



Hidden Valley Lake Community Services District

Finance Committee

AGENDA

February 12, 2021

12:30 PM

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

To join this meeting go to the www.hvllcsd.org select the February 12, 2021 Finance Committee Meeting select **Join Microsoft Teams Meeting** Select **Join on the web** instead.

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

DATE: February 12, 2021

TIME: 12:30 PM

PLACE: **VIRTUAL via MICROSOFT TEAMS**

Hidden Valley Lake CSD

Administration Office, GM Office

19400 Hartmann Road

Hidden Valley Lake, CA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. REVIEW AND DISCUSS: Term Sheet for Trane Resilience Project
6. REVIEW AND DISCUSS: Monthly Financial Reports & Disbursements
7. REVIEW AND DISCUSS: Projects Update
8. REVIEW AND DISCUSS: Match Commitment Letter Water Mains
9. REVIEW AND DISCUSS: Match Commitment Letter Fuels Reduction & Ignition Resistant Construction
10. REVIEW AND DISCUSS: Notice to Proceed with Debris Removal
11. PUBLIC COMMENT
12. COMMITTEE MEMBER COMMENT
13. ITEMS FOR NEXT AGENDA:
14. ADJOURN

Public records are available upon request. Board Packets are posted on our website at www.hvllcsd.org/Meetings.

In compliance to the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting please contact the District Office at (707)987-9201 at least 48 hours prior to the scheduled meeting. Public shall be given the opportunity to comment on each agenda item before the Governing Board acts on that item, G.C. 54953.3. All other comments will be taken under Public Comment.

From: Doug Coty <DCoty@bpmnj.com>
Sent: Tuesday, February 9, 2021 2:17 PM
To: Alyssa Gordon <agordon@hvlcsd.org>
Cc: Dennis White <dwhite@hvlcsd.org>; Morgan Biggerstaff <Mbiggerstaff@bpmnj.com>
Subject: RE: Finance Meeting, Board Meeting

For the staff report:

Over the past few months, District Counsel has been providing advice to staff and the ad hoc committee with respect to the project proposed by Trane Energy Services. Both Doug Coty and Morgan Biggerstaff, from Bold, Polisner Maddow, Nelson, and Judson, have been engaged relative to the project and will continue to provide general advice and review of proposed agreements as the project proceeds. Counsel has recommended that the District retain the services of an independent financial advisory firm to perform due diligence and to evaluate the project and make recommendations as appropriate. Based on prior working experience, Counsel has recommended Clean Energy Capital, a financial advisory and project management firm based in San Francisco. Clean Energy Capital has significant experience with large, complex energy and water projects, including projects similar to that proposed by Trane Energy Services. Clean Energy Capital has provided a proposal and scope of work with a total budget of \$39,000 to perform project due diligence, review the financial feasibility of the project, review the projects benefits to the District, and to provide a comprehensive evaluation of the proposed project with a recommendation.

Regards,

Douglas E. Coty
Attorney at Law
Bold, Polisner, Maddow, Nelson, & Judson
2125 Oak Grove Road, Suite 210
Walnut Creek, California 94598
Phone: (925) 933-7777 Fax: (925) 933-7804
Email: dcoty@bpmnj.com

Given the present health concerns posed by COVID-19, we have implemented a remote working environment. We appreciate your patience and understanding as we adapt to this temporary change.

The information contained in this transmission may contain privileged and confidential information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message. IRS Circular 230 Disclaimer. Any tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding penalties under the Internal Revenue Code or (ii) promoting, marketing, and/or recommending to another party any transaction or matter addressed herein.

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>238,728.52</u>	<u>1,203,315.45</u>	<u>287,613.55</u>	<u>80.71</u>
TOTAL REVENUES	<u>1,490,929.00</u>	<u>238,728.52</u>	<u>1,203,315.45</u>	<u>287,613.55</u>	<u>80.71</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	118,841.03	734,216.39	43,499.61	94.41
ADMINISTRATION	402,258.00	44,733.90	205,419.78	196,838.22	51.07
FIELD	417,256.00	37,156.21	187,578.08	229,677.92	44.96
DIRECTORS	44,530.00	1,620.64	15,899.72	28,630.28	35.71
SPECIAL PROJECTS	0.00	17,704.62	164,751.07 (164,751.07)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>370.00</u>	<u>13,122.10</u> (<u>13,122.10)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,641,760.00</u>	<u>220,426.40</u>	<u>1,320,987.14</u>	<u>320,772.86</u>	<u>80.46</u>
REVENUES OVER/(UNDER) EXPENDITURES	(150,831.00)	18,302.12 (117,671.69) (33,159.31)	78.02

