PROJECT DESCRIPTION	
Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks	\$ 170,000
Disaster Mitigation/SCADA Upgrade	\$ 30,000
Reliable Water Supply/Advanced Metering Infrastructure (AMI)	\$ 661,000
Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply	\$ 6,500
TOTAL CAPITAL WATER EXPENDITURES	\$ 867,500

Debt

1) Sewer Expansion and Wastewater Treatment Plant

Sewer System Reassessment District No. 1 Limited Obligation Refunding Improvements Bonds Series 2016, issued March 9, 2016 in the amount of \$3,650,000, payable in annual installments with an interest rate of 3.25-3.50% and maturity of September 2, 2032. The bonds were used to finance improvements to the sewer system. The bonds are secured by a pledge of reassessment of revenues.

2) Water Infrastructure Project

California Infrastructure and Economic Development Bank direct borrowing Loan, issued June 24, 2002 in the amount of \$3,000,000, payable in annual installments with an interest rate of 3.48% and maturity on February 1, 2032. The loan was used to finance the expansion and upgrade of the water system. Net system revenues and all amounts in the enterprise fund are pledged as collateral for the debt.

3) Solar Project

2012 Series direct borrowing Certificate of Participation Water Reclamation Plant Energy Sustainability Project issued October 1, 2012, in the amount of \$640,000, payable in annual installments with an interest rate of 3.0% and maturity on August 1, 2041. The certificates of participation were used to finance the sewer system solar project. Net revenues are pledged as collateral for debt.

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
PROPOSED 2021-2022 BUDGET
DEBT

DEBT REVENUE SOURCE		FUND	AMOUNT
1)	BOND SERIES 2016 - TAX ASSESSMENT	215	\$ 293,494
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	170,746
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
TOTAL DEBT SERVICE REVENUE			\$ 496,495

DEBT SERVICE EXPENSE		FUND	AMOUNT
1)	BOND SERIES 2016 (PRINCIPAL)	215	\$ 185,000
	BOND SERIES 2016 (INTEREST)	215	99,994
	BOND ADMINISTRATION (ANNUAL FEE)	215	8,500
			\$ 293,494
2)	CIEDB (PRINCIPAL)	218	\$ 110,065
	CIEDB (INTEREST)	218	55,865
	CIEDB (ANNUAL FEE)	218	4,816
			\$ 170,746
3)	USDA SOLAR LOAN (PRINCIPAL)	219	\$ 17,000
	USDA SOLAR LOAN (INTEREST)	219	15,255
			\$ 32,255
TOTAL ANNUAL DEBT SERVICE EXPENSE			\$ 496,495



RESOLUTION NO. 2021-04
A RESOLUTION APPROVING AND ADOPTING
INVESTMENT POLICY FOR PUBLIC FUNDS FOR FISCAL YEAR 2021-2022
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

WHEREAS, the Board of Directors of the Hidden Valley Lake Community Services District (District) desires to maintain a formal policy regarding the investment of public funds pursuant to the requirements of Government Code 5921 and 53600 et seq.; and

WHEREAS, the Board of Directors of the District has employed qualified staff to invest those funds in accordance with the law and the terms of the District's investment policy, as well as in a manner that advances the District's investment objectives of safety, liquidity, and yields; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District that the Hidden Valley Lake Community Services District Investment Policy attached hereto as Exhibit "A" and incorporated in full herein by this reference is hereby adopted as the formal investment policy of the District; and

BE IT FURTHER RESOLVED that the General Manager and the Accounting Supervisor of the District are hereby authorized and directed to invest the District's funds in a manner consistent with the terms hereof and in accordance with any further directions of the District's Board of Directors; and

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution 2020-05 adopted by the Board of Directors on June 16, 2020.

This Resolution shall take effect July 1, 2021.

Adopted the 15th day of June 2021.

By: _____
Jim Freeman, President
Board of Directors

ATTEST:

I, DENNIS WHITE, Secretary of the Board of the Hidden Valley Lake Community Services District, hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, at a meeting thereof held on the 15th day of June 2021, by the following Roll Call Vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dennis White, General Manager
Secretary of the Board



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY
FY 2020-2021

Except for immediate cash requirement or pursuant to specific action by the Board of Directors, the District shall invest all of its surplus funds with the Local Agency Investment Fund, administered by the Treasurer of the State of California, or in a money market fund held with the District's Service Bank to assure in priority order; Safety; Liquidity and Yield with minimum risk and administrative cost.

Upon a positive vote by the Board, the District may invest in other securities and instruments as noted in Appendix A within the limitations indicated.

Reporting

District Staff shall prepare a monthly report titled "Investment Report", for review by the Board at its regular monthly meetings. This report shall display:

1. Monthly investments by the District
2. Rate of return and yield by item
3. Total interest income for the period

Total interest income earned for the period shall agree with the District's monthly financial reports.

The report shall include the type of investment, issuer, and account balance. For investments in the Local Agency Investment Fund, in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, or in a county investment pool, the report may instead attach the most recent statement received from the institutions. The monthly report shall state that the portfolio complies with this Investment Policy or the manner in which the portfolio is not in compliance. Monies not required for immediate needs shall be considered surplus funds and shall be invested to provide the highest yield and liquidity at the minimum level of risk, until needed for payment of District obligations.

The Accounting Supervisor, or designee, shall present the Investment Report to the Board of Directors for consideration at the District's regular monthly meetings.

Service Bank

The Board shall designate a State or Federally chartered bank, operating within the State of California, to serve as the District's primary service bank, and the District shall use said bank as a clearing house for all funds.

Safekeeping Account

When practical all negotiable securities shall be held in a safekeeping account at the Trust Department of the designated District Service Bank.

Investment Documentation and Review

Each investment transaction must be duly documented. All dealer and safekeeping confirmations are to be reviewed by a person other than the person initiating the transaction. Any discrepancies must be resolved immediately, and a new confirmation issued.

Audit

The Board shall establish an annual process of independent review by an external auditor. This review shall provide internal control by assuring compliance with policies and procedures.

