



# Hidden Valley Lake Community Services District

## Regular Board Meeting

Tuesday, July 20, 2021– 7:00 PM

VIA TELECONFERENCE

**DURING THE CURRENT PUBLIC HEALTH EMERGENCY, THE DISTRICT BOARDROOM WILL NOT BE OPEN TO THE PUBLIC**

**As authorized by California Governor Gavin Newsom’s Executive Order N-08-21, paragraph 42, because of the current emergency health situation, the District Board Room will not be open to the public and one or more of the District Board of Directors will be participating in the meeting via teleconference.**

Members of the public may attend the meeting via the Live Stream video on the District’s website at: <http://www.hvlcsd.org>. To join this meeting select the, **July 20, 2021, Board of Directors Meeting** select **Join Microsoft Teams Meeting** Select **Join on the web** instead.

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

1) **CALL TO ORDER**

2) **PLEDGE OF ALLEGIANCE**

3) **ROLL CALL**

4) **APPROVAL OF AGENDA**

5) **CONSENT CALENDAR**

A. **MINUTES**: Approval of the June 8, 2021, Finance Committee Meeting Minutes.

B. **MINUTES**: Approval of the June 15, 2021, Regular Board of Directors Meeting Minutes.

C. **DISBURSEMENTS**: Check # 038288 - # 038383 including drafts and payroll for a total of \$341,785.35.

6) **BOARD COMMITTEE REPORTS** (for information only, no action anticipated)

Finance Committee

Personnel Committee

Emergency Preparedness Committee

Lake Water Use Agreement-Ad Hoc Committee

Trane Ad-Hoc Committee

Valley Oaks Project Sub-Committee

**7) STAFF REPORTS** (for information only, no action anticipated)

Financial Report  
Administration/Customer Service Report  
ACWA State Legislative Committee  
Field Operations Report  
Projects Update  
General Managers Report

**8) BOARD LIST OF PRIORITIES:**

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

**9) DISCUSSION AND POSSIBLE ACTION:** Unit 9 Tank project – Coastland proposal

**10) DISCUSSION AND POSSIBLE ACTION:** Generator project – Planning Partners proposal

**11) DISCUSSION AND POSSIBLE ACTION:** Approve revisions to Policy 3103 Holiday Pay effective retroactive to February 18, 2020.

**12) DISCUSSION AND POSSIBLE ACTION:** Provide Staff direction regarding SDRMA quote for District Earthquake Insurance.

**13) PUBLIC COMMENT**

**14) BOARD MEMBER COMMENT**

**15) ADJOURN**

Public records are available upon request. Board Packets are posted on our website at [www.hvlcsd.org/meetings](http://www.hvlcsd.org/meetings) . In compliance to the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting, please contact the District Office at 987-9201 at least 48 hours prior to the scheduled meeting.

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



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
MEETING DATE:  
Tuesday June 8, 2021 – 2:30 P.M.**

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

Present were:

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

**CALL TO ORDER**

The meeting was called to order at 2:36 PM by Director Freeman.

**APPROVAL OF AGENDA**

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

Roll Call:

Ayes: (2) Directors Graves, and Freeman

Nays: (0)

Abstain: (0)

Absent: (0)

Tuesday June 8, 2021, Finance Committee Agenda approved as presented by roll call vote.

**REVIEW and DISCUSS:**

**Monthly Financial Reports & Disbursements**

The Committee reviewed and discussed the financial reports for the period ending May 31, 2021. Staff addressed inquiries as presented by the committee.

**REVIEW and DISCUSS:**

**Projects Update**

Staff provided the Committee with an update on current and future projects.

FEMA has obligated funds for a portion of the LNU Complex Fire projects at 100%.

- \$20,747.00 - Continuity of Operations - Generators- Smoke Soot and Ash
- \$36,245.00 - Firebreak work

AMI meters have been ordered, staff are working with Badger and Incode to get data base set up.

American Rescue Plan Act (ARPA), staff have begun the application process for Covid Relief Funds.

**REVIEW and DISCUSS:**

**West America Bank ACH Increase to \$25,000**

The Committee recommends approving the West America Bank ACH Increase to \$25,000.

**REVIEW and DISCUSS:**

**Adoption of the FY 2021-22 Budget**

The Committee recommends approving the FY 2021-22 Budget as presented.

**REVIEW and DISCUSS:**  
**Adoption of the FY 2021-22 Investment Policy**

The Committee recommends approving the FY 2021-22 Investment Policy as written.

**REVIEW and DISCUSS:**  
**Water Shortage Emergency Declaration and Adoption of Drought Contingency Plan**

The Committee recommends approving the Water Shortage Emergency Declaration and Adoption of Drought Contingency Plan

**PUBLIC COMMENT**

No Public Comment

**COMMITTEE MEMBER COMMENT**

The Committee commend staff for the hard work and commitment to the District.

**ADJOURNMENT**

On a motion made by Director Graves and second by Director Freeman the Committee voted unanimously to adjourn the meeting.

No public Comment.

Roll Call Vote:

AYES: (2) Directors Graves and Freeman

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries to adjourn the meeting at 3:56 PM.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: June 15, 2021 – 7:00 PM**

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

Present Via Teleconference were:

Director Jim Freeman  
Director Jim Lieberman  
Director Sean Millerick  
Project Manager, Alyssa Gordon  
Water Resources Specialist, Hannah Davidson

Present in Person

Director Gary Graves  
Director Claude Brown  
General Manager, Dennis White  
Administrative Services Manager, Penny Cuadras  
Accounting Supervisor, Trish Wilkinson

**CALL TO ORDER**

The meeting was called to order at 7:02 P.M. by Director Graves.

**APPROVAL OF AGENDA**

Motion by Director Graves to approve the June 15, 2021, Regular Board Agenda as presented. Seconded by Director Brown.

No further discussion from the Board.

No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to approve the June 15, 2021, Regular Board Agenda as presented.

**CONSENT CALENDAR**

Motion by Director Lieberman to approve the Consent Calendar. Seconded by Director Graves.

A. MINUTES: Approval of the May 5, 2021, Board Workshop Meeting Minutes

B. MINUTES: Approval of the May 11, 2021, Finance Committee Meeting Minutes.

C. MINUTES: Approval of the May 18, 2021, Regular Board Meeting Minutes.

D. MINUTES: Approval of the May 21, 2021, Emergency Preparedness Committee Meeting Minutes

E. DISBURSEMENTS: Check # 038218 - # 038287 including drafts and payroll for a total of \$392,772.50.

No further discussion from the Board.

No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to approve the Consent Calendar as presented.

### **BOARD COMMITTEE REPORTS**

Finance Committee: Committee will report as addressed on the agenda.

Personnel Committee:

Emergency Preparedness Committee:

Lake Water Use Agreement-Ad Hoc Committee:

Valley Oaks Sub-Committee:

Trane Energy Resilience Ad Hoc Committee:

### **STAFF REPORTS**

Financial Report:

Administration/Customer Services Report:

Field Operation Report:

ACWA State Legislative Committee:

Projects Update:

General Manager Report:

**PROJECT PRIORITIES:** No Discussion

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

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

#### **Adopt Resolution 2021-07 Increasing WestAmerica Bank ACH limit**

Director Graves moved to approve and adopt Resolution 2021-07 Increasing WestAmerica Bank ACH limit.  
Seconded by Director Lieberman.

The Finance Committee recommendation to the Board is to approve Resolution 2021-07 Increasing WestAmerica Bank ACH limit.

No further discussion from the Board.

No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to approve and adopt Resolution 2021-07 Increasing WestAmerica Bank ACH limit.

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

#### **Adopt the FY 2021-22 Budget and Investment Policy**

**A. Open Public Hearing to receive comment on proposed FY 2021-22 Budget**

**B. Close Public Hearing to receive comment on proposed FY 2021-22 Budget**

**C. Approve Resolution 2021-03 FY 2021-22 Budget**

**D. Approve Resolution 2021-04 Investment Policy for FY 2021-22**

Public Notice was published in the Record Bee and on the District Website and Bulletin Board on June 1, 2021

Public Hearing Opened by Director Freeman at 7:28 PM; No public comment.

Public Hearing Closed by Director Freeman at 7:29 PM.

Director Graves moved to approve the adoption of the FY 2021-22 Budget. Seconded by Director Brown.

No further discussion from the Board.  
No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to adopt the FY 2021-22 Budget as presented.

Director Graves moved to approve the adoption of the FY 2021-22 Investment Policy. Seconded by Director Brown.

No further discussion from the Board.  
No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to adopt the FY 2021-22 Investment Policy as presented.

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

#### **Adopt Resolution 2021-08 Water Shortage Emergency Declaration and Drought Contingency Plan**

**A. Open Public Hearing to receive comment on Water Shortage Emergency Declaration and the Drought Contingency Plan.**

**B. Close Public Hearing to receive comment on Water Shortage Emergency Declaration and the Drought Contingency Plan.**

**C. Approve Resolution 2021-08 Water Shortage Emergency Declaration and Drought Contingency Plan.**

Public Notice was published in the Record Bee and on the District Website and Bulletin Board on June 5, 2021

Public Hearing Opened by Director Freeman at 7:33 PM; No public comment.

Public Hearing Closed by Director Freeman at 7:24 PM

Item Tabled. Staff to bring back to the Board following legal review.

No further discussion from the Board.  
No public comment.

#### **PUBLIC COMMENT**

No Public Comment

#### **BOARD MEMBER COMMENT**

Director Graves commended staff for completing the budget early and following the NBS roadmap. Alyssa was also recognized for continued efforts obtaining Federal and State funding.

#### **ADJOURNMENT**

On a motion made by Director Graves and seconded by Director Brown the Board voted unanimously to adjourn the meeting at 7:59 PM by Roll Call Vote.

No further discussion from the Board.  
No public comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous, meeting was adjourned at 7:59 P.M.

\_\_\_\_\_  
Jim Freeman    Date  
President of the Board

\_\_\_\_\_  
Dennis White    Date  
General Manager, Secretary to the Board



VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	142.38
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,897.42
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	8,976.00
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	264.17
01-1579	SOUTH LAKE REFUSE & RECYC			N		FUND TOTAL FOR VENDOR	261.67
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,205.38
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,256.68
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	5,668.17
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	547.42
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	6,061.79
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	924.46
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	95.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	23.60
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	51.73
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	85.80
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	339.57
01-2667	COUNTY OF LAKE SOLID WAST			N		FUND TOTAL FOR VENDOR	17.72
01-2684	OFFICE DEPOT, INC			N		FUND TOTAL FOR VENDOR	92.64
01-2685	LAYNE PAVING & TRUCKING,			N		FUND TOTAL FOR VENDOR	190.31
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	1,156.00
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	86.00
01-2788	GHD			N		FUND TOTAL FOR VENDOR	24,626.25
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	110.61
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,638.75
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	237.50
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	24,715.00

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	911.25
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	1,908.08
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	204.15
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	25.73
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	3,104.52
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	481.25
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	215.00
01-2959	FRANCHISE TAX BOARD			N		FUND TOTAL FOR VENDOR	509.28
01-2972	WILEY PRICE & RADULOVICH,			N		FUND TOTAL FOR VENDOR	3,805.00
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	558.71
01-2992	BACKGROUNDS ONLINE			N		FUND TOTAL FOR VENDOR	9.75
01-3014	NIKOLAUS HENDRICKS			N		FUND TOTAL FOR VENDOR	32.77
01-3020	US STANDARD PRODUCTS			N		FUND TOTAL FOR VENDOR	1,207.90
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	178.56
01-3039	PIAZZA CONSTRUCTION			N		FUND TOTAL FOR VENDOR	7,014.70
01-3040	CLEAN ENERGY CAPITAL SECU			N		FUND TOTAL FOR VENDOR	14,075.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	142.29
*** FUND TOTALS ***							133,256.46

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	692.64
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	142.38
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,883.15
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	264.16
01-1579	SOUTH LAKE REFUSE & RECYC			N		FUND TOTAL FOR VENDOR	261.68
01-1659	WAGNER & BONSIGNORE CCE			N		FUND TOTAL FOR VENDOR	918.75
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	15,205.37
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,251.54
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	374.23CR
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	547.41
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	1,876.73
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,889.04
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	924.48
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	99.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	205.18
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	20.29
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	251.73
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	85.80
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	339.58
01-2667	COUNTY OF LAKE SOLID WAST			N		FUND TOTAL FOR VENDOR	17.73
01-2684	OFFICE DEPOT, INC			N		FUND TOTAL FOR VENDOR	92.64
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	325.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	5,643.57
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	86.00
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	5.11
01-2788	GHD			N		FUND TOTAL FOR VENDOR	28,231.25
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	428.58

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	342.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	237.50
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	1,677.50
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	4,466.25
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	1,665.78
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	80.44
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	1,908.08
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	204.15
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	25.74
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	481.25
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	215.02
01-2959	FRANCHISE TAX BOARD			N		FUND TOTAL FOR VENDOR	509.28
01-2972	WILEY PRICE & RADULOVICH,			N		FUND TOTAL FOR VENDOR	3,805.00
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	558.72
01-2992	BACKGROUNDS ONLINE			N		FUND TOTAL FOR VENDOR	9.75
01-3014	NIKOLAUS HENDRICKS			N		FUND TOTAL FOR VENDOR	32.76
01-3020	US STANDARD PRODUCTS			N		FUND TOTAL FOR VENDOR	1,207.90
01-3022	WELLS FARGO FINANCIAL LEA			N		FUND TOTAL FOR VENDOR	178.57
01-3040	CLEAN ENERGY CAPITAL SECU			N		FUND TOTAL FOR VENDOR	14,075.00
01-8	AT&T			N		FUND TOTAL FOR VENDOR	142.28
*** FUND TOTALS ***							100,338.03
*** REPORT TOTALS ***			233,594.49				233,594.49

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T   R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	215.00
120 2088	SURVIVOR BENEFITS - PERS	12.60
120 2089	WAGE ASSIGNMENTS	509.28
120 2090	PERS PAYABLE	2,599.90
120 2091	FIT PAYABLE	3,140.33
120 2092	CIT PAYABLE	1,440.41
120 2093	SOCIAL SECURITY PAYABLE	15.50
120 2094	MEDICARE PAYABLE	542.60
120 2095	S D I PAYABLE	449.01
120 2099	DEFERRED COMP - 457 PLAN	237.50
120 5-00-5025	RETIREE HEALTH BENEFITS	1,299.86
120 5-00-5060	GASOLINE, OIL & FUEL	569.32
120 5-00-5061	VEHICLE MAINT	354.02
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	561.82
120 5-00-5121	LEGAL SERVICES	18,791.25
120 5-00-5122	ENGINEERING SERVICES	26,303.75
120 5-00-5123	OTHER PROFESSIONAL SERVICES	109.75
120 5-00-5130	PRINTING & PUBLICATION	375.27
120 5-00-5145	EQUIPMENT RENTAL	2,376.59
120 5-00-5148	OPERATING SUPPLIES	3,992.33
120 5-00-5150	REPAIR & REPLACE	14,720.99
120 5-00-5155	MAINT BLDG & GROUNDS	213.22
120 5-00-5156	CUSTODIAL SERVICES	1,156.00
120 5-00-5191	TELEPHONE	406.46
120 5-00-5193	OTHER UTILITIES	261.67
120 5-00-5194	IT SERVICES	532.98
120 5-00-5195	ENV/MONITORING	2,638.75
120 5-00-5315	SAFETY EQUIPMENT	436.75
120 5-00-5545	RECORDING FEES	129.75
120 5-10-5010	SALARIES & WAGES	307.00
120 5-10-5020	EMPLOYEE BENEFITS	4,861.74
120 5-10-5021	RETIREMENT BENEFITS	2,025.31
120 5-10-5090	OFFICE SUPPLIES	124.35
120 5-30-5010	SALARIES & WAGES	232.10
120 5-30-5020	EMPLOYEE BENEFITS	7,758.31
120 5-30-5021	RETIREMENT BENEFITS	1,423.98
120 5-30-5022	CLOTHING ALLOWANCE	32.77
120 5-40-5010	DIRECTORS COMPENSATION	19.15
120 5-40-5020	DIRECTOR BENEFITS	8.00
120 5-40-5030	DIRECTOR HEALTH BENEFITS	1,918.89
120 5-70-7201	I & I	30,052.20
	** FUND TOTAL **	133,256.46
130 1052	ACCTS REC WATER USE	692.64
130 2075	AFLAC	215.02
130 2088	SURVIVOR BENEFITS - PERS	12.51

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T   R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 2089	WAGE ASSIGNMENTS	509.28
130 2090	PERS PAYABLE	2,535.45
130 2091	FIT PAYABLE	3,156.03
130 2092	CIT PAYABLE	1,434.61
130 2093	SOCIAL SECURITY PAYABLE	15.50
130 2094	MEDICARE PAYABLE	532.33
130 2095	S D I PAYABLE	440.54
130 2099	DEFERRED COMP - PLAN 457 PAYAB	237.50
130 5-00-5025	RETIREE HEALTH BENEFITS	1,299.86
130 5-00-5060	GASOLINE, OIL & FUEL	569.34
130 5-00-5061	VEHICLE MAINT	376.37
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
130 5-00-5092	POSTAGE & SHIPPING	561.82
130 5-00-5121	LEGAL SERVICES	22,346.25
130 5-00-5122	ENGINEERING SERVICES	29,908.75
130 5-00-5123	OTHER PROFESSIONAL SERVICES	109.75
130 5-00-5124	WATER RIGHTS	918.75
130 5-00-5130	PRINTING & PUBLICATION	455.73
130 5-00-5145	EQUIPMENT RENTAL	2,376.60
130 5-00-5148	OPERATING SUPPLIES	161.89
130 5-00-5150	REPAIR & REPLACE	8,261.09
130 5-00-5155	MAINT BLDG & GROUNDS	217.23
130 5-00-5156	CUSTODIAL SERVICES	325.00
130 5-00-5191	TELEPHONE	406.44
130 5-00-5193	OTHER UTILITIES	261.68
130 5-00-5194	IT SERVICES	2,398.76
130 5-00-5195	ENV/MONITORING	342.00
130 5-00-5315	SAFETY EQUIPMENT	436.75
130 5-00-5545	RECORDING FEES	129.75
130 5-10-5010	SALARIES & WAGES	306.94
130 5-10-5020	EMPLOYEE BENEFITS	4,861.73
130 5-10-5021	RETIREMENT BENEFITS	2,025.27
130 5-10-5090	OFFICE SUPPLIES	124.37
130 5-30-5010	SALARIES & WAGES	221.64
130 5-30-5020	EMPLOYEE BENEFITS	7,758.31
130 5-30-5021	RETIREMENT BENEFITS	1,315.81
130 5-30-5022	CLOTHING ALLOWANCE	32.76
130 5-40-5010	DIRECTORS COMPENSATION	19.10
130 5-40-5020	DIRECTOR BENEFITS	8.00
130 5-40-5030	DIRECTOR HEALTH BENEFITS	1,918.88
	** FUND TOTAL **	100,338.03