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

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	400.00	100.00	80.00
120-4036 DEVELOPER FEES SEWER	0.00	0.00	1,977.00 (1,977.00)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	0.00	462.60	5,037.40	8.41
120-4050 SALES OF RECLAIMED WATER	110,000.00	477.95	79,581.64	30,418.36	72.35
120-4111 COMM SEWER USE	43,113.00	4,022.79	25,080.69	18,032.31	58.17
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	121,770.53	739,987.49	477,952.51	60.76
120-4210 LATE FEE	20,000.00	1,608.80	11,673.02	8,326.98	58.37
120-4300 MISC INCOME	2,500.00	0.00	527.30	1,972.70	21.09
120-4310 OTHER INCOME	0.00	0.00	2,902.00 (2,902.00)	0.00
120-4320 FEMA/CalOES Grants	88,776.00	110,730.00	200,856.00 (112,080.00)	226.25
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,700.00	118.45	563.83	1,136.17	33.17
120-4580 TRANSFERS IN	0.00	0.00	138,914.24 (138,914.24)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,490,929.00	238,728.52	1,203,315.45	287,613.55	80.71
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AS OF: JANUARY 31ST, 2021

120-SEWER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	202.17	80.69 (80.69)	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	4,176.56	9,823.44	29.83
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	0.00	12,000.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	40.53	7,529.47	12,470.53	37.65
120-5-00-5061 VEHICLE MAINT	18,000.00	201.54	14,358.49	3,641.51	79.77
120-5-00-5062 TAXES & LIC	800.00	213.88	213.88	586.12	26.74
120-5-00-5074 INSURANCE	54,066.00	0.00	59,153.86 (5,087.86)	109.41
120-5-00-5075 BANK FEES	21,000.00	1,923.82	13,206.46	7,793.54	62.89
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	3,886.44	7,857.20 (357.20)	104.76
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	653.63	4,169.12	2,830.88	59.56
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	20,000.00	2,157.25	10,120.50	9,879.50	50.60
120-5-00-5122 ENGINEERING SERVICES	50,000.00	8,206.70	28,506.03	21,493.97	57.01
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,636.40	30,443.85	19,556.15	60.89
120-5-00-5126 AUDIT SERVICES	7,500.00	5,950.00	5,950.00	1,550.00	79.33
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	320.16	2,305.91	2,694.09	46.12
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	737.18	3,196.87	1,803.13	63.94
120-5-00-5148 OPERATING SUPPLIES	48,000.00	1,296.10	19,208.68	28,791.32	40.02
120-5-00-5150 REPAIR & REPLACE	145,000.00	23,780.60	160,156.29 (15,156.29)	110.45
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	202.50	4,376.04	3,623.96	54.70
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,262.50	6,796.00	9,704.00	41.19
120-5-00-5157 SECURITY	500.00	0.00	590.52 (90.52)	118.10
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	7,188.75	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	749.51	6,393.39	4,606.61	58.12
120-5-00-5192 ELECTRICITY	65,000.00	46,803.50	71,768.65 (6,768.65)	110.41
120-5-00-5193 OTHER UTILITIES	2,600.00	248.69	1,512.33	1,087.67	58.17
120-5-00-5194 IT SERVICES	36,500.00	2,647.50	30,636.37	5,863.63	83.94
120-5-00-5195 ENV/MONITORING	35,000.00	2,992.75	20,311.75	14,688.25	58.03
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	4,713.00 (2,713.00)	235.65
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.95 (1,661.95)	266.20
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	1,874.00	24,080.09 (22,580.09)	1,605.34
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	15.00	148.50	101.50	59.40
120-5-00-5580 TRANSFERS OUT	0.00	0.00	97,199.88 (97,199.88)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

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

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	777,716.00	118,841.03	734,216.39	43,499.61	94.41

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

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	252,875.00	31,237.46	140,698.26	112,176.74	55.64
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	8,301.78	35,174.54	56,669.46	38.30
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,950.93	26,848.26	20,340.74	56.90
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	226.31	1,630.20	2,369.80	40.76
120-5-10-5170 TRAVEL MILEAGE	1,500.00	17.42	739.02	760.98	49.27
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	229.50	3,770.50	5.74
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	100.00	250.00	28.57
TOTAL ADMINISTRATION	402,258.00	44,733.90	205,419.78	196,838.22	51.07

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

120-SEWER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	255,455.00	24,886.82	112,271.35	143,183.65	43.95
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	8,004.88	51,642.05	54,697.95	48.56
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	4,125.32	22,480.13	24,180.87	48.18
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	139.19	706.72	1,093.28	39.26
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	125.00	1,375.00	8.33
120-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	209.30	790.70	20.93
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	0.00	500.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	143.53	3,856.47	3.59
TOTAL FIELD	417,256.00	37,156.21	187,578.08	229,677.92	44.96

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

120-SEWER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.15	1,884.05	1,115.95	62.80
120-5-40-5020 DIRECTOR BENEFITS	230.00	8.00	77.00	153.00	33.48
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	1,343.49	13,938.67	22,061.33	38.72
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-40-5176 DIRECTOR TRAINING	3,600.00	0.00	0.00	3,600.00	0.00
TOTAL DIRECTORS	44,530.00	1,620.64	15,899.72	28,630.28	35.71