The external auditor shall submit a report of his/her findings for consideration by the Board.

Upon deliberation, the Board shall consider the report and by official action accept or reject it.

Policy Review

The Hidden Valley Lake Community Services District's Investment Policy shall be adopted by resolution of the Board of Directors on an annual basis. This Investment Policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation to principal, liquidity and yield, and its compliance with current law and relation to financial and economic trends. Any amendments to the policy shall be forwarded to the Board of Directors for approval.

Standard of Care (Prudent Investor Standard)

The standard of care to be used in investing District funds shall be the prudent investor standard described in Government Code section 53600.3 and shall be applied in the context of managing an overall portfolio. The Board, acting in accordance with written procedures and this Investment Policy, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Legislative Changes

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will be incorporated into the Hidden Valley Lake Community Services District's Investment Policy and supersedes any and all previous applicable language.

Interest Earnings

All monies earned and collected from investments authorized in this policy shall be allocated monthly to various fund accounts based on the cash balance in each fund as a percentage of the entire pooled portfolio.



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
INVESTMENT POLICY

APPENDIX A

AUTHORIZED INVESTMENTS

Investments of District Funds are governed by the California Government Code Sections 53600 et seq. Within the context of those limitations, the following investments are authorized as further limited herein:

<u>INSTRUMENT</u>	<u>PERCENTAGE OF PORTFOLIO</u>
Repurchase Agreements	0 to 100%
Local Agency Investment Fund	0 to 100%
U.S. Treasury Bonds/Notes/Bills	0 to 100%
U.S. Government Agency Obligations	0 to 100%
Bankers' Acceptances	0 to 40%
Commercial Paper	0 to 15%
Negotiable Certificates of Deposit	0 to 30%
Time Certificates of Deposit	0 to 25%
Reverse Repurchase Agreements	0 to 20%

1. United States Treasury Bills, Bonds, Notes, or certificates of indebtedness or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

2. Obligations issued by the Government National Mortgage Association (GNMA), the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank Board (FHLB), the Federal Farm Credit System (FFCB), and the Federal Home Loan Mortgage Association (FHLMC). There is no percentage limitation of the portfolio which can be invested in this category, although a five-year maturity limitation is applicable.

Investments detailed in items 3 through 10 are further restricted to percentage of the cost value of the portfolio in any one issuer to a maximum of 15%. The total value invested in any one issuer shall not exceed 5% of the issuer's net worth. Again, a five-year maximum maturity limitation is applicable unless further restricted by this policy.

3. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise as Bankers' Acceptances. Bankers' Acceptances purchased may not exceed 270 days maturity or 40% of the cost value of the portfolio. Bankers' Acceptances may only be purchased from the top 100 Banks of the World as compiled by American Banker from Merrill Lynch.

4. Commercial paper ranked P1 by Moody's Investor Services or A1+ by Standard & Poor's and issued by domestic corporations having assets in excess of \$500,000,000 and having an AA or better rating on its' long-term debentures as provided by Moody's or Standard and Poor's. Purchases of eligible commercial paper may not exceed 180 days to maturity nor represent more than 10% of the outstanding paper if the issuing corporation. Purchases of commercial paper may not exceed 15% of the cost value of the portfolio.

5. Negotiable Certificates of Deposit will be issued by nationally or state-chartered banks or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.

6. Repurchase agreements which specify terms and conditions may be transacted with banks and broker dealers. The maturity of the repurchase agreements shall not exceed 90 days. The market value of the securities used as collateral for the repurchase agreements shall be monitored by the investment staff and shall not be allowed to fall below 102% of the value of the repurchase agreement.

7. Reverse repurchase agreements which specifies terms and conditions may be transacted with broker dealers and financial institutions but cannot exceed 20% of the portfolio value on the date entered into. The District may enter into reverse repurchase agreements only to fund short term liquidity needs. The term of reverse repurchase agreements may not exceed 92 days. Prior approval by the Board is required. The underlying securities must have been owned by the District at least 30 days before sale.

8. Local Agency Investment Fund (LAIF) which is a State of California managed investment pool may be used up to the maximum permitted by California State Law.

9. Time deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 25% of the investment portfolio may be invested in this investment type.

10. Moneys held by a trustee or fiscal agent and pledged to the payment or security of notes, bonds, or other indebtedness, or obligations under a lease, installment sale, or other agreement, or certificates of participation in such obligations (collectively "debt obligation"), may be invested in accordance with the statutory provisions governing the issuance of those debt obligations or in accordance with the ordinance, resolution, indenture, or agreement providing for their issuance.

AUTHORIZED BROKERS

Purchases and sales of securities shall be made through firms designated as Primary Dealers by the Federal Reserve Board; furthermore, the firm must operate from an office within this state.

INVESTMENT PURCHASES

Purchases shall attempt to be made in minimum amounts of \$1,000, par value. When practical, a minimum of three bids shall be obtained to insure competitive pricing. Investments shall be held in the safekeeping account with the exception that Time Certificates of Deposit shall be delivered to the District's vault and held until maturity. All transactions will be settled on payment vs. delivery.

INVESTMENT SALES

Securities may be sold prior to maturity to provide for cash flow needs. Securities shall not be sold for less than cost plus accrued interest without prior approval of the Board. Three bids should, when possible, be obtained to insure competitive pricing. Settlement shall be on a payment vs. delivery basis.

SWAP TRADES

The concurrent sale of an owned investment and purchase of a substitute investment may be performed provided the transaction results in a minimum gain of \$600.00. Normally, the maturity of the new investment should be within two weeks in either direction of the maturity of the security sold.

REPURCHASE AGREEMENT

Repos shall be collateralized by Government Securities, Bankers' Acceptance, Commercial Paper or Negotiable Certificates of Deposit. Collateral will be included in percentage limitations under authorized investments. The market value plus accrued interest of the collateral must equal or exceed 102% of the repo cost at all times. All collateral shall be delivered to the safekeeping account or to the District.