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\*\* TOTAL \*\*

233,594.49

NO ERRORS

SELECTION CRITERIA

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

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TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES :	6/01/2021 THRU 6/30/2021	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

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

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HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 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>181,662.46</u>	<u>2,095,725.85</u>	<u>( 604,796.85)</u>	<u>140.57</u>
TOTAL REVENUES	<u>1,490,929.00</u>	<u>181,662.46</u>	<u>2,095,725.85</u>	<u>( 604,796.85)</u>	<u>140.57</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	791,791.00	108,977.01	1,029,306.90	( 237,515.90)	130.00
ADMINISTRATION	402,258.00	30,904.12	372,467.49	29,790.51	92.59
FIELD	417,256.00	27,731.42	333,385.00	83,871.00	79.90
DIRECTORS	44,530.00	2,100.10	26,401.22	18,128.78	59.29
SPECIAL PROJECTS	0.00	0.00	186,255.03	( 186,255.03)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>30,052.20</u>	<u>192,426.53</u>	<u>( 192,426.53)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,655,835.00</u>	<u>199,764.85</u>	<u>2,140,242.17</u>	<u>( 484,407.17)</u>	<u>129.25</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 164,906.00)	( 18,102.39)	( 44,516.32)	( 120,389.68)	26.99



HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2021

120-SEWER ENTERPRISE FUND  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	300.00	1,200.00 (	700.00)	240.00
120-4036 DEVELOPER FEES SEWER	0.00	3,788.50	5,765.50 (	5,765.50)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	4,282.50	8,393.10 (	2,893.10)	152.60
120-4050 SALES OF RECLAIMED WATER	110,000.00	29,409.70	148,505.22 (	38,505.22)	135.00
120-4111 COMM SEWER USE	43,113.00	5,040.53	49,406.33 (	6,293.33)	114.60
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	121,661.93	1,347,675.37 (	129,735.37)	110.65
120-4210 LATE FEE	20,000.00	2,318.95	23,197.14 (	3,197.14)	115.99
120-4300 MISC INCOME	2,500.00	1.00	1,184.79	1,315.21	47.39
120-4310 OTHER INCOME	0.00	783.00	3,704.70 (	3,704.70)	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	1.35	684.49	1,015.51	40.26
120-4580 TRANSFERS IN	0.00	14,075.00	304,651.07 (	304,651.07)	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
<b>TOTAL REVENUES</b>	<b>1,490,929.00</b>	<b>181,662.46</b>	<b>2,095,725.85 (</b>	<b>604,796.85)</b>	<b>140.57</b>
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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	649.93	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	569.32	12,724.64	7,275.36	63.62
120-5-00-5061 VEHICLE MAINT	18,000.00	14.45	21,199.74 (	3,199.74)	117.78
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	2,239.85	23,480.97 (	2,480.97)	111.81
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	100.00	11,785.70 (	4,285.70)	157.14
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	561.55	7,099.66 (	99.66)	101.42
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	34,075.00	18,791.25	34,905.25 (	830.25)	102.44
120-5-00-5122 ENGINEERING SERVICES	50,000.00	26,303.75	65,583.03 (	15,583.03)	131.17
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	305.00	30,936.35	19,063.65	61.87
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	375.27	3,737.46	1,262.54	74.75
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	2,290.79	7,873.83 (	2,873.83)	157.48
120-5-00-5148 OPERATING SUPPLIES	48,000.00	3,992.33	53,064.67 (	5,064.67)	110.55
120-5-00-5150 REPAIR & REPLACE	145,000.00	15,411.91	224,398.75 (	79,398.75)	154.76
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	218.22	12,370.33 (	4,370.33)	154.63
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,156.00	12,725.25	3,774.75	77.12
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	1,441.97	11,609.94 (	609.94)	105.54
120-5-00-5192 ELECTRICITY	65,000.00	28,850.21	124,764.22 (	59,764.22)	191.94
120-5-00-5193 OTHER UTILITIES	2,600.00	261.67	2,800.16 (	200.16)	107.70
120-5-00-5194 IT SERVICES	36,500.00	532.98	35,175.19	1,324.81	96.37
120-5-00-5195 ENV/MONITORING	35,000.00	3,215.75	34,342.00	658.00	98.12
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	0.00	636.29	863.71	42.42
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	436.75	25,519.43 (	24,019.43)	1,701.30
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	129.75	786.50 (	536.50)	314.60
120-5-00-5580 TRANSFERS OUT	0.00	1,128.31	98,328.19 (	98,328.19)	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: JUNE 30TH, 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	791,791.00	108,977.01	1,029,306.90 (	237,515.90)	130.00

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 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	21,476.94	251,751.52	1,123.48	99.56
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	4,861.74	65,719.30	26,124.70	71.56
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,256.00	47,307.24 (	118.24)	100.25
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	191.39	4,258.32 (	258.32)	106.46
120-5-10-5170 TRAVEL MILEAGE	1,500.00	118.05	1,302.16	197.84	86.81
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	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
<b>TOTAL ADMINISTRATION</b>	<b>402,258.00</b>	<b>30,904.12</b>	<b>372,467.49</b>	<b>29,790.51</b>	<b>92.59</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 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	16,237.12	198,352.79	57,102.21	77.65
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	7,758.31	92,330.28	14,009.72	86.83
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,654.67	40,242.91	6,418.09	86.25
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	81.32	788.04	1,011.96	43.78
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	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
<b>TOTAL FIELD</b>	<b>417,256.00</b>	<b>27,731.42</b>	<b>333,385.00</b>	<b>83,871.00</b>	<b>79.90</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 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	3,229.80 (	229.80)	107.66
120-5-40-5020 DIRECTOR BENEFITS	230.00	8.00	117.00	113.00	50.87
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	1,822.95	23,054.42	12,945.58	64.04
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
<b>TOTAL DIRECTORS</b>	<b>44,530.00</b>	<b>2,100.10</b>	<b>26,401.22</b>	<b>18,128.78</b>	<b>59.29</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 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
<b>TOTAL SPECIAL PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>186,255.03 (</b>	<b>186,255.03)</b>	<b>0.00</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 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	30,052.20	192,426.53 (	192,426.53)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	0.00	30,052.20	192,426.53 (	192,426.53)	0.00
<b>TOTAL EXPENDITURES</b>	<b>1,655,835.00</b>	<b>199,764.85</b>	<b>2,140,242.17 (</b>	<b>484,407.17)</b>	<b>129.25</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 164,906.00)</b>	<b>( 18,102.39)</b>	<b>( 44,516.32)</b>	<b>( 120,389.68)</b>	<b>26.99</b>

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



HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 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>272,681.20</u>	<u>2,540,186.38</u>	<u>( 364,617.38)</u>	<u>116.76</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>272,681.20</u>	<u>2,540,186.38</u>	<u>( 364,617.38)</u>	<u>116.76</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,317,710.00	171,300.31	1,278,325.15	39,384.85	97.01
ADMINISTRATION	432,258.00	30,904.17	373,313.95	58,944.05	86.36
FIELD	387,856.00	26,894.72	344,849.41	43,006.59	88.91
DIRECTORS	51,820.00	2,100.04	26,399.61	25,420.39	50.94
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>2,189,644.00</u>	<u>231,199.24</u>	<u>2,277,613.83</u>	<u>( 87,969.83)</u>	<u>104.02</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 14,075.00)	41,481.96	262,572.55	( 276,647.55)	1,865.52-

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 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	3,788.50	5,765.50 (	5,765.50)	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	1,836.00	8,721.00 (	8,721.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	351.69	6,928.54 (	5,728.54)	577.38
130-4045 AVAILABILITY FEES	22,000.00	17,130.00	33,692.40 (	11,692.40)	153.15
130-4110 COMM WATER USE	95,295.00	4,840.70	55,466.79	39,828.21	58.21
130-4112 GOV'T WATER USE	6,000.00	485.85	5,149.75	850.25	85.83
130-4115 WATER USE	1,968,074.00	224,061.02	2,191,994.71 (	223,920.71)	111.38
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	3,724.48	37,530.48 (	5,530.48)	117.28
130-4215 RETURNED CHECK FEE	1,000.00	50.00	300.00	700.00	30.00
130-4300 MISC INCOME	3,000.00	2,326.25	15,150.48 (	12,150.48)	505.02
130-4310 OTHER INCOME	1,500.00	0.00	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	11.71	1,195.04	2,304.96	34.14
130-4580 TRANSFER IN	0.00	14,075.00	170,597.50 (	170,597.50)	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	272,681.20	2,540,186.38 (	364,617.38)	116.76
	=====	=====	=====	=====	=====

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: JUNE 30TH, 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	649.93	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	569.34	12,833.00	7,167.00	64.17
130-5-00-5061 VEHICLE MAINT	12,500.00	36.79	13,023.22 (	523.22)	104.19
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	2,239.86	23,520.77 (	2,520.77)	112.00
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	100.00	29,104.69 (	4,504.69)	118.31
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	561.54	7,099.49 (	599.49)	109.22
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	34,075.00	22,346.25	40,900.75 (	6,825.75)	120.03
130-5-00-5122 ENGINEERING SERVICES	60,000.00	29,908.75	36,298.12	23,701.88	60.50
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	305.00	26,299.95	23,700.05	52.60
130-5-00-5124 WATER RIGHTS	50,000.00	918.75	3,865.89	46,134.11	7.73
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	455.73	3,853.74	3,646.26	51.38
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	2,290.80	7,848.93	37,151.07	17.44
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	33,896.44 (	28,896.44)	677.93
130-5-00-5150 REPAIR & REPLACE	125,000.00	11,788.12	151,327.57 (	26,327.57)	121.06
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	222.23	16,286.89 (	4,286.89)	135.72
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	325.00	3,458.75	741.25	82.35
130-5-00-5157 SECURITY	5,000.00	0.00	722.51	4,277.49	14.45
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	1,441.95	11,409.74 (	409.74)	103.72
130-5-00-5192 ELECTRICITY	150,000.00	8,029.84	165,873.29 (	15,873.29)	110.58
130-5-00-5193 OTHER UTILITIES	2,500.00	261.68	2,812.06 (	312.06)	112.48
130-5-00-5194 IT SERVICES	36,500.00	2,524.25	43,856.90 (	7,356.90)	120.16
130-5-00-5195 ENV/MONITORING	17,000.00	1,236.00	13,174.00	3,826.00	77.49
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	0.00	636.29	863.71	42.42
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	436.75	8,326.09 (	6,826.09)	555.07
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	0.00	2,994.13 (	2,994.13)	0.00
130-5-00-5545 RECORDING FEES	250.00	129.75	786.50 (	536.50)	314.60
130-5-00-5580 TRANSFERS OUT	467,830.00	84,522.00	496,681.39 (	28,851.39)	106.17
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: JUNE 30TH, 2021

130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	1,317,710.00	171,300.31	1,278,325.15	39,384.85	97.01

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 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	21,477.01	252,253.31	30,621.69	89.17
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	4,861.73	65,719.10	26,124.90	71.56
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,255.96	47,407.36 (	218.36)	100.46
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	191.42	4,258.10 (	258.10)	106.45
130-5-10-5170 TRAVEL MILEAGE	2,000.00	118.05	1,302.12	697.88	65.11
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	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
<b>TOTAL ADMINISTRATION</b>	<b>432,258.00</b>	<b>30,904.17</b>	<b>373,313.95</b>	<b>58,944.05</b>	<b>86.36</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 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	15,508.58	208,951.02	16,503.98	92.68
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	7,758.31	92,295.71	14,044.29	86.79
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,546.51	41,247.25	5,413.75	88.40
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	81.32	788.02	1,011.98	43.78
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
<b>TOTAL FIELD</b>	<b>387,856.00</b>	<b>26,894.72</b>	<b>344,849.41</b>	<b>43,006.59</b>	<b>88.91</b>

AS OF: JUNE 30TH, 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	3,229.20 (	229.20)	107.64
130-5-40-5020 DIRECTOR BENEFITS	120.00	8.00	117.00	3.00	97.50
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	1,822.94	23,053.41	18,946.59	54.89
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
<b>TOTAL DIRECTORS</b>	<b>51,820.00</b>	<b>2,100.04</b>	<b>26,399.61</b>	<b>25,420.39</b>	<b>50.94</b>

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2021

130-WATER ENTERPRISE FUND  
 SPECIAL PROJECTS  
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-60-6010 LNU COMPLEX - A	0.00	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: JUNE 30TH, 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
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	0.00	0.00	45,069.98 (	45,069.98)	0.00
<b>TOTAL EXPENDITURES</b>	<b>2,189,644.00</b>	<b>231,199.24</b>	<b>2,277,613.83 (</b>	<b>87,969.83)</b>	<b>104.02</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 14,075.00)</b>	<b>41,481.96</b>	<b>262,572.55 (</b>	<b>276,647.55)</b>	<b>1,865.52-</b>

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



**Hidden Valley Lake Community Services District**  
**Financial Activity, Cash and Investment Summary**  
**As of June 30, 2021**  
**(Rounded and Unaudited)**

	<b>Operating Checking</b>	<b>Money Market</b>	<b>LAIF</b>	<b>Bond Trustee</b>	<b>Total All Cash/Investment Accounts</b>
	<b>West America Bank 1010</b>	<b>West America Bank 1130</b>	<b>State Treasurer 1133</b>	<b>US Bank 1200</b>	
<b>Financial Activity of Cash/Investment Accounts in General Ledger [1]</b>					
<b>Beginning Balances</b>	\$ 487,878	\$ 1,140,334	\$ 627,345	\$ 176,403	\$ 2,431,959
<b>Cash Receipts</b>					
Utility Billing Deposits	\$ 411,909	\$ 183,445	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits		\$ 77	\$ -	\$ 1	
<b>Total Cash Receipts</b>	\$ 411,909	\$ 183,522	\$ -	\$ 176,404	
<b>Cash Disbursements</b>					
Accounts Payable Checks issued	\$ 208,337	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 73,143	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 55,825	\$ -	\$ -	\$ -	
Bank Fees	\$ 4,480	\$ -	\$ -	\$ -	
Other Disbursements	\$ -	\$ -	\$ -	\$ -	
<b>Total Disbursements</b>	\$ 341,785.35	\$ -	\$ -	\$ -	
<b>Transfers Between Accounts</b>					
Transfers In	\$ 33,950	\$ 127,070	\$ -	\$ -	
Transfers Out	\$ 127,070	\$ 33,950	\$ -	\$ -	
<b>Total Transfers Between Accounts</b>	\$ 161,020	\$ 161,020	\$ -	\$ -	
<b>Ending Balances in General Ledger</b>	\$ 464,881	\$ 1,416,976	\$ 627,345	\$ 176,404	\$ 2,685,606
<b>Reconciling Adjustments to Financial Institutions [2]</b>	\$ -	\$ -	\$ -	\$ -	
<b>Financial Institution Ending Balances</b>	\$ 514,848	\$ 1,416,976	\$ 627,345	\$ 176,404	\$ 2,735,573

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

<b>100</b> Operating	-	-	-	-	-
<b>120</b> Wastewater Operating	120,350	73,641	72,465	-	266,456
<b>130</b> Water Operating	335,394	41,813	107,993	-	485,199
<b>140</b> Flood Enterprise	-	-	-	-	-
<b>215</b> 2016 Sewer Refinancing Bond	-	361,456	94,771	176,404	632,631
<b>218</b> 2002 CIEDB Loan	9,137	85,241	12,398	-	106,776
<b>219</b> 2012 USDA Solar COP	-	8,368	882	-	9,251
<b>313</b> Wastewater Operating Reserve	-	86,289	59,029	-	145,317
<b>314</b> Wastewater CIP	-	262,224	95,443	-	357,667
<b>319</b> 2012 USDA Solar COP Reserve	-	31,326	-	-	31,326
<b>320</b> Water CIP	-	311,249	-	-	311,249
<b>325</b> Water Operating Reserve	-	155,369	-	-	155,369
<b>350</b> 2002 CIEDB Loan Reserve	-	-	184,364	-	184,364
<b>Total Ending Balances in General Ledger</b>	<b>464,881</b>	<b>1,416,976</b>	<b>627,345</b>	<b>176,404</b>	<b>2,685,605</b>

