



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: November 19, 2019
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) EMPLOYEE RECOGNITION
- 6) PRESENTATIONS:
 - A. Recognition of this year's winners of the 2019 Jog A thon art contest; theme "The Power of Water"
 - B. Civic Spark - Progress Report
- 7) CONSENT CALENDAR
 - A. MINUTES: Approval of the September 17, 2019 Board of Directors Regular Board Meeting minutes
 - B. MINUTES: Approval of the October 9, Finance Meeting Minutes
 - C. MINUTES: Approval of the October 11, 2019 Special Meeting Minutes
 - D. MINUTES: Approval of the October 15, 2019 Regular Board Meeting Minutes
 - E. MINUTES: Approval of the October 24, 2019 Special Meeting Minutes
 - F. APPROVAL OF NEW AND REVISED POLICIES
 - 1) ADMIN 3102 ANIMALS ON DISTRICT PROPERTY
 - G. DISBURSEMENTS: Check # 036742 - # 036811 including drafts and payroll for a total of \$295,552.85.
- 8) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
 - Finance Committee
 - Personnel Committee

Emergency Preparedness Committee
Lake Water Use Agreement-Ad Hoc Committee
Valley Oaks Project Committee: The District met with a representative of Valley Oaks to discuss next steps to advance the Valley Oaks Project.

- 9) STAFF REPORTS (for information only, no action anticipated)
 - Financial Report
 - Administration/Customer Service Report
 - ACWA State Legislative Committee
 - Field Operations Report
 - I.T. Monthly Report
 - General Manager's Report
- 10) BOARD LIST OF PRIORITIES:
 - a) Tank 9 - IRWM GRANT / PROP 218
 - b) I&I – HMGP / PROP 218
 - c) AMI - SRF / LOAN / PROP 218
 - d) Generators – HMGP / PG&E / PROP 218
 - e) SCADA – PROP 218
- 11) DISCUSSION: SB998 -Discontinuation of residential water service: Urban and community water systems
- 12) DISCUSSION AND POSSIBLE ACTION (SP Goal #5E): Appoint a new Director to fill the HVLCSD Board vacancy
- 13) DISCUSSION AND POSSIBLE ACTION (SP Goal #1B): Approve the General Manager to sign the Local Match Commitment and Project Maintenance Letter for the I&I Project Application for HMGP Funds
- 14) DISCUSSION AND POSSIBLE ACTION (SP Goal #4B): Approve Resolution 2019-11 Adopting Westside Sac IRWM 2019 Plan Update
- 15) DISCUSS AND POSSIBLE ACTION: Approve Resolution 2019-12 Resolution Of The Board Of Directors Of The Hidden Valley Lake Community Services District, County Of Lake, State Of California, Establishing Water, Sewer And Recycled Water Rates Pursuant To Ordinance 57.1
- 16) PUBLIC COMMENT
- 17) BOARD MEMBER COMMENT
- 18) ADJOURNMENT

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.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: SEPTEMBER 17, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Linda Herndon, President
Director Judy Mirbegian, Vice President
Director Jim Lieberman
Director Jim Freeman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant
Doug Coty, Legal Counsel

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President Herndon.

APPROVAL OF AGENDA

Director Lieberman moved to approve the agenda as presented. Seconded by Director Mirbegian. Motion carries unanimous.

ADJOURN TO CLOSED SESSION

CLOSED SESSION: The Board will call to order and recess to Closed Session to discuss the following items:

- **PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957: Review and discussion of the General Manager's finalized performance evaluation**
- **PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957.6: Review and negotiate General Manager's contract provisions**

Members of the Board adjourned to Closed Session at 6:03 p.m.

RECONVENE TO OPEN SESSION:

Board reconvened at 7:19 p.m. with no reportable actions.

DISCUSSION AND POSSIBLE ACTION:

Possible Action Resulting from Closed Session; Approve General Manager's Employment Contract Revisions

No reportable action or decisions made during Closed Session

EMPLOYEE RECOGNITION

- A) Introduction of Cody Lockwood-New District employee**
- B) Introduction of Hannah Davidson -CivicSpark 2019/20**
- C) Introduction of Zachary Gianotti -CivicSpark 2019/20**

Staff introduced new District employee Cody Lockwood and Civic Spark Fellows Hannah Davidson and Zachary Gianotti.

CONSENT CALENDAR

On a motion made by Director Lieberman and seconded by Director Mirbegian the Board unanimously approved the following Consent Calendar.

Director Graham request item 9-D be removed from the agenda and added to the October Regular Board Meeting for further discussion. The Board approves the amended agenda with the removal of the Approval of Revised District Nepotism Policy. Motion carries unanimously.

- (A) MINUTES: Approval of the August 20, 2019 Board of Directors Regular Board Meeting Minutes.
- (B) MINUTES: Approval of the August 20, 2019 Finance Committee Meeting Minutes
- (C) MINUTES: Approval of the August 19, 2019 Special Meeting Minutes
- (D) Approval of Revised District Nepotism Policy(Removed)
- (E) Approval of District Transparency Policy
- (F) Approval of Revised District Lien Policy

DISBURSEMENTS:

Check # 036601 - # 036673 including drafts and payroll for a total of \$802,564.83

Director Mirbegian moved to approve the Disbursements of Check # 036601- # 036673 including drafts and payroll for a total of \$802,564.83.

Seconded by Director Lieberman.

The Board unanimously approved the Disbursements of Check # 036601- # 036673 including drafts and payroll for a total of \$802,564.83, motion carries.

BOARD COMMITTEE REPORTS

Finance Committee: Have not met. Director Mirbegian request update on Credit Card Policy

Personnel Committee: Met September 4th Director Lieberman reported on items discussed and reviewed.

Safety and Security Committee: Director Graham reported on tour of District facilities and recent EPA webinar regarding the required Vulnerability Assessment and updating the District ERP.

Lake Water Use Agreement-Ad Hoc Committee: Have not met. It was reported that the District was not notified of the quarterly Gate Valve and Butterfly Valve turning, however, the HVLCSO GM was notified via e-mail after the event by the HVLCSO GM.

Valley Oaks Sub-Committee: Project put on hold by County of Lake and Army Corp of Engineers until further notice.

STAFF REPORTS

Financial Report: Clarification of Overtime error noted in report.

Administration/Customer Services Report: Increase in lock off due to July rate change.

Field Operation Report: Reviewed & accepted.

ACWA State Legislative Committee: Reviewed & accepted.

I.T Monthly Report: Reviewed & accepted.

General Manager's Report: Reviewed & accepted.

DISCUSSION AND POSSIBLE ACTION:

CPS HR Salary Study 1.0 vs. 2.0-CPS 1.0 used the Mean & not the Median to recommend salary ranges for District positions. The result was several positions received an increase that should not have while others did not receive an increase that should have (Based on study 1.0.) Staff would like to know how the Board wishes to proceed.

Options include:

A. No change until next study in 2020;

B. Adjust pay for those underpaid positions from Sept. 20, 2019 forward; or

C. Adjust pay for those underpaid positions from Sept. 20, 2019 forward and provide back pay to July 1, 2018 when the error was first implemented.

Board request staff provide an RFP on a Salary Study and contact Joan Pugh Newman, Labor Attorney, for best practices.

DISCUSSION AND POSSIBLE ACTION:

Approve Resolution 2019-09 Approving The Form Of And Authorizing Execution Of The Memorandum Of Understanding And Authorizing Participation In The Special District Risk Management Authority Health Benefits Ancillary Coverages (Vision Insurance)

Director Mirbegian moved to approve Resolution 2019-09 Approving The Form Of And Authorizing Execution Of The Memorandum Of Understanding And Authorizing Participation In The Special District Risk Management Authority Health Benefits Ancillary Coverages (Vision Insurance).

Seconded by Director Graham.

The Board unanimously approved Resolution 2019-09 Approving The Form Of And Authorizing Execution Of The Memorandum Of Understanding And Authorizing Participation In The Special District Risk Management Authority Health Benefits Ancillary Coverages (Vision Insurance)

DISCUSSION AND POSSIBLE ACTION:

SUEZ and FERGUSON AMR/AMI options and comparison. Suez provides an AMI option and maintenance program where they own the meters and data collection system while Ferguson offers an AMR system that can be upgrade to an AMI system using the same meters. Provide staff direction as to which option to pursue and identify financing for. Staff to return to the Board for final approval

The Board directed staff to provide total cost with interest for Suez and Ferguson offers as well as the cost of billing software for the AMI system.

DISCUSSION AND POSSIBLE ACTION:

Authorize the General Manager to enter into a professional service agreement not to exceed \$25,000 and proceed with the 218 process. Current responsive quotes include RGS & CV Strategies

Director Mirbegian moved to approve the General Manager to enter into a professional service agreement with CV Strategies not to exceed \$25,000 and proceed with the 218 process.

Seconded by Director Lieberman.

The Board unanimously approved the General Manager to enter into a professional service agreement with CV Strategies not to exceed \$25,000 and proceed with the 218 process.

DISCUSSION AND POSSIBLE ACTION:

Board discussion of the Brown Act with legal counsel and commitment to abide by all Brown Act regulations as noted in Resolution 2012-12

The Board discussed the Brown Act regulations with District legal counsel. Members of the Public asked how the public would be aware of a violation. Scenarios and questions presented from the public and the Board were addressed by Legal Counsel.

PUBLIC COMMENT

Members of the Public asked for an update on Hexavalent chromium. Staff informed the public the District is in compliance and can find additional information on the District Website.

BOARD MEMBER COMMENT

Director Lieberman welcomed the CivicSpark Fellows and thanked them for being here. Director Herndon gave her resignation, as Director and as Board President, to the Board effective October 1, 2019.

ADJOURNMENT

On a motion made by Director Freeman and seconded by Director Lieberman the Board voted unanimously to adjourn the meeting. The meeting was adjourned at 9:37 p.m.

Judy Mirbegian Date
Acting President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board

Linda Herndon
18317 North Shore Drive
Hidden Valley Lake, California 95467

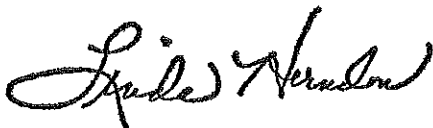
September 17, 2019

Hidden Valley Lake Community Services District
Board of Directors
19400 Hartmann Road
Hidden Valley Lake, California 95467

Directors:

I respectfully resign my position as President of the Board and Director of the HVLCSD effective at the close of business October 1, 2019.

Sincerely,

A handwritten signature in black ink that reads "Linda Herndon". The signature is written in a cursive, flowing style.

Linda Herndon

cc: Catherine McMullen,
Lake County Registrar of Voters



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: October 9, 2019**

The Hidden Valley Lake Community Services District Finance Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Mirbegan
Director Freeman
General Manager, Kirk Cloyd
Full Charge Bookkeeper, Trish Wilkinson
Administrative Assistant, Penny Cuadras

CALL TO ORDER

The meeting was called to order at 1:01 pm by Director Mirbegan.

APPROVAL OF AGENDA

On a motion made by Director Mirbegan and seconded by Director Freeman the Committee unanimously approved the agenda.

**DISCUSS AND REVIEW:
Monthly Financials**

Staff to report back to the Committee with clarification from Financial advisor regarding the transferring of funds impact on the total revenue report.

The Committee recommend the Budget Accountability Policy be pulled from the Regular Board Meeting Agenda pending further review.

**DISCUSS AND RECOMMEND:
Credit Card Policy**

The Committee recommend approval of the Credit Card Policy pending Legal review.

**DISCUSS:
Audit**

The Committee requests a Finance Meeting be scheduled with Smith & Newell prior to the Regular Board Meeting.

PUBLIC COMMENT

No members of the public were present.

COMMITTEE MEMBER COMMENT

Director Mirbegian asked for an update on the generators brought in from for the PSPS. Staff providing the following;

Because of a Mutual Aid Agreement with Cal Warn two generators were available during the PSPS; Field Staff drove to Sacramento to pick up the generators, an electrician was on standby to connect the generators when they arrived back at the District. The cost for the generators, staff, fuel and electrician will come from Operational Reserves.

ITEMS FOR NEXT AGENDA

1. Financial Reports
2. Financial SOP's
3. Conference Call with Norm

ADJOURNMENT

The meeting was adjourned at 1:54 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: OCTOBER 15, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Judy Mirbegan, Acting President
Director Jim Lieberman
Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

Director Jim Freeman arrived at 7:01 pm

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Acting President Mirbegan.

APPROVAL OF AGENDA

Director Lieberman moved to approve the agenda as presented. Seconded by Director Graham. Motion carries 3-0.

EMPLOYEE RECOGNITION

Dennis White and Sam Garcia -PSPS Event

Staff recognized Dennis and Sam for their dedication and commitment to the District during the recent Power Shutdown. They drove to Sacramento after a full work day to pick up the generators and set them up after they arrived back at the District. Dennis and Sam went above and beyond to provide necessary accommodations, the District never lost water.

PRESENTATIONS:

- A. Director Herndon Service to the District**
- B. AMI Meter Replacement: With Suez Maintenance Program or through Ferguson (in house maintenance) and Bid Requirements**

Members of the Board recognized Linda Herndon for her many years of dedication and commitment to the District as a Director and President to the Board.

Staff provided an outline of Ferguson and Suez AMI Meter Replacement options.

CONSENT CALENDAR

Director Lieberman moved to approve the Consent Calendar. Director Graham seconded. Director Mirbegan requested Item 7 -C be removed from the Consent Calendar for discussion and revision.

1. Doug Coty was present at the September Board Meeting and must be recognized as such in the meeting minutes.
2. Remove "at the close of day" under Board Comment, as this was not what was stated. Requested Letter of Resignation be attached with the meeting minutes.

Director Lieberman moved to approve the September 17 2019 Meeting Minutes with the above amendment, seconded by Director Graham. Motion carries unanimous.

- (A) MINUTES: Approval of the September 4, 2019 Special Meeting minutes
- (B) MINUTES: Approval of the September 4, 2019 Personnel Committee Meeting minutes
- (C) MINUTES: Approval of the September 17, 2019 Board of Directors Regular Board Meeting minutes
- (D) APPROVAL OF NEW AND REVISED POLICIES
 - 1) Policy 2401 District Web Page Privacy Policy
 - 2) Policy 2101 Credit Card Fees (Recommended for Approval Pending Legal Review)
- (E) DISBURSEMENTS: Check # 036674 - # 036741 including drafts and payroll for a total of \$234,914.37.

BOARD COMMITTEE REPORTS

Finance Committee: Met October 9th. Director Freeman and Director Mirbegian provided a report of the meeting. Staff will provide a status of District projects.

Personnel Committee: Have not met.

Safety and Security Committee: Have not met. Director Mirbegian asked about Well Protection and projected cost.

Lake Water Use Agreement-Ad Hoc Committee: Have not met. Association GM notified staff via email of the required Butterfly Valve turning at the time of the maintenance. The District should be notified in a timelier manner in the future.

Valley Oaks Sub-Committee: Project put on hold by County of Lake and Army Corp of Engineers until further notice.

STAFF REPORTS

Financial Report: Reviewed & accepted.

Administration/Customer Services Report: No Lock-offs due to the PSPS, the District did remain open for the customers.

Field Operation Report: Reviewed & accepted.

ACWA State Legislative Committee: Reviewed & accepted.

I.T Monthly Report: Reviewed & accepted. Director Mirbegian would like a report on how many hits the District website has received.

General Manager's Report: Reviewed & accepted. Staff reported on AWEA presented Lessons Learned webinar, PSPS PG&E Notifications and CPUC Funding for PSPS events.

Staff provided an update on the RFP for the Salary Survey and recommendation from Joan Pugh Newman, Labor Attorney.

DISCUSSION AND POSSIBLE ACTION:

Discuss Trane Public/Private Partnership Options and Grant Funding Opening April 2020

The Board instructed the General Manager to issue the Letter to Proceed with the initial assessment.

DISCUSSION AND POSSIBLE ACTION:

Discuss and Approve the Revised Board Vacancy Policy. Staff Recommends Removing the Policy from The Board Manual and Combine with CSD Board Vacancy Policy

Director Graham moved to approve the Revised Board Vacancy Policy.

Seconded by Director Lieberman.

Director Freeman recommended to strike the Ad Hoc Committee process and remove attachment (C) from the Board Vacancy Policy.

Director Graham moved to approve the Revised Board Vacancy Policy and strike the Ad Hoc Process and remove Attachment (C).

Seconded by Director Lieberman;

Roll Call Vote:

AYES: (4) Directors, Graham, Lieberman, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries 4-0 to approve the Revised and Amended Board Vacancy Policy.

DISCUSSION AND POSSIBLE ACTION:

Discuss Board Presidential Vacancy and Realign Committee Assignments.

Vice-President, Judy Mirbegian is to step in as the Acting President. Bring item back in November to make change, re-organization at the December Board Meeting that will become effective in the January 2020 Meeting.

Director Graham will fill the vacant position on the Personnel Committee.

DISCUSSION AND POSSIBLE ACTION:

Agenda Correction and Public Notification-Recording of Meeting Policy agendaized as District Transparency Policy in September. Approve and Adopt the Recording of Meetings Policy as revised

Director Graham moved to Approve and Adopt the Recording of Meetings Policy as revised.

Seconded by Director Lieberman.

Roll Call Vote:

AYES: (4) Directors, Graham, Lieberman, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries 4-0 to Approve and Adopt the Recording of Meetings Policy as revised.

DISCUSSION AND POSSIBLE ACTION:

Discuss and Approve the Revised Nepotism Policy

Director Lieberman moved to Approve the Revised Nepotism Policy.

Seconded by Director Freeman.

Roll Call Vote:

AYES: (4) Directors, Graham, Lieberman, Freeman and Mirbegian

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries 4-0 to Approve the Revised Nepotism Policy.

Members of the public asked "Is this Policy in compliance to State Law" Staff assured members of the public the policy is in compliance.

DISCUSSION AND POSSIBLE ACTION:

Adopt both Resolution 2019-08, A Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Electing to Become Subject to the Uniform Construction Cost Accounting Procedures and Policy 2103, A Policy to Provide Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act (ACT) (Section 22000, ET SEQ. of the Public Contract Codes).



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
CLOSED SESSION MINUTES
MEETING DATE: OCTOBER 24, 2019**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.
Present were:

Director Judy Mirbegan, Acting President
Director Jim Freeman
Director Jim Lieberman
Director Carolyn Graham

CALL TO ORDER

The meeting was called to order at 12:01 p.m. by Director Mirbegan.

APPROVAL OF AGENDA

On a motion made by Director Graham and seconded by Director Lieberman the Board approved the agenda 4-0.

Closed Session: (A) Government Code 54957: Review and discussion of the General Manager's performance evaluation.

Members of the Board entered into closed session at 12:02 pm.

RECONVENE TO OPEN SESSION

Reconvened to open session at 12:50 pm. No reportable action.

PUBLIC COMMENT

No public present.

BOARD COMMENT

Members of the Board discussed the Board Vacancy Application.

ADJOURNMENT

Unanimous vote to adjourn at 12:51 p.m.

Judy Mirbegan Date
Acting President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



POLICY TITLE:	ANIMALS ON DISTRICT PROPERTY	
POLICY #: 3102	ADOPTED DATE: NOVEMBER 19, 2019	REVISION DATE:
	Acting President: JUDY MIRBEGIAN	President:

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

POLICY

3102.1 The District desires to provide a safe, healthy, conducive and professional work environment for the public, employees, visitors and animals while it is providing extensive and diverse services to the Hidden Valley Lake community. Accordingly, and except for authorized service animals and working animals, animals and pets are prohibited from all District facilities and equipment. This policy applies to all employees, contractors, visitors and the public.