REVERSE REPURCHASE AGREEMENT

Securities may be sold under an agreement to repurchase only when necessary, to fund short term cash flow needs. However, each such transaction must be approved in advanced by the Board. Securities sold under such agreement to repurchase shall at no time be in excess of \$300,000, nor for a longer period than 92 days.

CREDIT REQUIREMENTS

For the purpose of this Policy, all Domestic Banks are limited to those with a current Thomson Bank Watch Inc. rating of "B/C" or better and a TBW-1 short term rating. The Investment Group is granted the authority to specify approved California Banks with a Thomson Bank Watch Inc. rating of "C" or better and TBW-2 rating where appropriate. Foreign Banks with domestic licensed offices must be AAA for country risk and "B" or better and a TBW-1 short term for the company by Thomson Bank Watch Inc. Domestic Savings Banks must be rated "B/C" or better and a TBW-1 short term rating by Thomson Bank Watch Inc.



RESOLUTION 2021-08

RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS DECLARING A LOCAL WATER SHORTAGE EMERGENCY DUE TO DROUGHT CONDITIONS AND ADOPTING A DROUGHT CONTINGENCY PLAN

WHEREAS, pursuant to California Water Code sections 350 et seq., the Hidden Valley Lake Community Services District (“District”) is authorized to declare that a water shortage emergency condition exists at a duly noticed public hearing; and

WHEREAS, pursuant to California Water Code sections 375 et seq. the District may adopt and enforce a water conservation program to reduce the quantity of water used by those within its service area after holding a public hearing; and

WHEREAS, Article X, Section 2 of the California Constitution declares that waters of the State are to be put to beneficial use, that waste, unreasonable use, or unreasonable method of use of water be prevented, and that water be conserved for the public welfare; and

WHEREAS, On May 10, 2021, the Governor proclaimed a statewide drought emergency to include 41 California counties, including the County of Lake, where accelerated action may be needed to protect public health, safety and the environment; and

WHEREAS, On May 11, 2021 Lake County Board of Supervisors ratified Sheriff Martin’s proclamation of a local emergency due to drought; and

WHEREAS, Coyote Valley Water Basin winter rainfall and aquifer levels have been measured at historic lows; and

WHEREAS, on June 5, 2021, the District issued notice of this public hearing to consider declaring a water shortage emergency , implementing Tier 0 of the District’s Drought Contingency Plan, calling for voluntary conservation measures with a goal of 10% reduction in overall water use, and directing the General Manager to implement the District’s drought water rates as provided in the Drought Contingency Plan and 2020 Water and Sewer Rate Report, and

WHEREAS, regulation of the time of certain water use, manner of certain water use, design of rates, method of application of water for certain uses, installation and use of water-saving devices, provide an effective and immediately available means of conserving water; and

WHEREAS, on December 15, 2020, the Hidden Valley Lake Community Services District held a public hearing adopting new water rates that included a drought rate schedule to offset revenue shortfalls resulting from conservation measures imposed during times of water shortage.

NOW THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Hidden Valley Lake Community Services District, hereby declares a Local Water Shortage Emergency due to drought conditions in the Hidden Valley Lake Community Services District jurisdiction; and

IT IS FURTHER RESOLVED THAT the Board of Directors of the Hidden Valley Lake Community Services District hereby:

1. Adopts the Drought Contingency Plan, attached hereto as Exhibit A, and directs the General Manager to implement said plan at Tier 0; and
2. Adopts certain Conservation Measures, attached hereto as Exhibit B, and directs the General Manager to implement these measures; and
3. Provides for future implementation of the Drought Water Rates, attached hereto as Exhibit C; and
4. Directs the General Manager to report on the Local Water Shortage Emergency to the Board on at least a monthly basis, including making recommendations for changing the Drought Contingency Plan Tier, including implementing the Drought Water Rates or further Conservation Measures; and

IT IS FURTHER RESOLVED THAT if not already so terminated by resolution of the Board of Directors, this Declaration of Local Water Shortage Emergency shall terminate upon the termination of both the State and County of Lake declarations of local emergency.

PASSED AND ADOPTED ON June 18, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim Freeman,
President of the Board of Directors

Attest:_____
Dennis White,
Secretary to the Board of Directors

Drought Contingency Plan Framework

Recharge data	
Ideal rainfall	44.88"

Pre-Summer Depth to Water Analysis	
October Ideal DTW	19.32'
April Ideal DTW	14.71'
Monthly Depth to Water Summer Analysis	
May Ideal DTW	12.84'
June Ideal DTW	15.67'
July Ideal DTW	16.89'
August Ideal DTW	17.68'
September Ideal DTW	18.30'
October Ideal DTW	19.32'
November Ideal DTW	16.55'

Water Consumption Gallons Per Person Per Day	
April Target	52.8
May Target	73.7
June Target	93.6
July Target	113.4
August Target	106.9
September Target	113.3
October Target	78.8
November Target	63.3

Tier 0

1. October Depth to water is $\leq 92\%$ of ideal depth to water
2. April Depth to water is $\leq 92\%$ of ideal depth to water
3. Recorded winter recharge is $\leq 80\%$ of ideal recharge
4. GPPPD is $\geq 10\%$ above target GPPPD
5. No drought rate imposed

Drought Response goal: Voluntary conservation measures to achieve 10% reduction in GPPPD

Tier 1

1. Depth to water is $\leq 90\%$ of ideal depth
2. Recorded winter recharge is $\leq 60\%$ of ideal recharge
3. GPPPD is $\geq 20\%$ above target GPPPD
4. Tier 1 drought rate imposed

Drought Response goal: Voluntary conservation measures to achieve 20% reduction in GPPPD

Tier 2

1. Depth to water is $\leq 80\%$ of ideal depth
2. Recorded winter recharge is $\leq 60\%$ of ideal recharge
3. GPPPD is $\geq 30\%$ above target GPPPD
4. Tier 2 drought rate imposed

Drought Response goal: Voluntary conservation measures to achieve 30% reduction in GPPPD