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

120-SEWER ENTERPRISE FUND
SPECIAL PROJECTS
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-60-6001 PW LKHVA01	0.00	0.00	0.00	0.00	0.00
120-5-60-6002 PW LKHVB02	0.00	0.00	0.00	0.00	0.00
120-5-60-6003 PW LKHVA81	0.00	0.00	0.00	0.00	0.00
120-5-60-6004 PW LKHVB82	0.00	0.00	0.00	0.00	0.00
120-5-60-6005 PW LKHVF84	0.00	0.00	0.00	0.00	0.00
120-5-60-6006 PW LKHVF83	0.00	0.00	0.00	0.00	0.00
120-5-60-6007 RAINS 2019	0.00	0.00	0.00	0.00	0.00
120-5-60-6009 ACCESS RD	0.00	6,059.43	134,022.28 (134,022.28)	0.00
120-5-60-6010 LNU COMPLEX - A	0.00	0.00	0.00	0.00	0.00
120-5-60-6011 LNU COMPLEX - B	0.00	11,645.19	30,728.79 (30,728.79)	0.00
TOTAL SPECIAL PROJECTS	0.00	17,704.62	164,751.07 (164,751.07)	0.00

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

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
120-5-70-7201 I & I	0.00	370.00	13,122.10 (13,122.10)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	370.00	13,122.10 (13,122.10)	0.00
TOTAL EXPENDITURES	1,641,760.00	220,426.40	1,320,987.14	320,772.86	80.46
REVENUES OVER/(UNDER) EXPENDITURES	(150,831.00)	18,302.12	(117,671.69)	(33,159.31)	78.02

*** END OF REPORT ***

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>171,284.12</u>	<u>1,317,134.97</u>	<u>858,434.03</u>	<u>60.54</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>171,284.12</u>	<u>1,317,134.97</u>	<u>858,434.03</u>	<u>60.54</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	282,973.34	842,013.62	461,621.38	64.59
ADMINISTRATION	432,258.00	44,733.80	205,563.28	226,694.72	47.56
FIELD	387,856.00	35,706.10	204,100.40	183,755.60	52.62
DIRECTORS	51,820.00	1,620.58	15,899.41	35,920.59	30.68
SPECIAL PROJECTS	0.00	22,441.17	41,524.77 (41,524.77)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>1,350.00</u>	<u>43,986.23 (</u>	<u>43,986.23)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>388,824.99</u>	<u>1,353,087.71</u>	<u>822,481.29</u>	<u>62.19</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (217,540.87) (35,952.74)	35,952.74	0.00

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

130-WATER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	12,000.00	0.00	70.00	11,930.00	0.58
130-4036 DEVELOPER FEES WATER	0.00	0.00	1,977.00 (1,977.00)	0.00
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER CONNECTION FEE	0.00	329.00	2,303.00 (2,303.00)	0.00
130-4040 LIEN RECORDING FEES	1,200.00	0.00	776.92	423.08	64.74
130-4045 AVAILABILITY FEES	22,000.00	0.00	1,910.40	20,089.60	8.68
130-4110 COMM WATER USE	95,295.00	3,504.06	34,212.26	61,082.74	35.90
130-4112 GOV'T WATER USE	6,000.00	432.18	2,809.32	3,190.68	46.82
130-4115 WATER USE	1,968,074.00	163,844.12	1,239,747.01	728,326.99	62.99
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	32,000.00	2,773.57	20,116.00	11,884.00	62.86
130-4215 RETURNED CHECK FEE	1,000.00	100.00	150.00	850.00	15.00
130-4300 MISC INCOME	3,000.00	130.10	1,437.40	1,562.60	47.91
130-4310 OTHER INCOME	1,500.00	0.00	2,902.00 (1,402.00)	193.47
130-4320 FEMA/CalOES Grants	30,000.00	0.00	1,350.00	28,650.00	4.50
130-4330 HYDRANT METER USE DEPOSIT	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	3,500.00	171.09	851.16	2,648.84	24.32
130-4580 TRANSFER IN	0.00	0.00	6,522.50 (6,522.50)	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,175,569.00	171,284.12	1,317,134.97	858,434.03	60.54