3102.2 Terms

1. Equipment: The term equipment means any District owned, rented or leased equipment (e.g., cars, trucks, heavy equipment, trailers, etc.).
2. Facility: The term facility means any District owned, rented or leased facility including associated common areas.
3. Service Animal: The term service animal means animals (primarily dogs) used to guide or provide assistance to persons with disabilities in the activities of independent living. The Americans with Disabilities Act (ADA) defines service animal as any animal individually trained to do work or perform tasks for the benefit of an individual with a disability. If an animal meets this broad definition, it is considered a service animal.
4. Working Animal: The term working animal means any animal engaged in authorized service to the District (e.g., guard dogs, pest control animals, police dogs, sheep dog).

3102.3 PROTOCOLS

1. Unauthorized animals are not permitted in any area within the workplace, including associated common areas.

2. Although not disallowed by this policy, employees are asked to consider that routinely bringing a pet to the work site and leaving them inside a car and/or vehicle may not be appropriate nor safe for the animal, and may be prohibited in some jurisdictions.
3. In accordance with ADA, service animals are expressly permitted in all areas in the workplace. Instructional program animals (e.g., Fidelco Dogs) will be permitted on a limited, case-by-case basis, and only if approved in advance by the General Manager or his/her designee of the facility.
4. Employees who are in need of a service animal must obtain authorization prior to bringing the animal to the workplace.
5. In all cases, only authorized, clean, trained, well-behaved, non-aggressive service animals are allowed. They are to be leashed and kept under control at all times.
6. It is the animal owner's responsibility to ensure his/her animal receives appropriate exercise on the grounds away from the public and/or visitors, relieves itself outside, and the owner cleans up after the animal. Animal owners should not call upon District staff to assist.
7. Working animals are permitted under the direction of the General Manager or his/her designee.
8. Individuals are reminded not to touch, feed or pet a service or working animal when the animal is working as it distracts the animal from the task at hand.

Approved and Adopted on November 19, 2019

Judy Mirbegan
Acting President to the Board

Attest: _____
Kirk Cloyd, General Manager

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	146.70
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,680.06
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	114.77
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	259.57
01-1479	CLEARLAKE LAVA, INC.			N		FUND TOTAL FOR VENDOR	1,460.44
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	242.25
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	17,668.49
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,647.59
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	264.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	6,043.84
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	567.51
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,802.05
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	1,415.17
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	1,864.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	1,252.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	145.95
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	550.02
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	18,134.20
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	438.67
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	206.99
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.15
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	131.51
01-2685	LAYNE PAVING & TRUCKING,			N		FUND TOTAL FOR VENDOR	389.32
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	505.00
01-2700	REDFORD SERVICES			N		FUND TOTAL FOR VENDOR	720.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	269.58
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	105.00

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
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	13.59
01-2788	GHD			N		FUND TOTAL FOR VENDOR	2,993.50
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	9,128.46
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,906.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	512.50
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,408.78
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	36.11
01-2926	THATCHER COMPANY, INC.			N		FUND TOTAL FOR VENDOR	1,452.18
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,351.73
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	237.50
01-2967	TITUS			N		FUND TOTAL FOR VENDOR	12,098.84
01-2978	JT AUTO GLASS			N		FUND TOTAL FOR VENDOR	47.50
01-2985	KLEEN INDUSTRIAL SERVICES			N		FUND TOTAL FOR VENDOR	5,203.80
01-8	AT&T			N		FUND TOTAL FOR VENDOR	125.74
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	2,440.86
*** FUND TOTALS ***							105,275.42

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	3,846.51
01-1002	PETTY CASH REIMBURSEMENT			N		FUND TOTAL FOR VENDOR	146.68
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	2,004.08
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	557.75
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	259.56
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	242.24
01-1659	WAGNER & BONSIGNORE			N		FUND TOTAL FOR VENDOR	425.60
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	17,668.49
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	5,469.04
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	264.00
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	115.35
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	567.50
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	9,848.68
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	6,677.03
01-2111	DATAPROSE			N		FUND TOTAL FOR VENDOR	1,415.15
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	6,029.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	1,252.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	69.71
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	714.34
01-2567	ASSOCIATION OF CALIFORNIA			N		FUND TOTAL FOR VENDOR	14,740.00
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	18,134.19
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	438.67
01-2636	ACTION SANITARY, INC.			N		FUND TOTAL FOR VENDOR	206.99
01-2638	RICOH USA, INC.			N		FUND TOTAL FOR VENDOR	193.14
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	131.49
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	275.00
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	207.42

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
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	105.00
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	13.59
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	2,574.80
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	1,452.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	512.50
01-2860	WESTGATE PETROLEUM CO., I			N		FUND TOTAL FOR VENDOR	1,408.76
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	36.11
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	1,351.72
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	241.97
01-2978	JT AUTO GLASS			N		FUND TOTAL FOR VENDOR	47.50
01-8	AT&T			N		FUND TOTAL FOR VENDOR	125.74
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	18,155.62

*** FUND TOTALS ***

118,025.42

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#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO			N	FUND TOTAL FOR VENDOR	78.54
*** FUND TOTALS ***						78.54
*** REPORT TOTALS ***			223,379.38			223,379.38

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	237.50
120 2088	SURVIVOR BENEFITS - PERS	11.89
120 2090	PERS PAYABLE	2,537.43
120 2091	FIT PAYABLE	3,572.19
120 2092	CIT PAYABLE	1,279.24
120 2093	SOCIAL SECURITY PAYABLE	11.78
120 2094	MEDICARE PAYABLE	525.88
120 2095	S D I PAYABLE	307.06
120 2099	DEFERRED COMP - 457 PLAN	512.50
120 5-00-5025	RETIREE HEALTH BENEFITS	1,856.91
120 5-00-5060	GASOLINE, OIL & FUEL	3,321.69
120 5-00-5061	VEHICLE MAINT	13.59
120 5-00-5074	INSURANCE	1,917.58
120 5-00-5092	POSTAGE & SHIPPING	956.20
120 5-00-5122	ENGINEERING SERVICES	2,993.50
120 5-00-5123	OTHER PROFESSIONAL SERVICES	14.02
120 5-00-5130	PRINTING & PUBLICATION	591.24
120 5-00-5145	EQUIPMENT RENTAL	229.26
120 5-00-5148	OPERATING SUPPLIES	3,424.24
120 5-00-5150	REPAIR & REPLACE	30,987.67
120 5-00-5155	MAINT BLDG & GROUNDS	1,604.39
120 5-00-5156	CUSTODIAL SERVICES	1,225.00
120 5-00-5157	SECURITY	264.00
120 5-00-5191	TELEPHONE	823.98
120 5-00-5192	ELECTRICITY	2,440.86
120 5-00-5193	OTHER UTILITIES	242.25
120 5-00-5194	IT SERVICES	19,555.45
120 5-00-5195	ENV/MONITORING	2,906.00
120 5-00-5315	SAFETY EQUIPMENT	115.36

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#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5545	RECORDING FEES	34.50
120 5-10-5010	SALARIES & WAGES	303.46
120 5-10-5020	EMPLOYEE BENEFITS	5,945.07
120 5-10-5021	RETIREMENT BENEFITS	1,932.61
120 5-10-5090	OFFICE SUPPLIES	83.08
120 5-10-5170	TRAVEL MILEAGE	108.33
120 5-10-5175	EDUCATION / SEMINARS	999.68
120 5-30-5010	SALARIES & WAGES	219.74
120 5-30-5020	EMPLOYEE BENEFITS	6,077.95
120 5-30-5021	RETIREMENT BENEFITS	1,320.12
120 5-30-5022	CLOTHING ALLOWANCE	332.71
120 5-30-5090	OFFICE SUPPLIES	53.23
120 5-40-5010	DIRECTORS COMPENSATION	14.54
120 5-40-5020	DIRECTOR BENEFITS	10.84
120 5-40-5030	DIRECTOR HEALTH BENEFITS	3,360.90
	** FUND TOTAL **	105,275.42
130 1052	ACCTS REC WATER USE	3,796.51
130 2075	AFLAC	241.97
130 2088	SURVIVOR BENEFITS - PERS	13.22
130 2090	PERS PAYABLE	2,897.18
130 2091	FIT PAYABLE	4,260.14
130 2092	CIT PAYABLE	1,556.90
130 2093	SOCIAL SECURITY PAYABLE	13.02
130 2094	MEDICARE PAYABLE	591.47
130 2095	S D I PAYABLE	352.29
130 2099	DEFERRED COMP - PLAN 457 PAYAB	512.50
130 5-00-5025	RETIREE HEALTH BENEFITS	1,856.91
130 5-00-5060	GASOLINE, OIL & FUEL	1,457.66
130 5-00-5061	VEHICLE MAINT	13.59
130 5-00-5074	INSURANCE	1,917.59
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	14,740.00
130 5-00-5092	POSTAGE & SHIPPING	956.19
130 5-00-5123	OTHER PROFESSIONAL SERVICES	14.03
130 5-00-5124	WATER RIGHTS	425.60
130 5-00-5130	PRINTING & PUBLICATION	591.22
130 5-00-5145	EQUIPMENT RENTAL	229.25
130 5-00-5150	REPAIR & REPLACE	17,228.80
130 5-00-5155	MAINT BLDG & GROUNDS	1,604.39
130 5-00-5156	CUSTODIAL SERVICES	275.00
130 5-00-5157	SECURITY	264.00
130 5-00-5191	TELEPHONE	823.97
130 5-00-5192	ELECTRICITY	18,155.62
130 5-00-5193	OTHER UTILITIES	242.24
130 5-00-5194	IT SERVICES	19,555.42
130 5-00-5195	ENV/MONITORING	1,452.00
130 5-00-5315	SAFETY EQUIPMENT	115.35

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

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5505	WATER CONSERVATION	50.00
130 5-00-5545	RECORDING FEES	34.50
130 5-10-5010	SALARIES & WAGES	303.46
130 5-10-5020	EMPLOYEE BENEFITS	5,945.07
130 5-10-5021	RETIREMENT BENEFITS	1,932.54
130 5-10-5090	OFFICE SUPPLIES	83.06
130 5-10-5170	TRAVEL MILEAGE	108.33
130 5-10-5175	EDUCATION / SEMINARS	999.69
130 5-30-5010	SALARIES & WAGES	284.89
130 5-30-5020	EMPLOYEE BENEFITS	6,077.94
130 5-30-5021	RETIREMENT BENEFITS	1,834.09
130 5-30-5022	CLOTHING ALLOWANCE	332.70
130 5-30-5090	OFFICE SUPPLIES	53.22
130 5-40-5010	DIRECTORS COMPENSATION	16.06
130 5-40-5020	DIRECTOR BENEFITS	11.96
130 5-40-5030	DIRECTOR HEALTH BENEFITS	3,360.90
130 5-70-7205	MMN WTR MAIN	442.98
	** FUND TOTAL **	118,025.42
140 5-00-5192	ELECTRICITY	78.54
	** FUND TOTAL **	78.54

 ** TOTAL ** 223,379.38

NO ERRORS

SELECTION CRITERIA

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

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

=====PAYMENT DATES===== =====ITEM DATES===== =====POSTING DATES=====
PAID ITEMS DATES : 10/01/2019 THRU 10/31/2019 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

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

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2019

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>1,502,648.00</u>	<u>100,219.78</u>	<u>773,282.37</u>	<u>729,365.63</u>	<u>51.46</u>
TOTAL REVENUES	<u>1,502,648.00</u>	<u>100,219.78</u>	<u>773,282.37</u>	<u>729,365.63</u>	<u>51.46</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	654,560.00	76,536.43	283,819.25	370,740.75	43.36
ADMINISTRATION	443,138.00	33,085.43	137,953.07	305,184.93	31.13
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	338,928.00	25,942.36	106,083.14	232,844.86	31.30
DIRECTORS	49,730.00	3,408.24	14,099.31	35,630.69	28.35
SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
CAPITAL PROJECTS & EQUIP	<u>201,000.00</u>	<u>0.00</u>	<u>200,160.19</u>	<u>839.81</u>	<u>99.58</u>
TOTAL EXPENDITURES	<u>1,687,356.00</u>	<u>138,972.46</u>	<u>742,114.96</u>	<u>945,241.04</u>	<u>43.98</u>
REVENUES OVER/(UNDER) EXPENDITURES	(184,708.00)	(38,752.68)	31,167.41	(215,875.41)	16.87-

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	200.00	300.00	40.00
120-4036 DEVELOPER SEWER FEES	15,200.00	0.00	0.00	15,200.00	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,000.00	0.00	225.00	4,775.00	4.50
120-4050 SALES OF RECLAIMED WATER	118,000.00	0.00	65,681.37	52,318.63	55.66
120-4111 COMM SEWER USE	36,959.00	0.00	9,024.18	27,934.82	24.42
120-4112 GOV'T SEWER USE	855.00	0.00	213.63	641.37	24.99
120-4116 SEWER USE CHARGES	1,167,934.00	98,279.84	394,023.74	773,910.26	33.74
120-4210 LATE FEE	20,000.00	2,008.11	7,694.15	12,305.85	38.47
120-4300 MISC INCOME	1,500.00 (68.17) (4.95)	1,504.95	0.33-
120-4310 OTHER INCOME	200.00	0.00	0.00	200.00	0.00
120-4320 FEMA/CalOES Grants	135,000.00	0.00	0.00	135,000.00	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,500.00	0.00	585.33	914.67	39.02
120-4580 TRANSFERS IN	0.00	0.00	295,639.92 (295,639.92)	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	1,502,648.00	100,219.78	773,282.37	729,365.63	51.46
	=====	=====	=====	=====	=====

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	11,770.00	0.00	13,925.92 (2,155.92)	118.32
120-5-00-5025 RETIREE HEALTH BENEFITS	22,840.00	1,198.24	3,324.94	19,515.06	14.56
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	12,000.00	3,321.69	4,927.88	7,072.12	41.07
120-5-00-5061 VEHICLE MAINT	15,000.00	13.59	4,698.68	10,301.32	31.32
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	27,000.00	1,917.58	35,055.52 (8,055.52)	129.84
120-5-00-5075 BANK FEES	21,000.00	1,677.68	6,271.52	14,728.48	29.86
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	0.00	661.00	6,839.00	8.81
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	955.93	2,095.63	4,904.37	29.94
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	5,000.00	0.00	652.50	4,347.50	13.05
120-5-00-5122 ENGINEERING SERVICES	27,000.00	2,993.50	8,264.50	18,735.50	30.61
120-5-00-5123 OTHER PROFESSIONAL SERVICE	30,000.00	14.02	12,308.32	17,691.68	41.03
120-5-00-5126 AUDIT SERVICES	4,000.00	0.00	0.00	4,000.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	591.24	1,171.64	3,828.36	23.43
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	229.26	954.29	4,045.71	19.09
120-5-00-5148 OPERATING SUPPLIES	40,000.00	3,424.24	9,625.88	30,374.12	24.06
120-5-00-5150 REPAIR & REPLACE	142,000.00	30,987.67	58,505.55	83,494.45	41.20
120-5-00-5155 MAINT BLDG & GROUNDS	5,500.00	1,604.39	3,513.65	1,986.35	63.88
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,225.00	3,750.00	12,750.00	22.73
120-5-00-5157 SECURITY	5,000.00	264.00	264.00	4,736.00	5.28
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	0.00	16,087.50	28,912.50	35.75
120-5-00-5165 TERTIARY POND MAINTENANCE	35,000.00	0.00	35,000.00	0.00	100.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	182.43 (182.43)	0.00
120-5-00-5191 TELEPHONE	9,500.00	823.98	3,140.36	6,359.64	33.06
120-5-00-5192 ELECTRICITY	60,000.00	2,440.86	22,266.77	37,733.23	37.11
120-5-00-5193 OTHER UTILITIES	2,600.00	242.25	726.75	1,873.25	27.95
120-5-00-5194 IT SERVICES	45,000.00	19,555.45	25,071.73	19,928.27	55.71
120-5-00-5195 ENV/MONITORING	32,000.00	2,906.00	11,024.00	20,976.00	34.45
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	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	107.25	1,192.75	8.25
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	115.36	120.04	3,379.96	3.43
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	34.50	121.00	129.00	48.40
120-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	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	5,000.00	0.00	0.00	5,000.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2019

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	654,560.00	76,536.43	283,819.25	370,740.75	43.36

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	281,602.00	21,070.17	91,781.00	189,821.00	32.59
120-5-10-5020 EMPLOYEE BENEFITS	93,979.00	6,106.61	24,073.58	69,905.42	25.62
120-5-10-5021 RETIREMENT BENEFITS	57,507.00	4,717.56	19,448.56	38,058.44	33.82
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	83.08	959.98	3,040.02	24.00
120-5-10-5170 TRAVEL MILEAGE	1,200.00	108.33	377.97	822.03	31.50
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	999.68	1,311.98	2,688.02	32.80
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
TOTAL ADMINISTRATION	443,138.00	33,085.43	137,953.07	305,184.93	31.13

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2019

120-SEWER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

120-SEWER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	215,150.00	15,373.41	65,903.85	149,246.15	30.63
120-5-30-5020 EMPLOYEE BENEFITS	68,254.00	6,077.95	22,201.97	46,052.03	32.53
120-5-30-5021 RETIREMENT BENEFITS	46,724.00	4,105.06	16,945.18	29,778.82	36.27
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	332.71	715.37	1,084.63	39.74
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-30-5090 OFFICE SUPPLIES	1,000.00	53.23	311.55	688.45	31.16
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	5.22	494.78	1.04
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	338,928.00	25,942.36	106,083.14	232,844.86	31.30

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	204.54	963.48	2,036.52	32.12
120-5-40-5020 DIRECTOR BENEFITS	90.00	10.84	37.66	52.34	41.84
120-5-40-5030 DIRECTOR HEALTH BENEFITS	41,340.00	3,192.86	12,771.44	28,568.56	30.89
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	326.73	3,273.27	9.08
TOTAL DIRECTORS	49,730.00	3,408.24	14,099.31	35,630.69	28.35

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
TOTAL SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2019

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	201,000.00	0.00	200,125.92	874.08	99.57
120-5-70-7201 I & I	0.00	0.00	34.27 (34.27)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS & EQUIP	201,000.00	0.00	200,160.19	839.81	99.58
TOTAL EXPENDITURES	1,687,356.00	138,972.46	742,114.96	945,241.04	43.98
REVENUES OVER/(UNDER) EXPENDITURES	(184,708.00)	(38,752.68)	31,167.41	(215,875.41)	16.87-

*** 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>2,119,035.00</u>	<u>173,235.94</u>	<u>902,637.46</u>	<u>1,216,397.54</u>	<u>42.60</u>
TOTAL REVENUES	<u>2,119,035.00</u>	<u>173,235.94</u>	<u>902,637.46</u>	<u>1,216,397.54</u>	<u>42.60</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	873,602.00	83,022.05	207,170.02	666,431.98	23.71
ADMINISTRATION	443,438.00	33,085.55	137,993.72	305,444.28	31.12
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	339,528.00	31,017.57	126,617.53	212,910.47	37.29
DIRECTORS	54,530.00	3,430.87	14,222.14	40,307.86	26.08
CAPITAL PROJECTS & EQUIP	<u>158,988.00</u>	<u>442.98</u>	<u>155,386.14</u>	<u>3,601.86</u>	<u>97.73</u>
TOTAL EXPENDITURES	<u>1,870,086.00</u>	<u>150,999.02</u>	<u>641,389.55</u>	<u>1,228,696.45</u>	<u>34.30</u>
REVENUES OVER/ (UNDER) EXPENDITURES	248,949.00	22,236.92	261,247.91 (12,298.91)	104.94