Tier 3

1. Presence of turbidity during drawdowns
2. Depth to water is $\leq 70\%$ of ideal depth
3. Recorded winter recharge is $\leq 50\%$ of ideal recharge
4. GPPPD is $\geq 30\%$ above target GPPPD
5. Tier 3 drought rate imposed

Drought Response goal: Mandatory conservation measures to achieve 30% reduction in GPPPD

Tier 4

1. Presence of sand/silt in Distribution
2. Depth to water $\leq 60\%$ of ideal depth
3. Recorded winter recharge $\leq 50\%$ of ideal recharge
4. GPPPD is $\geq 30\%$ above target GPPPD
5. Tier 4 drought rate imposed

Drought Response goal: Mandatory conservation measures to achieve 40% reduction in GPPPD

Conservation Measures

To ensure that potable water is accessible to every individual within the service area of Hidden Valley Lake Community Services District (HVLCS D) for consumption, cooking, and sanitary purposes, please take action to reduce non-essential use of this natural resource. For additional suggestions please refer to www.saveourwater.com.

GOOD DROUGHT WATERING PRACTICES

The following uses of water supplied by the District have been determined to be wasteful and are prohibited at any time when a 10% or greater voluntary or mandatory water conservation requirements are in effect:

Single Family and Multi-Family Residential Customers

- a. Using District-furnished water for non-recirculating decorative fountains or filling decorative lakes or ponds.
- b. Washing paved or other hard-surfaced areas, including sidewalks, walkways, driveways, patios, and parking areas with District-furnished water.
- c. Outside watering with District-furnished water that results in excessive flooding or runoff into a gutter, drain, patio, driveway, walkway or street.
- d. Washing a vehicle, trailer or boat with District-furnished water using a hose without a shut off nozzle.

Non-residential Customers

- a. Using District-furnished water for non-recirculating decorative fountains or for filling decorative lakes or ponds.
- b. Washing paved or other hard-surfaced areas, including sidewalks, walkways, driveways, patios, and parking areas with District-furnished water.
- c. Outside watering with District-furnished water that results in excessive flooding or runoff into a gutter, drain, patio, driveway, walkway or street.

Drought Rates

Water Rate Schedule	Current Rates ('20/21)	Proposed Drought Water Rates				
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25
Fixed Service Charge						
<i>Monthly Fixed Service Charge:</i>		<i>(Same as Non-Drought Fixed Service Charges)</i>				
Commodity Charges for All Water Consumed per hundred cubic feet (HCF)						
All Customer Classes:						
Drought Stage 1	\$3.35	\$3.86	\$4.32	\$4.84	\$5.28	\$5.75
Drought Stage 2	\$3.75	\$4.38	\$4.90	\$5.49	\$5.99	\$6.52
Drought Stage 3	\$4.02	\$5.04	\$5.65	\$6.33	\$6.90	\$7.52
Drought Stage 4	\$4.47	\$5.93	\$6.64	\$7.44	\$8.11	\$8.84

Drought Contingency Plan Framework

Recharge data	
Ideal rainfall	44.88"

Pre-Summer Depth to Water Analysis	
October Ideal DTW	19.32'
April Ideal DTW	14.71'
Monthly Depth to Water Summer Analysis	
May Ideal DTW	12.84'
June Ideal DTW	15.67'
July Ideal DTW	16.89'
August Ideal DTW	17.68'
September Ideal DTW	18.30'
October Ideal DTW	19.32'
November Ideal DTW	16.55'

Water Consumption Gallons Per Person Per Day	
April Target	52.8
May Target	73.7
June Target	93.6
July Target	113.4
August Target	106.9
September Target	113.3
October Target	78.8
November Target	63.3