AS OF: JANUARY 31ST, 2021

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	202.17	841.06 (841.06)	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	4,176.60	9,823.40	29.83
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	40.54	7,637.81	12,362.19	38.19
130-5-00-5061 VEHICLE MAINT	12,500.00	0.00	6,159.63	6,340.37	49.28
130-5-00-5062 TAXES & LIC	1,200.00	213.88	213.88	986.12	17.82
130-5-00-5074 INSURANCE	54,055.00	0.00	59,153.84 (5,098.84)	109.43
130-5-00-5075 BANK FEES	21,000.00	1,923.79	13,246.30	7,753.70	63.08
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	20,746.44	24,717.19 (117.19)	100.48
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	653.61	4,169.03	2,330.97	64.14
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	20,000.00	2,157.25	11,301.00	8,699.00	56.51
130-5-00-5122 ENGINEERING SERVICES	60,000.00	310.00	5,254.37	54,745.63	8.76
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	0.00	25,807.45	24,192.55	51.61
130-5-00-5124 WATER RIGHTS	50,000.00	0.00	1,755.35	48,244.65	3.51
130-5-00-5126 AUDIT SERVICES	7,500.00	5,950.00	5,950.00	1,550.00	79.33
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	320.15	2,341.73	5,158.27	31.22
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	737.16	4,527.43	40,472.57	10.06
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	1,347.07	3,652.93	26.94
130-5-00-5150 REPAIR & REPLACE	125,000.00	8,980.01	80,260.76	44,739.24	64.21
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	202.50	8,284.59	3,715.41	69.04
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	312.50	1,922.75	2,277.25	45.78
130-5-00-5157 SECURITY	5,000.00	0.00	590.51	4,409.49	11.81
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	749.49	6,193.28	4,806.72	56.30
130-5-00-5192 ELECTRICITY	150,000.00	43,629.08	143,554.98	6,445.02	95.70
130-5-00-5193 OTHER UTILITIES	2,500.00	254.68	1,524.24	975.76	60.97
130-5-00-5194 IT SERVICES	36,500.00	2,647.50	31,860.35	4,639.65	87.29
130-5-00-5195 ENV/MONITORING	17,000.00	1,490.00	6,422.00	10,578.00	37.78
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	28,727.95	3,272.05	89.77
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.92 (1,661.92)	266.19
130-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	0.00	6,886.75 (5,386.75)	459.12
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,600.00	6,400.00	28.89
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	0.00	0.00	0.00	0.00
130-5-00-5545 RECORDING FEES	250.00	15.00	148.50	101.50	59.40
130-5-00-5580 TRANSFERS OUT	467,830.00	190,787.66	327,637.39	140,192.61	70.03
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: JANUARY 31ST, 2021130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	1,303,635.00	282,973.34	842,013.62	461,621.38	64.59

AS OF: JANUARY 31ST, 2021

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	282,875.00	31,237.57	140,698.67	142,176.33	49.74
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	8,301.67	35,174.40	56,669.60	38.30
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	4,950.85	26,891.73	20,297.27	56.99
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	226.28	1,630.00	2,370.00	40.75
130-5-10-5170 TRAVEL MILEAGE	2,000.00	17.43	738.98	1,261.02	36.95
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	329.50	3,670.50	8.24
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	100.00	250.00	28.57
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	432,258.00	44,733.80	205,563.28	226,694.72	47.56

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

130-WATER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	225,455.00	23,624.85	128,124.71	97,330.29	56.83
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	7,965.00	50,841.76	55,498.24	47.81
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,977.06	24,137.96	22,523.04	51.73
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	139.19	706.70	1,093.30	39.26
130-5-30-5063 CERTIFICATIONS	600.00	0.00	80.00	520.00	13.33
130-5-30-5090 OFFICE SUPPLIES	1,000.00	0.00	209.27	790.73	20.93
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	0.00	2,000.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	387,856.00	35,706.10	204,100.40	183,755.60	52.62

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

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	269.10	1,883.70	1,116.30	62.79
130-5-40-5020 DIRECTOR BENEFITS	120.00	8.00	77.00	43.00	64.17
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	1,343.48	13,938.71	28,061.29	33.19
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	1,500.00	0.00	0.00	1,500.00	0.00
130-5-40-5176 DIRECTOR TRAINING	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL DIRECTORS	51,820.00	1,620.58	15,899.41	35,920.59	30.68

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

130-WATER ENTERPRISE FUND
 SPECIAL PROJECTS
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-60-6010 LNU COMPLEX - A	0.00	0.00	0.00	0.00	0.00
130-5-60-6011 LNU COMPLEX - B	0.00	22,441.17	41,524.77 (41,524.77)	0.00
TOTAL SPECIAL PROJECTS	0.00	22,441.17	41,524.77 (41,524.77)	0.00

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

130-WATER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-70-7101 VAC TRUCK	0.00	0.00	0.00	0.00	0.00
130-5-70-7202 GENERATORS	0.00	0.00	0.00	0.00	0.00
130-5-70-7204 TANK 9	0.00	1,350.00	8,292.50 (8,292.50)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	0.00	35,693.73 (35,693.73)	0.00
TOTAL CAPITAL PROJECTS & EQUIP	0.00	1,350.00	43,986.23 (43,986.23)	0.00
TOTAL EXPENDITURES	2,175,569.00	388,824.99	1,353,087.71	822,481.29	62.19
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(217,540.87)	(35,952.74)	35,952.74	0.00