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	5,245.00	6,755.00	43.71
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	1,000.00	0.00	170.00	830.00	17.00
130-4040 LIEN RECORDING FEES	500.00	0.00	786.15 (286.15)	157.23
130-4045 AVAILABILITY FEES	25,000.00	0.00	900.00	24,100.00	3.60
130-4110 COMM WATER USE	104,000.00	0.00	31,614.74	72,385.26	30.40
130-4112 GOV'T WATER USE	6,000.00	0.00	1,373.12	4,626.88	22.89
130-4115 WATER USE	1,940,435.00	169,941.18	708,863.32	1,231,571.68	36.53
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	25,000.00	3,241.26	13,226.90	11,773.10	52.91
130-4215 RETURNED CHECK FEE	1,000.00	100.00	450.00	550.00	45.00
130-4300 MISC INCOME	2,000.00 (46.50)	1,821.97	178.03	91.10
130-4310 OTHER INCOME	100.00	0.00	0.00	100.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	2,000.00	0.00	1,199.46	800.54	59.97
130-4580 TRANSFER IN	0.00	0.00	136,986.80 (136,986.80)	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	2,119,035.00	173,235.94	902,637.46	1,216,397.54	42.60

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	11,770.00	0.00	13,925.92 (2,155.92)	118.32
130-5-00-5025 RETIREE HEALTH BENEFITS	22,840.00	1,198.25	3,324.95	19,515.05	14.56
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	11,000.00	1,457.66	3,063.82	7,936.18	27.85
130-5-00-5061 VEHICLE MAINT	24,292.00	13.59	4,698.63	19,593.37	19.34
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	27,000.00	1,917.59	35,055.52 (8,055.52)	129.84
130-5-00-5075 BANK FEES	21,000.00	1,677.66	5,949.05	15,050.95	28.33
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000.00	14,740.00	15,401.00	8,599.00	64.17
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	955.91	2,095.60	3,904.40	34.93
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	10,000.00	0.00	652.50	9,347.50	6.53
130-5-00-5122 ENGINEERING SERVICES	60,000.00	0.00	50.00	59,950.00	0.08
130-5-00-5123 OTHER PROFESSIONAL SERVICE	40,000.00	14.03	8,126.53	31,873.47	20.32
130-5-00-5124 WATER RIGHTS	70,000.00	425.60	1,060.60	68,939.40	1.52
130-5-00-5126 AUDIT SERVICES	4,000.00	0.00	0.00	4,000.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	591.22	1,171.61	6,328.39	15.62
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	35,000.00	229.25	2,529.53	32,470.47	7.23
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	1,785.50	3,214.50	35.71
130-5-00-5150 REPAIR & REPLACE	185,000.00	17,228.80	25,075.27	159,924.73	13.55
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	1,604.39	2,237.29	9,762.71	18.64
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	275.00	900.00	3,300.00	21.43
130-5-00-5157 SECURITY	5,000.00	264.00	264.00	4,736.00	5.28
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	227.51 (227.51)	0.00
130-5-00-5191 TELEPHONE	9,500.00	823.97	3,144.28	6,355.72	33.10
130-5-00-5192 ELECTRICITY	150,000.00	18,155.62	42,413.24	107,586.76	28.28
130-5-00-5193 OTHER UTILITIES	2,200.00	242.24	726.72	1,473.28	33.03
130-5-00-5194 IT SERVICES	40,000.00	19,555.42	25,071.69	14,928.31	62.68
130-5-00-5195 ENV/MONITORING	20,000.00	1,452.00	4,521.00	15,479.00	22.61
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	30,000.00	0.00	0.00	30,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	107.24	892.76	10.72
130-5-00-5312 TOOLS - FIELD	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	115.35	120.02	2,379.98	4.80
130-5-00-5505 WATER CONSERVATION	9,000.00	50.00	3,350.00	5,650.00	37.22
130-5-00-5545 RECORDING FEES	100.00	34.50	121.00 (21.00)	121.00
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
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	20,000.00	0.00	0.00	20,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2019

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL NON-DEPARTMENTAL	873,602.00	83,022.05	207,170.02	666,431.98	23.71

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	281,602.00	21,070.39	91,440.03	190,161.97	32.47
130-5-10-5020 EMPLOYEE BENEFITS	93,979.00	6,106.59	24,073.46	69,905.54	25.62
130-5-10-5021 RETIREMENT BENEFITS	57,507.00	4,717.49	19,409.76	38,097.24	33.75
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	83.06	959.90	3,040.10	24.00
130-5-10-5170 TRAVEL MILEAGE	2,000.00	108.33	798.60	1,201.40	39.93
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	999.69	1,311.97	2,688.03	32.80
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	443,438.00	33,085.55	137,993.72	305,444.28	31.12

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2019

130-WATER ENTERPRISE FUND
OFFICE
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

130-WATER ENTERPRISE FUND
FIELD
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	215,150.00	19,934.68	84,274.68	130,875.32	39.17
130-5-30-5020 EMPLOYEE BENEFITS	68,254.00	6,077.94	22,201.92	46,052.08	32.53
130-5-30-5021 RETIREMENT BENEFITS	46,724.00	4,619.03	18,922.02	27,801.98	40.50
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	332.70	715.36	1,084.64	39.74
130-5-30-5063 CERTIFICATIONS	600.00	0.00	190.00	410.00	31.67
130-5-30-5090 OFFICE SUPPLIES	1,000.00	53.22	311.52	688.48	31.15
130-5-30-5170 TRAVEL MILEAGE	2,000.00	0.00	2.03	1,997.97	0.10
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	339,528.00	31,017.57	126,617.53	212,910.47	37.29

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	226.06	1,081.87	1,918.13	36.06
130-5-40-5020 DIRECTOR BENEFITS	90.00	11.96	42.14	47.86	46.82
130-5-40-5030 DIRECTOR HEALTH BENEFITS	41,340.00	3,192.85	12,771.40	28,568.60	30.89
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	8,400.00	0.00	326.73	8,073.27	3.89
TOTAL DIRECTORS	54,530.00	3,430.87	14,222.14	40,307.86	26.08

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2019

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	134,000.00	0.00	133,417.28	582.72	99.57
130-5-70-7202 GENERATORS	24,988.00	0.00	16,953.39	8,034.61	67.85
130-5-70-7204 TANK 9	0.00	0.00	1,860.00 (1,860.00)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	442.98	3,155.47 (3,155.47)	0.00
TOTAL CAPITAL PROJECTS & EQUIP	158,988.00	442.98	155,386.14	3,601.86	97.73
TOTAL EXPENDITURES	1,870,086.00	150,999.02	641,389.55	1,228,696.45	34.30
REVENUES OVER/(UNDER) EXPENDITURES	248,949.00	22,236.92	261,247.91 (12,298.91)	104.94

*** END OF REPORT ***



Hidden Valley Lake Community Services District
Financial Activity, Cash and Investment Summary
As of October 30, 2019
(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	\$ 371,537.73	\$ 467,418.30	\$ 611,657.61	\$ 178,490.72	\$ 1,629,104.36
Cash Receipts					
Utility Billing Deposits	305,680.10	-	-	-	
Electronic Fund Deposits	-	-	-	-	
Other Deposits	-	28.17	3,766.96	248.53	
Total Cash Receipts	\$ 305,680.10	\$ 28.17	\$ 3,766.96		
Cash Disbursements					
Accounts Payable Checks issued	197,045.89	-	-	-	
Electronic Fund/Bank Draft Disbursements	38,924.27	-	-	-	
Payroll Checks issued - net	56,227.35	-	-	-	
Bank Fees	3,355.34	-	-	-	
Other Disbursements	-	-	-	-	
Total Disbursements	\$ 295,552.85	\$ -	\$ -	\$ -	
Transfers Between Accounts					
Transfers In	-	-	-	-	
Transfers Out	-	-	-	-	
Total Transfers Between Accounts	\$ -	\$ -	\$ -	\$ -	
Ending Balances in General Ledger	\$ 381,664.98	\$ 467,446.47	\$ 615,424.57	\$ 178,739.25	\$ 1,643,275.27
Reconciling Adjustments to Financial Institutions [2]	-	-	-	-	
Financial Institution Ending Balances	\$ 389,867.29	\$ 467,446.47	\$ 615,424.57	\$ 178,739.25	\$ 1,651,477.58

Ending Balances General Ledger Distribution by District Funds

100 Operating	-	-	-	-	-
120 Wastewater Operating	2,166.72	61,975.15	71,087.62	-	135,229.49
130 Water Operating	221,048.06	165,003.67	105,940.73	-	491,992.46
140 Flood Enterprise	345.33	-	-	-	345.33
215 2016 Sewer Refinancing Bond	(1,393.74)	121,891.80	92,970.27	178,739.25	392,207.58
218 2002 CIEDB Loan	114,562.80	-	12,162.59	-	126,725.39
219 2012 USDA Solar COP	0.23	22,492.43	865.57	-	23,358.23
313 Wastewater Operating Reserve	-	7,600.76	57,906.94	-	65,507.70
314 Wastewater CIP	-	(7,858.78)	93,629.67	-	85,770.89
319 2012 USDA Solar COP Reserve	-	31,288.63	-	-	31,288.63
320 Water CIP	263.26	3.07	-	-	266.33
325 Water Operating Reserve	44,672.32	-	-	-	44,672.32
350 2002 CIEDB Loan Reserve	-	-	180,861.18	-	180,861.18
711 2016 Bond Administration	-	-	-	-	-
712 Bond Revolving	-	65,049.74	-	-	65,049.74
Total Ending Balances in General Ledger	\$ 381,664.98	\$ 467,446.47	\$ 615,424.57	\$ 178,739.25	\$ 1,643,275.27

[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: 10/01/2019 THRU 10/31/2019
 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	10/11/2019	BANK-DRAFT	000370	AFLAC	224.14CR	CLEARED	A	10/15/2019
1010	10/11/2019	BANK-DRAFT	000371	CALIFORNIA PUBLIC EMPLOYEES RE	6,117.63CR	CLEARED	A	10/15/2019
1010	10/11/2019	BANK-DRAFT	000372	NATIONWIDE RETIREMENT SOLUTION	512.50CR	CLEARED	A	10/11/2019
1010	10/11/2019	BANK-DRAFT	000373	STATE OF CALIFORNIA EDD	1,755.40CR	CLEARED	A	10/11/2019
1010	10/11/2019	BANK-DRAFT	000374	US DEPARTMENT OF THE TREASURY	4,851.75CR	CLEARED	A	10/11/2019
1010	10/15/2019	BANK-DRAFT	101519	AFLACK	0.17	CLEARED	G	10/18/2019
1010	10/15/2019	BANK-DRAFT	101520	AFLACK RECONCILE	0.34CR	CLEARED	G	10/18/2019
1010	10/23/2019	BANK-DRAFT	000375	AFLAC	255.33CR	OUTSTND	A	0/00/0000
1010	10/23/2019	BANK-DRAFT	000376	CALIFORNIA PUBLIC EMPLOYEES RE	6,117.62CR	CLEARED	A	10/28/2019
1010	10/23/2019	BANK-DRAFT	000377	NATIONWIDE RETIREMENT SOLUTION	512.50CR	CLEARED	A	10/25/2019
1010	10/23/2019	BANK-DRAFT	000378	STATE OF CALIFORNIA EDD	1,866.19CR	CLEARED	A	10/25/2019
1010	10/23/2019	BANK-DRAFT	000379	US DEPARTMENT OF THE TREASURY	5,104.48CR	CLEARED	A	10/25/2019
1010	10/25/2019	BANK-DRAFT	000380	STATE OF CALIFORNIA EDD	62.55CR	CLEARED	A	10/25/2019
1010	10/25/2019	BANK-DRAFT	000381	US DEPARTMENT OF THE TREASURY	160.40CR	CLEARED	A	10/25/2019
1010	10/25/2019	BANK-DRAFT	000382	CALIFORNIA PUBLIC EMPLOYEES RE	243.83CR	OUTSTND	A	0/00/0000

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ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	10/04/2019	CHECK	036742	ACTION SANITARY, INC.	413.98CR	CLEARED	A	10/09/2019
1010	10/04/2019	CHECK	036743	ALPHA ANALYTICAL LABORATORIES	888.00CR	CLEARED	A	10/09/2019
1010	10/04/2019	CHECK	036744	APPLIED TECHNOLOGY SOLUTIONS	865.50CR	CLEARED	A	10/15/2019
1010	10/04/2019	CHECK	036745	ARMED FORCE PEST CONTROL, INC.	205.00CR	CLEARED	A	10/08/2019
1010	10/04/2019	CHECK	036746	ASSOCIATION OF CALIFORNIA WATE	14,740.00CR	CLEARED	A	10/08/2019
1010	10/04/2019	CHECK	036747	KLEEN INDUSTRIAL SERVICES	5,203.80CR	CLEARED	A	10/09/2019
1010	10/04/2019	CHECK	036748	LAYNE PAVING & TRUCKING, INC.	194.66CR	CLEARED	A	10/15/2019
1010	10/04/2019	CHECK	036749	MEDIACOM	519.13CR	CLEARED	A	10/15/2019
1010	10/04/2019	CHECK	036750	MICHELLE HAMILTON	780.00CR	CLEARED	A	10/07/2019
1010	10/04/2019	CHECK	036751	OFFICE DEPOT	156.55CR	CLEARED	A	10/11/2019
1010	10/04/2019	CHECK	036752	PACE SUPPLY CORP	191.85CR	CLEARED	A	10/08/2019
1010	10/04/2019	CHECK	036753	PACIFIC GAS & ELECTRIC COMPANY	20,675.02CR	CLEARED	A	10/10/2019
1010	10/04/2019	CHECK	036754	REDFORD SERVICES	720.00CR	CLEARED	A	10/11/2019
1010	10/04/2019	CHECK	036755	TELSTAR INSTRUMENTS, INC	4,165.00CR	CLEARED	A	10/08/2019
1010	10/04/2019	CHECK	036756	THATCHER COMPANY, INC.	1,452.18CR	CLEARED	A	10/08/2019
1010	10/04/2019	CHECK	036757	TITUS	12,098.84CR	CLEARED	A	10/10/2019
1010	10/04/2019	CHECK	036758	USA BLUE BOOK	2,254.56CR	CLEARED	A	10/09/2019
1010	10/04/2019	CHECK	036759	WESTGATE PETROLEUM CO., INC.	648.47CR	CLEARED	A	10/09/2019
1010	10/04/2019	CHECK	036760	JACOBS, RONALD	4.04CR	CLEARED	A	10/24/2019
1010	10/04/2019	CHECK	036761	SHOOK & WALLER LLC	69.77CR	CLEARED	A	10/10/2019
1010	10/04/2019	CHECK	036762	VATES, JOHANNES	32.66CR	OUTSTND	A	0/00/0000
1010	10/04/2019	CHECK	036763	WOODCOCK, BRUCE & CA	7.13CR	CLEARED	A	10/16/2019
1010	10/11/2019	CHECK	036764	ACWA/JPIA	1,135.01CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036765	ALPHA ANALYTICAL LABORATORIES	978.00CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036766	AT&T	251.48CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036767	BARTLEY PUMP, INC.	7,153.25CR	CLEARED	A	10/16/2019
1010	10/11/2019	CHECK	036768	DATAPROSE	2,830.32CR	CLEARED	A	10/16/2019

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

CHECK DATE: 10/01/2019 THRU 10/31/2019
 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
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1010	10/11/2019	CHECK	036770	GHD	2,993.50CR	CLEARED	A	10/21/2019
1010	10/11/2019	CHECK	036771	HARDESTER'S MARKETS & HARDWARE	215.66CR	CLEARED	A	10/18/2019
1010	10/11/2019	CHECK	036772	LAKE COUNTY RECORD BEE	672.52CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036773	PETTY CASH REIMBURSEMENT	293.38CR	CLEARED	A	10/15/2019
1010	10/11/2019	CHECK	036774	RAY MORGAN COMPANY	72.22CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036775	SOUTH LAKE REFUSE COMPANY	484.49CR	CLEARED	A	10/16/2019
1010	10/11/2019	CHECK	036776	SPECIAL DISTRICT RISK MANAGEME	31,087.56CR	CLEARED	A	10/18/2019
1010	10/11/2019	CHECK	036777	TYLER TECHNOLOGY	121.00CR	CLEARED	A	10/16/2019
1010	10/11/2019	CHECK	036778	WAGNER & BONSIGNORE	425.60CR	CLEARED	A	10/17/2019
1010	10/11/2019	CHECK	036779	VARDANEGA, ROBERT	206.99CR	CLEARED	A	10/21/2019
1010	10/18/2019	CHECK	036780	ADVANCED ELECTRONIC SECURITY S	528.00CR	CLEARED	A	10/28/2019
1010	10/18/2019	CHECK	036781	ALPHA ANALYTICAL LABORATORIES	1,797.00CR	CLEARED	A	10/23/2019
1010	10/18/2019	CHECK	036782	APPLIED TECHNOLOGY SOLUTIONS	1,837.95CR	CLEARED	A	10/28/2019
1010	10/18/2019	CHECK	036783	BARTLEY PUMP, INC.	2,695.43CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036784	JT AUTO GLASS	95.00CR	CLEARED	A	10/31/2019
1010	10/18/2019	CHECK	036785	MENDO MILL CLEARLAKE	771.87CR	CLEARED	A	10/23/2019
1010	10/18/2019	CHECK	036786	NAPA AUTO PARTS	27.18CR	CLEARED	A	10/24/2019
1010	10/18/2019	CHECK	036787	PACE SUPPLY CORP	285.15CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036788	SPECIAL DISTRICT RISK MANAGEME	3,835.17CR	CLEARED	A	10/23/2019
1010	10/18/2019	CHECK	036789	ST HELENA HOSPITAL dba JOBCARE	210.00CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036790	TELSTAR INSTRUMENTS, INC	3,728.00CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036791	TYLER TECHNOLOGY	36,147.39CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036792	USA BLUE BOOK	3,705.60CR	CLEARED	A	10/28/2019
1010	10/18/2019	CHECK	036793	VERIZON WIRELESS	877.34CR	CLEARED	A	10/22/2019
1010	10/18/2019	CHECK	036794	NATIONSTAR MORTGAGE VOIDED	1,712.47CR	CLEARED	A	10/17/2019
1010	10/18/2019	CHECK	036795	5 ARCH CODE COMPLIA	1,712.47CR	OUTSTND	A	0/00/0000
1010	10/25/2019	CHECK	036796	ALPHA ANALYTICAL LABORATORIES	695.00CR	CLEARED	A	11/01/2019
1010	10/25/2019	CHECK	036797	ARMED FORCE PEST CONTROL, INC.	2,300.00CR	CLEARED	A	11/04/2019
1010	10/25/2019	CHECK	036798	CARDMEMBER SERVICE	11,703.26CR	CLEARED	A	10/31/2019
1010	10/25/2019	CHECK	036799	CLEARLAKE LAVA, INC.	1,460.44CR	CLEARED	A	11/01/2019
1010	10/25/2019	CHECK	036800	GARDENS BY JILLIAN	200.00CR	CLEARED	A	11/01/2019
1010	10/25/2019	CHECK	036801	LAYNE PAVING & TRUCKING, INC.	194.66CR	CLEARED	A	10/29/2019
1010	10/25/2019	CHECK	036802	MENDO MILL CLEARLAKE	492.49CR	CLEARED	A	10/31/2019
1010	10/25/2019	CHECK	036803	OFFICE DEPOT	106.45CR	CLEARED	A	11/01/2019
1010	10/25/2019	CHECK	036804	RICOH USA, INC.	386.29CR	CLEARED	A	10/31/2019
1010	10/25/2019	CHECK	036805	SPECIAL DISTRICT RISK MANAGEME	414.25CR	CLEARED	A	10/30/2019
1010	10/25/2019	CHECK	036806	USA BLUE BOOK	199.03CR	CLEARED	A	10/31/2019
1010	10/25/2019	CHECK	036807	WESTGATE PETROLEUM CO., INC.	2,169.07CR	CLEARED	A	11/01/2019
1010	10/25/2019	CHECK	036808	CHANDLER, JAMES	4.10CR	OUTSTND	A	0/00/0000
1010	10/25/2019	CHECK	036809	JAIME, RICHARD	5.70CR	OUTSTND	A	0/00/0000
1010	10/25/2019	CHECK	036810	SMITH, KEVIN & KIMBE	41.18CR	OUTSTND	A	0/00/0000
1010	10/25/2019	CHECK	036811	SELLS, HARLEY	1,450.83CR	CLEARED	P	10/28/2019