Recharge = Rainfall

How to calculate potential drought conditions



GPPPD = Water used in gallons per person per day



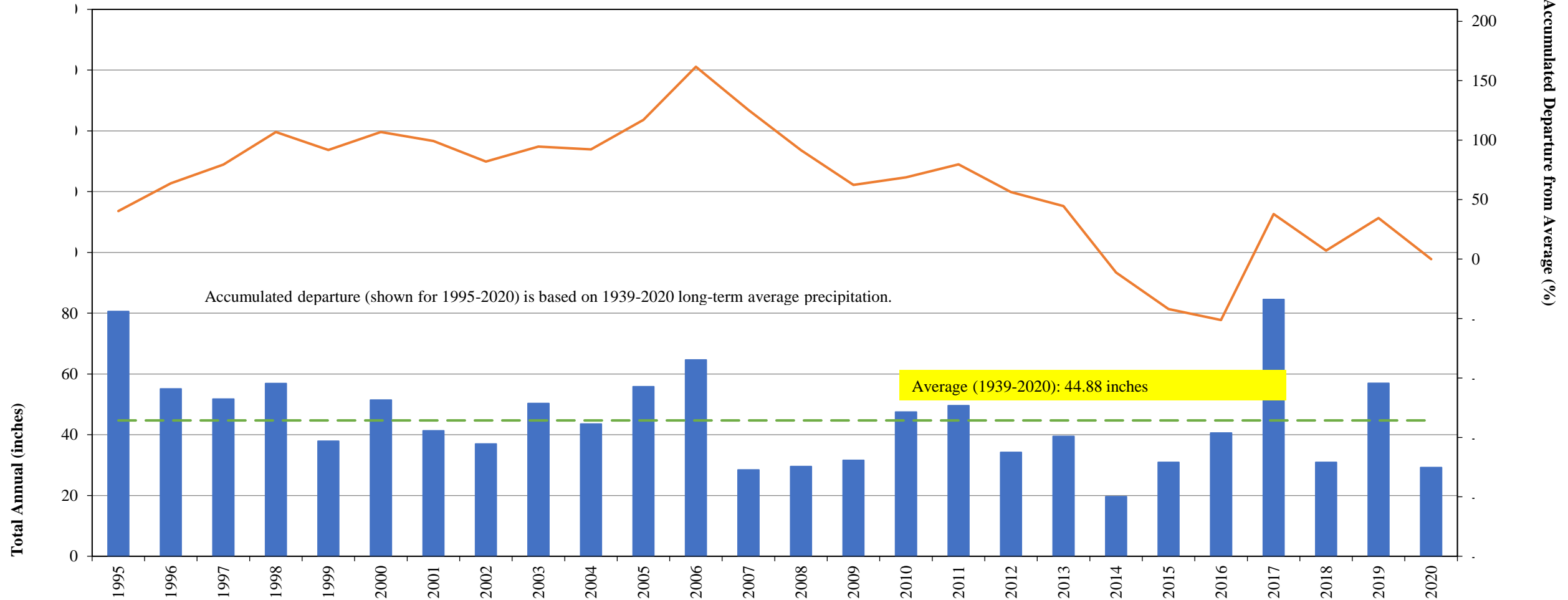
Depth to Water = Aquifer/Groundwater

Target vs. Ideal

- What historical data will be compared to current data, and how was historical data calculated?
- For the purposes of this Drought Contingency Plan,
 - Ideal = Historical average
 - Target = Historical best

“Ideal Recharge” is defined as average rainfall over 81 years to date: 44.88”

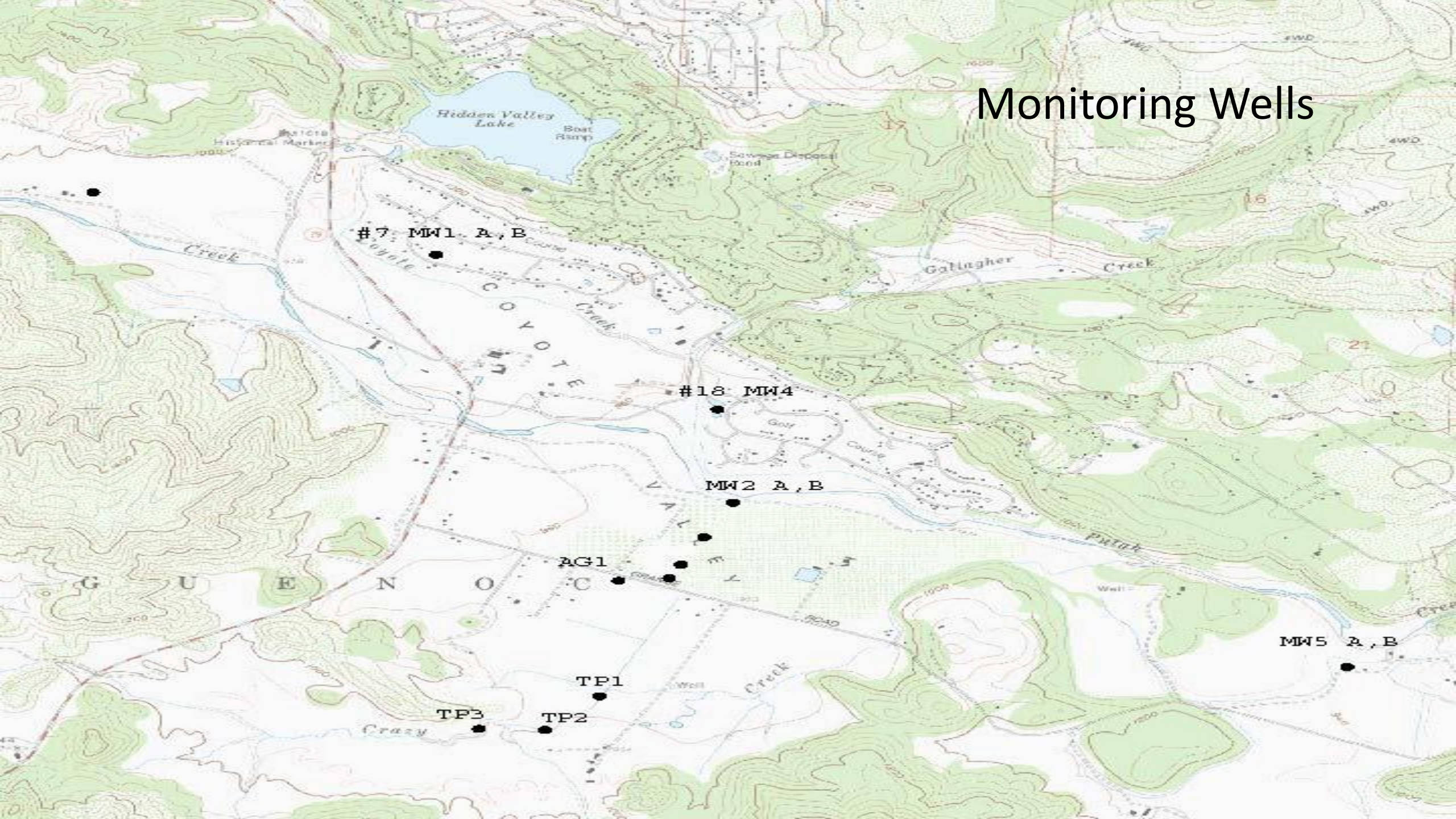
Middletown Precipitation
Total Annual and Accumulated Departure from Average 1939-2020 Average (Shown for 1995-2020)