*** END OF REPORT ***



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

	Operating Checking	Money Market	LAIF	Bond Trustee	Total All Cash/Investment Accounts
	West America Bank	West America Bank	State Treasurer	US Bank	
	1010	1130	1133	1200	
Financial Activity of Cash/Investment Accounts in General Ledger [1]					
Beginning Balances	\$ 446,713	\$ 1,163,442	\$ 625,671	\$ 178,398	\$ 2,414,224
Cash Receipts					
Utility Billing Deposits	\$ 303,483	\$ -	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits	\$ 88,584	\$ 70	\$ 989	\$ 1	
Total Cash Receipts	\$ 392,067	\$ 70	\$ 989	\$ 178,399	
Cash Disbursements					
Accounts Payable Checks issued	\$ 475,129	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 48,882	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 56,079	\$ -	\$ -	\$ -	
Bank Fees	\$ 3,848	\$ -	\$ -	\$ -	
Other Disbursements		\$ -	\$ -	\$ -	
Total Disbursements	\$ 583,938	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	\$ 48,176	\$ 84,522	\$ -	\$ -	
Transfers Out	\$ 84,522	\$ 48,176	\$ -	\$ -	
Total Transfers Between Accounts	\$ 132,698	\$ 132,698	\$ -	\$ -	
Ending Balances in General Ledger	\$ 218,497	\$ 1,199,859	\$ 626,660	\$ 178,399	\$ 2,223,415
Reconciling Adjustments to Financial Institutions [2]	\$ -	\$ -	\$ -	\$ -	
Financial Institution Ending Balances	\$ 373,404	\$ 1,199,859	\$ 626,660	\$ 176,399	\$ 2,376,322

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	80,657	69,010	72,385	-	222,053
130 Water Operating	140,240	13,149	107,875	-	261,263
140 Flood Enterprise	(521)	-	-	-	(521)
215 2016 Sewer Refinancing Bond	(1,879)	80,824	94,668	178,399	352,011
218 2002 CIEDB Loan	-	42,680	12,385	-	55,065
219 2012 USDA Solar COP	-	15,865	881	-	16,747
313 Wastewater Operating Reserve	-	71,729	58,964	-	130,693
314 Wastewater CIP	-	308,652	95,339	-	403,991
319 2012 USDA Solar COP Reserve	-	31,317	-	-	31,317
320 Water CIP	-	226,646	-	-	226,646
325 Water Operating Reserve	-	234,861	-	-	234,861
350 2002 CIEDB Loan Reserve	-	-	184,163	-	184,163
712 Bond Revolving	-	105,125	-	-	105,125
Total Ending Balances in General Ledger	218,497	1,199,859	626,660	178,399	2,223,415

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

[2] See Reconciliation Detail Summary for details

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

FUND	DESCRIPTION	Revenue	Budget Expensed	Expense to Date	Fund Balance
314 WASTEWATER CAPITAL IMPROVEMENT	BEGINNING FUND BALANCE	\$ 127,212			\$ 127,212
	Transfers In To Date	\$ 415,694			\$ 542,906
	Regulatory Compliance/I&I Mitigation		\$ 100,000	\$ 10,255	\$ 532,651
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 532,651
	Diaster Recovery/WWTP Access Road Repair		\$ 50,000	\$ 128,660	\$ 403,991
	Reliable Water Supply/Leak Repair/Mini-Excavator		\$ 50,000	\$ -	\$ 403,991
	Risk Management Plan/Chlorine Tank Auto Shut-Off FY 21-22		\$ -	\$ -	\$ 403,991
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 403,991
	Stormwater Master Planning/Mitigation		\$ 10,000	\$ -	\$ 403,991
	Transfers Out To Date			\$ 138,915	
ENDING FUND BALANCE				\$ 403,991	
FUND	DESCRIPTION	Revenue	Budget Expensed	Expense to Date	Fund Balance
320 WATER CAPITAL IMPROVEMENT	BEGINNING FUND BALANCE	\$ 148,578			\$ 148,578
	Transfers In To Date	\$ 84,590			\$ 233,168
	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks		\$ 360,000	\$ 6,523	\$ 226,646
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 226,646
	Reliable Water Supply/Automatic Metering Infrastructure		\$ 200,000	\$ -	\$ 226,646
	Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply		\$ 50,000	\$ -	\$ 226,646
	Reliable Water Supply/Leak Repair Mini-Excavator		\$ 50,000	\$ -	\$ 226,646
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 226,646
	Transfers Out To Date			\$ 6,523	
	ENDING FUND BALANCE				\$ 226,646