DEPOSIT: -----

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

CHECK DATE: 10/01/2019 THRU 10/31/2019
 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
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1010	10/01/2019	DEPOSIT		CREDIT CARD 10/01/2019	3,528.86	CLEARED	C	10/02/2019
1010	10/01/2019	DEPOSIT	000001	CREDIT CARD 10/01/2019	2,578.10	CLEARED	C	10/03/2019
1010	10/01/2019	DEPOSIT	000002	REGULAR DAILY POST 10/01/2019	2,811.49	CLEARED	C	10/02/2019
1010	10/02/2019	DEPOSIT		CREDIT CARD 10/02/2019	9,083.33	CLEARED	C	10/03/2019
1010	10/02/2019	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	103.18CR	CLEARED	U	10/01/2019
1010	10/02/2019	DEPOSIT	000002	DAILY PAYMENT POSTING	103.19	CLEARED	U	10/01/2019
1010	10/02/2019	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	81.00CR	CLEARED	U	10/01/2019
1010	10/02/2019	DEPOSIT	000004	DAILY PAYMENT POSTING	81.09	CLEARED	U	10/01/2019
1010	10/02/2019	DEPOSIT	000005	CREDIT CARD 10/02/2019	1,743.95	CLEARED	C	10/04/2019
1010	10/02/2019	DEPOSIT	000006	REGULAR DAILY POST 10/02/2019	6,976.62	CLEARED	C	10/03/2019
1010	10/03/2019	DEPOSIT		CREDIT CARD 10/03/2019	2,648.98	CLEARED	C	10/04/2019
1010	10/03/2019	DEPOSIT	000001	CREDIT CARD 10/03/2019	2,342.17	CLEARED	C	10/07/2019
1010	10/03/2019	DEPOSIT	000002	REGULAR DAILY POST 10/03/2019	4,002.72	CLEARED	C	10/04/2019
1010	10/04/2019	DEPOSIT		CREDIT CARD 10/04/2019	2,216.21	CLEARED	C	10/07/2019
1010	10/04/2019	DEPOSIT	000001	CREDIT CARD 10/04/2019	2,292.26	CLEARED	C	10/07/2019
1010	10/04/2019	DEPOSIT	000002	REGULAR DAILY POST 10/04/2019	9,610.18	CLEARED	C	10/07/2019
1010	10/07/2019	DEPOSIT		CREDIT CARD 10/07/2019	2,653.61	CLEARED	C	10/07/2019
1010	10/07/2019	DEPOSIT	000001	CREDIT CARD 10/07/2019	1,231.47	CLEARED	C	10/07/2019
1010	10/07/2019	DEPOSIT	000002	CREDIT CARD 10/07/2019	922.67	CLEARED	C	10/08/2019
1010	10/07/2019	DEPOSIT	000003	CREDIT CARD 10/07/2019	2,422.52	CLEARED	C	10/09/2019
1010	10/07/2019	DEPOSIT	000004	REGULAR DAILY POST 10/07/2019	16,365.67	CLEARED	C	10/08/2019
1010	10/08/2019	DEPOSIT		CREDIT CARD 10/08/2019	2,636.29	CLEARED	C	10/09/2019
1010	10/08/2019	DEPOSIT	000001	CREDIT CARD 10/08/2019	6,918.42	CLEARED	C	10/10/2019
1010	10/08/2019	DEPOSIT	000002	REGULAR DAILY POST 10/08/2019	5,801.48	CLEARED	C	10/09/2019
1010	10/10/2019	DEPOSIT		CREDIT CARD 10/10/2019	520.39	CLEARED	C	10/10/2019
1010	10/10/2019	DEPOSIT	000001	REGULAR DAILY POST 10/10/2019	10,019.68	CLEARED	C	10/10/2019
1010	10/10/2019	DEPOSIT	000002	CREDIT CARD 10/10/2019	3,554.22	CLEARED	C	10/10/2019
1010	10/10/2019	DEPOSIT	000003	CREDIT CARD 10/10/2019	2,624.13	CLEARED	C	10/11/2019
1010	10/10/2019	DEPOSIT	000004	CREDIT CARD 10/10/2019	3,546.49	CLEARED	C	10/15/2019
1010	10/10/2019	DEPOSIT	000005	REGULAR DAILY POST 10/10/2019	4,881.85	CLEARED	C	10/11/2019
1010	10/11/2019	DEPOSIT		CREDIT CARD 10/11/2019	1,821.23	CLEARED	C	10/15/2019
1010	10/11/2019	DEPOSIT	000001	CREDIT CARD 10/11/2019	1,828.76	CLEARED	C	10/15/2019
1010	10/11/2019	DEPOSIT	000002	REGULAR DAILY POST 10/11/2019	4,145.54	CLEARED	C	10/15/2019
1010	10/14/2019	DEPOSIT		CREDIT CARD 10/14/2019	2,978.18	CLEARED	C	10/15/2019
1010	10/14/2019	DEPOSIT	000001	CREDIT CARD 10/14/2019	823.78	CLEARED	C	10/15/2019
1010	10/14/2019	DEPOSIT	000002	CREDIT CARD 10/14/2019	754.92	CLEARED	C	10/16/2019
1010	10/14/2019	DEPOSIT	000003	CREDIT CARD 10/14/2019	1,915.53	CLEARED	C	10/16/2019
1010	10/14/2019	DEPOSIT	000004	REGULAR DAILY POST 10/14/2019	10,360.88	CLEARED	C	10/15/2019
1010	10/15/2019	DEPOSIT		CREDIT CARD 10/15/2019	1,301.38	CLEARED	C	10/16/2019
1010	10/15/2019	DEPOSIT	000001	CREDIT CARD 10/15/2019	2,058.69	CLEARED	C	10/17/2019
1010	10/15/2019	DEPOSIT	000002	REGULAR DAILY POST 10/15/2019	6,537.88	CLEARED	C	10/16/2019
1010	10/15/2019	DEPOSIT	000003	DRAFT POSTING	13,544.68	CLEARED	U	10/16/2019
1010	10/15/2019	DEPOSIT	000004	CC DRAFT POSTING	18,587.22	CLEARED	U	10/17/2019
1010	10/15/2019	DEPOSIT	000005	DAILY PAYMENT POSTING - ADJ	208.34CR	CLEARED	U	10/18/2019

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

CHECK DATE: 10/01/2019 THRU 10/31/2019
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

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1010	10/16/2019	DEPOSIT		CREDIT CARD 10/16/2019	6,795.23	CLEARED	C	10/17/2019
1010	10/16/2019	DEPOSIT	000001	CREDIT CARD 10/16/2019	1,915.64	CLEARED	C	10/18/2019
1010	10/16/2019	DEPOSIT	000002	REGULAR DAILY POST 10/16/2019	3,704.07	CLEARED	C	10/17/2019
1010	10/16/2019	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	207.00CR	CLEARED	U	10/18/2019
1010	10/17/2019	DEPOSIT		CREDIT CARD 10/17/2019	2,100.89	CLEARED	C	10/18/2019
1010	10/17/2019	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	1,712.47	CLEARED	U	10/17/2019
1010	10/17/2019	DEPOSIT	000002	CREDIT CARD 10/17/2019	2,293.36	CLEARED	C	10/21/2019
1010	10/17/2019	DEPOSIT	000003	REGULAR DAILY POST 10/17/2019	5,875.62	CLEARED	C	10/18/2019
1010	10/17/2019	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	120.00CR	CLEARED	U	10/24/2019
1010	10/17/2019	DEPOSIT	000005	DAILY PAYMENT POSTING	100.00	CLEARED	U	10/24/2019
1010	10/17/2019	DEPOSIT	000006	DAILY PAYMENT POSTING - ADJ	181.87CR	CLEARED	U	10/24/2019
1010	10/17/2019	DEPOSIT	000007	DAILY PAYMENT POSTING	101.87	CLEARED	U	10/24/2019
1010	10/18/2019	DEPOSIT		CREDIT CARD 10/18/2019	2,342.46	CLEARED	C	10/21/2019
1010	10/18/2019	DEPOSIT	000001	CREDIT CARD 10/18/2019	3,844.26	CLEARED	C	10/21/2019
1010	10/18/2019	DEPOSIT	000002	REGULAR DAILY POST 10/18/2019	8,311.99	CLEARED	C	10/21/2019
1010	10/18/2019	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	131.45CR	CLEARED	U	10/18/2019
1010	10/21/2019	DEPOSIT		CREDIT CARD 10/21/2019	4,151.44	CLEARED	C	10/21/2019
1010	10/21/2019	DEPOSIT	000001	CREDIT CARD 10/21/2019	3,285.61	CLEARED	C	10/21/2019
1010	10/21/2019	DEPOSIT	000002	CREDIT CARD 10/21/2019	3,909.63	CLEARED	C	10/22/2019
1010	10/21/2019	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	270.19CR	CLEARED	U	10/18/2019
1010	10/21/2019	DEPOSIT	000004	CREDIT CARD 10/21/2019	2,600.36	CLEARED	C	10/23/2019
1010	10/21/2019	DEPOSIT	000005	CREDIT CARD 10/21/2019	7,210.76	CLEARED	C	10/23/2019
1010	10/21/2019	DEPOSIT	000006	REGULAR DAILY POST 10/21/2019	16,295.57	CLEARED	C	10/23/2019
1010	10/22/2019	DEPOSIT		CREDIT CARD 10/22/2019	1,297.94	CLEARED	C	10/23/2019
1010	10/22/2019	DEPOSIT	000001	CREDIT CARD 10/22/2019	1,597.48	CLEARED	C	10/24/2019
1010	10/22/2019	DEPOSIT	000002	REGULAR DAILY POST 10/22/2019	1,528.59	CLEARED	C	10/23/2019
1010	10/22/2019	DEPOSIT	000003	CC DRAFT POSTING	68.82	CLEARED	U	10/24/2019
1010	10/23/2019	DEPOSIT		CREDIT CARD 10/23/2019	1,323.06	CLEARED	C	10/24/2019
1010	10/23/2019	DEPOSIT	000001	CREDIT CARD 10/23/2019	746.18	CLEARED	C	10/25/2019
1010	10/23/2019	DEPOSIT	000002	REGULAR DAILY POST 10/23/2019	928.52	CLEARED	C	10/24/2019
1010	10/24/2019	DEPOSIT		CREDIT CARD 10/24/2019	1,832.30	CLEARED	C	10/25/2019
1010	10/24/2019	DEPOSIT	000001	CREDIT CARD 10/24/2019	1,313.58	CLEARED	C	10/28/2019
1010	10/24/2019	DEPOSIT	000002	REGULAR DAILY POST 10/24/2019	2,075.08	CLEARED	C	10/25/2019
1010	10/25/2019	DEPOSIT		CREDIT CARD 10/25/2019	648.75	CLEARED	C	10/28/2019
1010	10/25/2019	DEPOSIT	000001	CREDIT CARD 10/25/2019	1,972.97	CLEARED	C	10/28/2019
1010	10/25/2019	DEPOSIT	000002	REGULAR DAILY POST 10/25/2019	1,303.30	CLEARED	C	10/28/2019
1010	10/29/2019	DEPOSIT		CREDIT CARD 10/29/2019	498.08	CLEARED	C	10/28/2019
1010	10/29/2019	DEPOSIT	000001	CREDIT CARD 10/29/2019	224.23	CLEARED	C	10/28/2019
1010	10/29/2019	DEPOSIT	000002	CREDIT CARD 10/29/2019	79.23	CLEARED	C	10/29/2019
1010	10/29/2019	DEPOSIT	000003	CREDIT CARD 10/29/2019	142.62	CLEARED	C	10/30/2019
1010	10/29/2019	DEPOSIT	000004	CREDIT CARD 10/29/2019	191.29	CLEARED	C	10/31/2019
1010	10/29/2019	DEPOSIT	000005	CREDIT CARD 10/29/2019	404.12	CLEARED	C	10/31/2019
1010	10/29/2019	DEPOSIT	000006	REGULAR DAILY POST 10/29/2019	27,877.55	CLEARED	C	10/31/2019

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

CHECK DATE: 10/01/2019 THRU 10/31/2019
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	10/30/2019	DEPOSIT		CREDIT CARD 10/30/2019	137.48	CLEARED	C	10/31/2019
1010	10/31/2019	DEPOSIT		CREDIT CARD 10/31/2019	179.19	CLEARED	C	11/01/2019
1010	10/31/2019	DEPOSIT	000001	CREDIT CARD 10/31/2019	1,824.03	CLEARED	C	11/05/2019
1010	10/31/2019	DEPOSIT	000002	REGULAR DAILY POST 10/31/2019	1,180.46	CLEARED	C	11/01/2019
EFT:								
1010	10/25/2019	EFT	102519	CalPERS UAL 26384 October	155.90CR	CLEARED	G	10/31/2019
1010	10/25/2019	EFT	102520	CalPERS UAL 1739 October	10,983.88CR	CLEARED	G	10/31/2019
MISCELLANEOUS:								
1010	10/11/2019	MISC.		PAYROLL DIRECT DEPOSIT	27,440.03CR	CLEARED	P	10/11/2019
1010	10/25/2019	MISC.		PAYROLL DIRECT DEPOSIT	28,669.65CR	CLEARED	P	10/25/2019
1010	10/25/2019	MISC.	000001	PAYROLL DIRECT DEPOSIT	1,450.83CR	OUTSTND	P	0/00/0000
1010	10/25/2019	MISC.	102519	ADJ RTN CK	117.67CR	CLEARED	G	10/25/2019
1010	10/25/2019	MISC.	999999	SELLS, HARLEY	1,450.83	OUTSTND	P	0/00/0000
SERVICE CHARGE:								
1010	10/02/2019	SERV-CHG		SEPT ELAVON -29 FEE	466.22CR	CLEARED	G	10/02/2019
1010	10/02/2019	SERV-CHG	000001	ELAVON FEE-27 SEPTEMBER	1,528.89CR	CLEARED	G	10/02/2019
1010	10/02/2019	SERV-CHG	000002	ELAVON-25 SEPTEMBER	1,040.54CR	CLEARED	G	10/02/2019
1010	10/15/2019	SERV-CHG		SEPT.2019 ANALYSIS FEES	319.69CR	CLEARED	G	10/15/2019

TOTALS FOR ACCOUNT 1010

CHECK	TOTAL:	197,045.89CR
DEPOSIT	TOTAL:	305,680.10
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	56,227.35CR
SERVICE CHARGE	TOTAL:	3,355.34CR
EFT	TOTAL:	11,139.78CR
BANK-DRAFT	TOTAL:	27,784.49CR

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	197,045.89CR
DEPOSIT	TOTAL:	305,680.10
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	56,227.35CR
SERVICE CHARGE	TOTAL:	3,355.34CR
EFT	TOTAL:	11,139.78CR
BANK-DRAFT	TOTAL:	27,784.49CR



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

CAPITAL EXPENDITURES

2019 - 2020

OCTOBER

SEWER CIP EXPENSES	FUND	Budget	Yr to Date Actual
I & I Study (Intern/Fellowship)	313	60,000	
IT Upgrades	313	5,000	
Vac Truck (60%)	712	201,000	200,126
I & I Repair	314	100,000	34
Chlorine tank auto shutoff	314	32,000	
SCADA	712	30,000	
Chlorine Disinfection Facility	314	45,000	
Aquatic Harvesting	314	35,000	35,000
Total		\$ 508,000	\$ 235,160

SEWER CIP REVENUE	FUND	Revenue	Yr to Date Actual
Sewer Op Reserve (3%)	313	45,147	
FEMA/CalOES	313		
Sewer CIP (3%)	314	45,147	
FEMA/CalOES	314		
Total		\$ 90,294	\$ -

WATER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Unit 9 Tank Replacement 1,700,000 (*1)	320/325/130	220,000	1,860
AMI	320/325/130	100,000	
Vac Truck (40%)	320	134,000	133,417
Repair Water Main Line	320	200,000	2,712
IT Upgrades	320	5,000	
Total		\$ 659,000	\$ -

WATER CIP/OP RESERVE	FUND	Revenue	Yr to Date Actual
Water CIP (8%)	320	148,243	
Water OP Reserve Fund (5%)	325	105,548	
Total		\$ 253,792	\$ -

*1 Financial Options Funds \$220,000 FY 19/20 & 20/21 plus HMGP 75%



MEMO

To: Board of Directors

From: Trish Wilkinson, Full Charge Bookkeeper

Date: November 12, 2019

RE: Office & Administrative Staff Overtime Monthly Report

October 2019

Overtime:

Administrative Assistant:	2.00 hours
Water Resources Specialist:	- hours
Full Charge Bookkeeper:	- hours
Senior Accounts Representative:	.50 hours
Senior Accounts Representative:	<u>.50 hours</u>
Total Overtime:	3.00 hours



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

2019 - 2020 BUDGET

October 2019

DEBT SERVICE REVENUE		FUND	BUDGET AMOUNT	
1)	1995-2 BOND - TAX ASSESSMENT	215	\$	298,541
2)	CIEDB LOAN - FUND 130	218		171,064
3)	USDA RUS LOAN (SOLAR) - FUND 120	219		32,258
TOTAL REVENUE			\$	501,862

DEBT SERVICE EXPENDITURE			BUDGET AMOUNT	PAID TO DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 179,000	179,000
	1995-2 BOND REDEMPTION (INTEREST)	215	105,272	54,091
	BOND ADMINISTRATION (ANNUAL FEE)	215	6,585	2,810
	COUNTY COLLECTION FEES	215	3,414	
	CSD ADMIN COSTS	215	4,270	
			\$ 298,541	\$ 235,901
2)	CIEDB (PRINCIPAL)	218	106,363	
	CIEDB (INTEREST)	218	59,566	29,783
	CIEDB (ANNUAL FEE)	218	5,135	
			171,064	29,783
3)	USDA RUS LOAN (PRINCIPAL)	219	\$ 16,500	16,500
	USDA RUS LOAN (INTEREST)	219	15,758	8,003
			\$ 32,258	\$ 24,503
TOTAL DEBT SERVICE			501,862	290,187

FEMA #100063

INCODE PROJECT 27:

		Expense	FEMA Reimbursement	Cal OES Reimbursement	Total Reimbursement	CSD Contribution
EQ	Equalization Basin	\$ 7,868	\$ 4,091	\$ 1,244	\$ 5,335	\$ 2,533
LS1	Lift Station 1	\$ 315	\$ 161	\$ 100	\$ 261	\$ 54
MH	WWTP Manhole	\$ 245	\$ 125	\$ 75	\$ 200	\$ 45
PA	Public Assistance	\$ 5,465	\$ 2,787	\$ 500	\$ 3,287	\$ 2,178
RP	Reclamation Pond	\$ 180	\$ 92	\$ 75	\$ 167	\$ 13
Supplies	Supplies	\$ 29,054	\$ 14,495	\$ 3,986	\$ 18,481	\$ 10,573
Vendors	Vendors	\$ 415,897	\$ 216,474	\$ 59,530	\$ 276,004	\$ 139,893
Vendors	County of Lake	\$ 657,757	\$ 495,154	\$ 136,167	\$ 631,321	\$ 26,436
TOTAL:		\$ 1,116,781	\$ 733,378	\$ 201,678	\$ 935,056	\$ 181,724

FEMA #1000118

INCODE PROJECT 27:

		Expense	FEMA Reimbursement	Cal OES Reimbursement	Total Reimbursement	CSD Contribution
RAINS 2019	Pump	\$ 14,020	\$ 10,481	\$ 2,882	\$ 13,363	\$ 657

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 11/15/2019

RE: Senior Account Representative's Monthly Report

Monthly Billing 10/31/2019

Mailed statements: 2,141

Electronic statements: 470

The statement "SPECIAL MESSAGE"

LOSS OF WATER DUE TO POWER OUTAGES: For more information go to:

<https://www.hvllcsd.org/emergency-generator-update>

Sin agua debido al corte de energía:

para obtener más información vaya a:

<https://www.hvllcsd.org/emergency-generator-update>

Delinquent Billing 10/21/2019

Delinquent statements for September bills:

Mailed statements: 464

Electronic statements: 83

Courtesy Notification 11/12/2019

Courtesy notices delivered to the customer's property for delinquent September's bill:

188

Electronic notices: 30

Phone Notification 11/13/2019

Phone notifications: 123

The phone notification was sent out around 10:30 am resulting in 71 payments received by the office staff during business hours.