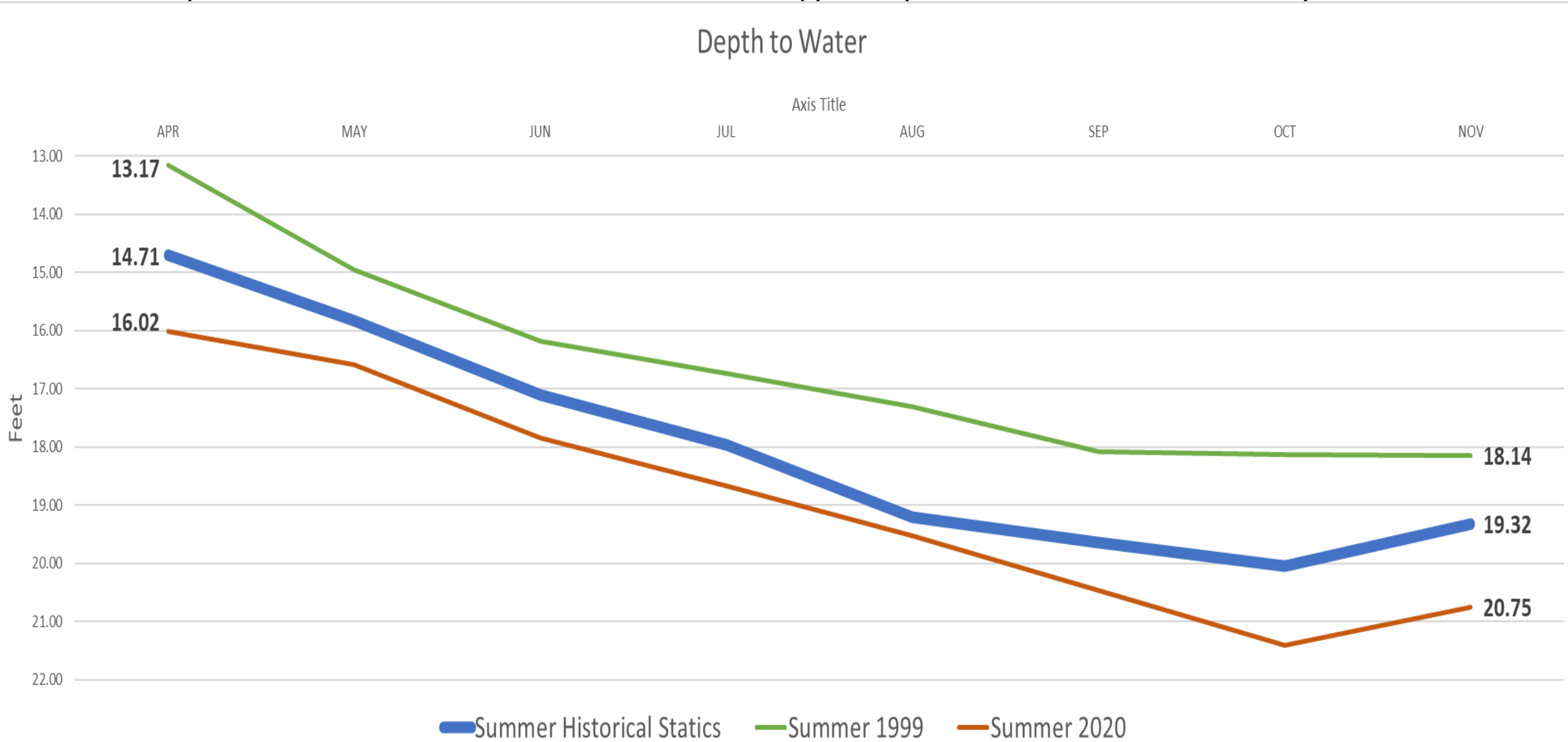
(1) Annual precipitation data for the years 2002, 2004-2007 and 2013 was estimated using data reported for the Calistoga station..

(2) Annual precipitation data for the year 2018 was estimated using data reported for the Angwin PUC station.