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

[2] See Reconciliation Detail Summary for details

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	6/04/2021	BANK-DRAFT	000591	AFLAC	215.01CR	CLEARED	A	6/08/2021
1010	6/04/2021	BANK-DRAFT	000592	CALIFORNIA PUBLIC EMPLOYEES RE	5,998.03CR	CLEARED	A	6/07/2021
1010	6/04/2021	BANK-DRAFT	000593	NATIONWIDE RETIREMENT SOLUTION	237.50CR	CLEARED	A	6/04/2021
1010	6/04/2021	BANK-DRAFT	000594	STATE OF CALIFORNIA EDD	1,894.50CR	CLEARED	A	6/04/2021
1010	6/04/2021	BANK-DRAFT	000595	US DEPARTMENT OF THE TREASURY	4,232.91CR	CLEARED	A	6/04/2021
1010	6/18/2021	BANK-DRAFT	000596	AFLAC	215.01CR	OUTSTND	A	0/00/0000
1010	6/18/2021	BANK-DRAFT	000597	CALIFORNIA PUBLIC EMPLOYEES RE	5,952.80CR	CLEARED	A	6/21/2021
1010	6/18/2021	BANK-DRAFT	000598	NATIONWIDE RETIREMENT SOLUTION	237.50CR	CLEARED	A	6/18/2021
1010	6/18/2021	BANK-DRAFT	000599	STATE OF CALIFORNIA EDD	1,886.07CR	CLEARED	A	6/18/2021
1010	6/18/2021	BANK-DRAFT	000600	US DEPARTMENT OF THE TREASURY	4,275.31CR	CLEARED	A	6/18/2021
CHECK:								
1010	6/04/2021	CHECK	038288	ACWA/JPIA	1,094.83CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038289	ALPHA ANALYTICAL LABORATORIES	217.00CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038290	AMAZON CAPITAL SERVICES, INC.	51.47CR	CLEARED	A	6/08/2021
1010	6/04/2021	CHECK	038291	APPLIED TECHNOLOGY SOLUTIONS	962.50CR	CLEARED	A	6/14/2021
1010	6/04/2021	CHECK	038292	BACKGROUNDS ONLINE	19.50CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038293	BADGER METER	90.78CR	CLEARED	A	6/14/2021
1010	6/04/2021	CHECK	038294	GHD	13,118.75CR	CLEARED	A	6/11/2021
1010	6/04/2021	CHECK	038295	MEDIACOM	528.33CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038296	OFFICE DEPOT, INC	70.32CR	CLEARED	A	6/15/2021
1010	6/04/2021	CHECK	038297	PACE SUPPLY CORP	2,375.62CR	CLEARED	A	6/08/2021
1010	6/04/2021	CHECK	038298	PETTY CASH REIMBURSEMENT	284.76CR	CLEARED	A	6/04/2021
1010	6/04/2021	CHECK	038299	RAY MORGAN COMPANY	408.30CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038300	STREAMLINE	200.00CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038301	TYLER TECHNOLOGY	32.46CR	CLEARED	A	6/09/2021
1010	6/04/2021	CHECK	038302	WELLS FARGO FINANCIAL LEASING	357.13CR	CLEARED	A	6/08/2021
1010	6/04/2021	CHECK	038303	FRANCHISE TAX BOARD	319.64CR	CLEARED	A	6/10/2021
1010	6/04/2021	CHECK	038304	FRANCHISE TAX BOARD	189.64CR	CLEARED	A	6/10/2021
1010	6/04/2021	CHECK	038305	ARSHI, AMIR	8.85CR	CLEARED	A	6/15/2021
1010	6/04/2021	CHECK	038306	SODERSTROM, ERIC	73.15CR	CLEARED	A	6/08/2021
1010	6/11/2021	CHECK	038307	ALPHA ANALYTICAL LABORATORIES	1,008.00CR	CLEARED	A	6/16/2021
1010	6/11/2021	CHECK	038308	VOID CHECK	0.00	CLEARED	A	6/11/2021
1010	6/11/2021	CHECK	038309	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	6/18/2021
1010	6/11/2021	CHECK	038310	AT&T	284.57CR	CLEARED	A	6/16/2021
1010	6/11/2021	CHECK	038311	COASTLAND CIVIL ENGINEERING, I	26,392.50CR	CLEARED	A	6/16/2021
1010	6/11/2021	CHECK	038312	DATAPROSE, LLC	1,848.94CR	CLEARED	A	6/15/2021
1010	6/11/2021	CHECK	038313	GHD	5,238.75CR	CLEARED	A	6/17/2021
1010	6/11/2021	CHECK	038314	HARDESTER'S MARKETS & HARDWARE	228.78CR	CLEARED	A	6/16/2021
1010	6/11/2021	CHECK	038315	MICHELLE HAMILTON	1,481.00CR	CLEARED	A	6/14/2021
1010	6/11/2021	CHECK	038316	NIKOLAUS HENDRICKS	65.53CR	CLEARED	A	6/25/2021
1010	6/11/2021	CHECK	038317	OFFICE DEPOT, INC	114.96CR	CLEARED	A	6/18/2021
1010	6/11/2021	CHECK	038318	SOUTH LAKE REFUSE & RECYCLING	523.35CR	CLEARED	A	6/15/2021
1010	6/11/2021	CHECK	038319	SPECIAL DISTRICT RISK MANAGEME	30,410.75CR	CLEARED	A	6/16/2021

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	6/11/2021	CHECK	038320	TYLER TECHNOLOGY	121.00CR	CLEARED	A	6/16/2021
1010	6/11/2021	CHECK	038321	WAGNER & BONSIGNORE CCE	918.75CR	CLEARED	A	6/18/2021
1010	6/18/2021	CHECK	038322	ACTION SANITARY, INC.	171.60CR	CLEARED	A	6/23/2021
1010	6/18/2021	CHECK	038323	ALPHA ANALYTICAL LABORATORIES	1,133.00CR	CLEARED	A	6/23/2021
1010	6/18/2021	CHECK	038324	B & G TIRES OF MIDDLETOWN	679.15CR	CLEARED	A	6/25/2021
1010	6/18/2021	CHECK	038325	BADGER METER	1,575.00CR	CLEARED	A	6/28/2021
1010	6/18/2021	CHECK	038326	BARTLEY PUMP, INC.	1,876.73CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038327	BOLD POLISNER MADDOW NELSON &	5,377.50CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038328	CARDMEMBER SERVICE	539.19CR	CLEARED	A	6/28/2021
1010	6/18/2021	CHECK	038329	COUNTY OF LAKE SOLID WASTE	35.45CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038330	GHD	34,500.00CR	CLEARED	A	6/24/2021
1010	6/18/2021	CHECK	038331	GARDENS BY JILLIAN	200.00CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038332	LAYNE PAVING & TRUCKING, INC.	190.31CR	CLEARED	A	6/30/2021
1010	6/18/2021	CHECK	038333	MENDO MILL CLEARLAKE	20.29CR	CLEARED	A	6/23/2021
1010	6/18/2021	CHECK	038334	MIDDLETOWN COPY & PRINT	80.44CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038335	NAPA AUTO PARTS	5.11CR	CLEARED	A	6/25/2021
1010	6/18/2021	CHECK	038336	PACE SUPPLY CORP	3,155.08CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038337	REDWOOD COAST FUELS	1,117.43CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038338	ST HELENA HOSPITAL dba JOBCARE	172.00CR	CLEARED	A	6/24/2021
1010	6/18/2021	CHECK	038339	THATCHER COMPANY, INC.	1,458.66CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038340	TYLER TECHNOLOGY	150.00CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038341	USA BLUE BOOK	4,783.78CR	CLEARED	A	6/28/2021
1010	6/18/2021	CHECK	038342	VOID CHECK	0.00	CLEARED	A	6/17/2021
1010	6/18/2021	CHECK	038343	WILEY PRICE & RADULOVICH, LLP	7,610.00CR	CLEARED	A	6/24/2021
1010	6/18/2021	CHECK	038344	FRANCHISE TAX BOARD	189.64CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038345	FRANCHISE TAX BOARD	319.64CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038346	BOWERS, DIANE	242.15CR	CLEARED	A	6/22/2021
1010	6/18/2021	CHECK	038347	HAYES, SHIRLEY	5.89CR	OUTSTND	A	0/00/0000
1010	6/18/2021	CHECK	038348	SCHISLER, JULIANNE	186.37CR	CLEARED	A	6/29/2021
1010	6/25/2021	CHECK	038349	ALPHA ANALYTICAL LABORATORIES	622.75CR	CLEARED	A	6/30/2021
1010	6/25/2021	CHECK	038350	CLEAN ENERGY CAPITAL SECURITIE	28,150.00CR	OUTSTND	A	0/00/0000
1010	6/25/2021	CHECK	038351	HERC RENTALS INC.	3,816.16CR	CLEARED	A	6/29/2021
1010	6/25/2021	CHECK	038352	JAMES DAY CONSTRUCTION, INC.	8,976.00CR	CLEARED	A	6/30/2021
1010	6/25/2021	CHECK	038353	PIAZZA CONSTRUCTION	7,014.70CR	OUTSTND	A	0/00/0000
1010	6/25/2021	CHECK	038354	THATCHER COMPANY, INC.	1,645.86CR	CLEARED	A	6/30/2021
1010	6/25/2021	CHECK	038355	US STANDARD PRODUCTS	2,415.80CR	CLEARED	A	6/29/2021
1010	6/25/2021	CHECK	038356	USA BLUE BOOK	510.16CR	OUTSTND	A	0/00/0000
*** 1010	6/30/2021	CHECK	038380	CURTIS, DAVID	9.58CR	OUTSTND	A	0/00/0000
1010	6/30/2021	CHECK	038381	FREEMAN, RICK J	124.28CR	OUTSTND	A	0/00/0000
1010	6/30/2021	CHECK	038382	MCDUFF, STEPHEN	33.30CR	OUTSTND	A	0/00/0000
1010	6/30/2021	CHECK	038383	WEEMS, RYAN	9.07CR	OUTSTND	A	0/00/0000

DEPOSIT:								
1010	6/01/2021	DEPOSIT		CREDIT CARD 6/01/2021	6,006.75	CLEARED	C	6/01/2021

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	6/01/2021	DEPOSIT	000001	CREDIT CARD 6/01/2021	2,512.94	CLEARED	C	6/01/2021
1010	6/01/2021	DEPOSIT	000002	CREDIT CARD 6/01/2021	1,799.68	CLEARED	C	6/01/2021
1010	6/01/2021	DEPOSIT	000003	CREDIT CARD 6/01/2021	2,929.34	CLEARED	C	6/02/2021
1010	6/01/2021	DEPOSIT	000004	CREDIT CARD 6/01/2021	5,248.05	CLEARED	C	6/03/2021
1010	6/01/2021	DEPOSIT	000005	REGULAR DAILY POST 6/01/2021	14,468.45	CLEARED	C	6/02/2021
1010	6/02/2021	DEPOSIT		CREDIT CARD 6/02/2021	11,423.74	CLEARED	C	6/03/2021
1010	6/02/2021	DEPOSIT	000001	CREDIT CARD 6/02/2021	3,373.77	CLEARED	C	6/04/2021
1010	6/02/2021	DEPOSIT	000002	REGULAR DAILY POST 6/02/2021	222.65	CLEARED	C	6/03/2021
1010	6/03/2021	DEPOSIT		CREDIT CARD 6/03/2021	2,502.88	CLEARED	C	6/04/2021
1010	6/03/2021	DEPOSIT	000001	CREDIT CARD 6/03/2021	2,887.09	CLEARED	C	6/07/2021
1010	6/03/2021	DEPOSIT	000002	REGULAR DAILY POST 6/03/2021	4,801.56	CLEARED	C	6/04/2021
1010	6/04/2021	DEPOSIT		CREDIT CARD 6/04/2021	4,096.65	CLEARED	C	6/07/2021
1010	6/04/2021	DEPOSIT	000001	CREDIT CARD 6/04/2021	145.45	CLEARED	C	6/07/2021
1010	6/04/2021	DEPOSIT	000002	CREDIT CARD 6/04/2021	2,868.09	CLEARED	C	6/07/2021
1010	6/04/2021	DEPOSIT	000003	REGULAR DAILY POST 6/04/2021	2,657.48	CLEARED	C	6/07/2021
1010	6/07/2021	DEPOSIT		CREDIT CARD 6/07/2021	3,283.24	CLEARED	C	6/07/2021
1010	6/07/2021	DEPOSIT	000001	CREDIT CARD 6/07/2021	3,945.69	CLEARED	C	6/07/2021
1010	6/07/2021	DEPOSIT	000002	CREDIT CARD 6/07/2021	1,239.06	CLEARED	C	6/08/2021
1010	6/07/2021	DEPOSIT	000003	CREDIT CARD 6/07/2021	83.96	CLEARED	C	6/09/2021
1010	6/07/2021	DEPOSIT	000004	CREDIT CARD 6/07/2021	3,933.80	CLEARED	C	6/09/2021
1010	6/07/2021	DEPOSIT	000005	REGULAR DAILY POST 6/07/2021	12,121.92	CLEARED	C	6/08/2021
1010	6/08/2021	DEPOSIT		CREDIT CARD 6/08/2021	3,291.39	CLEARED	C	6/09/2021
1010	6/08/2021	DEPOSIT	000001	CREDIT CARD 6/08/2021	2,308.28	CLEARED	C	6/10/2021
1010	6/08/2021	DEPOSIT	000002	REGULAR DAILY POST 6/08/2021	3,568.12	CLEARED	C	6/09/2021
1010	6/09/2021	DEPOSIT		CREDIT CARD 6/09/2021	1,935.68	CLEARED	C	6/10/2021
1010	6/09/2021	DEPOSIT	000001	CREDIT CARD 6/09/2021	4,012.51	CLEARED	C	6/11/2021
1010	6/09/2021	DEPOSIT	000002	REGULAR DAILY POST 6/09/2021	7,099.09	CLEARED	C	6/10/2021
1010	6/09/2021	DEPOSIT	000003	CREDIT CARD 6/09/2021	187.31	CLEARED	C	6/11/2021
1010	6/10/2021	DEPOSIT		CREDIT CARD 6/10/2021	2,944.00	CLEARED	C	6/11/2021
1010	6/10/2021	DEPOSIT	000001	CREDIT CARD 6/10/2021	174.45	CLEARED	C	6/11/2021
1010	6/10/2021	DEPOSIT	000002	CREDIT CARD 6/10/2021	4,326.14	CLEARED	C	6/14/2021
1010	6/10/2021	DEPOSIT	000003	REGULAR DAILY POST 6/10/2021	7,068.07	CLEARED	C	6/11/2021
1010	6/11/2021	DEPOSIT		CREDIT CARD 6/11/2021	4,104.05	CLEARED	C	6/14/2021
1010	6/11/2021	DEPOSIT	000001	CREDIT CARD 6/11/2021	54.19	CLEARED	C	6/14/2021
1010	6/11/2021	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	2,225.00CR	CLEARED	U	6/10/2021
1010	6/11/2021	DEPOSIT	000003	CREDIT CARD 6/11/2021	1,706.58	CLEARED	C	6/14/2021
1010	6/11/2021	DEPOSIT	000004	REGULAR DAILY POST 6/11/2021	12,281.30	CLEARED	C	6/14/2021
1010	6/14/2021	DEPOSIT		CREDIT CARD 6/14/2021	3,125.63	CLEARED	C	6/14/2021
1010	6/14/2021	DEPOSIT	000001	CREDIT CARD 6/14/2021	1,925.79	CLEARED	C	6/14/2021
1010	6/14/2021	DEPOSIT	000002	CREDIT CARD 6/14/2021	1,963.82	CLEARED	C	6/15/2021
1010	6/14/2021	DEPOSIT	000003	CREDIT CARD 6/14/2021	175.25	CLEARED	C	6/14/2021
1010	6/14/2021	DEPOSIT	000004	CREDIT CARD 6/14/2021	2,760.76	CLEARED	C	6/16/2021
1010	6/14/2021	DEPOSIT	000005	REGULAR DAILY POST 6/14/2021	43,625.86	CLEARED	C	6/15/2021
1010	6/15/2021	DEPOSIT		CREDIT CARD 6/15/2021	10,160.28	CLEARED	C	6/16/2021