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

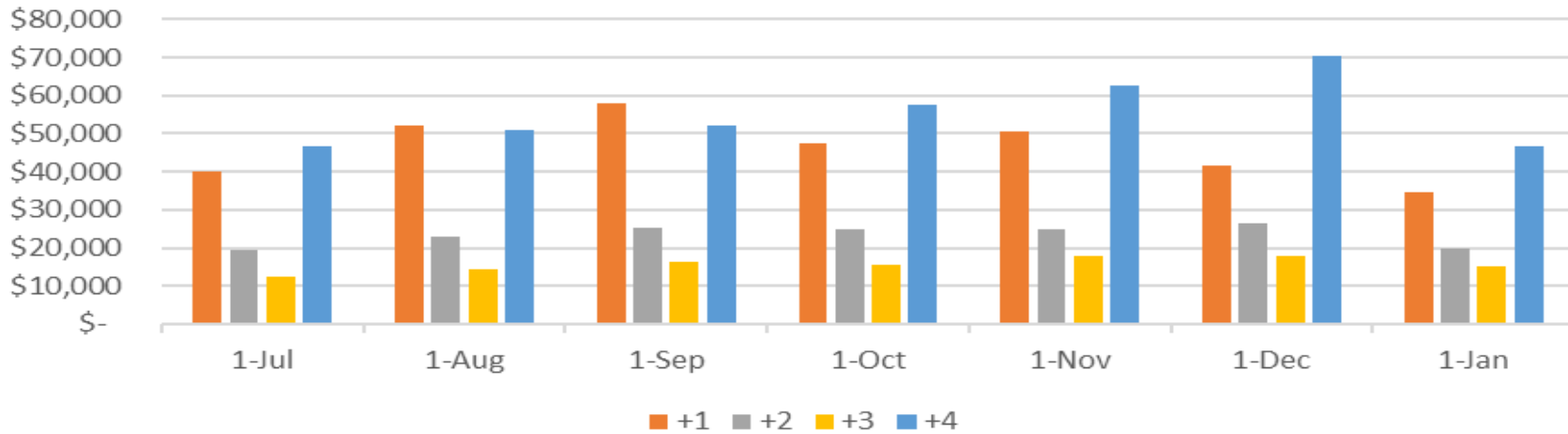
2020 - 2021 DEBT SERVICE

JANUARY 2021

	DEBT SERVICE REVENUE	FUND	DEBT AMOUNT
1)	1995-2 BOND - TAX ASSESSMENT	215	\$ 300,224
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
	TOTAL DEBT SERVICE REVENUE		<u><u>\$ 503,225</u></u>

	DEBT SERVICE EXPENSE	FUND	DEBT	PAID	DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000	08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	99,357	01/22/2021
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	6,577	12/30/2020
	COUNTY COLLECTION FEES	215	3,500	-	
	CSD ADMIN COSTS	215	4,270	-	
			<u>\$ 300,224</u>	<u>\$ 290,934</u>	
2)	CIEDB (PRINCIPAL)	218	\$ 110,065	\$ -	
	CIEDB (INTEREST)	218	55,865	55,865	01/08/2021
	CIEDB (ANNUAL FEE)	218	4,816	-	
			<u>\$ 170,746</u>	<u>\$ 55,865</u>	
3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 17,000	\$ 17,000	08/03/2020
	USDA RUS LOAN (INTEREST)	219	15,255	7,755	08/03/2020
			<u>\$ 32,255</u>	<u>\$ 24,755</u>	
	TOTAL DEBT SERVICE EXPENSE		<u><u>\$ 503,225</u></u>	<u><u>\$ 371,554</u></u>	

AGING REPORT JANUARY 31, 2021 FY 2020-2021



	Less than \$100	\$100-\$199	\$200-\$299	\$300-\$399	\$400-\$499	\$500-\$599	\$600-\$699	\$700-\$799	\$800-\$899	\$900-\$1000	\$1000+	TOTAL:
Accounts	6	54	64	41	22	24	15	9	16	7	34	292
Amount	\$562	\$7,441	\$16,308	\$14,433	\$9,785	\$12,797	\$9,804	\$6,813	\$13,406	\$6,727	\$54,176	\$152,252

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 A	Debris Removal -FireBreak -Chipping&Spreading	50%	0%	\$ 242,768.16
2020	4558 LNU Complex Fire	Cat B	Continuity of Operations - Generators - Smoke Soot and Ash	100%	0%	\$ 62,283.89

Totals:	\$ 2,707,406.21
Actual:	\$ 2,391,952.29

Access Road
1/29 Submitted CloseOut documentation, Final Reimbursement Request (\$5,597.36), and Quarterly Update

Debris Removal
1/20 Submitted RFP
1/29 Reviewed 3 proposals
2/2 Awarded contract to MFE
2/5 Discussed potential changes to CalOES reimbursement policy, and extension request.

Generators/HVAC
2/5 Discussed potential changes to CalOES reimbursement policy, and extension request.

Federally funded, non-disaster projects (HMGP)					
Related Disaster	Project	Description	Completion	Reimbursed?	Reimbursement
4344	512	LHMP: Writing the Plan	100%	95%	\$ 74,404.00
4382	112	Unit 9 Tank: Replacing this tank	0%	0%	\$ 1,300,000.00
4407	57	Generators: Installing at Booster Stations	0%	0%	\$ 1,900,000.00
4558	398	Fuels Reduction: Creating defensible space	0%	0%	\$ 500,000.00
4558	404	Tank 4: Replacing the tank	0%	0%	\$ 2,000,000.00
4558	428	Distribution: Replacing water mains, etc.	0%	0%	\$ 20,000,000.00

Unit 9 Tank
1/14 Received response from inquiry "project under FEMA EHP review"

Generators
2/3 Received updated engineer's estimate on a smaller generator project of \$1M
2/4 Received notification that PSPS funding proposal was not selected.