Lock Offs 11/14/2019

52 Customers were in the Lock Off Process at 5:00 pm on 11/14/2019.

16 payments were made before service orders went out in the field at 9:00 am on 11/14/2019.

A total of 36 customers were Locked Off for non-payment.

Throughout Lock off day 27 payments were collected and meters unlocked.

At the time of this report only 9 meters remain locked.



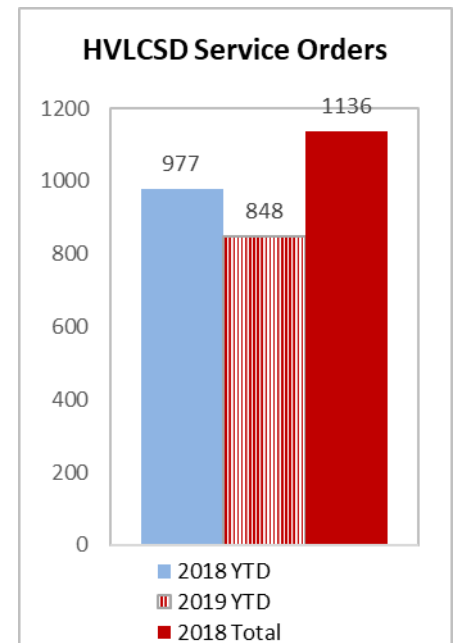
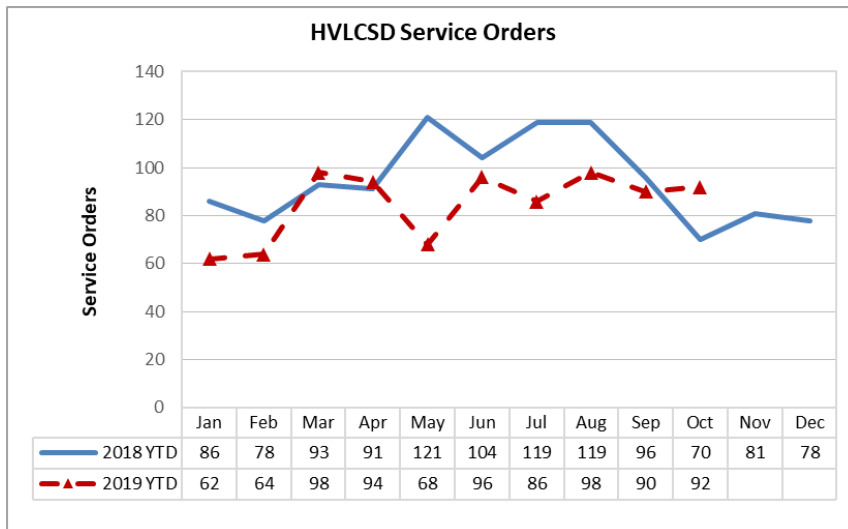
Hidden Valley Lake Community Services District

October 2019 Report

FIELD OPERATIONS

Water Connections:		Sewer Connections:	
New (October)	1	New (October)	0
Residential (September)	2446	Residential (September)	1475
Commercial & Govt (September)	39	Commercial & Govt (September)	16
Total (October) :	2485		1491

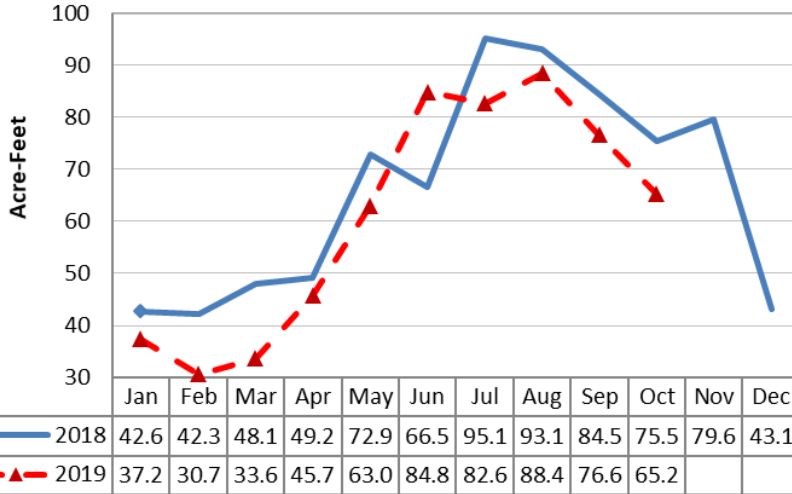
Rainfall		
<i>This month</i>	<i>Last year</i>	<i>Historical</i>
0	1.32	2.14



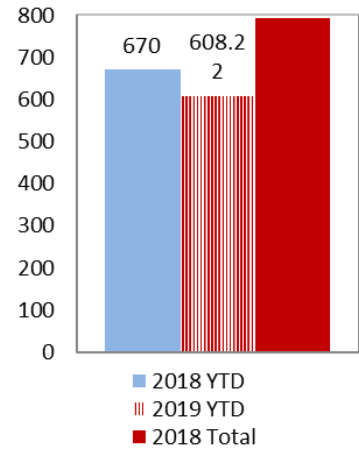
Hours		
Overtime Hours	49	\$2,259.60

October 2019 Field Report

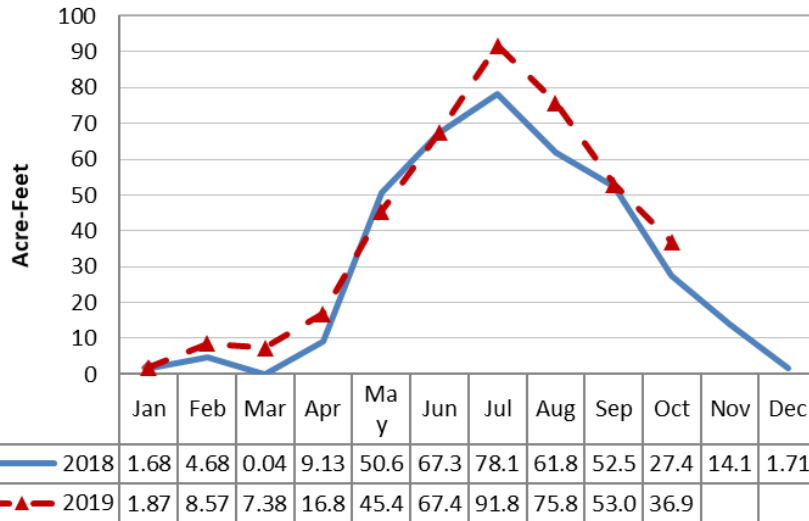
HVLCSD Municipal Well Production



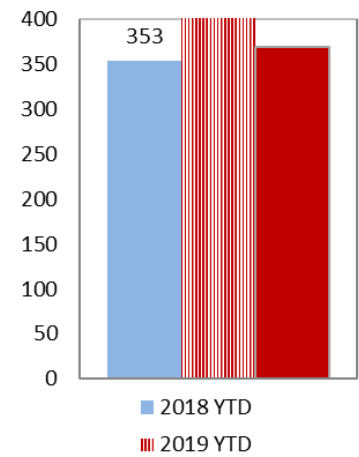
HVLCSD Municipal Well Production (AF)



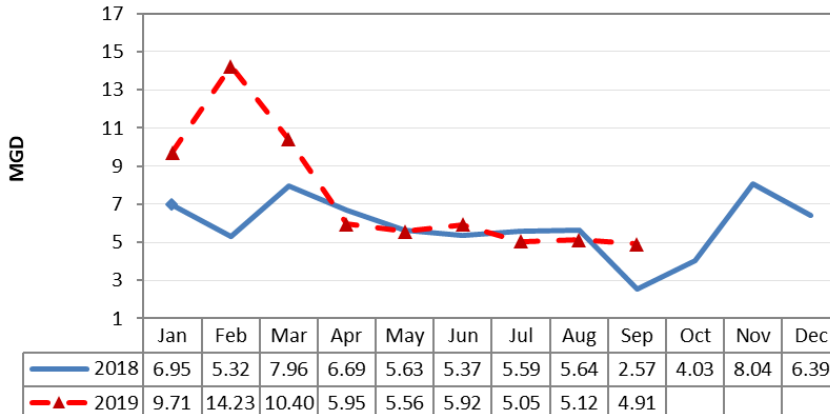
HVLCSD Municipal Reclaimed Water Use



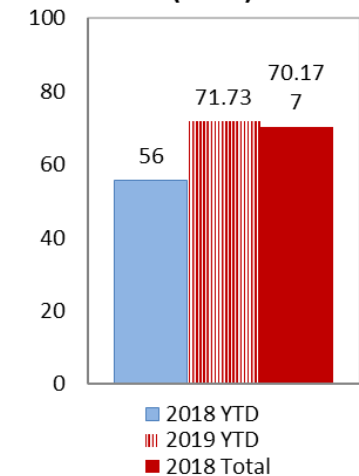
HVLCSD Municipal Reclaimed Water (AF)



HVLCSD Municipal Wastewater Influent

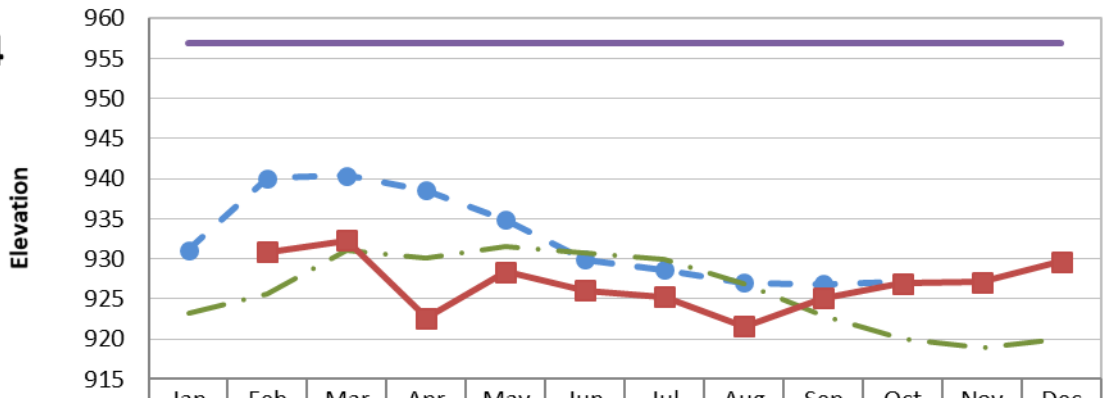


HVLCSD Municipal Wastewater Influent (MGD)



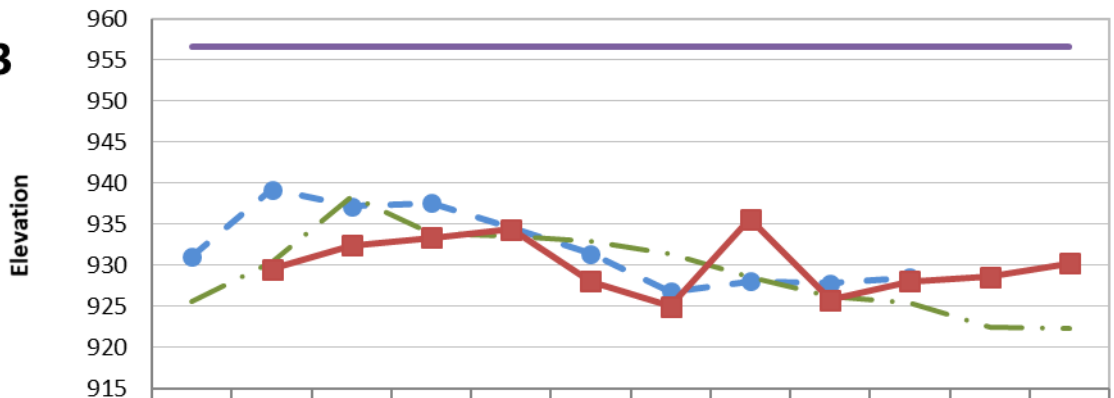
October 2019 Field Report

Well 4



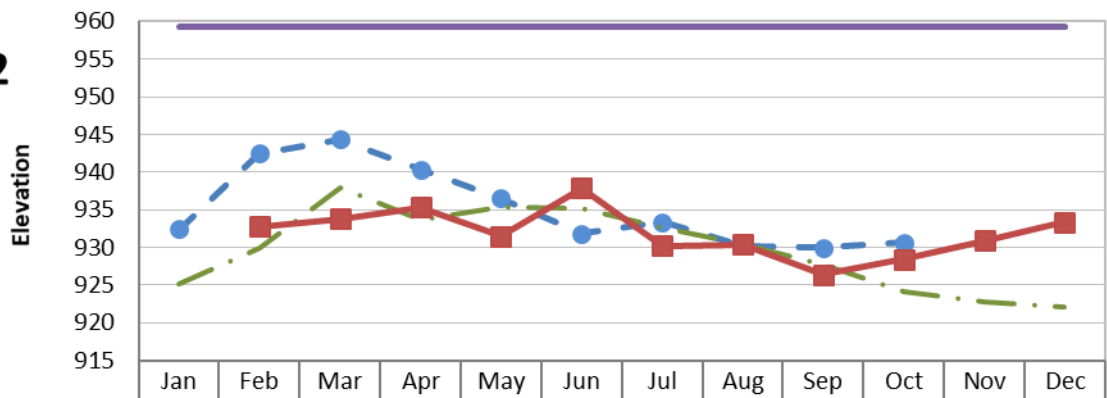
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 4 2019	931.1	940.0	940.3	938.5	934.8	929.8	928.6	927.0	926.8	927.1		
Well 4 Historical	923.1	925.7	931.1	930.0	931.5	930.6	929.9	926.8	922.9	920.0	918.8	919.9
Top of Casing	956.9	956.9	956.9	956.9	956.9	956.9	956.9	956.9	956.9	956.9	956.9	956.9
Well 4 2018		930.8	932.3	922.6	928.4	926.0	925.2	921.5	925.1	926.9	927.1	929.6

Well 3



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 3 2019	931.1	939.1	937.1	937.6	934.5	931.3	926.7	928.0	927.7	928.5		
Well 3 Historical	925.5	930.3	938.4	933.8	933.5	932.9	931.3	928.5	926.1	925.3	922.4	922.2
Top of Casing	956.7	956.7	956.7	956.7	956.7	956.7	956.7	956.7	956.7	956.7	956.7	956.7
Well 3 2018		929.5	932.4	933.3	934.4	928.0	924.9	935.6	925.7	928.0	928.6	930.1

Well 2



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Well 2 2019	932.4	942.4	944.3	940.3	936.5	931.8	933.3	930.1	929.9	930.6		
Well 2 Historical	925.1	930.0	937.9	933.6	935.4	935.1	932.7	930.4	927.7	924.1	922.7	922.1
Top of Casing	959.4	959.4	959.4	959.4	959.4	959.4	959.4	959.4	959.4	959.4	959.4	959.4
Well 2 2018		932.7	933.7	935.3	931.4	937.8	930.1	930.4	926.3	928.4	930.8	933.3

Projects Update

FEMA projects

HMGP DR-4344 Project 512 (LHMP)

11/7 Submitted boundary maps, CLOMR, Water Inventory&Analysis

11/12 Submitted HMPC invitation to Risk Assessment meeting

11/13 Inquiry to reimbursement request

12/12 Risk Assessment meeting scheduled

HMGP DR-4434 (February Rains)

10/16 On-site visit from new PDMG

10/28-10/31 Project 63 & 118 - Reimbursement checks received

10/31 Project 138 - Received inquiry on mitigation steps

11/8 Project 1502 - Wrong sand delivered for the 2nd time (See attached)

11/12 Project 1502 - Ordered sand from manufacturer (Parkson)

HMGP DR-4434 Project 2 (I&I)

11/5 BCA support conference call

Developing subapplication

12/13 Subapplication deadline

RPA DR-4308 (Stormflow 2017)

10/23 Project LKHVF83 – Still “in the [FEMA] queue”, no further questions as this time

Projects Update

Non_FEMA projects

CalWARN – Generators

October – Two power outages totaling approx. 166 hrs of generator time (10/9, 10/25)

10/30 Received update from City of Sac., no standby charges, using FEMA run time rates.