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	6/15/2021	DEPOSIT	000001	CREDIT CARD 6/15/2021	130.68	CLEARED	C	6/16/2021
1010	6/15/2021	DEPOSIT	000002	CREDIT CARD 6/15/2021	2,104.74	CLEARED	C	6/17/2021
1010	6/15/2021	DEPOSIT	000003	REGULAR DAILY POST 6/15/2021	5,796.14	CLEARED	C	6/16/2021
1010	6/15/2021	DEPOSIT	000004	DRAFT POSTING	16,207.11	CLEARED	U	6/16/2021
1010	6/16/2021	DEPOSIT		CREDIT CARD 6/16/2021	24,529.71	CLEARED	C	6/17/2021
1010	6/16/2021	DEPOSIT	000001	CREDIT CARD 6/16/2021	110.86	CLEARED	C	6/17/2021
1010	6/16/2021	DEPOSIT	000002	CREDIT CARD 6/16/2021	3,765.43	CLEARED	C	6/18/2021
1010	6/16/2021	DEPOSIT	000003	REGULAR DAILY POST 6/16/2021	5,769.99	CLEARED	C	6/17/2021
1010	6/16/2021	DEPOSIT	061621	FUND 215 NBS ADMIN FEES	5,799.67	CLEARED	G	6/16/2021
1010	6/17/2021	DEPOSIT		CREDIT CARD 6/17/2021	3,363.73	CLEARED	C	6/18/2021
1010	6/17/2021	DEPOSIT	000001	CREDIT CARD 6/17/2021	271.37	CLEARED	C	6/18/2021
1010	6/17/2021	DEPOSIT	000002	CREDIT CARD 6/17/2021	80.06	CLEARED	C	6/18/2021
1010	6/18/2021	DEPOSIT		CREDIT CARD 6/18/2021	2,841.58	CLEARED	C	6/21/2021
1010	6/18/2021	DEPOSIT	000001	REGULAR DAILY POST 6/18/2021	11,356.27	CLEARED	C	6/18/2021
1010	6/18/2021	DEPOSIT	000002	CREDIT CARD 6/18/2021	5,164.67	CLEARED	C	6/21/2021
1010	6/18/2021	DEPOSIT	000003	CREDIT CARD 6/18/2021	186.04	CLEARED	C	6/21/2021
1010	6/18/2021	DEPOSIT	000004	CREDIT CARD 6/18/2021	6,090.87	CLEARED	C	6/21/2021
1010	6/18/2021	DEPOSIT	000005	REGULAR DAILY POST 6/18/2021	18,043.28	CLEARED	C	6/21/2021
1010	6/18/2021	DEPOSIT	000006	DAILY PAYMENT POSTING - ADJ	89.00CR	CLEARED	U	6/18/2021
1010	6/21/2021	DEPOSIT		CREDIT CARD 6/21/2021	5,687.82	CLEARED	C	6/21/2021
1010	6/21/2021	DEPOSIT	000001	CREDIT CARD 6/21/2021	4,619.55	CLEARED	C	6/21/2021
1010	6/21/2021	DEPOSIT	000002	CREDIT CARD 6/21/2021	6,582.12	CLEARED	C	6/22/2021
1010	6/21/2021	DEPOSIT	000003	CREDIT CARD 6/21/2021	284.03	CLEARED	C	6/21/2021
1010	6/21/2021	DEPOSIT	000004	CREDIT CARD 6/21/2021	445.15	CLEARED	C	6/22/2021
1010	6/21/2021	DEPOSIT	000005	CREDIT CARD 6/21/2021	139.17	CLEARED	C	6/21/2021
1010	6/21/2021	DEPOSIT	000006	CREDIT CARD 6/21/2021	9,717.48	CLEARED	C	6/23/2021
1010	6/21/2021	DEPOSIT	000007	REGULAR DAILY POST 6/21/2021	28,272.27	CLEARED	C	6/22/2021
1010	6/22/2021	DEPOSIT		CREDIT CARD 6/22/2021	4,981.22	CLEARED	C	6/23/2021
1010	6/22/2021	DEPOSIT	000001	CREDIT CARD 6/22/2021	447.13	CLEARED	C	6/23/2021
1010	6/23/2021	DEPOSIT		CREDIT CARD 6/23/2021	2,563.11	CLEARED	C	6/24/2021
1010	6/23/2021	DEPOSIT	000001	REGULAR DAILY POST 6/23/2021	2,632.03	CLEARED	C	6/23/2021
1010	6/23/2021	DEPOSIT	000002	CREDIT CARD 6/23/2021	1,180.31	CLEARED	C	6/24/2021
1010	6/23/2021	DEPOSIT	000003	CREDIT CARD 6/23/2021	365.88	CLEARED	C	6/24/2021
1010	6/23/2021	DEPOSIT	000004	CREDIT CARD 6/23/2021	1,694.62	CLEARED	C	6/25/2021
1010	6/23/2021	DEPOSIT	000005	REGULAR DAILY POST 6/23/2021	1,162.88	CLEARED	C	6/24/2021
1010	6/23/2021	DEPOSIT	000006	CREDIT CARD 6/23/2021	74.81	CLEARED	C	6/25/2021
1010	6/23/2021	DEPOSIT	062321	TRANSFER FUND 313	14,075.00	CLEARED	G	6/23/2021
1010	6/23/2021	DEPOSIT	062322	TRANSFER FUND 325	14,075.00	CLEARED	G	6/23/2021
1010	6/24/2021	DEPOSIT		CREDIT CARD 6/24/2021	1,820.25	CLEARED	C	6/25/2021
1010	6/24/2021	DEPOSIT	000001	CREDIT CARD 6/24/2021	2,631.09	CLEARED	C	6/28/2021
1010	6/24/2021	DEPOSIT	000002	REGULAR DAILY POST 6/24/2021	1,264.14	CLEARED	C	6/25/2021
1010	6/25/2021	DEPOSIT		CREDIT CARD 6/25/2021	1,453.33	CLEARED	C	6/28/2021
1010	6/25/2021	DEPOSIT	000001	CREDIT CARD 6/25/2021	507.96	CLEARED	C	6/28/2021
1010	6/25/2021	DEPOSIT	000002	REGULAR DAILY POST 6/25/2021	1,723.75	CLEARED	C	6/28/2021

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
<b>DEPOSIT:</b>								
1010	6/28/2021	DEPOSIT		CREDIT CARD 6/28/2021	536.75	CLEARED	C	6/28/2021
1010	6/28/2021	DEPOSIT	000001	CREDIT CARD 6/28/2021	441.81	CLEARED	C	6/28/2021
1010	6/28/2021	DEPOSIT	000002	CREDIT CARD 6/28/2021	148.13	CLEARED	C	6/29/2021
1010	6/28/2021	DEPOSIT	000003	CREDIT CARD 6/28/2021	1,396.38	CLEARED	C	6/30/2021
1010	6/28/2021	DEPOSIT	000004	REGULAR DAILY POST 6/28/2021	2,608.41	CLEARED	C	6/29/2021
1010	6/29/2021	DEPOSIT		CREDIT CARD 6/29/2021	1,421.87	CLEARED	C	6/30/2021
1010	6/29/2021	DEPOSIT	000001	CREDIT CARD 6/29/2021	300.00	CLEARED	C	6/30/2021
1010	6/29/2021	DEPOSIT	000002	CREDIT CARD 6/29/2021	3,073.46	CLEARED	C	7/01/2021
1010	6/29/2021	DEPOSIT	000003	REGULAR DAILY POST 6/29/2021	793.57	CLEARED	C	6/30/2021
1010	6/30/2021	DEPOSIT		CREDIT CARD 6/30/2021	3,359.17	CLEARED	C	7/01/2021
1010	6/30/2021	DEPOSIT	000001	CREDIT CARD 6/30/2021	228.43	OUTSTND	C	0/00/0000
1010	6/30/2021	DEPOSIT	000002	CREDIT CARD 6/30/2021	1,410.44	OUTSTND	C	0/00/0000
1010	6/30/2021	DEPOSIT	000003	REGULAR DAILY POST 6/30/2021	1,090.94	OUTSTND	C	0/00/0000
<b>EFT:</b>								
1010	6/04/2021	EFT	060421	PG&E 4/20/2021 - 5/18/2021	16,594.49CR	CLEARED	G	6/07/2021
1010	6/18/2021	EFT	061821	CalPERS UAL 1739 June	8,101.17CR	CLEARED	G	6/21/2021
1010	6/18/2021	EFT	061822	VERIZON May 07-June 06, 2021	154.84CR	CLEARED	G	6/21/2021
1010	6/18/2021	EFT	061823	VERIZON May 07-June 06, 2021	1,849.18CR	CLEARED	G	6/21/2021
1010	6/30/2021	EFT	063021	1959 SURVIVOR PLAN 1739	254.80CR	CLEARED	G	7/01/2021
1010	6/30/2021	EFT	063022	1959 SURVIVOR PLAN 26384	566.80CR	CLEARED	G	7/01/2021
1010	6/30/2021	EFT	063023	PG&E 05/19/2021 - 06/17/2021	20,477.37CR	CLEARED	G	7/01/2021
<b>MISCELLANEOUS:</b>								
1010	6/04/2021	MISC.		PAYROLL DIRECT DEPOSIT	27,907.22CR	CLEARED	P	6/04/2021
1010	6/16/2021	MISC.	061621	QTR 4 FUND 130 TO 320	42,261.00CR	CLEARED	G	6/16/2021
1010	6/16/2021	MISC.	061622	QTR 4 FUND 130 TO 325	42,261.00CR	CLEARED	G	6/16/2021
1010	6/16/2021	MISC.	061623	TRANSFER FUND 218	42,548.00CR	CLEARED	G	6/16/2021
1010	6/18/2021	MISC.		PAYROLL DIRECT DEPOSIT	27,918.15CR	CLEARED	P	6/18/2021
<b>SERVICE CHARGE:</b>								
1010	6/02/2021	SERV-CHG		May 2021 ETS-27 fees	2,659.07CR	CLEARED	G	6/02/2021
1010	6/02/2021	SERV-CHG	000001	May 2021 ETS-25 fees	1,417.36CR	CLEARED	G	6/02/2021
1010	6/02/2021	SERV-CHG	000002	May 2021 ETS-29 fees	35.60CR	CLEARED	G	6/02/2021
1010	6/04/2021	SERV-CHG	060421	ANALYSIS FEE MAY 2021	367.68CR	CLEARED	G	6/04/2021
<b>TOTALS FOR ACCOUNT 1010</b>								
				CHECK	TOTAL:			208,336.98CR
				DEPOSIT	TOTAL:			445,858.45
				INTEREST	TOTAL:			0.00
				MISCELLANEOUS	TOTAL:			182,895.37CR
				SERVICE CHARGE	TOTAL:			4,479.71CR
				EFT	TOTAL:			47,998.65CR
				BANK-DRAFT	TOTAL:			25,144.64CR

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

CHECK DATE: 6/01/2021 THRU 6/30/2021  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT            --DATE--    --TYPE--    NUMBER    -----DESCRIPTION-----    ----AMOUNT---    STATUS    FOLIO    CLEAR DATE

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	208,336.98CR
	DEPOSIT	TOTAL:	445,858.45
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	182,895.37CR
	SERVICE CHARGE	TOTAL:	4,479.71CR
	EFT	TOTAL:	47,998.65CR
	BANK-DRAFT	TOTAL:	25,144.64CR



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

FUND	DESCRIPTION	Budget Expensed	Expense to Date
<b>314</b>			
<b>WASTEWATER CAPITAL IMPROVEMENT</b>	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	\$ -
	<b>TOTAL EXPENSE</b>		<b>\$ 299,312</b>
	<b>ENDING FUND BALANCE</b>		<b>\$ 357,667</b>
FUND	DESCRIPTION	Budget Expensed	Expense to Date
<b>320</b>	<b>BEGINNING FUND BALANCE</b>		
<b>WATER CAPITAL IMPROVEMENT</b>	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks	\$ 360,000	\$ 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	\$ -
	<b>TOTAL EXPENSE</b>		<b>\$ 9,376</b>
	<b>ENDING FUND BALANCE</b>		<b>\$ 311,249</b>

# HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

## 2020 - 2021 DEBT SERVICE

JUNE 2021

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

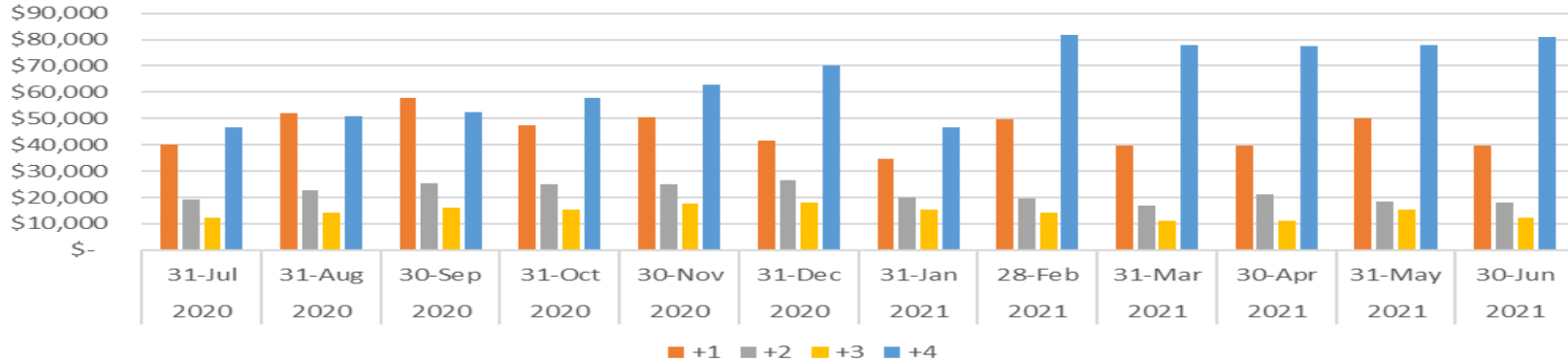
	DEBT SERVICE EXPENSE	FUND	DEBT	AMT PAID	DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000	08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	99,357	01/22/2021
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	11,095	06/28/2021
			<u>\$ 292,454</u>	<u>\$ 295,452</u>	

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

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

TOTAL DEBT	PAID TO DATE
<u><u>\$ 495,455</u></u>	<u><u>\$ 498,454</u></u>

**AGING REPORT  
JUNE 30, 2021  
FY 2020-2021**



<b>JUNE</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$999	\$1000-\$1999	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	7	33	42	50	35	27	10	6	5	8	24	14	7	<b>268</b>
Amount	\$664	\$4,794	\$10,710	\$17,256	\$15,596	\$14,565	\$6,394	\$4,526	\$4,126	\$7,779	\$33,016	\$34,112	\$23,661	<b>\$177,198</b>
Difference	-56	-89	2	21	18	14	6	4	1	0	7	-1	1	-72
Previous Month	-\$4,022	-\$11,733	\$1,154	\$7,119	\$7,945	\$7,594	\$3,814	\$3,115	\$740	\$450	\$7,966	-\$411	\$3,673	\$27,405

<b>MAY</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$999	\$1000-\$1999	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	63	122	40	29	17	13	4	2	4	8	17	15	6	<b>340</b>
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	<b>\$149,792</b>
Difference	61	54	-16	-19	-18	-14	-6	-3	-4	6	-4	0	0	37
Previous Month	\$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

<b>APRIL</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$999	\$1000-\$1999	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	2	68	56	48	35	27	10	5	8	2	21	15	6	<b>303</b>
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	<b>\$175,742</b>
Difference	0	12	8	2	12	9	0	2	-9	-1	-3	3	-1	34
Previous Month	-\$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

<b>MARCH</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$999	\$1000-\$1999	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	2	56	48	46	23	18	10	3	17	3	24	12	7	<b>269</b>
Amount	\$192	\$7,871	\$12,206	\$15,684	\$10,197	\$9,881	\$6,482	\$2,229	\$14,445	\$2,809	\$36,774	\$26,604	\$22,840	<b>\$168,213</b>
Difference	-75	-69	10	17	3	-1	-7	0	9	1	N/A	N/A	N/A	-113
Previous Month	-\$5,049	-\$10,220	\$2,708	\$5,459	\$2,264	\$222	-\$4,420	\$2	\$9,453	\$817	N/A	N/A	\$12,758	\$13,993

<b>FEBRUARY</b>	Less than \$100	\$101-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$999	\$1000+	\$2000-\$2999	\$3000 +	<b>TOTAL:</b>
Accounts	77	125	38	29	20	19	17	3	8	2	44	0	7	<b>382</b>
Amount	\$5,241	\$18,091	\$9,498	\$10,225	\$7,933	\$9,659	\$10,902	\$2,227	\$4,992	\$1,992	\$73,460	\$0	\$0	<b>\$154,220</b>

# MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 07/16/2021

RE: Senior Account Representative's Monthly Report

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## **Monthly Billing 6/30/2021**

Mailed statements: 2,083

Electronic statements: 598

The statement "SPECIAL MESSAGE

NEW RATES IN EFFECT JULY 1, 2021. The 2020 Consumer Confidence Report is now available on our website at <https://www.hvlcsd.org/files/7806e0db3/2020+CCR.pdf>. Water levels in California are at historic lows. The Governor's Office, and many water agencies across the state are taking definitive action to promote conservation. Please consider conserving water whenever possible. Drought tolerate landscaping ideas and suggestions for saving water around the home can be found at [www.saveourwater.com](http://www.saveourwater.com)

### **Note:**

**Exciting new ways of paying your bill:** Customer can now pay their bill by phone or text. There are buck slips and flyers at the District Office and the information is on the Districts WEB page and Facebook page



### **Check it out!**

Hidden Valley Lake CSD is now offering **Pay by Phone and Text-2-Pay!** Quick and easy, no contact, no mask, and no additional cost!

**Simply Call 1-(833) 269-6013 and follow the prompts.**



### **Set It and Forget It with AutoPay!**

Autopay: Convenient, automatic, touchless utility billing payments with no additional cost. When paying bills online you can:

- Access your account 24 hours a day, 365 days a year
- View your consumption and payment history
- Get notifications when payments are made
- Select a draft date
- Manage your credit card information
- Post pone payments
- Go paperless!



<https://www.municipalonlinepayments.com/hvlcsdca>

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**Delinquent Billing 6/22/2021**

Delinquent statements for March bills: 564

**Courtesy Notification**

No Courtesy notices delivered due to COVID-19.

No Electronic notices due to COVID-19.

**Phone Notification**

No Phone notifications due to COVID-19.

**Lock Offs**

No Lock Offs due to COVID-19.