Fuels Reduction & Tank 4 Replacement
1/28 Meeting with CalOES & BCA Consultants - consensus to merge and phase projects.
1/29 Received documented review of BCA
2/1 Meeting with CalOES regarding phased projects

Water Mains
1/15 Notice of invitation to submit project Subapplication
2/2 Authorization of GHD to develop

Totals:	\$ 25,774,404.00
Actual:	\$ 74,404.00

State Funded projects (Prop 1, Prop 68)					
Funding Agency	Project	Description	Completion	Reimbursed?	Reimbursement
DWR/IRWM	205	I & I	25%	0%	\$ 187,500.00
DWR/IRWM	206	Unit 9 Tank	5%	0%	\$ 250,000.00
CalOES	PSPS	Generators	0%	0%	\$ 350,000.00
DWSRF	AMI	AMI	0%	0%	\$ 1,600,000.00

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

I&I, Unit 9 Tank

1/28 Inquiry to Lake County on status is that they have not received an update from the Grant Manager at DWR.

Generators

2/4 This proposal was denied. A score of 90/156 was not competitive enough to win an award of funds.

AMI

1/28 District's DWSRF contact recommends a construction application be submitted to the DWSRF. They estimate a turnaround time of 6-8 months.

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

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

DATE: February 12, 2021

AGENDA ITEM: Review and Discuss: Match Commitment Letter Water Mains

RECOMMENDATIONS: Recommend the Match Commitment Letter for the Water Mains project be signed by the Authorized Agent.

FINANCIAL IMPACT: \$5M

FUND: 320/325

BACKGROUND: On February 2, the Board of Directors authorized funds be expended to develop the HMGP Subapplication for the Water Mains Project. In order to meet the HMGP Subapplication deadline of 3/5/21, GHP proposed an expenditure of \$29,900.

The intent of this Subapplication and expenditure, is to receive assistance from the Hazard Mitigation Grant Program (HMGP) to execute a \$20M project replacing water mains in the Hidden Valley Lake Community. Should this application be approved, FEMA commits to funding 75% of the project or \$15M. HVLCSO would be responsible for the remaining 25%, or \$5M.

The Match Commitment Letter that is included in this packet, is one of the documents required to be submitted by 3/5/21. The Board meeting on 2/16/21 will be the last meeting before the Subapplication is due.

A further explanation of staff's confidence in this process is provided below. Two key aspects of this project are the considerations of Time and Safeguards.

Time

Looking to the future requires planning now. It has been staff's experience that the awarding of HMGP funding takes approximately 2 years from the submittal of the Subapplication. This has recently been confirmed with CalOES staff. With the assistance of GHD, we hope to submit this Subapplication by 3/5/21, and receive the good news of being approved for funding by 3/5/23. By that time, we will have finalized two years of operational budgets and capital improvement plans and would be working on the third. Currently, our Capital Improvement plan for Water has four line-items that focus on the delivery of a Reliable Water Supply. HVLCSO's focus on delivering potable water reliability is unlikely to change. Submitting this Subapplication is an indicator of HVLCSO's long term commitment to this mitigation strategy.

Because of the time that it takes to lay the groundwork for a project this size, it is time now to submit this Subapplication. The Resilience project is operating in parallel to this project and would provide great assistance to the Water Mains project, as long as both projects stay in parallel to each other.

One other opportunity associated with the timing of this Subapplication, is the Disaster in which this funding was made available. The LNU Lightning Complex fire of August 2020 precipitated the Disaster declaration for affected counties. Lake County was one of the affected counties. In the very competitive market of Hazard Mitigation funding, Subapplication reviewers look for projects of a similar nature to the disaster declared. In the case of DR4558, a wildfire swept through Lake County. This Subapplication is from a Lake County agency and is proposing a project that mitigates against wildfire. In order to have another opportunity like this, HVLCSD would need to experience another wildfire in the county, severe enough to warrant a federal disaster declaration.

Safeguards

FEMA-funded projects are based on a reimbursement principle. Once an expense has been incurred for a particular activity in a FEMA funded project, HVLCSD can submit a reimbursement request. HVLCSD has the freedom of submitting reimbursement requests, just as soon as they are incurred, thus safeguarding HVLCSD from incurring an inordinate amount of expense all at once. While the total project is estimated at \$20M, not all \$20M will be due at once. The time to complete this project is three years. HVLCSD will have the opportunity to submit reimbursement requests as frequently as monthly, so as to not burden cash flow.

The public private partnership that is anticipated to be established with the Resilience project is a safeguard to HVLCSD. The potential popularity of becoming partners with HVLCSD can free up any cash flow burdens foreseen by the Water Mains project.