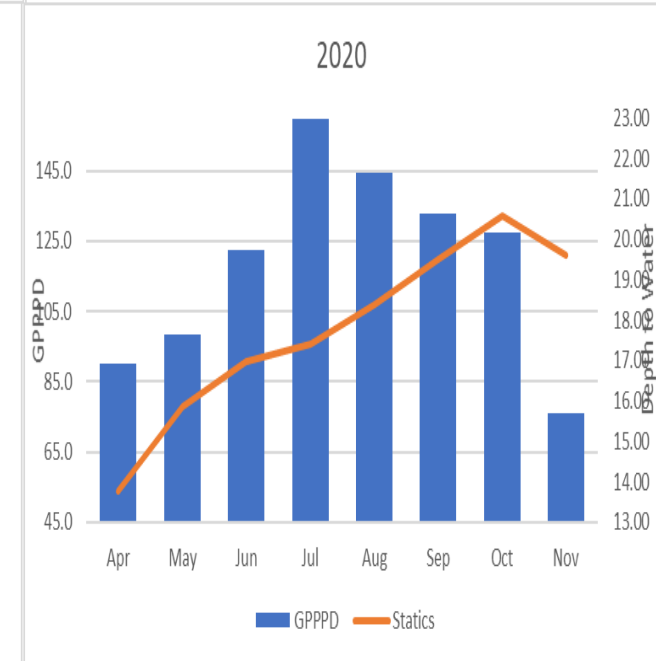
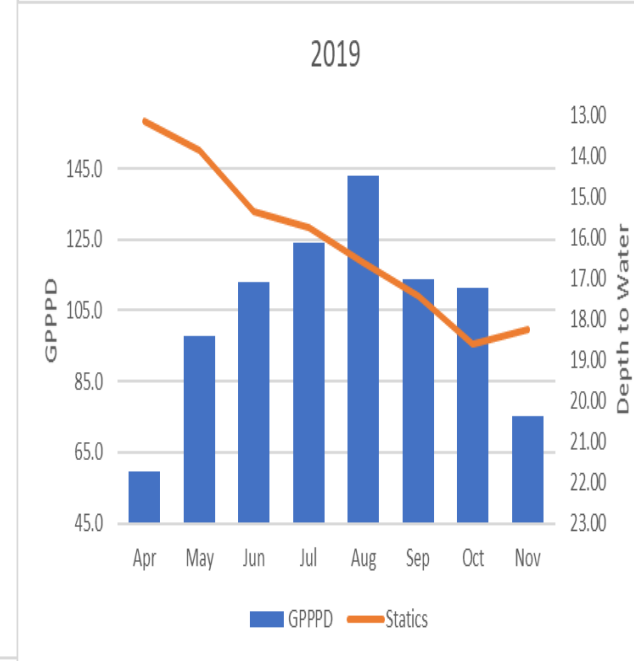
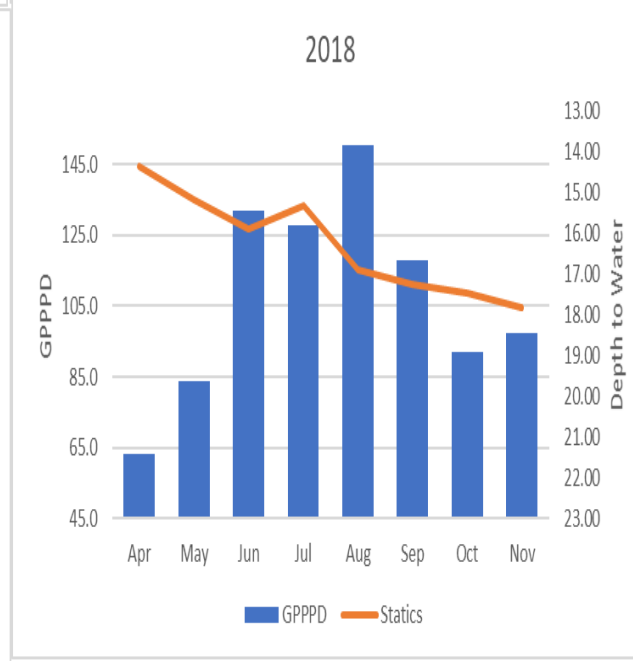
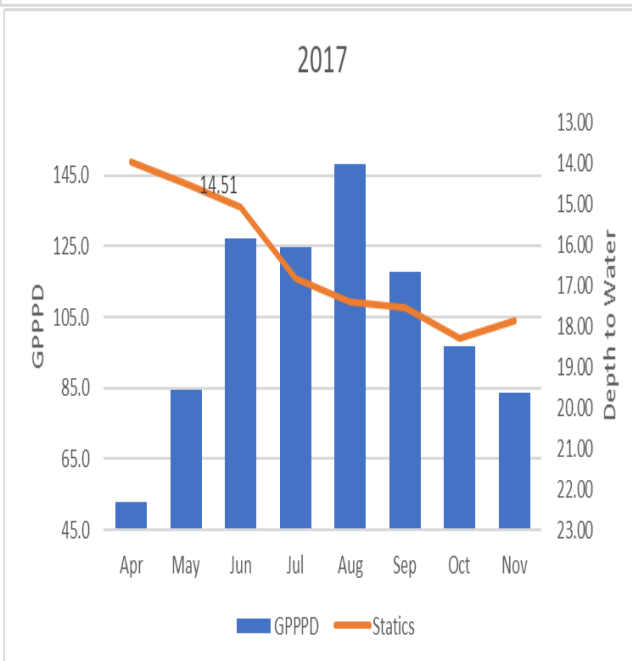
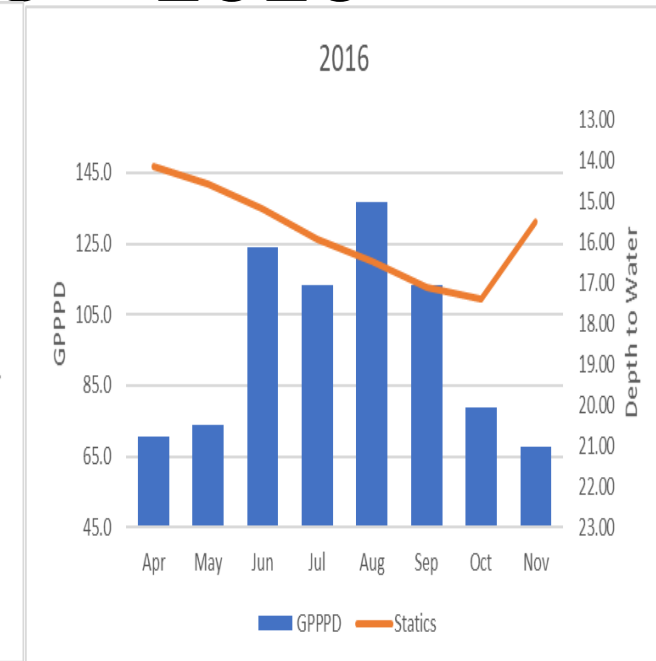
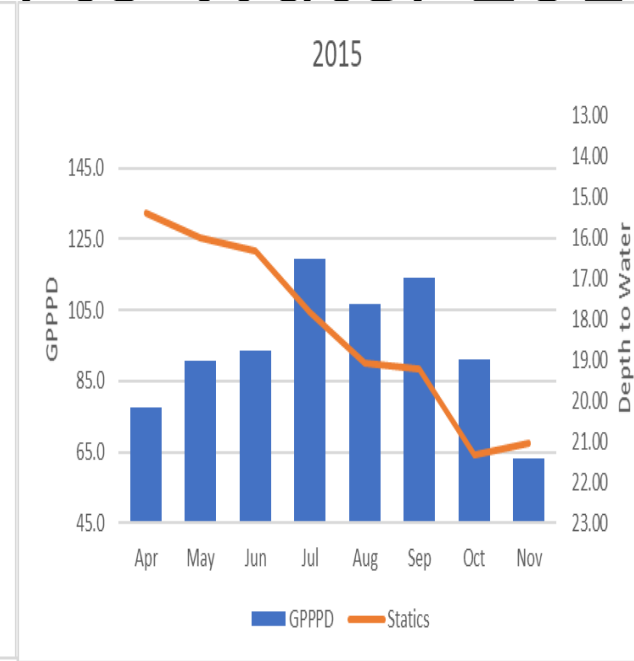
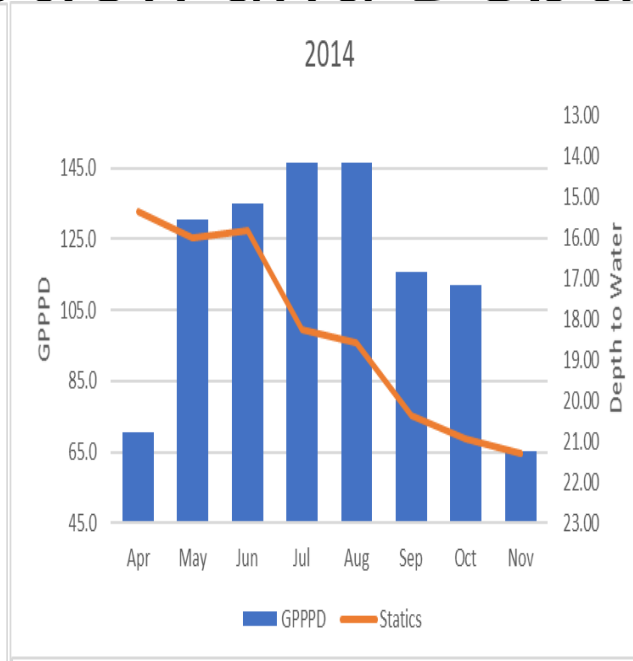
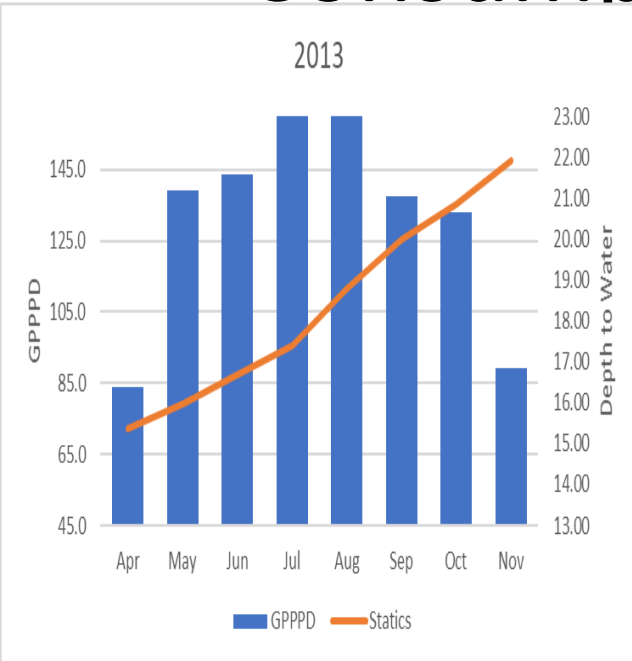
Monitoring Wells