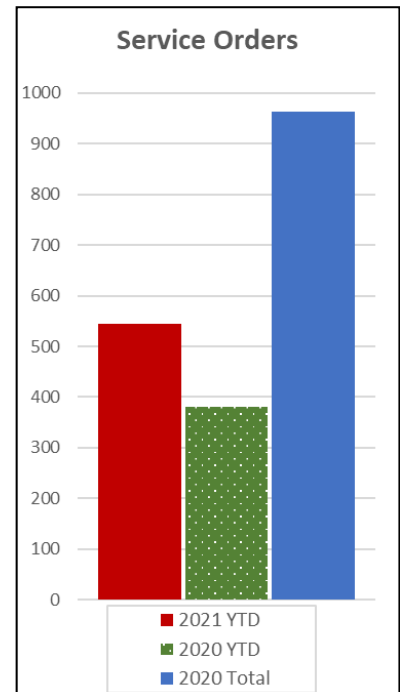
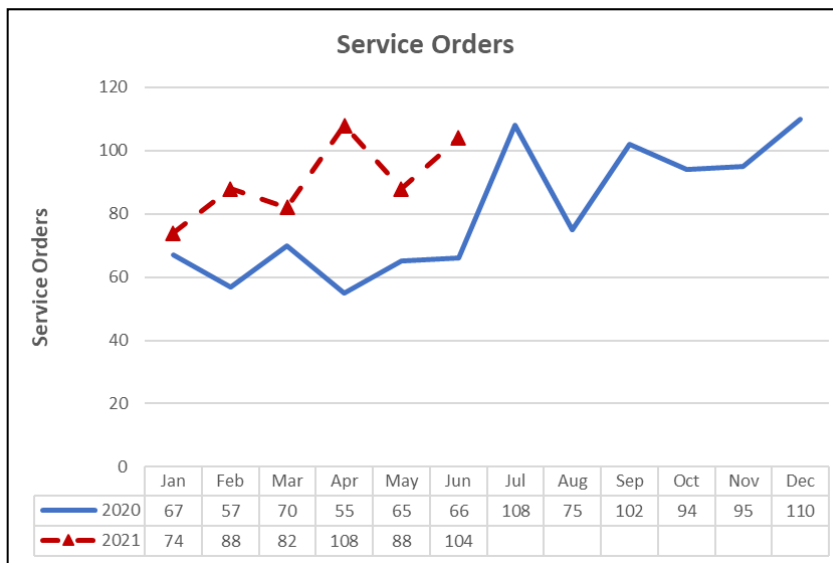
# Hidden Valley Lake Community Services District

## Field Operations Report

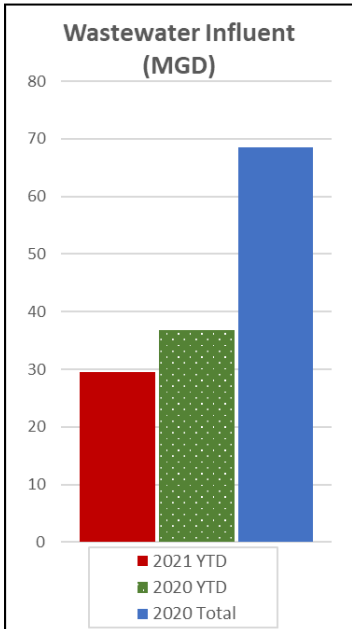
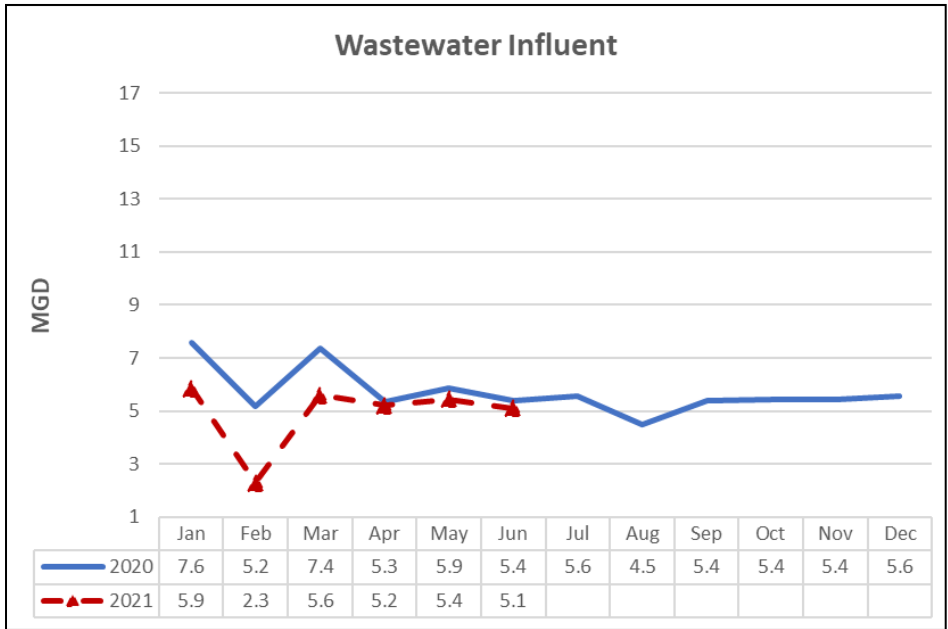
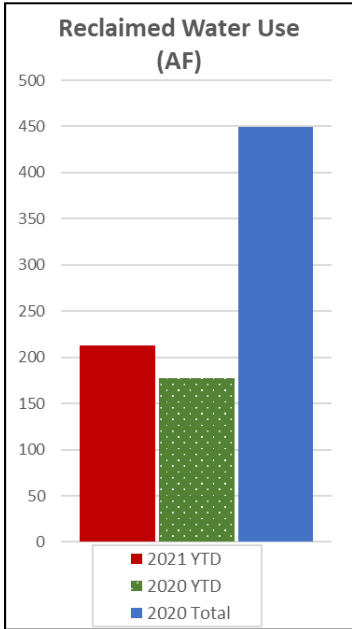
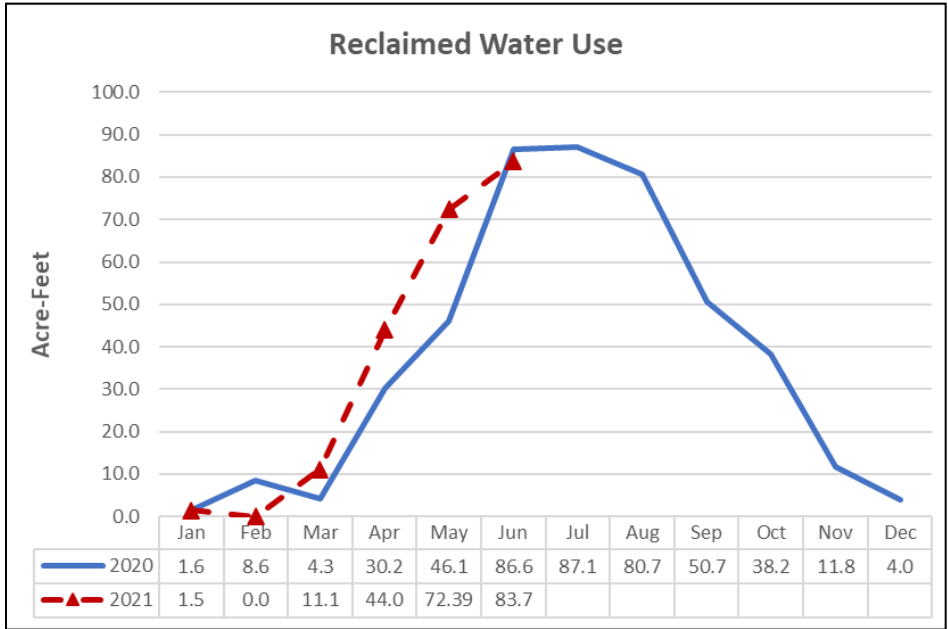
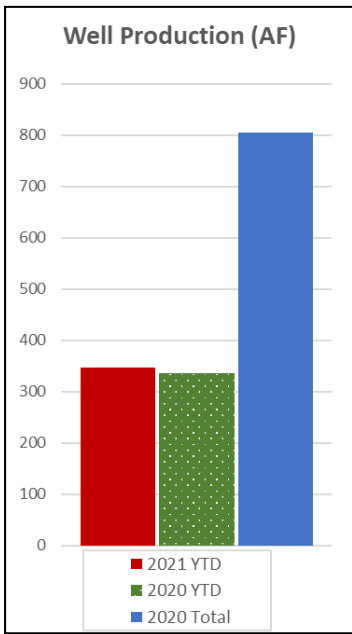
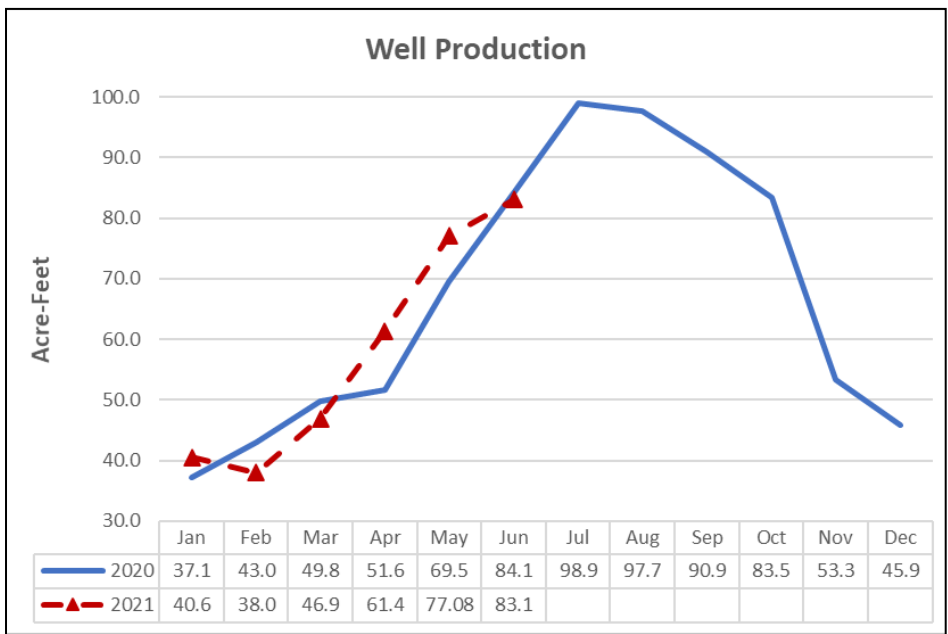
June 2021

Water Connections		Sewer Connections	
New (current month)	4	New (current month)	2
Residential (previous month)	2455	Residential (previous month)	1471
Commercial & Govt (previous month)	40	Commercial & Govt (previous month)	15
<b>Total Water Connections:</b>	<b>2499</b>	<b>Total Wastewater Connections:</b>	<b>1488</b>

Precipitation		
May	Previous Year June	Historical
0.00 in	0.00 in	0.23 in

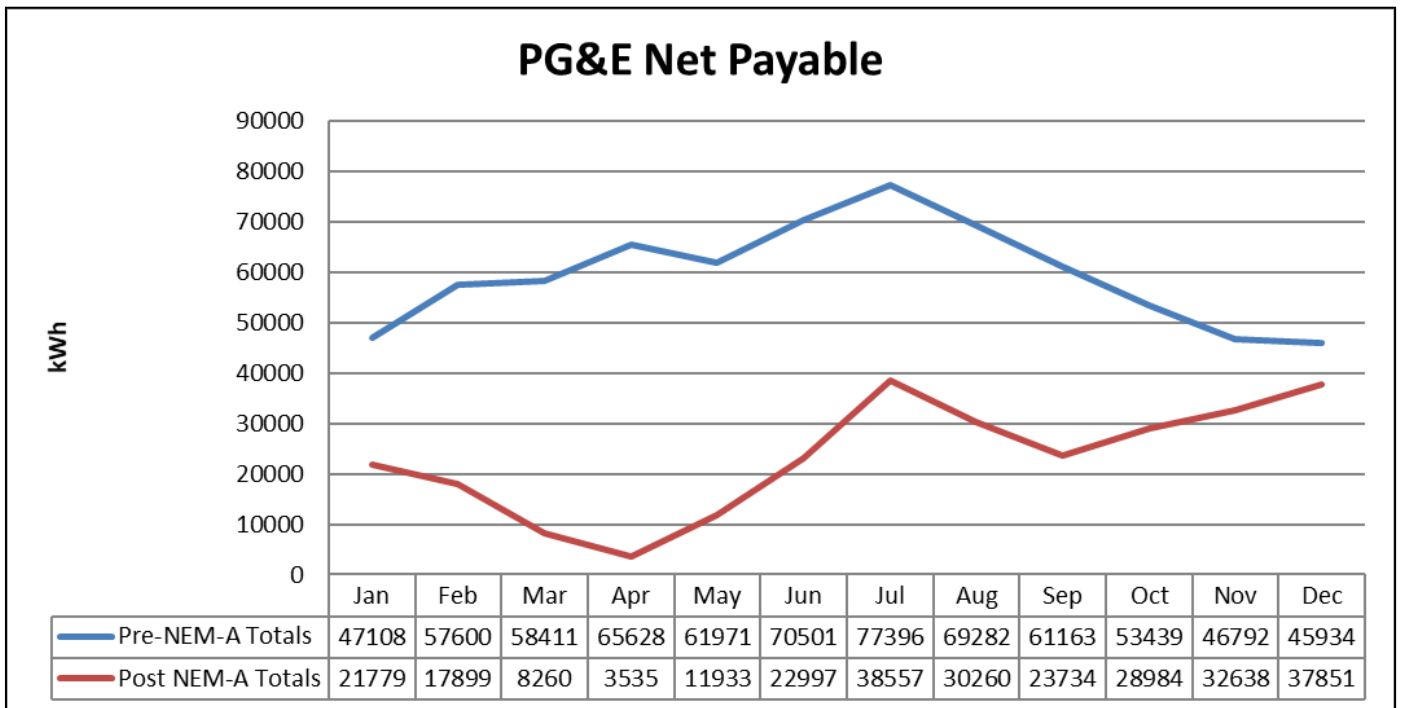


Hours		
<b>Overtime Hours:</b>	22	\$823.86



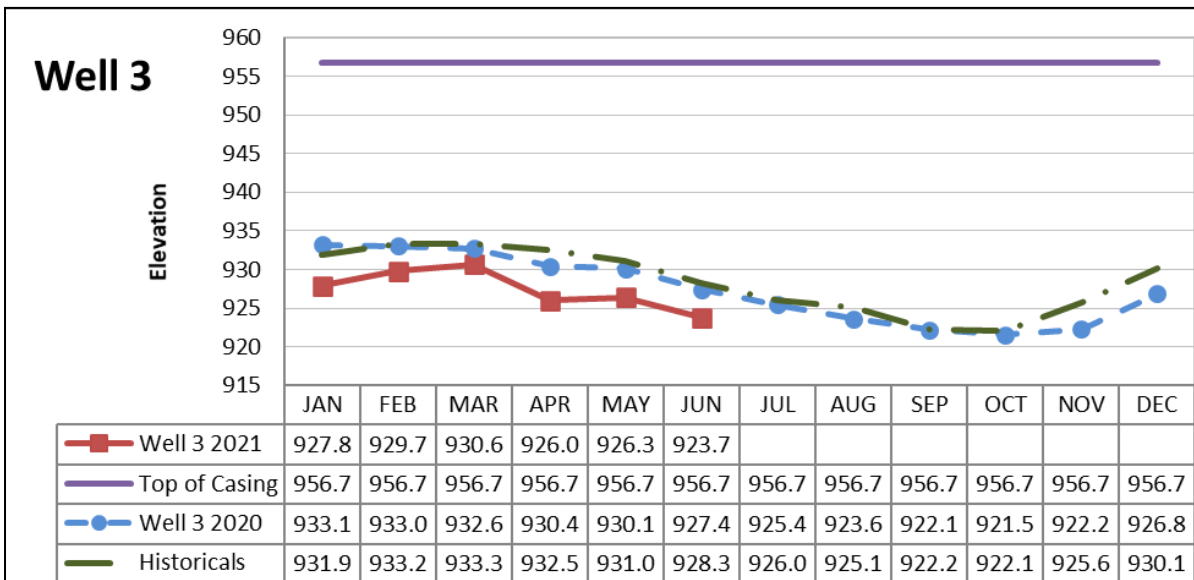
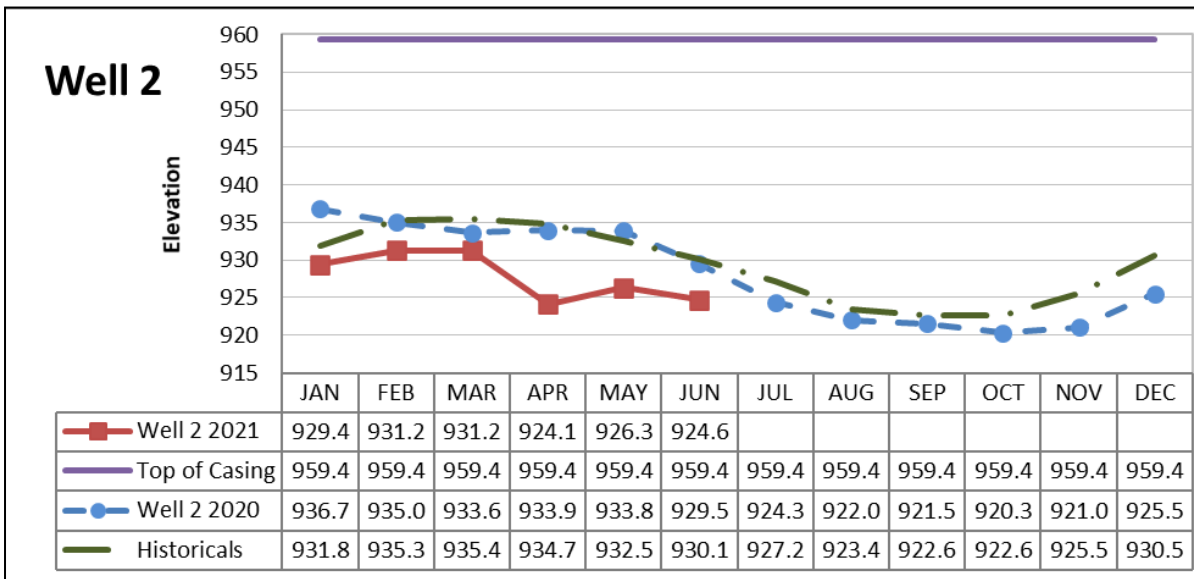
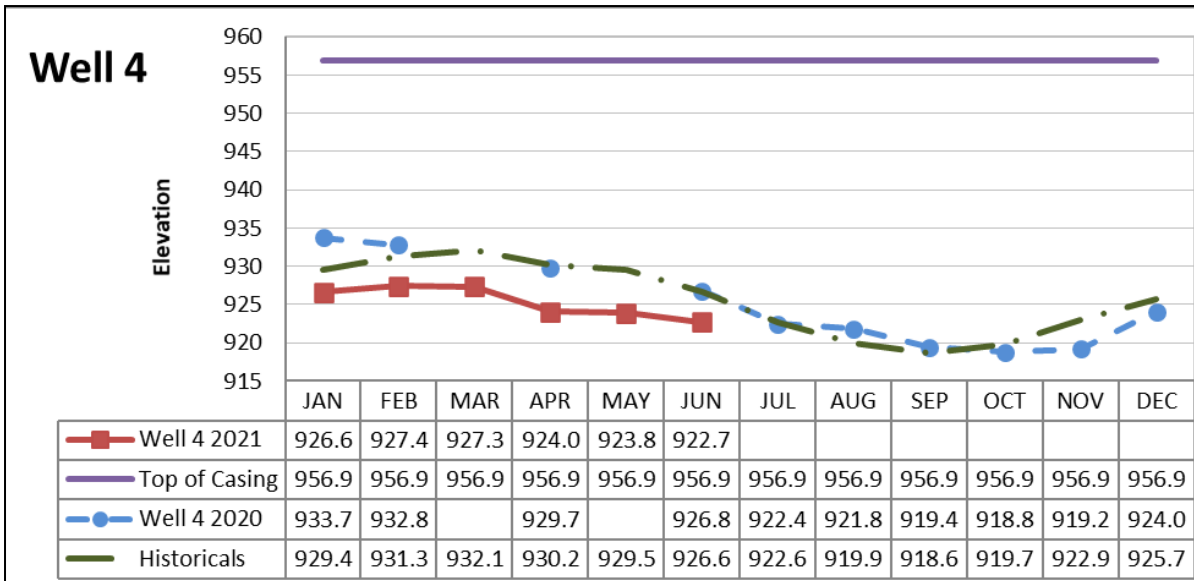
Vehicle Mileage	
Vehicle	Mileage
Truck 1	0
Truck 2	1,118
Truck 3	1,160
Truck 4	216
Truck 6	1,012
Truck 7	480
Truck 8	1,314
Truck 9	752
Backhoe	9.50 hours
Tractor	6.40 hours
Dump Truck	197
Vac Truck	170.50