11/13 Lake County EOC PSPS after action meeting

IRWM/Waterboards

10/21 Received latest updates to EAR form

10/29 Added Compliance Update report to Moratorium quarterly reporting

11/6 IRWM meeting, finalizing Tank 9, and I & I clarification requests

11/7 Developed Resolution 2019-11 to accept IRWMP updates to 2013 plan

Water main replacement

10/17 Bid Opening, received 5 total bids

11/5 Special Mtg to award contract to TerraCon Construction

11/13 Received signed Construction Agreement, Performance Bond, Labor Bond, and insurance documents. (See attached)

Civicspark

10/29 Delivered Air Quality Survey to LCAQCB

Manhole lid replacement project

Capacity building – Monthly reports

Geo-locating Hydrants

Flow vs. consumption data analysis

October 2019 Field Report

Water Operations and Maintenance Highlights

- 10/3, 9, and 14 Knollview pumphouse maintenance, walls and roof
- 10/7 Door knockers out, no lock offs due to the PSPS
- 10/9 Sacramento generator retrieval and hook up at well field because of PSPS
- 10/13 Addressed a low chlorine warning in Zone 4, returned generators to Sacramento
- Regular maintenance and operations

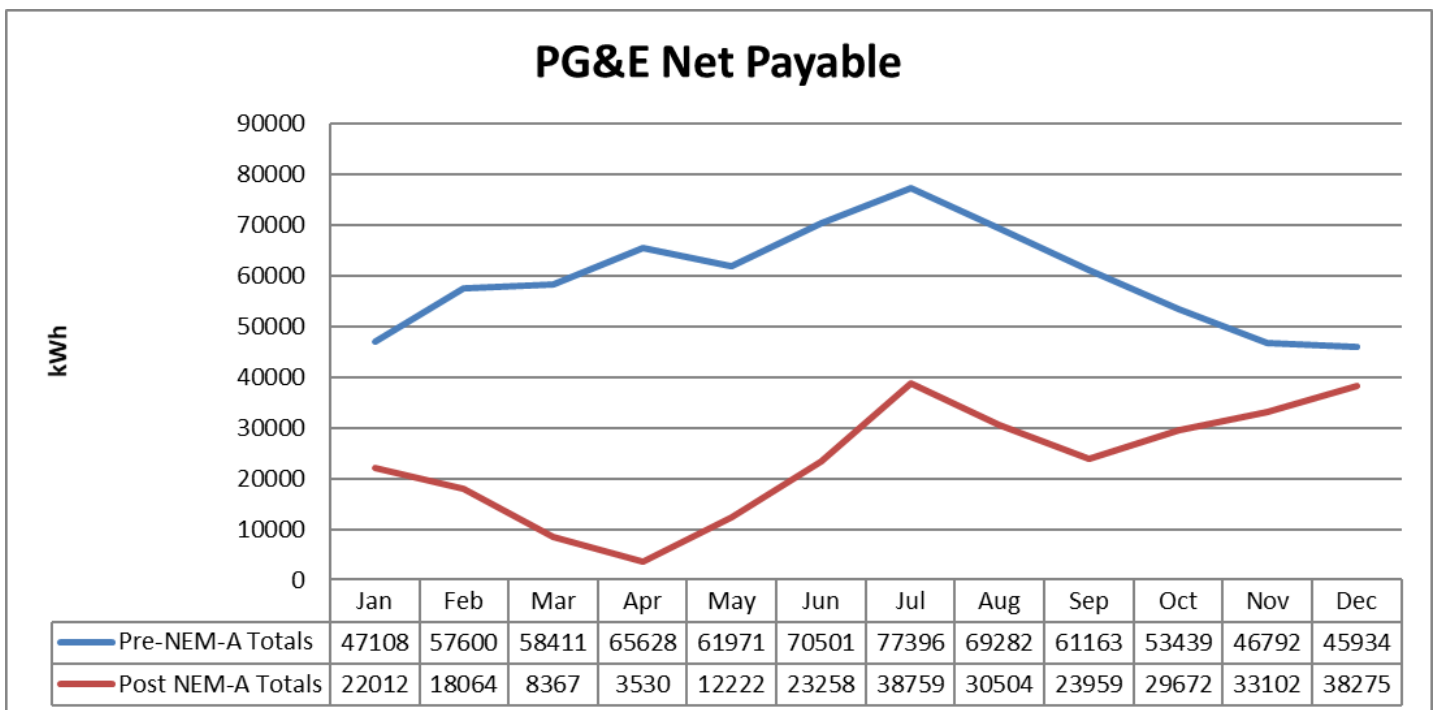
Wastewater Operations and Maintenance Highlights

- 10/4 and 6 Cleaned old 2" pipe around chlorine basin and Filter maintenance, airlift clean
- 10/10 Fueled all generators during PSPS
- 10/11 Trouble shoot Lift Station 5 sub
- Sludge bed maintenance and Regular maintenance and operations
- 10/14 Tested Chlorine alarm and cleaned airlift and headworks, worked RMP.
- 10/15-17 RMP work and Manhole Lid replacements
- 10/21 RMP meeting with the county. Manhole lid replacements
- 10/22 Tour with CivicSpark Fellows and Lakeport Utility Supervisor, Lift Station VacTruck FOG work. Found leak in lawn at WWTP started to address.
- 10/23 Troubleshooting Hardesters Lift Station, Lift Station 1, and plant lift station.
- 10/24 Trouble shooting plant VFDs. Went to St. Helena Hospital for Mask Fit Test.
- 10/25 Drove to Sacramento for Generators.
- 10/26 Adapting to PSPS. Reset alarms at WWTP and turned on all generators.
- 10/27-30 Refueling generators.
- 10/30-31 Category 3 SSO near Lift Station 5, responded and cleaned near lift station 5. 75 gallons. Generators returned to Sacramento.

October 2019 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	14
Truck 2 (new construction truck)	2259
Truck 3	1834
Truck 4	223
Truck 6	1063
Truck 7	828
Truck 8	0
Dump Truck	744
Backhoe	4.02 hrs
New Holland Tractor	0.90 hrs
Vac Truck	8

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	320.20	992.30
Fuel Log	311.50	1137.70





Comments
Returns
Signed
Copy to



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

November 7, 2019

Mr. Steve Lydon
TerraCon Constructors, Inc.
PO Box 276
Healdsburg, CA 95448
Via email: steve@terraconconstructors.com

RE: Mountain Meadow North Water Main Replacement Project
NOTICE OF AWARD

Dear Mr. Lydon:

On November 5, 2019, Hidden Valley Lake Community Services District Board awarded the construction contract for the "**Mountain Meadow North Water Main Replacement Project**" to TerraCon Constructors, Inc. in the amount of \$141,808. Accordingly, enclosed is a copy of the Construction Agreement for your signature, along with the bond forms for the project. Please print and sign two copies of the Agreement and return them to Kirk Kloyd (General Manager) within 10 business days. You will be sent a fully executed original of the agreement for your records.

In accordance with the contract documents, also please submit the required Performance Bond, Labor & Materials Bond, and insurance documents. Once this information is received, reviewed and approved, we will prepare and issue the Notice to Proceed for this job.

We will schedule a pre-construction after you submit the required information. If you have any questions, please call me at (707) 495-5201.

Sincerely yours,

DISTRICT ENGINEER

A handwritten signature in blue ink that reads "John Wanger".

John Wanger, District Engineer

JAM/jw
enclosures

cc: Kirk Kloyd, General Manager
Alyssa Gordon, Water Resources Specialist
Mike Janet, Construction Manager

RECEIVED

NOV 13 2019

AGREEMENT

The Hidden Valley Lake Community Services District, ("District") enters into this agreement, dated _____ for reference purposes only, with TerraCon Constructors, Inc. ("Contractor").

RECITALS

A. NOTICE INVITING BIDS. The District gave notice inviting bids to be submitted by 11:00 a.m. on October 17, 2019, for the **Mountain Meadow North Water Main Replacement Project** by published notice and/or posting in accordance with California Public Contract Code Section 20164 and other applicable law.

B. BID OPENING. On October 17, 2019, District representatives opened the bids for the **Mountain Meadows Water Main Replacement Project** and read the bids aloud.

C. PROJECT AWARD. On November 5, 2019, the District awarded the **Construction of Mountain Meadows Water Main Replacement Project** to the Contractor and directed District staff to send the Contractor written notice of award of the project. The District conditioned award of the project on the Contractor's providing executed copies of all documents specified in the contract check list included in the bid package within ten (10) working days of receiving written notice of award of the project.

D. REQUIRED DOCUMENTS. The Contractor has provided the District executed copies of all documents specified in the contract check list included in the bid package within ten (10) working days of receiving written notice of award.

AGREEMENT TERMS

The District and the Contractor agree as follows:

1. THE WORK. The Contractor shall furnish all equipment, tools, apparatus, facilities, material labor, and skill necessary to perform and complete in a good and workmanlike manner the **Mountain Meadow North Water Main Replacement Project** ("Work") as shown in the Technical Specifications and Project Plans in accordance with the Contract Documents and applicable law.
2. LOCATION OF WORK. The Work will be performed at the following locations:
Hartmann Road and Mountain Meadow North, Middletown, CA
3. TIME FOR COMPLETION. The Contractor must complete the Work in accordance with the Contract Documents within **35** working days from the date specified in the District's Notice to Proceed ("Time for Completion").
4. REMEDIES FOR FAILURE TO TIMELY COMPLETE THE WORK. If the Contractor fails to fully perform the Work in accordance with the Contract Documents by the Time for Completion, as such time may be amended by change order or other modification to this agreement in accordance with its terms, and/or if the Contractor fails, by the Time for Completion, to fully perform all of the Contractor's obligations under this agreement that have accrued by the Time

for Completion, the Contractor will become liable to the District for all resulting loss and damage in accordance with the Contract Documents and applicable law. The District's remedies for the Contractor's failure to perform include, but are not limited to, assessment of liquidated damages of **\$1,500 per day** in accordance with California Government Code Section 53069.85 and Section 7-1.02 of the General Provisions, and/or obtaining or providing for substitute performance in accordance with the Contract Documents.

5. CONTRACT PRICE AND PAYMENT. As full compensation in consideration of completion of the Work in accordance with the Contract Documents and in consideration of the fulfillment of all of the Contractor's obligations under the Contract Documents, the District will pay the Contractor in lawful money of the United States the total price of \$141,808 (the "Contract Price") as specified in the Contractor's completed Bid Schedule dated October 10, 2019, and attached to and incorporated in this agreement. Payment to the Contractor under this agreement will be for Work actually performed in accordance with the Contract Documents and will be made in accordance with the requirements of the Contract Documents and applicable law. The District will have no obligation to pay the Contractor any amount in excess of the Contract Price unless this agreement is first modified in accordance with its terms. The District's obligation to pay the Contractor under this agreement is subject to and may be offset by charges that may apply to the Contractor under this agreement. Such charges include but are not limited to, charges for liquidated damages and/or substitute performance in accordance with the Contract Documents.

6. PREVAILING WAGES. In accordance with California Labor Code Section 1771, not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the Work is to be performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in the California Labor Code must be paid to all workers engaged in performing the Work. In accordance with California Labor Code Section 1770 and following, the Director of Industrial Relations has determined the general prevailing wage per diem rates for the locality in which the Work is to be performed. In accordance with California Labor Code Section 1773, the District has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in the locality in which the Work is to be performed for each craft, classification or type of worker needed to perform the project. In accordance with California Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at the office of Coastland Civil Engineering and will be made available on request. Throughout the performance of the Work the Contractor must comply with all provisions of the Contract Documents and all applicable laws and regulations that apply to wages earned in performance of the Work.

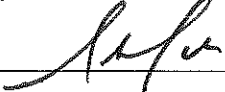
7. THE CONTRACT DOCUMENTS. This agreement consists of the following documents ("Contract Documents"), all of which are incorporated into and made a part of this agreement as if set forth in full. In the event of a conflict between or among the Contract Documents, precedence will be in the following order:
 - 7.1 This agreement and change orders and other amendments to this agreement signed by authorized representatives of the District and the Contractor.
 - 7.2 The General Provisions and change orders and other amendments to the General Conditions signed by authorized representatives of the District and the Contractor.

- 7.3 The Special Provisions, addenda to the Special Provisions signed by authorized representatives of the District and issued prior to bid opening, Equal Product Proposals accepted by the District and signed by authorized District representatives prior to bid opening, and change orders and other amendments to the Technical Specifications signed by authorized representatives of the District and the Contractor.
 - 7.4 The Project Plans, addenda to the Project Plans signed by authorized representatives of the District and issued prior to bid opening, Equal Product Proposals accepted by the District and signed by authorized District representatives prior to bid opening, and change orders and other amendments to the Project Plans signed by authorized representatives of the District and the Contractor.
 - 7.5 Notice Inviting Bids.
 - 7.6 Instructions to Bidders.
 - 7.7 The successful bidder's completed Proposal Form and Bidder's Sheet.
 - 7.8 The successful bidder's completed Contractor License Information.
 - 7.9 The successful bidder's completed List of Proposed Subcontractors.
 - 7.10 The successful bidder's Workers Compensation Insurance Certification.
 - 7.11 The successful bidder's completed Non-Collusion Declaration.
 - 7.12 The successful bidder's Debarment Certification.
 - 7.13 The successful bidder's completed Certificates of Insurance and Endorsements.
 - 7.14 The successful bidder's executed Performance Bond.
 - 7.15 The successful bidder's executed Payment Bond.
 - 7.16 Executed Escrow for Deposit Agreement, if applicable.
 - 7.17 Change Order Form.
 - 7.18 The Maintenance Bond form included in the bid package that the Contractor must execute prior to release of final payment under the Contract.
 - 7.19 The successful bidder's Qualification Statement, if any.
 - 7.20 The successful bidder's signed Signature Form.
8. PROVISIONS INCORPORATED BY REFERENCE. Provisions or parts of provisions that are incorporated by reference and not set forth at length in any of the Contract Documents will only form a part of this Agreement to the extent the Contract Documents expressly make such provisions or parts of provisions a part of this Agreement. For example, published public works

agreement provisions, such as those of the State of California Department of Transportation Standard Specifications (known as the Standard Specifications) are only a part of this Agreement to the extent expressly incorporated in this Agreement by section number, and references in the Standard Specifications incorporated by reference to other Standard Specifications do not make such other Standard Specifications a part of this Agreement. When such published provisions are made a part of this Agreement, references in the published provisions to other entities, such as the State, the Agency, or similar references, will be deemed references to the District as the context of this Agreement may require.

9. INTERPRETATION OF CONTRACT DOCUMENTS. Any question concerning the intent or meaning of any provision of the Contract Documents, including, but not limited to, the Technical Specifications or Project Plans, must be submitted to the District, for issuance of an interpretation and/or decision by an authorized District representative in accordance with the requirements of the Contract Documents. Interpretations or decisions by any other person concerning the Contract Documents will not be binding on the District. The decision of an authorized District representative shall be final.
10. ASSIGNMENT PROHIBITED. The Contractor may not assign part or all of this agreement, or any moneys due or to become under this agreement, or any other right or interest of the Contractor under this agreement, or delegate any obligation or duty of the Contractor under this agreement without the prior written approval of an official authorized to bind the District and an authorized representative of Contractor's surety or sureties. Any such purported assignment or delegation without such written approval on behalf of the District and the Contractor's sureties will be void and a material breach of this agreement subject to all available remedies under this agreement and at law and equity.
11. CERTIFICATION RE CONTRACTOR'S LICENSE. By signing this Agreement the Contractor certifies that the Contractor holds a valid Type A license issued by the California State Contractors Licensing Board, and that the Contractor understands that failure to maintain its license in good standing throughout the performance of the Work may result in discipline and/or other penalties pursuant to the California Business and Professions Code, and may constitute a material breach of this agreement subject to all available remedies under this agreement and at law and equity.
12. SEVERABILITY. If any term or provision or portion of a term or provision of this Agreement is declared invalid or unenforceable by any court of lawful jurisdiction, then the remaining terms and provisions or portions of terms or provisions will not be affected thereby and will remain in full force and effect.

Executed on _____, 2019, by

CONTRACTOR
TERRACON CONSTRUCTORS INC

By: STEVE LYON
Title: PRESIDENT

HIDDEN VALLEY LAKE COMMUNITY
SERVICES DISTRICT

By: _____
Title: President, Board of Directors

[Attach Notary Page]

Attest:

By: _____

Title: Clerk of the Board

RECEIVED

NOV 13 2019

Bond No. 070210354
Premium: \$2,042.00

RECEIVED

NOV 13 2019

PERFORMANCE BOND

(NOTE: Bidders must use this form, use of any other bond form may render a bid non-responsive)

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS the Board of Directors of the Hidden Valley Lake Community Services District has awarded to Terracon Constructors, Inc. (designated as the "PRINCIPAL") a contract for the **Mountain Meadow North Water Main Replacement Project**, which contract and all of the contract documents as defined therein (designated as the "Contract") are hereby made a part hereof; and

WHEREAS, said PRINCIPAL is required under the terms of the Contract to furnish a bond for the faithful performance of the Contract;

NOW, THEREFORE, WE, the PRINCIPAL and The Ohio Casualty Insurance Company as surety (designated as "SURETY"), an admitted surety insurer authorized to do business in the State of California, are held and firmly bound unto the District (designated as "OBLIGEE"), in the penal sum of One Hundred Forty-One Thousand Eight Hundred and Eight Dollars (\$141,808), lawful money of the United States for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, and administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that, if the above bound PRINCIPAL, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the Contract and any alteration thereof made as therein provided, on his or their part to be kept and performed at the time and in the manner therein specified and in all respects according to their true intent and meaning, and shall defend, indemnify and save harmless the OBLIGEE, it's officials, officers, employees, volunteers and agents, as therein stipulated, then this obligation shall become null and void, otherwise it shall be and remain in full force and virtue.

And the said SURETY, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or to the specifications or the plans accompanying the same or to any other part of the contract documents, as defined therein, shall in any way affect said SURETY's obligation on this bond, and the SURETY does hereby waive notice of any such change, extension of time, alteration or addition.

And the said SURETY, for value received, hereby stipulates and agrees that upon termination of the Contract for cause, the OBLIGEE reserves the right to refuse tender of the PRINCIPAL by the SURETY to complete the Contract work.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this 8th day of November, 2019, the name and corporate seals of each corporate party being hereto affixed and these presents duly signed by their undersigned representatives, pursuant to authority of their governing bodies.

(Corporate Seal)

PRINCIPAL TerraCon Constructors, Inc.

By *Steve Lyon*

(Acknowledgment)

Title *President*

(Corporate Seal)

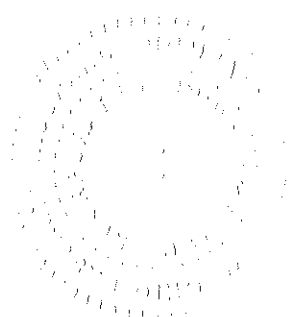
SURETY The Ohio Casualty Insurance Company

By *Julia Ortega*
(Attorneys-in-fact)

(Acknowledgment)

Title Julia Ortega, Attorney-in-Fact

(NOTE TO SURETY COMPANY: A certified copy of unrevoked resolution of authority for the attorney-in-fact must be submitted with and attached to the executed bond.)



ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa)

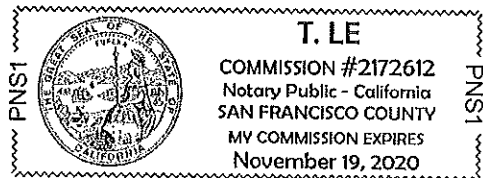
On November 8, 2019 before me, T. Le, Notary Public
(insert name and title of the officer)

personally appeared Julia Ortega
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *T. Le* (Seal)





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No. 8197921- 024125

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Julia Ortega, Susan M. Exline, Gillian Bhaskaran, all of the city of Lafayette state of California; Susan Hecker, M. Moody, Janet C. Rojo, R.A Bass, Virginia L. Black, Brittany Kavan, T. Le, Maureen O'Connell, Kevin Re, Betty L. Tolentino, Robert P. Wrixon, K. Zerounian

all of the city of San Francisco state of California each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 7th day of November, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 7th day of November, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 8th day of November, 2019.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

PAYMENT/LABOR AND MATERIALS BOND

(NOTE: Bidders must use this form, use of any other bond form may render a bid non-responsive)

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS the Board of Directors of the Hidden Valley Lake Community Services District has awarded to TerraCon Constructors, Inc (designated as the "PRINCIPAL") a contract for the **Mountain Meadow North Water Main Replacement Project**, which contract and all of the contract documents as defined therein (designated as the "Contract") are hereby made a part hereof; and

WHEREAS, pursuant to California Civil Code Section 9550, the PRINCIPAL is required, before entering upon the performance of the Contract, to file a payment bond with and have such bond approved by the officer or public entity by whom the Contract is awarded; and

WHEREAS, pursuant to California Civil Code Section 9554, such payment bond must be in a sum not less than one hundred percent (100%) of the total amount payable by the terms of the Contract, and must satisfy the other requirements specified in that section; and

WHEREAS, the PRINCIPAL is required in accordance with the Contract to furnish a payment bond in connection with the Contract to secure payment of claims of laborers, mechanics and materialmen employed on work under the Contract in accordance with applicable law;

NOW, THEREFORE, THESE PRESENTS WITNESSETH:

That the PRINCIPAL and the undersigned The Ohio Casualty Insurance Company, as surety (designated as "SURETY"), an admitted surety insurer authorized to do business in the State of California are held and firmly bound unto all laborers, material men, and all other persons named in California Civil Code Section 9100 in the sum of One Hundred Forty-One Thousand Eight Hundred and Eight Dollars (\$141,808), lawful money of the United States, being a sum not less than one hundred percent of the total amount payable by the terms of the Contract, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, or assigns, jointly and severally, by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if the PRINCIPAL or any of the PRINCIPAL's subcontractors, or the heirs, executors, administrators, successors, or assigns of any, all, or either of them, shall fail to pay any persons named in California Civil Code Section 9100, or fail to pay for any labor, materials, provisions, provender, or other supplies used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or fail to pay amounts due under the Unemployment Insurance Code with respect to such work or labor, or fail to pay for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the PRINCIPAL or any subcontractors of the PRINCIPAL pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work or labor, that the SURETY will pay for the same in an amount not exceeding the amount herein above set forth, and also, in case suit is brought upon this bond, will pay a reasonable attorney's fee to be awarded and fixed by the Court; otherwise this obligation shall be void.

It is hereby expressly stipulated and agreed by the said Surety, for value received, that this bond shall inure to the benefit of any and all of the persons named in Section 9100 of the California Civil Code so as to give a right of action to them or their assigns in any suit brought upon this bond.

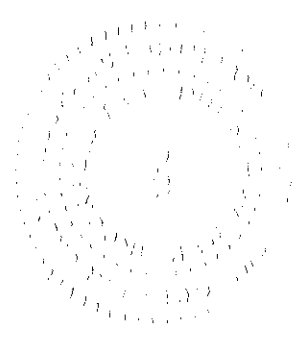
It is hereby further expressly stipulated and agreed by the said Surety, for value received, that no change, extension of time, alteration or addition to the terms of the Contract or the specifications or drawings accompanying the same or to any other part of the contract documents, as defined therein, shall in any manner affect the obligations of the SURETY on this bond, and SURETY does hereby waive notice of any such change, extension, alteration, or addition.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this 8th day of November, 2019, the name and corporate seals of each corporate party being hereto affixed and these presents duly signed by their undersigned representatives, pursuant to authority of their governing bodies.

(Corporate Seal) PRINCIPAL TerraCon Constructors, Inc.
By [Signature] STEVE LYON
(Acknowledgment) Title PRESIDENT

(Corporate Seal) SURETY The Ohio Casualty Insurance Company
By [Signature]
(Attorneys-in-fact)
(Acknowledgment) Title Julia Ortega, Attorney-in-Fact

(NOTE TO SURETY COMPANY: A certified copy of unrevoked resolution of authority for the attorney-in-fact must be submitted with and attached to the executed bond.)



ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa)

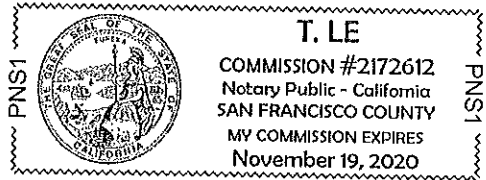
On November 8, 2019 before me, T. Le, Notary Public
(insert name and title of the officer)

personally appeared Julia Ortega
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *T. Le* (Seal)





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8197921- 024125

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Julia Ortega, Susan M. Exline, Gillian Bhaskaran, all of the city of Lafayette state of California; Susan Hecker, M. Moody, Janet C. Rojo, R.A Bass, Virginia L. Black, Brittany Kavan, T. Le, Maureen O'Connell, Kevin Re, Betty L. Tolentino, Robert P. Wrixon, K. Zerounian

all of the city of San Francisco state of California each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 7th day of November, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: [Signature]
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 7th day of November, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: [Signature]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 8th day of November, 2019.



By: [Signature]
Renee C. Llewellyn, Assistant Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/8/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Woodruff-Sawyer & Co. 50 California Street, Floor 12 San Francisco CA 94111	CONTACT NAME: Ranjani Sharma	
	PHONE (A/C, No., Ext): 415-402-6507	FAX (A/C, No): 415-989-9923
E-MAIL ADDRESS: rsharma@woodruffssawyer.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Travelers Prop Casualty Co of America		25674
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 362587256 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			<div style="font-size: 2em; opacity: 0.5;">RECEIVED</div> <div style="font-size: 1.2em; opacity: 0.5;">NOV 13 2019</div>			EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y	UB8K3201711926G	8/1/2019	8/1/2020	X	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: Mountain Meadow North Water Main Replacement Project. Waiver of Subrogation applies per attached endorsements. Policies contain a 30 day notice of cancellation and a 10 day notice of cancellation for non-payment of premium.

CERTIFICATE HOLDER Hidden Valley Lake Community Services District 19400 Hartmann Road Hidden Valley Lake CA 95467	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Ranjani Sharma</i>
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**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 99 03 76 (00) --

POLICY NUMBER: UB8K3201711926G

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS
ENDORSEMENT - CALIFORNIA
(BLANKET WAIVER)**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be _____ % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

ANY PERSON OR ORGANIZATION FOR WHICH
THE INSURED HAS AGREED BY WRITTEN
CONTRACT EXECUTED PRIOR TO LOSS TO
FURNISH THIS WAIVER

Job Description

ALL

DATE OF ISSUE: - - ST ASSIGN:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/8/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Woodruff-Sawyer & Co. 50 California Street, Floor 12 San Francisco CA 94111
CONTACT NAME: Ranjani Sharma
PHONE (A/C, No., Ext): 415-402-6507 FAX (A/C, No): 415-989-9923
E-MAIL ADDRESS: rsharma@woodruffssawyer.com
INSURER(S) AFFORDING COVERAGE: INSURER A: Travelers Indemnity Company of CT NAIC # 25682
INSURER B: Travelers Property Casualty Insurance Company NAIC # 36161

COVERAGES CERTIFICATE NUMBER: 1909780067 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Excess Liab, and Workers Compensation and Employers' Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Mountain Meadow North Water Main Replacement Project. Hidden Valley Lake Community Services District, its officers, officials, employees, and volunteers are additional insured per attached endorsements. Coverage is Primary and Non-Contributory. Policies contain a 30 day notice of cancellation and a 10 day notice of cancellation for non-payment of premium.

CERTIFICATE HOLDER: Hidden Valley Lake Community Services District 19400 Hartmann Road Hidden Valley Lake CA 95467
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE: Ranjani Sharma

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|--|--|
| <ul style="list-style-type: none"> A. BROAD FORM NAMED INSURED B. BLANKET ADDITIONAL INSURED C. EMPLOYEE HIRED AUTO D. EMPLOYEES AS INSURED E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS G. WAIVER OF DEDUCTIBLE – GLASS | <ul style="list-style-type: none"> H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT J. PERSONAL PROPERTY K. AIRBAGS L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS M. BLANKET WAIVER OF SUBROGATION N. UNINTENTIONAL ERRORS OR OMISSIONS |
|--|--|

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph A.1., **Who Is An Insured**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph c. in A.1., **Who Is An Insured**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which

this insurance applies and only to the extent that person or organization qualifies as an "insured" under the **Who Is An Insured** provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph A.1., **Who Is An Insured**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph b. in B.5., **Other Insurance**, of SECTION IV – BUSINESS AUTO CONDITIONS:

b. For **Hired Auto Physical Damage Coverage**, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

COMMERCIAL AUTO

permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph A.1., **Who Is An Insured**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph A.2.a.(2), of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph A.2.a.(4), of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph (5) in Paragraph B.7., **Policy Period, Coverage Territory**, of SECTION IV – BUSINESS AUTO CONDITIONS:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph C., **Limits Of Insurance**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph C., **Limits Of Insurance**, of SECTION II – COVERED AUTOS LIABILITY COVERAGE, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess, contingent or on any other basis.

(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

- (d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph D., Deductible, of SECTION III – PHYSICAL DAMAGE COVERAGE:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph A.4.b., Loss Of Use Expenses, of SECTION III – PHYSICAL DAMAGE COVERAGE:

However, the most we will pay for any expenses for loss of use is \$65 per day, to a maximum of \$750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph A.4.a., Transportation Expenses, of SECTION III – PHYSICAL DAMAGE COVERAGE:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph A.4., Coverage Extensions, of SECTION III – PHYSICAL DAMAGE COVERAGE:

Personal Property

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and

- (2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph B.3., Exclusions, of SECTION III – PHYSICAL DAMAGE COVERAGE:

Exclusion 3.a. does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs A.1.b. and A.1.c., but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- b. The airbags are not covered under any warranty; and
- c. The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph A.2.a., of SECTION IV – BUSINESS AUTO CONDITIONS:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- (a) You (if you are an individual);
- (b) A partner (if you are a partnership);
- (c) A member (if you are a limited liability company);
- (d) An executive officer, director or insurance manager (if you are a corporation or other organization); or
- (e) Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph A.5., Transfer Of Rights Of Recovery Against Others To Us, of SECTION IV – BUSINESS AUTO CONDITIONS:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by

COMMERCIAL AUTO

such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph B.2., **Concealment, Misrepresentation, Or Fraud**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

BLANKET ADDITIONAL INSURED (CONTRACTORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. WHO IS AN INSURED – (Section II) is amended to include any person or organization that you agree in a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:
 - a) Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
 - b) If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies. The person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.
2. The insurance provided to the additional insured by this endorsement is limited as follows:
 - a) In the event that the Limits of Insurance of this Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement shall not increase the limits of insurance described in Section III – Limits Of Insurance.
 - b) The insurance provided to the additional insured does not apply to "bodily injury", "property damage" or "personal injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:
 - i. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
 - ii. Supervisory, inspection, architectural or engineering activities.
- c) The insurance provided to the additional insured does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.
3. The insurance provided to the additional insured by this endorsement is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover under this endorsement. However, if the "written contract requiring insurance" specifically requires that this insurance apply on a primary basis or a primary and non-contributory basis, this insurance is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that "other insurance". But the insurance provided to the additional insured by this endorsement still is excess over any valid and collectible "other insurance", whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under such "other insurance".
4. As a condition of coverage provided to the additional insured by this endorsement:
 - a) The additional insured must give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

COMMERCIAL GENERAL LIABILITY

- i. How, when and where the "occurrence" or offense took place;
 - ii. The names and addresses of any injured persons and witnesses; and
 - iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.
- b) If a claim is made or "suit" is brought against the additional insured, the additional insured must:
- i. Immediately record the specifics of the claim or "suit" and the date received; and
 - ii. Notify us as soon as practicable.
- The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.
- c) The additional insured must immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- d) The additional insured must tender the defense and indemnity of any claim or "suit" to

any provider of "other insurance" which would cover the additional insured for a loss we cover under this endorsement. However, this condition does not affect whether the insurance provided to the additional insured by this endorsement is primary to "other insurance" available to the additional insured which covers that person or organization as a named insured as described in paragraph 3. above.

5. The following definition is added to SECTION V. – DEFINITIONS:

"Written contract requiring insurance" means that part of any written contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

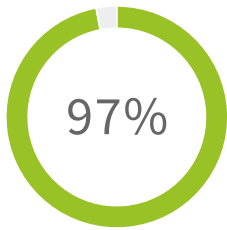
- a. After the signing and execution of the contract or agreement by you;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

Executive Summary Report

Generated for HVLCS D for October 2019



Health Score



Breakdown

Proactive Monitoring	100%	Server Availability	94.1%	Failed Login Attempts	0%
Antivirus	97.2%	Patch Management	96.2%	Backup	94.7%
Coverage	94.7%	Coverage	100%		
Protection	99.6%	Protection	92.3%		

Managed Devices

Devices

19

- 1 Server
- 15 Desktop
- 3 Laptop

Checks Passing

Application	100%
Disk/File	100%
Event	100%
Network	92%
Script	100%
Service	100%
System	94%
Task	82%

Alerts Resolved

598

Protection Effectiveness

Antivirus

Devices with Antivirus	18
Frequency of up-to-date Devices	99.6%
Threats Quarantined/Resolved	0

Backup

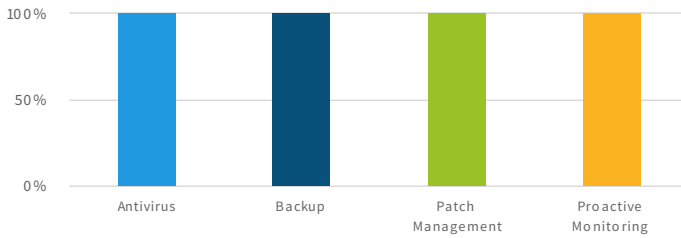
Devices with Backup	3
Data Backed Up (GB)	131
Successful Backups	36

Patch Management

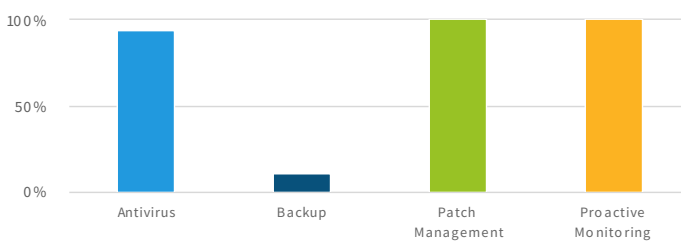
Devices with Patch Management	19
Patches Detected	13
Patches Installed	12

Coverage

Servers



Workstations



Operating Systems



Top 5

Devices with Failing Checks

HVLCSD2019-03
 HVLCSD2016-03
 HVLCSD2016-06
 HVLCSD-02
 HVLCSD2019-04

Devices at Risk

OFFICE

Terminology Explained

Health Score

A weighted aggregation of the systems health across various components. If a feature is not enabled, the health score will not be negatively impacted.

Alerts Resolution

The number of outages that occurred over the course of the month which were closed or cleared.

Checks Passing

The percentage of checks that have passed throughout the month. Checks are grouped into categories. For example, System category comprises of Failed login, Server performance monitoring, OSX update, Package management, and Physical memory checks.

Frequency of Up-to-Date Devices

How often AntiVirus checks have been up-to-date across Servers and Workstations throughout the entire month.

Top 5 Devices at Risk

Devices which have the most common failures of Antivirus, Vulnerability, Risk Intelligence and Web Protection checks throughout the entire month.



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MEMO

To: Board of Directors
From: Kirk Cloyd
Date: November 19, 2019
RE: General Manager's Monthly Report

Good evening. The following report discusses items Hidden Valley Lake CSD completed over the past month and is intended to provide the Board and public with an update on the progression of projects. Please note that the General Manager was on vacation Oct. 17, 18, 21 & 22 attending to family matters out of state.

Water

1. Staff has noted that Ferguson Meters offers a fully installed AMI meter solution while Suez offers the same fully installed AMI meter solution; only if the District also contracts with their maintenance program for an additional cost of \$412,234.11.
Staff will work with Coastland Engineering to draft the approved bid documents requesting bids for the replacement and installation of all existing meters with an AMI solution as the Board has directed. No action will be requested of the Board until after the Prop. 218 process is complete and a funding source identified.

Sanitary Sewer

HVLCSD hosted a tour of the District's wastewater treatment plant for other agencies in Lake County that also participate in the Americorps CivicSpark Program providing a platform for our staff to showcase our plant, provide cross-training to all CivicSpark personnel and District staff while allowing staff to network with others in the area to encourage collaboration and problem solving within Lake County.

Stormwater

The General Manager attended a meeting with HVLA General Manager Randy Murphy who provided a new property survey based on drone technology commissioned by HVLA with the intent to discuss ownership and maintenance responsibilities in the future.

Recycled Water

No reportable issues.



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Finance

1. The General Manager met with Tara Bravo, Vice President of CV Strategies, to review the next public outreach notice, discuss the list of items that the added funds would pay for, what the District is doing to off-set those costs through grants and the next steps in the Prop. 218 process.
2. The General Manager is in discussions with a financial firm to consider refinancing the existing I-Bank loan of 3.78% and possible consolidation with a loan to fund a portion of or all of the AMI meter replacement project to a 3.5% loan. This may be made possible as the refinance of the I-Bank loan would save the District approx. \$4K coupled with revenue recovery of \$42K would potentially pay for the outstanding loan cost or render any outlay nominal for the capital investment, improved service and reduction in man hours dedicated solely to meter reading.

Human Resources

The District issued a notice of vacancy on November 5th for the Utility Technician position. The position is scheduled to close at 5pm Friday November 15th. If enough applications are not received, there is the possibility an extension to receive applications may be granted.

Information Technology

The District disposed of e-waste at no cost to the District. As previously noted, all computer hard drives were disposed of through Applied Technology. Note that none of the items disposed of met the \$1500.00 depreciation criteria nor can they be depreciated cumulatively.

Facilities

The District replaced the non-operational A/C-Heating unit in the front lobby. This unit has not been operable since the General Manager's arrival in early 2016. Funds were made available within the 2019/20 Budget to address the issue.

Vehicles and Equipment

No reportable issues.

Emergency Preparedness

1. The General Manager attended the U.S. EPA Webinar entitled: Updated Power Resilience Guide & Amateur Radio Emergency Service. An invitation was



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extended to Director Graham as a member of the Emergency Preparedness Committee.

2. HVLCSD entered in to a Public Safety Power Shutdown (PSPS) event on Thursday Oct. 09th. After re-energization, a second event occurred on Sat. Oct. 26th and without re-energization, a third event occurred on Tues. Oct. 29th. All events ended the evening of Thurs. Oct. 30th with power restored.
3. The General Manager attended three PG&E OpArea Conference Calls daily which included over 200 personnel representing all 36 counties affected by the October 26th & Oct. 29th PSPS events. Additionally, during a final meeting with Lake County and our PG&E representative, the General Manager asked if PG&E would pay for all power generation costs (generator rental and related costs) for "critical care facilities" such as hospitals and water districts. PG&E agreed in writing to pay for all associated costs. Lastly, the General Manager asked PG&E if they would partner with the federal and state governments to pay the match amount for any grants to "critical care facilities" for the installation of new backup/emergency generators that would be used during future PSPS events. Such actions on the part of PG&E would go a long way to buy good will with said agencies and provide PG&E with a positive message which could be relayed to the public in a positive manner. PG&E likes the idea of partnering to solve this issue and has taken the concept up the ladder through management. We hope to hear a decision soon.