Should the Resilience project and the Water Mains project not end up working in parallel, HVLCSD can certainly change the scope of the Water Mains project within the Hazard Mitigation Grant Program (HMGP). Given HVLCSD's enduring commitment to providing a reliable water supply, the project would still continue only perhaps a slower pace.

Summary

Staff believes in this project. GHD believes in this project. Our support team in the Resilience project believes in this project. Staff has worked together with Directors to develop a five year Capital Improvement Plan. Staff has worked together with Directors to adopt a five year rate structure plan. Given the vulnerability of this area to natural disasters, this project represents a five year commitment to putting our ratepayers money to work for them.

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

DATE: February 12, 2021

AGENDA ITEM: Review and Discuss: Match Commitment Letter Fuels Reduction & Ignition Resistant Construction (FRIRC)

RECOMMENDATIONS: Recommend the Match Commitment Letter for the FRIRC project be signed by the Authorized Agent.

FINANCIAL IMPACT: \$351,436

FUND: 320/325

BACKGROUND:

1/19 The Board of Directors authorized the GM to submit a Subapplication Match Commitment Letter for the Fuel Mitigation project.

1/28 CalOES, Hagerty Consulting, and HVLCSO met to discuss Subapplication progress and BCA analysis. It was advised at that time, to re-configure both the Fuels Mitigation and Tank 4 replacement project. Given the potential for overlap in the two projects, CalOES and Hagerty agreed the best solution would be to merge the two projects, and therefore merge the Subapplication.

The explanation of project overlap is as follows:

The Fuels Mitigation & Masonry project consisted of thinning vegetation on District water storage tank parcels, and constructing ignition resistant buildings around the groundwater wells. The Tank 4 Replacement project consisted of replacing a redwood tank with an ignition resistant steel tank. Fuels Reduction activities and Ignition resistant construction are present in both projects.

Further discussion also revealed the opportunity for post-award reimbursement for engineering costs, by re-configuring the newly merged Subapplication into a phased project. Essentially, phase 1 would consist of engineering design work, and phase 2 would consist of construction.

The merging of the two Subapplication will combine the costs of both projects, and therefore necessitates the need for a new Match Commitment Letter. At this time, the total project costs are \$1,405,743. This means the Match Commitment Letter will total \$351,456, or 25% of the total project costs. The previous Match Commitment Letter will be voided.

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

DATE: February 12, 2021

AGENDA ITEM: Discussion and Possible Action: Authorize the Authorized Agent to sign the Match Commitment Letter for the Fuels Reduction & Ignition Resistant Construction (FRIRC) project

RECOMMENDATIONS: Authorize the Authorization Agent to sign the Match Commitment Letter for the FRIRC project.

FINANCIAL IMPACT: \$351,436

FUND: 320/325

BACKGROUND:

1/19 The Board of Directors authorized the GM to submit a Subapplication Match Commitment Letter for the Fuel Mitigation project.

1/28 CalOES, Hagerty Consulting, and HVLCSD met to discuss Subapplication progress and BCA analysis. It was advised at that time, to re-configure both the Fuels Mitigation and Tank 4 replacement project. Given the potential for overlap in the two projects, CalOES and Hagerty agreed the best solution would be to merge the two projects, and therefore merge the Subapplication.

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I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on February 12, 2021 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hvicsd.org

LOCAL MATCH FUND COMMITMENT LETTER

02-17-21

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

Re: 4558-398 Subapplication Funding Match Commitment Letter

As part of the Hazard Mitigation Grant Program process, a local funding match of at least 25% is required. This letter serves as Hidden Valley Lake Community Services District's commitment to meet the local match fund requirements for the Hazard Mitigation Grant Program.

SOURCE OF NON-FEDERAL FUNDS:

LOCAL
AGENCY
FUNDING

OTHER
AGENCY
FUNDING

PRIVATE NON-
PROFIT
FUNDING

STATE
AGENCY
FUNDING

NAME OF FUNDING
SOURCE:

Hidden Valley Lake Community Services District

FUNDS AVAILABILITY
DATE:

7/1/2021

PROVIDE EXACT MONTH/DATE/YEAR OF
AVAILABILITY OF FUNDS

FEDERAL SHARE AMOUNT
REQUESTED:

\$1,054,307

MUST MATCH \$ AMOUNT PROVIDED IN
SUBAPPLICATION

LOCAL SHARE AMOUNT
MATCH:

\$351,436

MUST EQUAL A MINIMUM OF THE 25% FEDERAL
SHARE REQUESTED

FUNDING TYPE:

Operating revenues, force account labor,
administration

EXAMPLES: ADMINISTRATION, CASH,
CONSULTING FEES, ENGINEERING FEES, FORCE



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ACCOUNT LABOR, AGENCY PERSONNEL,
PROGRAM INCOME, ETC.

If additional federal funds are requested, an additional local match fund commitment letter will be required.

Please contact Alyssa Gordon at 707-987-9201
agordon@hvlcsd.org with questions.

Sincerely,

Alyssa Gordon
Project Manager
707-987-9201
707-987-3237
agordon@hvlcsd.org