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	388.80	305.70
Fuel Log	388.20	306.00





## Groundwater Data



## Water System Highlights

- 6/8 Leak repair on Verde Ct and Parkridge Rd
- 6/9 Leak repair on Old Creek Ct and Mountain Meadow North
- 6/24 Leak repair on Greenridge Rd
- Preparing for new meter installations
- Preparing for lead and copper samples
- Meter reads 6/23—24 & 6/28—29
- Routine maintenance and operations

## Wastewater System Highlights

- 6/10 Fixed SCADA communication issues
- 6/25 Sewer backup on Deer Hill Rd; due to root intrusion
- Tested wastewater treatment plant generator
- Meter reads 6/23—24 & 6/28—29
- Routine maintenance and operations

## Water Resources Specialist Highlights

- Completed the Annual Groundwater Monitoring Report
- Water quality data database organization
- PSPS SOP progress
- Database maintenance, reports, and SOP development
- Facebook outreach
- GIS database edits and maintenance

## Association of California Water Agencies (ACWA) Highlights

- COVID-19 Arrearage relief funding outreach to Assembly and Senate representatives
- **SB 222:** *District testified/opposed*—water affordability assistance program
  - **Moved** by the Assembly Utilities and Energy Committee
- **SB 323:** *District supported*—water and sewer service legal action; ACWA sponsored
  - Would prevent legal action against the District 120-days after a rate adoption (Prop 218 process)
  - Location: Assembly Appropriations Committee

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

Access Road

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

Debris Removal & Generators

5/7 The \$20,747 project was obligated  
5/17 Invoice to HVLA  
6/4 The \$36,245 project was obligated  
6/4 The \$47,647 project was obligated  
6/14 The \$150,000 project was obligated  
6/21 Received \$11,640 payment from HVLA  
7/9 The Recovery Transition Meeting (final FEMA meeting on this disaster) took place.

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

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
4407/4431	57	Generators: Installing at Booster Stations	0%	0%	\$ 748,048.00
4558	398	Defensive Space, Ignition Resistant Construction (DSIRC)	0%	0%	\$ 1,400,000.00
4558	428	Water Mains Planning	0%	0%	\$ 500,000.00

Totals:	\$ 4,022,452.00
Actual:	\$ 74,404.00

#### LHMP

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

#### Unit 9 Tank

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

6/29 HMGP funds from a different disaster (4431, not 4407) are available to fund this project. CalOES has inquired if CSD is interested in-resubmitting this subapplication.

7/2 Submitted 4 new documents in support of a subapplication re-submittal, reflecting change of scope.

7/9 Submitted an additional 31 files in support of subapplication submittal. At least four files (BCA) remain to complete the submittal requirements.

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

6/3 Discussed project with Tribal leader

7/27 On-site project walk-thru with tribal leader

#### Water Mains Planning

5/21 Submitted RFI response

State Funded projects (Prop 1, Prop 68)					
Funding Agency	Project	Description	Completion	Reimbursed?	Reimbursement
DWR/IRWM	206	I & I	95%	0%	\$ 375,000.00
DWR/IRWM	205	Unit 9 Tank	10%	0%	\$ 250,000.00
DWSRF	AMI	AMI	10%	0%	\$ 1,600,000.00
<b>Totals:</b>					\$ 2,225,000.00
<b>Actuals:</b>					=

I&I, Unit 9 Tank

5/24 **I & I:** Coastland reviewing Sewer line CCTV, expects complete project execution of Spring 2022.

6/28 **I & I:** Investigation of eligible expenses for lift station repair

7/2 **I & I:** Camera review of Meadow View North did not reveal damage warranting sewer line replacement.

6/9 **Unit 9 Tank:** Upon recommendation of LCSD Grant Manager, submitted CEQA application to LC Community Development Department (CDD).

6/17 **Unit 9 Tank:** Requested update on application status, expressing urgency

6/18 **Unit 9 Tank:** Meeting with LCCDD regarding project details, and permitting process.

7/1 **Unit 9 Tank:** Requested update on application status.

7/8 **Unit 9 Tank:** Submitted environmental review documentation from HMGP Subapplication.

7/9 **Unit 9 Tank:** Coastland submitted proposal to advance the engineering (including environmental) efforts for this project.

AMI

5/7 InCode & Beacon developing transition plan.

5/27 Finalized the batch file for conversion upload of existing meters.

6/7 Beacon Integration complete

6/18 Resolved Eye on Water customer issue

7/21 All-day training scheduled with Badger

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

7/1 Certified with EPA that RRA is complete

FLASHES

6/4 Trane expects to present revised Development Agreement the week of 6/21  
 6/29 Development Agreement review with all participants. CSD to make edits to Trane's initial document.  
 7/13 Development Agreement discussion has been agend-ized.

APR (American Rescue Plan of 2021)

6/3 Began the application process for Covid Relief Funds  
 6/11 Submitted a status request for the treasury portal submission  
 6/28 Legislative Advisory on state budget negotiations (See attached)  
 7/8 Submitted Govt taxpayer ID form to waterboards (See attached)

Drought

6/4 Advertising costs for the side of the Lake Transit Authority buses was delivered to the Drought Task Force.  
 6/8 Drought Resolution and Drought Contingency Plan was presented to the HVLCSO Finance Committee.  
 7/9 Conservation messaging ordered with Lake County Transit (See attached).

Employee Policy Manual

Daily review, discussions and revisions

## Alyssa Gordon

---

**From:** Alyssa Silhi <alyssas@csla.net>  
**Sent:** Tuesday, June 29, 2021 8:45 AM  
**To:** Alyssa Gordon  
**Cc:** Cole Karr; Christopher Norden; Vanessa Gonzales  
**Subject:** Re: AB128 and Covid Relief Funds

The budget bill Jr that was passed yesterday reflects general agreement, but not a deal in the traditional sense as there are many details yet to be determined. The bill was introduced Friday and amends provisions of the budget bill in chief that was sent to the Governor June 14 and was a placeholder — it reflected agreement between legislative houses but not agreement with the Administration. This budget bill jr was eligible to be taken up yesterday and was passed by both senate and assembly budget committees in the morning/early afternoon and was then eligible to be taken up for vote on the floor late yesterday. Both houses passed the bill and sent it to the Governor's desk for signature.

What ACWA was trying to convey is the budget bill jr, SB 129, sent to the Governor is only a general agreement that reflects negotiated agreement on spending levels and some details for categories for spending but many details remain to be determined in ongoing negotiations between the legislature and administration.

Budget trailer bills (which are bills that follow the budget and change statute to enact the investment proposed in a budget, but do not have Constitutional deadlines) are anticipated to be taken up over the next weeks until summer recess on July 16 to flesh out ongoing negotiations on details and budget action is likely to continue to occur upon return August 16 and through the end of September. A \$263+ billion budget comes with a lot of challenges in agreement, apparently.

ACWA's alert was letting you know that the \$2 billion for arrearages are retained in the general agreement sent to the Governor, as is the level of funding they outlined for drought investments but details on those programs are not yet available. For both items, the budget bill language specifies that details will be determined by the Assembly, Senate, and Governor.

CSDA is also heavily involved in the arrearage advocacy and there is a gap between the Governor's proposal for implementation and the Senate's. The coalition is actively advocating for a distribution methodology that will be the most timely and efficient and that includes all public water, wastewater, and energy utilities. Trailer bill language on that is anticipated to be forthcoming soon.

I hope that answers your question?

Alyssa Silhi,  
Legislative Representative

California Special Districts Association

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California Special Districts Association





1502



**Alyssa Gordon**

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**From:** lyris@swrcb18.waterboards.ca.gov  
**Sent:** Thursday, July 8, 2021 10:59 AM  
**To:** Alyssa Gordon  
**Subject:** State Water Board Community Water System COVID Relief Program – Requesting Taxpayer Identification Information for Government Entities  
**Attachments:** GovtTINForm\_000.pdf



**This is a message from the State Water Resources Control Board.**

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Notice to Public Drinking Water Systems

Water and Wastewater System Payments Under the American Rescue Plan Act of 2021

Community Water System COVID Relief Program

July 7, 2021

As a community water system, you may be eligible to receive funding through the Community Water System COVID Relief Program (Program) being implemented by the State Water Resources Control Board (State Water Board). The State Water Board anticipates providing federal funds through its Program as direct assistance to community water systems to forgive customer water debt accrued during the COVID-19 Pandemic. This Program is currently in development, and the full Program requirements and eligibilities have not yet been determined. However, in order to expedite funding to eligible water systems, we are requesting the completion and submittal of required forms while details of the program are still being developed.

A community water system must be entered into the State's accounting system in order to be eligible and to enable the State to make payment.

- You must complete the Government Taxpayer ID Form to provide the federal tax filing information of the community water system.
- Note that the entity's name and Taxpayer Identification Number provided on the form must match the information on file with the Internal Revenue Service to be accepted.
- The form must be signed by an authorized signatory for your organization, meaning an official with a delegation of signature authority by ordinance, resolution, or other delegation to provide the assurances, certifications and commitments associated with the receipt of and use of funding from the State Water Board.



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**MEMO**

To: Board of Directors  
From: Dennis White  
Date: July 15, 2021  
RE: General Manager's Report

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Below is a shortened version of activities on various tasks.

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

- All staff continues to follow OSHA guidelines in their daily routines. We are also keeping current with any new mandates that may be applied in California.
- The latest news regarding this pathogen as you may already be aware, is the presence of a new strain called the Delta variant. Staff will continue to monitor their own symptoms to prevent outbreaks with this new variant, as we continue to maintain our critical infrastructure.

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

**Budget.**

Well, we made it through 2020/2021. At the fiscal years end we are still wrapping thing up and gearing up for the audit. As we compare final expenditures compared to budget, there are a few areas we plan to monitor closely in the upcoming months. It appears to have painted a great picture to why we needed this five-year rate structure, and it came just in time. We will target a mid-year review to focus on potential changes.

**Drought.**

So, we continue monitor the conditions. Staff is working to refine the Drought Contingency Plan and is also participating in County-wide conservation collaboration. While the lake levels are at historical lows, our monthly drawdown tests reveal a strong recovery ratio well within the acceptable range identified in the aquifer test of 2012. What we know right now is the Governor is only calling for a 15% voluntary reduction.

**Personnel, etc.**

- Melanie has started her role with the District July 6<sup>th</sup> as a PT Account Representative. Looking forward to this new adventure Welcome Melanie!
- Mathew has also started his role with the District as our newest Utility Technician. We see great potential. Welcome Mathew!



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- I am pleased to report that Dominic has become the District's newest Operator I. In filling the role after the new fiscal year, he shows great promise as he continues to show his dedication in the field.
- So, we had to say goodbye to our Senior operator Brandon Bell. He came to a crossroad that set him upon another path to be closer to family. He will be greatly missed. We wish him the very best in his newest adventure.
- We will be pushing the Employee Policy Manual review to late July. We are making progress and getting great feedback from staff, but felt it was best to postpone a few weeks to button up all format and organizational issues. We want to present a Manual to the Personnel Committee that is concise yet comprehensive and includes an executive review of notable changes. We are still dedicated to Committee review, feedback, and re-work in time for a full board discussion in August.

### **Politics**

- COVID relief funds looks very promising, albeit somewhat complex. The State Water Resources Control Board (SWRCB) appears to be the custodian of funding for water agency arrearages. The District has submitted forms to be added to the state's accounting system.
- While just 24 percent of the state's special districts indicated significant budgetary challenges in June 2020, that number increases to 76 percent by June 2021. This will be the reality without the partnership of federal and state leaders granting special districts access to fiscal assistance and financial tools that would help districts rebound from the economic impacts of COVID-19

### **Field**

- Our Water Resources Specialist has started on the outreach for lead & copper samples. Staff is looking at collecting 18 samples on Tuesday 20<sup>th</sup> Great job team you rock.
- Staff has already jumped back in to let us get it done mode. Despite some enduring staff shortages, they have started right back on manhole lid replacement program as well as our newest CIP program meter replacement. I really look forward to the revenue recovery generated from this project activity. The "Eye On Water" app is such a powerful tool. Our ratepayers will now be able to monitor and immediately respond to leaks. Less water will be lost as our pumps will more efficiently be getting the water to where it needs to go. Staff is also starting the Air-Vac replacements again. This crucial maintenance exercise helps extend the useful life of our mainlines. We are doing everything we can to keep our water distribution system running as we investigate a sound mainline replacement.
- Barry and I have decided to take pause on the replacement of the Operator II position. We currently have staff going for their certifications that show promise in filling those requirements.



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- Penny has been staying up to speed on the liens and making great progress this month was 3 liens totaling 4,402.93, while having 3 released totaling 4,660.12 including in this cost of service of 117.23 per lien.

### **Fiscal**

- Trish stayed behind closing out the Fiscal year and opening the new Fiscal year of 2021/2022. Thank you for all your effort you put in to making thing go smoothly.
- As previously mentioned, she is already gearing up for the audit. Smith & Newell reached out earlier than in years past. I think this is a testimony to their confidence in her.
- NBS has produced their annual report of availability fee delinquencies. The total of \$129,557 comes in slightly higher than last year's \$120,722.

### **Major Projects**

- Valley Oaks
  - The Ad-hoc will be meeting with Ken Porter and Fletcher along with John from Coastland to go over the next phases of the project in July.
- Tank 9
  - We have been awarded state funding, but not federal funding. This creates a bit of a challenge for us. We do not want to jeopardize our federal funding eligibility by starting work under the state grant agreement.
  - We have reached out to Coastland to provide us with a proposal for facilitating the next step in the engineering process which includes CEQA, a requirement of the state funding mechanism. This has been facilitated by submitting a use permit application has been delivered to the County Community Development Department (Planning).
- I & I: Lake Ridge Easement
  - The Lake Ridge Easement video proved unfavorable for pipe bursting replacement, as this line had sustained only moderate damage.
  - The Meadow View North video proved unfavorable for pipe bursting replacement, as staff could find no failures in the line.
  - Staff is currently reviewing potential video candidate, to include Hawks Hill area and multiple bellies in the North Shore area.
- AMI
  - Last month, Badger Meter and InCode were able to finalize the integration portion of the project.



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- We are scheduling training to coincide with our monthly meter read process in late July. This way we can start reducing the number of meters manually read that same day.
- Our order of 600 meters has arrived, but without radios due to the worldwide shortage of PCD (printed circuit boards).
- SCADA
  - GHD has provided an update to their progress. District statistics and strategic planning goals were confirmed with staff. They continue to move forward with document development.
- Resilience - FLASHES
  - Members from Trane, staff, Ad Hoc Directors and Financial & Legal advisors met on 6/29 to review the Development Agreement drafted by Trane. Much discussion ensued which narrowed down the list of potential changes to this agreement. We hope to meet later this week with industry experts to iron out the final edits.
  - I anticipate the Development Agreement to be available to the full Board by August. This is a project that I do not want to see left on the table. It is significant, and worth our serious consideration. Let us show the rest of the county we're the innovators and that Hidden Valley is the one to make things happen. While this agreement may not quite be ready for approval by the full board, we do have it listed as an agenda item, to invite a high-level discussion.
  - If you were to look at the end game of this project, I wonder how to quantify "history making project" or "generational solution"? Here are my thoughts.

1. Potable water sales: The 5MG in this Tank on a Hill project is ours to use at our sole discretion. This county is growing, and I would like to stay ahead of the curve. Lotus development, Brambles, and surely more will be needing water in south county. Maybe we can treat and sell drinking water to offset the rate hikes of our 5 year increase plan. It is hard to put a number on that, but it sure looks good to me.