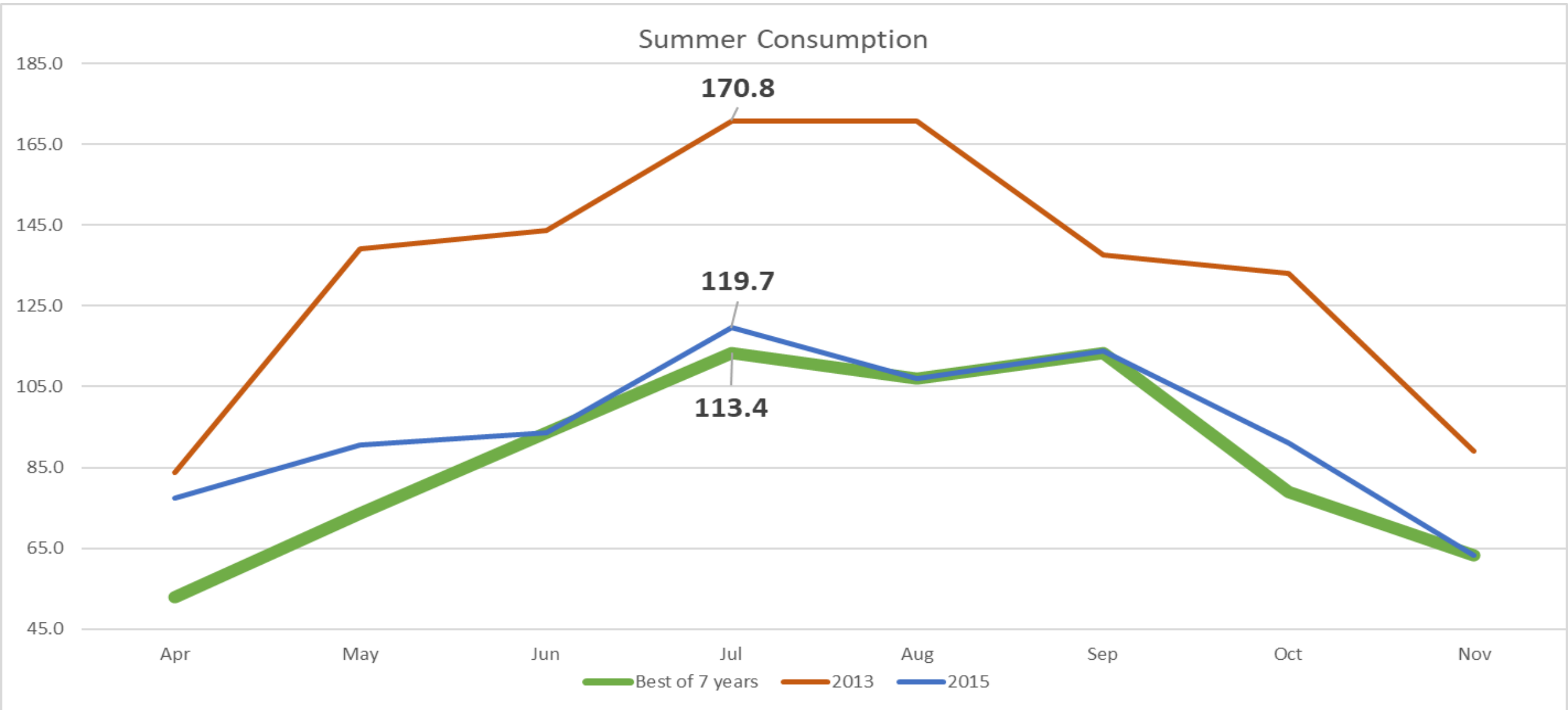
“Ideal Depth to Water” is defined as average depth to water over 21 years to date



Consumption and Depth to Water 2013 – 2020



“Target Gallons Per Person Per Day” is defined as Best consumption 2013 - 2020



Recharge data	
Ideal rainfall	44.88"

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