Treatment of groundwater is simple and cheap compared to surface water treatment. We could set up an intertie maybe 18" in diameter and generate sales that could help fund groundwater recharge projects. I see our Agricultural well as a key player in this future, as we know it has the potential to pump 1200GPM. Trane's pumps will use solar to re-fill the upper tank.

2. Land lease: Ok, maybe not end game, but close-to-end-game revenue would be secured with a land lease. In exchange for Trane having the exclusive use of this land while they work through design, we are compensated with cash. The figure I keep coming back to is \$300,000. The first thing that comes to mind is our solar loan. We are going to be upside down on this loan in six short months. This could help us get out from under some of our debt.



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3. Microgrid/Islanding: How do you put a dollar figure on keeping the lights on? Well, PG&E are already spending hundreds of thousands on making Hidden Valley Lake a microgrid. Our distribution lines are currently split between the Lower Lake and the Middletown substation. PG&E is upgrading Middletown and re-configuring distribution of all HVL to Middletown. Talk about good faith effort!

Coastland helped us put a project together a few years back to place generators at all our water pump stations. That was going to cost \$2.4M back then, probably \$3M now. In the case of a PSPS, we would not need these new generators, nor the wastewater treatment generators. Electricity from water would keep everything treated and flowing. How green is that?

4. Royalties: Once all is said and done, and we have agreed upon royalties from electric sales, we are looking at, at least a 40-year term in the Franchise agreement before re-negotiation.  
How much is sustainable energy going to be worth over the next 40 years, do you think?  
I think demand for electricity is only going up from here.

5. Wildfire resilience: It goes without saying that this is very important, but how do you put a number on it? The Federal Emergency Management Agency has quantified the value of human life at \$6,900,000. The Valley Fire claimed the life of 1 Hidden Valley Lake resident, and just three years later, the Camp Fire claimed 85 lives. In terms of water/wastewater utilities, potable water is valued at \$114/person/day, and wastewater at \$58/person/day. In our community the total loss of water/wastewater services for one day is nearly \$1M.

We anticipate the Development Agreement coming back from Trane showing their willingness to move forward with the grant application process. If they complete the applications and are awarded grants, they will want to be assured that the time and \$\$ spent on that process is not wasted. That is the definition of the break-up fee in the development agreement. If they do not receive the grants, the District is not in any way obligated to pay Trane anything, and the project is over.

So it would be my advice to move forward with not asking for a fee up front, and see what they can bring to the table. That would free us all up to continue our day-to-day operational responsibilities, until around September. We are hoping to see this agreement around the week of 6/21, so I ask for your consideration of these thoughts, and please, if you feel strongly against this, then we shall tell them to dig dirt somewhere else.

- Generators
  - This project has been resurrected due to an availability of funds from previous federal disasters.
  - Coastlands scaled down scope from \$2.4M to \$1.1M has been integrated into the Subapplication format and sent on to CalOES.



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- One outstanding item is for the environmental checklist to be re-vamped to match this new scope by the third-party environmental engineers, Planning Partners, Inc.



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

**DATE:** July 20, 2021

**AGENDA ITEM:** Review and Discuss: Unit 9 Tank project – Coastland proposal

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**RECOMMENDATIONS:** Recommend the acceptance of the Coastland proposal

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**FINANCIAL IMPACT:** \$131,984

**FUND:** 320

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**BACKGROUND:**

In April of 2019, CSD submitted a Federal Hazard Mitigation Grant Program (HMGP) Subapplication for the replacement of the Unit 9 Tank. Total cost was ~\$1.9M, with a required local match of 25% or ~\$450,000. An additional application for funding was submitted to SWRCB, Department of Water Resources (DWR) for half of the Federal Match requirements, or ~\$225,000.

In June of 2020, the DWR funding was approved by the state. DWR, however, has different requirements of their grant recipients before being allowed to expend project dollars. Since CSD had not fully completed the CEQA process, this project was put in a “placeholder” status until this process was complete. This 18 month project hold allowed CSD more time to secure federal funding (HMGP) for the majority of project costs.

In June of 2021, federal funding (HMGP) had still not been secured, and the 18 month hold was drawing to a close. The County Grant Manager suggested moving forward with the CEQA process to prevent the project from becoming de-obligated with the state.

On 6/9/21 a CEQA application was submitted to the Lake County Development Department (Planning) for the tank replacement project. Coastland was also contacted to develop a proposal for the next step in the engineering process of this project.

On 7/9/21 Coastland submitted the attached proposal, totaling \$131,984. The itemized tasks are the last steps necessary before construction can begin. Coastland is willing to work at this project “chunks” at a time to help CSD meet their CIP budgeted obligations.



# COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

July 8, 2021

Ms. Alyssa Gordon  
Hidden Valley Lake Community Services District  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467-8371

RE: Proposal for Professional Engineering Services for the  
**Hidden Valley Lake Community Services District Water System Storage Reliability Project**

Dear Alyssa,

At your request, Coastland is pleased to provide this proposal for the Hidden Valley Lake Community Services District (District) Water System Storage Reliability Project.

## PROJECT UNDERSTANDING

In April of 2019, the District submitted a Hazard Mitigation Grant Program (HMGP) subapplication to the California Governor's Office of Emergency Services (CalOES) for the Water System Storage Reliability Project. The goal of this project is to reduce the community's vulnerability to wildfire by providing water storage tanks that deliver adequate capacity and pressure during fire flow conditions, as well as to provide sufficient defensible space around the tanks to protect them during a fire. The District's primary concern was water storage improvements for Zone 9 which was known to have deficient capacity.

For the subapplication, Coastland prepared engineering calculations to determine the needed water supply and fire flow capacity according to methodology established in the District's Water Master Plan. These calculations established that Zone 9 needed 500,000 gallons of water storage. Coastland prepared preliminary plans for the replacement of the single existing 150,000-gallon redwood tank in Zone 9 with two 250,000-gallon bolted steel tanks along with associated appurtenances (overflow, drain, fill, and draw), demolition of the existing tank, preliminary design of retaining walls, earthwork, grading, drainage, access road improvements, new piping and valving, construction staging areas, and a defensible space plan.

Preliminary plans were developed in a two-phase approach to allow for water service to be maintained during construction of the new tanks. In Phase 1, mass grading for both tanks and construction of retaining walls will be completed, but only one of the two new 250,000-gallon tanks will be constructed adjacent to the existing tank which is kept in service. The first new tank will be put in service at the end of Phase I. For Phase 2, the existing tank will be demolished and replaced with the second 250,000-gallon tank. Prior to being put in service, the tanks will each undergo all required testing including hydrostatic pressure testing, chlorination of the new system, bacteria analysis, and testing of all connected devices for a fully functional system. Phase 2 will also include integrating control signals to the existing SCADA system at the water reclamation plant.

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Other tasks completed during the preliminary design were a topographic survey of the tank site and defensible space area, and preparation of the FEMA Site Information, Environmental Review and Checklist as part of the FEMA grant application. The District completed a lot line adjustment to obtain the needed land for the project, including its defensible space. Coastland prepared a preliminary cost estimate for the final design and construction of the project.

Under the HMGP program, the Federal Emergency Management Agency provides funding for up to 75% of the total project cost. Matching funds for the remaining 25% of the total project costs have been obtained through an Integrated Regional Water Management (IRWM) grant administered by Lake County and the State of California Department of Water Resources.

CalOES has notified the District that this project is under consideration for award. The matching IRWM funding requires that CEQA be completed by December 31, 2021. In order for the CEQA work to be completed on time, the District has requested Coastland to submit this proposal for the final design of the project, which will include environmental compliance work, geotechnical studies, electrical design, and preparation of construction documents.

## **PROJECT APPROACH**

Coastland and its subconsultants, RGH Consultants, Austral Engineering, Control Point Engineering, and WRA Environmental Consultants will be the design team for this project.

Our team will begin the final design with a kick-off meeting and site review. Coastland will work with the District to review tank operating and control methods, tank and site appurtenances and material preferences, and receive any comments on the preliminary design. For the geotechnical study, RGH will perform borings and geotechnical analysis of the existing subsurface conditions and provide soil preparation, retaining wall and foundation design recommendations. Coastland will complete the site, tank and piping design, including fencing, drainage, defensible space, and access road improvements; Austral Engineering will provide the structural design for the retaining wall; and Control Point Engineering will provide the electrical and control signal design.

WRA will perform environmental compliance tasks associated with the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA, as required with the use of federal funds). They will also collaborate with the design team regarding design element adjustments that may qualify the project for a Categorical Exemption/Exclusion, thereby reducing the permitting scope.

The District has expressed interest in providing control signals for Tank 9 including water level, hatch intrusion alarm, voltage, and security cameras. Our plans will include the wiring design for these signals into the local PLC inside the pump station, as well as specifications for any necessary SCADA integration/PLC programming work. SCADA integration and PLC programming will be performed by the contractor. Due to unknowns associated with the existing SCADA system and the challenges associated with sending video feed over radio signal, this scope of work does not include a new security or camera system, or any upgrades to the SCADA system that may be required to accommodate the new signals. After assessing the existing SCADA system, at the request of the District, a separate proposal will be submitted for any necessary upgrades to the SCADA system.

Based on our understanding and approach, the following is our proposed Scope of Work:



## **SCOPE OF WORK**

### **Task 1 – Meetings and Coordination**

We anticipate meeting with District staff to ensure full coordination of the project. Coastland will schedule and attend a kick-off meeting at the project site where we will walk the site with District staff to review the project and specific goals and objectives. At this kick-off meeting, we will also refine the project schedule, discuss key milestones, and identify stakeholders. The Coastland team will review field conditions, take measurements, note existing constraints, note existing water tank infrastructure, and identify potential contractor staging areas. Digital photos will be taken to document existing conditions that may affect the project design or construction.

Coastland will meet remotely with District staff at the 60% design and 95% design milestones to discuss District comments, project schedule, and design considerations.

*Deliverables: Notes from meetings and documentation of the site and any background materials.*

### **Task 2 – Environmental Compliance**

WRA will work provide the following scope of work:

#### Kick-Off Call, Project Management and Review of Existing Information

WRA proposes to kick-off Phase II Environmental Compliance Documentation with the team by: 1) collecting all relevant reports and drawings; 2) discussing the proposed project needs, schedule and assumptions; 3) confirm overall project responsibilities and coordination needs; 4) identifying other key contacts; and 5) confirming key issues to be addressed in environmental compliance.

WRA staff will review available documentation related to the project, including but not limited to preliminary plans, available technical reports, and the Lake County General Plan. Apart from the kickoff discussion, this task includes only limited coordination with the Coastland Civil Engineers as the prime consulting engineer and the Hidden Valley Lake CSD.

#### Determination of Required Level of NEPA/CEQA Environmental Review

WRA will consult with the Hidden Valley Lake CSD, as the lead CEQA agency, to confirm the appropriate NEPA/CEQA compliance documents required. For purposes of this proposal use of a Categorical Exemption (CEQA) and a Categorical Exclusion (NEPA) are assumed. It is possible, however, that Lake County as a funding partner, may require an Initial Study and Mitigated Negative Declaration (IS/MND) be prepared, and therefore they have been included as an option, below in this proposal.

Based on our current knowledge of the project, the appropriate NEPA document would be a Categorical Exclusion. Referencing Appendix A of the Department of Homeland Security (DHS) NEPA Instruction Manual (023-01-001-01 Rev. 01), which contains the guidelines used by FEMA, an N7 Categorical Exclusion (for federal assistance for structure and facility upgrades) is anticipated to be appropriate for the project. WRA will also determine the level of CEQA documentation required, whether it be a Categorical Exemption, such as a Class 1 (Existing Facilities) or Class 2 (Replacement or Reconstruction) exemption. WRA will confirm if Lake County would require preparation of an Initial Study/Mitigated Negative Declaration (IS/MND).



### NEPA Categorical Exclusion and CEQA Categorical Exemption (CEs)

As the site acreage has increased to accommodate defensible space and vegetation management, the previous field work done for cultural resources will need to be updated as well as associated maps to facilitate completion of a full Archaeological Survey Report. The biological resources database will also be updated for the new project area to facilitate a biological resources technical letter report. WRA will then compile and submit all information to FEMA to complete their internal Categorical Exclusion (CE) process and Record of Environmental Consideration (REC). This scope assumes there will only be one NEPA lead agency for the project and that the NEPA analysis is subject to the format and content requirements of the one NEPA lead agency, which is assumed to be FEMA. Additional budget would be required if two separate NEPA documents are required for the project.

WRA will also prepare the CEQA Categorical Exemption (CE) for the project, listing as many Categorical Exemptions that may apply, such as Class 1 (Existing Facilities) and Class 2 (Replacement or Reconstruction). WRA will prepare a CEQA Notice of Exemption (NOE) for the project, which describes the project and its CEQA exemption status. The NOE will be submitted to the team for review and comment, and WRA will amend the NOE as necessary per any comments. The NOE will then be filed with the State Clearinghouse and the County Clerk. Projects that are categorically exempt from CEQA are not subject to the California Department of Fish and Wildlife (CDFW) CEQA filing fee, and do not require a CDFW “no effect” determination (Cal Code Regs., tit. 14, §§ 15260 -15333; Fish & G. Code § 711.4, subd. (d)(1)).

WRA will submit electronic copies of the Administrative Drafts to Coastland Civil Engineering and the Hidden Valley Lake CSD for review and comment.

### OPTIONAL TASK: Initial Study Mitigated Negative Declaration (IS/MND)

If determined to be required, WRA would prepare a separate proposal to prepare an Administrative Draft IS/MND for the proposed project. An IS/MND would utilize the Appendix G Thresholds of Significance from the current version of the State CEQA Guidelines, and any Hidden Valley Lake CSD-approved Thresholds of Significance, if available. The IS would evaluate the potentially significant impacts of the proposed project as they relate to the 20 environmental topics in the Environmental Checklist Form of the State CEQA Guidelines. The analysis in the IS will consider information contained in existing technical reports and documents related to similar projects (if applicable), relevant regulations and policies, and other applicable information obtained through the research efforts of WRA staff.

#### Preparation of Draft IS/MND per Hidden Valley Lake CSD’s Comments

WRA will address all team comments on the Administrative Draft CEs. It is assumed that the comments will be consolidated into one set, which will aid WRA in completing the documents in the most timely and efficient manner. WRA will submit an electronic copy of the Screencheck Draft CEs that Coastland Civil Engineering and Hidden Valley Lake CSD can review to confirm that all comments have been addressed.

#### Publication of Draft IS/MND

Upon approval of the Screencheck Draft IS/MND, WRA will reproduce additional copies of the full Draft for the 30-day public review period. Fifteen of the 30 copies will be sent to the State Clearinghouse by WRA. Additionally, WRA will coordinate with the Hidden Valley Lake CSD in providing web-ready documents for publication on their website if needed. This proposal assumes that WRA will produce and circulate the Notice of Intent (NOI), as well as any other CEQA noticing requirements, including the Notice of Completion (NOC) and the Notice of Determination (NOD) to the State Clearinghouse.



### Preparation of Final IS/MND and Response to Comments

Following completion of the 30-day public review period, WRA will respond to agency and public comments submitted on the Draft IS/MND and will then prepare the Final IS/MND. The extent of work necessary to complete the Final IS/MND is contingent upon the number and nature of public comments received after the Draft IS/MND is circulated. For the purposes of this proposal, WRA has assumed a total of 16 hours for responses to comments on the Draft IS/MND. The Final IS/MND will include any revisions that may be required by the responses to comments, as well as a Mitigation Monitoring and Reporting Program (MMRP). WRA will also be responsible for the preparation and filing of the NOD with the County Clerk within five days following project approval. This proposal assumes the District will pay all filing fees required by the California Department of Fish and Wildlife (\$2,480.25) and Lake County (\$95).

### **Task 3 – Geotechnical Study**

As subconsultants to Coastland, RGH Consultants will perform geotechnical services for the project. RGH will review selected published geologic data and their previous work in the vicinity of the site. An engineer or geologist will conduct a surficial reconnaissance of the site and mark planned exploration location in white paint and/or with painted white stakes. RGH will contact Underground Service Alert (USA) so that their members can mark their facilities within the area of our planned exploration. In addition, we will contract with a private utility locator to review and clear our exploration locations.

Once cleared for utilities, we will explore the subsurface conditions in the area of the existing water tank by excavating eight to ten test pits on the order of 5 to 8 feet deep using an excavator. Our engineer or geologist will locate and log the test pits and obtain bulk and relatively undisturbed samples for visual examination, classification, and laboratory testing. Selected samples representative of the material types encountered will be laboratory tested to determine certain characteristics pertinent to our analysis. These may include expansion potential (Expansion Index) and classification (Atterberg Limits and percent of silt and clay).

Based on the geologic literature review and analysis of the field and laboratory work, RGH will develop the following geotechnical information:

1. A brief description of soil, bedrock, and groundwater conditions observed during our study;
2. A discussion of seismic hazards that may affect the proposed improvements;
3. Seismic design criteria per guidelines in the 2019 California Building Code; and
4. Specific conclusions and recommendations concerning:
  - a. Primary geotechnical engineering concerns and mitigating measures, as applicable;
  - b. Site preparation and grading including treatment of weak, porous, compressible and/or expansive surface soils and the construction of hillside fills;
  - c. Design criteria and settlement behavior;
  - d. Support of concrete slabs-on-grade;
  - e. Backfilling of utility trenches;
  - f. Preliminary pavement sections;
  - g. Geotechnical engineering drainage improvements; and
  - h. Supplemental geotechnical engineering services.

RGH will consult with the design team during the course of their work to transmit preliminary design data as needed. Upon completion, RGH will present the results of the study in a written report including summaries of the field and laboratory work.

*Deliverables: One (1) hard copy and one (1) electronic copy of the geotechnical report.*



#### **Task 4 – Development of Bid Documents**

Once all preliminary work is concluded, our team will begin development of the final bid documents for the project. The bid documents will include plans, specifications, and estimates.

It should be noted that Coastland will not provide the detailed design for the tank foundations or cathodic protection, as these elements are particular to the specific tank manufacturer's specifications which will not be known until the submittal process. As is customary with tank projects, the detailed tank foundation and cathodic protection design will be required as a submittal by the successful contractor (typically provided by the successful subcontracting tank manufacturer.) Coastland will provide structural design criteria and coordinate with the tank manufacturer regarding the required structural specifications and design requirements for the water tank foundation in accordance with AWWA criteria.

Control Point Engineering (CPE) will provide electrical and control signal design, including electrical wiring to the cathodic protection system. As mentioned previously, the integration of signals to the SCADA system is not included in this proposal, but will be developed after the site review, based on the SCADA system needs and District preferences.

As the bid documents are developed, Coastland will provide the following submittals:

##### ***60% Submittal***

Following our field review and geotechnical investigation, Coastland will prepare a 60% submittal. As part of these efforts, we will confirm the water tank locations, and develop the design for interconnection details, grading, retaining walls, and access road improvements. We will work with water tank manufacturers to provide pertinent details and specifications to be included in the construction drawings. Coastland will prepare the draft technical specifications in conformance with the current industry and AWWA standards. The 60% submittal will include initial plan layout drawings, site grading, preliminary technical specifications, and a preliminary cost estimate.

*Deliverables: Two (2) hard copies of the 60% plans, technical specifications, and estimate.*

##### ***95% Submittal***

Upon completion of the 60% submittal and review by the District, Coastland will prepare the 95% submittal of the plans, specifications, and estimate. The project design will essentially be complete at this time. The 95% submittal will incorporate District comments from the 60% submittal and will include completed plan sheets for all improvements. We will also prepare 95% specifications, including a front-end boiler plate section and an estimate of probable construction costs.

*Deliverables: Two (2) hard copies of the 95% plans, technical specifications, and estimate.*

##### ***Final Documents (100% Submittal)***

Following the District's review of the 95% submittal we will incorporate comments and prepare final bid documents including stamped and signed drawings and specifications.

RGH will review the project plans for conformance with their recommendations. RGH's comments will be incorporated into the Final Documents, and RGH will provide a final conformance letter for submittal.

*Deliverables: One (1) hard copy and one (1) electronic copy of the final plans, technical specifications, and estimate for bidding. The final bid plans and technical specifications will be*





*signed and stamped for bidding purposes. One (1) hard copy and one (1) electronic copy of the geotechnical conformance letter.*

### **Exclusions**

The following work is not included in our proposal. However, Coastland would be pleased to provide these services at the District's request:

- Investigations for soil contamination,
- Detailed tank foundation design,
- SCADA integration,
- PLC programming,
- Public participation effort,
- Meetings beyond those noted above,
- Permitting fees, and
- Permit applications with the CDFW, RWQCB, and the Army Corps of Engineers.

### **PROJECT FEE**

Based upon our described scope of work and assuming that the project qualifies for a Categorical Exemption/Categorical Exclusion under CEQA/NEPA, we propose to provide our professional engineering services on a time and materials basis for a not to exceed amount of \$131,984. The total amount we have specified is only for our described Scope of Work. If an Initial Study/Mitigated Negative Declaration is required, we propose to complete this work for a not to exceed amount of \$50,315. If you request work to be performed outside the scope of work or if the scope of work changes, we reserve the right to negotiate the cost for the extra work. Please note that we have estimated a budget of \$1,000 for reimbursable costs. This amount is included in the above total and is for reimbursable costs that are typically billed on an as-incurred basis plus 15%.

We greatly appreciate the opportunity to serve the District on this project. We are prepared to begin work upon authorization. We have prepared a contract amendment for (attached) for your consideration. Please let us know if you have any questions.

Sincerely,



John Wanger  
CEO



Jennifer Melman  
Senior Engineer







# DESIGN WORK ESTIMATE

Water Storage Reliability Project	Engineering Design Services							Hidden Valley Lake CSD					
Task Information	Billing Classification & Rate							Subconsultant Costs				Totals	
TASK	Principal Engineer	Senior Engineer	Structural Engineer	Sr. Engr. Technician	Assistant Engineer	Construction Manager	Inspector	WRA	Austral Engineering	RGH Consultants	Control Point Engineering	TOTAL HOURS	TOTAL FEE
	\$210	\$170	\$175	\$150	\$145	\$170	\$160						
<b>1 MEETINGS &amp; COORDINATION</b>													
Kick Off Meeting/ Review Design Criteria and Tank Operation and Control (1 onsite)	6	6							\$1,472		\$2,346	12	\$6,098
Design Progress Meetings (2 remote)	3	6										9	\$1,650
Project Coordination		8										8	\$1,360
<b>Subtotal</b>												<b>29</b>	<b>\$9,108</b>
<b>2 ENVIRONMENTAL COMPLIANCE (Assumes Categorical Exemption/Exclusion for CEQA/NEPA)</b>													
Prepare Env. Compliance Documentation								\$21,850				0	\$21,850
Coordinate with Subconsultant	1	4										5	\$890
<b>Subtotal</b>												<b>5</b>	<b>\$22,740</b>
<b>3 GEOTECHNICAL STUDY</b>													
Geotechnical Investigation & Report		1								\$12,535		1	\$12,705
Coordinate with Subconsultant		1	1									2	\$345
<b>Subtotal</b>												<b>3</b>	<b>\$13,050</b>
<b>4 DEVELOPMENT OF BID DOCUMENTS</b>													
<b>60% Submittal</b>													
Preliminary Plans		52	8	88	10				\$9,200		\$1,898	158	\$35,988
Preliminary Specifications		10	4		15							29	\$4,575
Preliminary Estimate		4		5	5							14	\$2,155
QA/QC Review	3	4				2						9	\$1,650
<b>Subtotal</b>												<b>210</b>	<b>\$44,368</b>
<b>90% Submittal</b>													
Improvement Plans		24	2	80					\$8,188		\$3,105	106	\$27,723
Specifications		10			15							25	\$3,875
Cost Estimate		3		5	5							13	\$1,985
QA/QC Review	2	4				1						7	\$1,270
<b>Subtotal</b>												<b>151</b>	<b>\$34,853</b>
<b>Final Documents (100% Submittal)</b>													
Final Documents	1	6		10		2				\$1,725	\$2,070	19	\$6,865
<b>Subtotal</b>												<b>19</b>	<b>\$6,865</b>
<b>DIRECT COSTS (repro, mileage, etc.)</b>													<b>\$1,000</b>
<b>TOTAL COST</b>	16	143	15	188	50	5	0	\$21,850	\$ 18,860	\$ 14,260	\$ 9,419	417	\$131,984
<b>ENVIRONMENTAL COMPLIANCE: Optional Task</b>													
Initial Study/Mitigated Negative Declaration	2	6						\$48,875				8	\$50,315
<b>Subtotal</b>												<b>8</b>	<b>\$50,315</b>

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

**DATE:** July 20, 2021

**AGENDA ITEM:** Review and Discuss: Generator project – Planning Partners proposal

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**RECOMMENDATIONS:** Recommend the acceptance of the Planning Partners proposal

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**FINANCIAL IMPACT:** \$6,794

**FUND:** 320

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**BACKGROUND:**

In July of 2019, CSD submitted a Federal Hazard Mitigation Grant Program (HMGP) Subapplication for the implementation of four permanent generators at water pumping stations. Total cost was ~\$2.4M, with a required local match of 25% of ~\$600,000. This Subapplication was submitted under disaster 4407 (California wildfires of 2018) and was waitlisted.

In 2020, CalOES inquired as to CSD's interest in re-submitting this Subapplication under a different funding bracket. At this time, CSD declined due to lack of local match funding.

In 2021, CalOES again inquired as to CSD's interest in re-submitted this Subapplication. At this time, CSD was able to answer in the affirmative due to Coastland Engineering's re-scoping of the project. The revised generator project would only place a permanent generator at two of the most critical the pumping stations. This brought the total project cost down to ~\$1.1M, with a required local match of 25% or ~\$275,000.

CalOES has been working with CSD on revision requirements of the Subapplication. Coastland's re-scoping and work estimate revision is complete. The environmental checklist is still needing revisions, and Planning Partners has submitted their revision proposal (Attached).

Currently, CSD staff has met the CalOES deadline of 7/9/21 to complete most of the Subapplication revisions. Starting Monday 7/19/21 CalOES will be able to provide feedback on these submittals, as well as support for additional documentation needs (BCA). These recent submittals are lacking the full environmental revisions as CSD moves forward with the expense approval process.

While this is not an extraordinary level of expense, it does apply to capital projects, and it therefore serving as an update to the progress of this project.



**FEMA Site Information, Environmental Review,  
and Checklist to Evaluate the Placement of Emergency Generators  
at Two Existing Domestic Water Pump Stations Operated by the Hidden Valley Lake CSD  
Hidden Valley Lake, California**

**July 8, 2021**

**SCOPE OF WORK**

**Task 1: Revise FEMA Site Information, Environmental Review, and Checklist Form**

Under this task, Planning Partners will revise the project description to address only the Water Treatment Plant and Greenridge well sites. We will additionally reconfirm technical studies necessary to evaluate the Clean Air Act Conformity and whether the project would result in construction or operational emissions in excess of federal *de minimis* standards. Environmental analyses and exhibits previously prepared to complete the FEMA checklist will be reconfirmed. Technical research and additional supporting information, will be appended to the checklist form. A single checklist will be prepared for the two emergency generator project components. Completing the checklist will include addressing and documenting the following sections of the form and environmental issues:

- C. Project Description
- D. Project Coordination, Permits and Approvals
- E. Potential Environmental Impact
  - ▶ Physical Characteristics of site or vicinity
  - ▶ Biological Characteristics
  - ▶ Land Use and Socioeconomic Characteristics
  - ▶ Historic and Cultural Characteristics
  - ▶ Hazardous/Toxic Materials
  - ▶ Energy and Utilities
  - ▶ Public Services and Facilities
  - ▶ Transportation
  - ▶ Construction Activities
  - ▶ Alternatives Considered
  - ▶ CEQ Significance Factors
- F. FEMA Extraordinary Circumstances Review
- G. Part of a Larger Project Review
- H. Mitigation Measure Review

## COST

The cost information presented herein reflects Planning Partners' estimate of the work necessary to revise and reconfirm the FEMA environmental documentation for the proposed emergency generator project based on our proposed scope of work and our knowledge of similar projects.

Planning Partners proposes to complete the work scope for a not-to-exceed price as shown in the table below without prior notice and agreement. The cost quoted includes all direct costs, such as telephone, travel, and reproduction. Requested additional incidental tasks and expenses not included in the fee proposal will be reimbursable on a time-and-materials basis at our standard billing rates.

Task	Cost
Task 1 Revise FEMA Evaluation Form	\$6,348
Direct Costs	\$446
<b>Total</b>	<b>\$6,794</b>

## ASSUMPTIONS

In addition to the assumptions listed in the preceding scope of work, the scope, schedule, and cost provisions of this proposal are based upon several assumptions that are summarized below to further define the proposed scope of work. We recognize that these assumptions may be subject to change during the project. While such changes would not necessarily result in modification of the scope, schedule, or cost, Planning Partners must reserve the right to propose such modifications in the event of such changes.

- Under this scope of work, Planning Partners will reconfirm previous work and, if necessary revise the FEMA checklist and its supporting documentation to address only the Water Treatment Plant and Greenridge Well sites. For cultural resources, we assume that there have been no changes to the cultural environment or federal regulations pertaining to cultural resources, and no revision of that report will be necessary, except to delete discussions of well sites other than the WTP and Greenridge sites.
- We assume that the physical environment of these two sites remains the same as that characterized in 2019. If this is not true, we will need to complete field evaluations at additional cost.
- FEMA will be the lead agency for NEPA.
- Issues to be addressed in the reconfirmed FEMA checklist will be limited to those identified in this proposal. Issues that emerge after contract commencement are not now included in the proposed scope of work.
- The scope of work shall be considered entire for project review. Tasks not explicitly included in the scope of work are hereby excluded.
- There will be no alteration to the project description during the course of work once accepted by the District. Subsequent revisions to the project description may result in increased costs or a delay in project completion.

- District staff and other responsible agencies will cooperate with the consultant team promptly. Work will not be stopped or delayed by others outside of the environmental study team. Should work be stopped or delayed by others, Planning Partners shall have the right to renegotiate costs of work required after January 1, 2022, the beginning of Planning Partners' subsequent fiscal year.
- To assist in preparing a project description and completing technical analyses, Planning Partners will need the reconfirmation of the following information at project initiation:
  - ▶ Map showing the precise location of each site, and where proposed generators would be constructed, or confirmation that the previous information is still accurate
  - ▶ Engineering drawings or site plans if available or confirmation that the previous information is still accurate
  - ▶ Description of the proposed generators including type (mobile or fixed site), dimensions, any ancillary equipment, horsepower rating, engine air quality tier number, fuel type, and location within each site or confirmation that the previous information is still accurate
  - ▶ Description of fuel storage facilities, including type (above or below ground), dimensions, capacity, and location within each site or confirmation that the previous information is still accurate
  - ▶ Description of any other ancillary equipment, including uses, dimensions, and location within each site or confirmation that the previous information is still accurate
  - ▶ Description of existing access routes to each site and any changes in access that would be necessary to construct and operate the proposed generators or confirmation that the previous information is still accurate
  - ▶ Description of any grading or site preparation necessary to site generators and ancillary equipment or confirmation that the previous information is still accurate
  - ▶ Anticipated length of construction period or confirmation that the previous information is still accurate
  - ▶ Anticipated frequency of generator testing and duration of testing events or confirmation that the previous information is still accurate
  - ▶ For operational events other than periodic testing, estimate the number of operations and their duration or confirmation that the previous information is still accurate.

## SIGNATURE CLAUSE

I hereby set forth that Environmental Planning Partners, Inc. offers the above services under the cited conditions to complete the reconfirmed environmental review for the Hidden Valley Lake CSD emergency generator project.

Environmental Planning Partners, Inc.



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Signature

Robert D. Klousner, Jr., President

Date: July 8, 2021

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

**DATE:** July 20, 2021

**AGENDA ITEM: Discussion and Possible Action:** Approve revisions to the Holiday Pay Policy effective retroactive to February 18, 2020.

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**RECOMMENDATIONS:** Staff ask that the Board clarify and confirm the Board had originally intended to allow for a paid Labor Day holiday and confirm that the revised policy is effective retroactive to the earlier February 2020 adoption date.

**BACKGROUND:** On February 18, 2020, the Board approved Policy 3103 Holiday Pay adding Special Holiday Pay. It was recently realized that Labor Day had been inadvertently left out of the policy. As noted in Section 4.10.4 Paid Time Off Policy adopted November 17, 2015, Labor Day was a Board approved Paid Holiday.

**Section 4.10.4: Paid Time Off.**

A. HOLIDAYS. The District will observe the following holidays, including two eight- hour floating holidays as paid time off. In the event any of the above holidays fall on Saturday, the preceding Friday will be observed. In the event any of the above holidays fall on Sunday, the following Monday will be observed.

New Year's Day  
Martin Luther King Day  
Presidents Day  
Memorial Day  
4<sup>th</sup> July  
Labor Day

Thanksgiving (Thurs & Fri)  
Veterans Day  
December 24<sup>th</sup> ½ day  
(half day if it falls on a Monday through Thursday)  
Christmas Day  
(2) Floating Holidays



<b>POLICY TITLE:</b>	<b>HOLIDAY PAY</b>	
<b>POLICY #:</b> 3103	<b>ADOPTED DATE:</b>	<b>REVISION DATE:</b> February 18, 2020
	President:	President: Judy Mirbegian

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

**POLICY**

3103.1 The District observes the following list of holidays and floating holidays:

- New Year's Day
- Martin Luther King Day
- Presidents' Day
- July 4
- Christmas Eve half-day off (but only if December 24 falls on a Monday-Thursday)
- Christmas Day
- Thanksgiving Day and the day after
- Veterans' Day
- Memorial Day
- Two Floating Holidays


3103.2 All regular full-time employees are eligible to receive eight hours of pay for each District-designated holiday. Regular part-time employees receive holiday pay pro rata, based on the number of hours they are regularly scheduled to work in a workweek.

3103.3 *Special Holiday Pay.* For any employee who is required by the District to work on a designated holiday other than a Floating Holiday, that employee will receive, in addition to their regular 8 hours of holiday pay, the additional special holiday pay of 1.5 times their regular hourly rate for each hour they are required to work on the holiday. Special holiday pay is a separate entitlement from overtime compensation.

3103.4 Employee requests to take Floating Holidays shall normally be requested and approved ahead of time through their supervisor.

**Approved and Adopted on February 18, 2020**

  
\_\_\_\_\_  
Judy Mirbegian,  
President to the Board

Attest:   
\_\_\_\_\_  
Penny Cuadras,  
Secretary to the Board



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

**DATE:** July 20, 2021

**AGENDA ITEM: Discussion and Possible Action:** Provide Staff direction regarding SDRMA quote for District Earthquake Insurance.

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**RECOMMENDATIONS:** Direct staff direction on how the Board would like to proceed with the quote for earthquake insurance provided by SDRMA.

**BACKGROUND:** At the direction of the Finance Committee staff reached out to SDRMA to provide a quote for earthquake insurance.

It has been confirmed with the broker that if the board decides by the end of July the underwriters can prorate the invoice based on the effective date. If SDRMA is notified any time after then it will need to be requoted.

**Total Insured Value: \$13,592,310**

**Limit: \$13,592,310**

**2021-22 Premium: \$49,246.31**