General Information:

1. Prior to the October Board meeting, the General Manager reach out to each Board member to schedule the final quarterly 1 on 1 meeting for 2019 as recommended by Dr. Larry Bienati. To date, only Director Freeman has met with the G.M.
2. Planning Commission of the County of Lake, California, held a public hearing to consider MAJOR USE PERMIT (UP 19-09): Grocery Outlet at the Valley Oaks Development on October 24th. The Major Use Permit was approved by Lake County; however, Lake County recognizes that the project can not proceed without a Will Serve Letter from HVLCSD. HVLCSD must require a Developer's Agreement be entered into by all parties prior to issuance of the Will Serve Letter. Additionally, an injunction has been filed to protest the building of another grocery store in the area which the developer must address prior to proceeding.
3. The G.M. and Admin. Assistant attended the CSDA Board Secretary Conference. Classes that were covered were:
 - A. The Public is Asking for What? By When?
 - B. Advanced Robert's Rules for Clerks and Secretaries.



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- C. Person in the Middle-How the Board Secretary/Clerk Can Support an Effective Board, Manager, and Staff Team.
- D. Policies & Procedures: What's the Difference?
- E. Maximizing Employee Potential through the Coaching/Evaluation Process.
- F. Transparency and Accountability: Updates on the Brown Act and Conflicts of Interest.
- G. What Board Secretaries and Clerks Need to Know about Proposition 218 and Proposition 26.
- H. FPPC Updates: Form 700 and Conflicts of Interest.
- I. Structure and Standards to Improve Managing Electronic Documents.
- J. Managing Your Time for Maximum Effectiveness.
- K. Untangling the Law: Important Legal Updates for Board Secretaries and Clerks.
- L. Financial Tech Fraud & Cybersecurity.
- M. Elections: Understanding the Process and How to Prepare.


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SB-998 Discontinuation of residential water service: urban and community water systems. (2017-2018)

SHARE THIS:



Date Published: 09/28/2018 09:00 PM

Senate Bill No. 998

CHAPTER 891

An act to add Chapter 6 (commencing with Section 116900) to Part 12 of Division 104 of the Health and Safety Code, relating to water.

[Approved by Governor September 28, 2018. Filed with Secretary of State September 28, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 998, Dodd. Discontinuation of residential water service: urban and community water systems.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including water corporations. Existing law requires certain notice to be given before a water corporation, public utility district, municipal utility district, or a municipally owned or operated public utility furnishing water may terminate residential service for nonpayment of a delinquent account, as prescribed.

This bill would require an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, to have a written policy on discontinuation of water service to certain types of residences for nonpayment available in prescribed languages. The bill would require the policy to include certain components, be available on the system's Internet Web site, and be provided to customers in writing, upon request. The bill would provide for enforcement of these provisions, including making a violation of these provisions punishable by a civil penalty issued by the board in an amount not to exceed \$1,000 for each day in which the violation occurs, and would require the enforcement moneys collected by the board to be deposited in the Safe Drinking Water Account. The bill would prohibit an urban and community water system from discontinuing residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. The bill would require an urban and community water system to contact the customer named on the account and provide the customer with the urban and community water system's policy on discontinuation of residential service for nonpayment no less than 7 business days before discontinuation of residential service, as prescribed.

This bill would prohibit residential service from being discontinued under specified circumstances. The bill would require an urban and community water system that discontinues residential service to provide the customer with information on how to restore service. The bill would require an urban and community water system to waive interest charges on delinquent bills for, and would limit the amount of a reconnection of service fee imposed on, a residential customer who demonstrates, as prescribed, to the urban and community water system household income below 200% of the federal poverty line. The bill would require an urban and community water system that furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit structure, mobilehome park, or permanent residential structure in a labor camp, and that the owner,

manager, or operator of the dwelling, structure, or park is the customer of record, to make every good faith effort to inform the residential occupants by written notice that service will be terminated and that the residential occupants have the right to become customers, as specified. The bill would require an urban and community water system to report the number of annual discontinuations of residential service for inability to pay on its Internet Web site and to the board, and the bill would require the board to post on its Internet Web site the information reported. The bill would require an urban water supplier, as defined, or an urban and community water system regulated by the commission, to comply with the bill's provisions on and after February 1, 2020, and any other urban and community water system to comply with the bill's provisions on and after April 1, 2020. The bill would provide that the provisions of the bill are in addition to the provisions in existing law duplicative of the bill and that where the provisions are inconsistent, the provisions described in the bill apply.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares as follows:

(a) All Californians have the right to safe, accessible, and affordable water as declared by Section 106.3 of the Water Code.

(b) It is the intent of the Legislature to minimize the number of Californians who lose access to water service due to inability to pay.

(c) Water service discontinuations threaten human health and well-being, and have disproportionate impact on infants, children, the elderly, low-income families, communities of color, people for whom English is a second language, physically disabled persons, and persons with life-threatening medical conditions.

(d) When there is a delinquent bill, all Californians, regardless of whether they pay a water bill directly, should be treated fairly, and fair treatment includes the ability to contest a bill, seek alternative payment schedules, and demonstrate medical need and severe economic hardship.

(e) The loss of water service causes tremendous hardship and undue stress, including increased health risks to vulnerable populations.

(f) It is the intent of the Legislature that this act provide additional procedural protections and expand upon the procedural safeguards contained in the Public Utilities Code and Government Code as of January 1, 2018, relating to utility service disconnections.

SEC. 2. Chapter 6 (commencing with Section 116900) is added to Part 12 of Division 104 of the Health and Safety Code, to read:

CHAPTER 6. Discontinuation of Residential Water Service

116900. This chapter shall be known, and may be cited, as the Water Shutoff Protection Act.

116902. For the purposes of this chapter, the following definitions apply:

(a) "Board" means the State Water Resources Control Board.

(b) "Public water system" has the same meaning as defined in Section 116275.

(c) "Residential service" means water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing.

(d) "Urban and community water system" means a public water system that supplies water to more than 200 service connections.

(e) "Urban water supplier" has the same meaning as defined in Section 10617 of the Water Code.

116904. (a) An urban water supplier not regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020.

(b) An urban and community water system regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020. The urban and community water system regulated by the Public Utilities Commission shall file advice letters with the commission to conform with this chapter.

(c) An urban and community water system not described in subdivision (a) or (b) shall comply with this chapter on and after April 1, 2020.

116906. (a) An urban and community water system shall have a written policy on discontinuation of residential service for nonpayment available in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by at least 10 percent of the people residing in its service area. The policy shall include all of the following:

(1) A plan for deferred or reduced payments.

(2) Alternative payment schedules.

(3) A formal mechanism for a customer to contest or appeal a bill.

(4) A telephone number for a customer to contact to discuss options for averting discontinuation of residential service for nonpayment.

(b) The policy shall be available on the urban and community water system's Internet Web site, if an Internet Web site exists. If an Internet Web site does not exist, the urban and community water system shall provide the policy to customers in writing, upon request.

(c) (1) The board may enforce the requirements of this section pursuant to Sections 116577, 116650, and 116655. The provisions of Section 116585 and Article 10 (commencing with Section 116700) of Chapter 4 apply to enforcement undertaken for a violation of this section.

(2) All moneys collected pursuant to this subdivision shall be deposited in the Safe Drinking Water Account established pursuant to Section 116590.

116908. (a) (1) (A) An urban and community water system shall not discontinue residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. No less than seven business days before discontinuation of residential service for nonpayment, an urban and community water system shall contact the customer named on the account by telephone or written notice.

(B) When the urban and community water system contacts the customer named on the account by telephone pursuant to subparagraph (A), it shall offer to provide in writing to the customer the urban and community water system's policy on discontinuation of residential service for nonpayment. An urban and community water system shall offer to discuss options to avert discontinuation of residential service for nonpayment, including, but not limited to, alternative payment schedules, deferred payments, minimum payments, procedures for requesting amortization of the unpaid balance, and petition for bill review and appeal.

(C) When the urban and community water system contacts the customer named on the account by written notice pursuant to subparagraph (A), the written notice of payment delinquency and impending discontinuation shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant." The notice shall include, but is not limited to, all of the following information in a clear and legible format:

(i) The customer's name and address.

(ii) The amount of the delinquency.

(iii) The date by which payment or arrangement for payment is required in order to avoid discontinuation of residential service.

(iv) A description of the process to apply for an extension of time to pay the delinquent charges.

(v) A description of the procedure to petition for bill review and appeal.

(vi) A description of the procedure by which the customer may request a deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges, consistent with the written policies provided pursuant to subdivision (a) of Section 116906.

(2) If the urban and community water system is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned through the mail as undeliverable, the urban and community water system shall make a good faith effort to visit the residence and leave, or make other arrangements for placement in a conspicuous place of, a notice of imminent discontinuation of residential service for nonpayment and the urban and community water system's policy for discontinuation of residential service for nonpayment.

(b) If an adult at the residence appeals the water bill to the urban and community water system or any other administrative or legal body to which such an appeal may be lawfully taken, the urban and community water system shall not discontinue residential service while the appeal is pending.

116910. (a) An urban and community water system shall not discontinue residential service for nonpayment if all of the following conditions are met:

(1) The customer, or a tenant of the customer, submits to the urban and community water system the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

(2) The customer demonstrates that he or she is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

(3) The customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment, consistent with the written policies provided pursuant to subdivision (a) of Section 116906, with respect to all delinquent charges.

(b) (1) If the conditions listed in subdivision (a) are met, the urban and community water system shall offer the customer one or more of the following options:

(A) Amortization of the unpaid balance.

(B) Participation in an alternative payment schedule.

(C) A partial or full reduction of the unpaid balance financed without additional charges to other ratepayers.

(D) Temporary deferral of payment.

(2) The urban and community water system may choose which of the payment options described in paragraph (1) the customer undertakes and may set the parameters of that payment option. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months. An urban and community water system may grant a longer repayment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case.

(3) Residential service may be discontinued no sooner than 5 business days after the urban and community water system posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:

(A) The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more.

(B) While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential service charges for 60 days or more.

116912. An urban and community water system that discontinues residential service for nonpayment shall provide the customer with information on how to restore residential service.

116914. (a) For a residential customer who demonstrates to an urban and community water system household income below 200 percent of the federal poverty line, the urban and community water system shall do both of the following:

(1) Set a reconnection of service fee for reconnection during normal operating hours at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. For the reconnection of residential service during nonoperational hours, an urban and community water system shall set a reconnection of service fee at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

(2) Waive interest charges on delinquent bills once every 12 months.

(b) An urban and community water system shall deem a residential customer to have a household income below 200 percent of the federal poverty line if any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

116916. (a) This section applies if there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the dwelling.

(b) If an urban and community water system furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit residential structure, mobilehome park, or permanent residential structure in a labor camp as defined in Section 17008, and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the urban and community water system shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.

(c) The urban and community water system is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and the urban and community water system's rules and tariffs. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the urban and community water system, or if there is a physical means legally available to the urban and community water system of selectively terminating service to those residential occupants who have not met the requirements of the urban and community water system's rules and tariffs, the urban and community water system shall make service available to those residential occupants who have met those requirements.

(d) If prior service for a period of time is a condition for establishing credit with the urban and community water system, residence and proof of prompt payment of rent or other credit obligation acceptable to the urban and community water system for that period of time is a satisfactory equivalent.

(e) Any residential occupant who becomes a customer of the urban and community water system pursuant to this section whose periodic payments, such as rental payments, include charges for residential water service, where those charges are not separately stated, may deduct from the periodic payment each payment period all reasonable charges paid to the urban and community water system for those services during the preceding payment period.

(f) In the case of a detached single-family dwelling, the urban and community water system may do any of the following:

(1) Give notice of termination at least seven days prior to the proposed termination.

(2) In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government

document indicating that the occupant is renting the property, or information disclosed pursuant to Section 1962 of the Civil Code.

116918. An urban and community water system shall report the number of annual discontinuations of residential service for inability to pay on the urban and community water system's Internet Web site, if an Internet Web site exists, and to the board. The board shall post on its Internet Web site the information reported.

116920. (a) The Attorney General, at the request of the board or upon his or her own motion, may bring an action in state court to restrain by temporary or permanent injunction the use of any method, act, or practice declared in this chapter to be unlawful.

(b) For an urban and community water system regulated by the Public Utilities Commission, the commission may bring an action in state court to restrain by temporary or permanent injunction the use by an urban and community water system regulated by the commission of any method, act, or practice declared in this chapter to be unlawful.

116922. All written notices required under this chapter shall be provided in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the urban and community water system's service area.

116924. Where provisions of existing law are duplicative of this chapter, compliance with one shall be deemed compliance with the other. Where those provisions are inconsistent, the provisions of this chapter shall apply. Nothing in this chapter shall be construed to limit or restrict the procedural safeguards against the disconnection of residential water service existing as of December 31, 2018.

116926. This chapter does not apply to the termination of a service connection by an urban and community water system due to an unauthorized action of a customer.

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

DATE: 11/19/2019

AGENDA ITEM: Discussion and Possible Action: Appoint a new Director to fill the HVLCSO Board vacancy

RECOMMENDATIONS: The Board of Directors to appoint a new Director

FINANCIAL IMPACT: None

BACKGROUND:

Current candidates include;

Gary Graves

Stephen Warden

Jeremy Rosenthal

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, 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 November 19, 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: 11/19/2019

AGENDA ITEM: Discussion and Possible Action: Approve the General Manager to sign the Local Match Commitment and Project Maintenance Letter for the I & I Project application for HMGP (Hazard Mitigation Grant Program)

RECOMMENDATIONS: Approve the GM to sign the Local Match Commitment and Project Maintenance Letter for the I & I Project application.

FINANCIAL IMPACT: \$212,725(25% match)

FUND/AMT: 313

BACKGROUND:

The total project cost of this application is \$850,898.

Goal 1B of the HVLCSD Strategic plan is to “Maintain and enhance sewer infrastructure”. The five-year capital improvement plan as indicated in the NBS Rate Study (Figure 14, page 14), identifies I & I as a necessary and high priority project. As such, HVLCSD has committed to a five-year annual capital contribution of \$100,00.

The Hazard Mitigation Grant Program (<https://www.fema.gov/hazard-mitigation-grant-program>) assists agencies in projects that will mitigate against known risks and vulnerabilities within that agency’s benefit area. Groundwater Infiltration and Rain inflow (I & I) into the District’s sewer lines is known to cause Sewer System Overflows, and Wastewater Treatment Plant damage. The I & I project therefore qualifies for this Federal funding opportunity because it is designed to mitigate against a known risk.

One HMGP Project eligibility requirement is to complete the project over a period of no more than 36 months. The performance period in this application has been listed as 30 months, thus spanning over 2.5yrs. At a total financial impact of \$212,725, the District’s annual contribution would be \$85,090.

Additionally, HMGP Project eligibility will allow for additional funding sources. The state-funded IRWM grant program (<https://water.ca.gov/-/media/DWR-Website/Web-Pages/Work-With-Us/Grants-And-Loans/IRWM->

[Grants/Files/Prop-1-](#)

[Implementation/2019GuidelinesFinalforWeb4172019.pdf?la=en&hash=D35657D0001F320E6631B7FC5372E4C2C506369A&hash=D35657D0001F320E6631B7FC5372E4C2C506369A](#)) can be included as a fund source in

the match portion of this program. The Department of Water Resources (DWR) is the distribution authority of Prop 1 funds to IRWMs statewide. The Westside SAC IRWM will be submitting an I & I project funding request on behalf of HVLCSD on 12/6/2019. The I & I project meets several objectives and goals of the Westside SAC's Integrated Regional Water Management Plan (IRWMP). The District does not represent a disadvantaged community (DAC) and is therefore eligible for funding of 50% of project costs (100% for DACs). The potential approval of this funding request could reduce the District's HMGP Project match amount from \$212,725 to \$106,363.

Project activities feature manhole lid replacements, as well as sewer line replacements. Stability, resilience, and sustainable growth within this infrastructure will extend the useful life of this substantial investment.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, 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 November 19, 2019 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.hvlcsd.org

November 19, 2019

Hidden Valley Lake Community Services District
19400 Hartmann Road
Hidden Valley Lake, CA 95467
Re: DR4434-0002 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

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
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NAME OF FUNDING SOURCE:

FUNDS AVAILABILITY DATE:

FEDERAL SHARE AMOUNT REQUESTED:

LOCAL SHARE AMOUNT MATCH:

FUNDING TYPE:

Hidden Valley Lake Community Services District
June 1, 2020
\$638,173
\$212,725
Sewer use fees, capital funds, force account labor

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

Please contact Alyssa Gordon, Water Resources Specialist at 707-987-201; agordon@hvlcsd.org with questions.

Sincerely,

Kirk Cloyd
General Manager
707-987-9201
kcloyd@hvlcsd.org



Hidden Valley Lake Community Services District

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

PROJECT MAINTENANCE LETTER

November 19, 2019

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

RE: DR4434-0002 Project Subapplication

Dear State Hazard Mitigation Officer:

This is to confirm that Hidden Valley Lake Community Services District is committed to perform the necessary maintenance for the entire useful life of this project (50 years) once completed. The Hidden Valley Lake Community Services District is allocating an annual budget of \$31,806 which will allow maintenance to occur as needed to ensure the I & I Reduction Project remains in good repair and operational.

**ENTITY RESPONSIBLE FOR THE
MAINTENANCE:**

Hidden Valley Lake Community Services District

**PAST MAINTENANCE TASKS
INVOLVED:**

Camera and Jet as needed, point repairs, line replacement as needed

**FUTURE MAINTENANCE TASKS
INVOLVED:**

Annual camera & jet of 20% of sewer lines

FUTURE MAINTENANCE SCHEDULE:

Annually

FUTURE COST OF MAINTENANCE:

\$1,590,300

**SOURCE OF FUTURE MAINTENANCE
FUNDS:**

Sewer use fees

Please contact Alyssa Gordon, Water Resources Specialist with questions.

Sincerely,

Kirk Cloyd
General Manager
707-987-9201
kcloyd@hvlicsd.org

HMGP Cost Estimate Spreadsheet

DATE	JURISDICTION NAME	DISASTER & PROJECT OR PLANNING #	PROJECT OR PLANNING TITLE		
12/13/2019	Hidden Valley Lake Community Services District	DR4434-PJ0002	I & I Reduction		
#	Item Name	Unit Quantity	Unit of Measure	Unit Cost	Cost Estimate Total
1	Pre-Award Costs: Develop Subapplication and BCA	160	HR	\$ 55.61	\$ 8,898
2	Sewer lines: CCTV & Jet LS6 subbasin 35% of 6"	2262	LF	\$ 2.35	\$ 5,316
3	Sewer lines: Replacement LS6 subbasin 35% of 6"	2262	LF	\$ 90.00	\$ 203,580
4	Sewer lines: CCTV & Jet LS2 subbasin 20% of 6"	1248	Lf	\$ 2.35	\$ 2,933
5	Sewer lines: Replacement LS2 subbasin 20% of 6"	1248	LF	\$ 135.00	\$ 168,480
6	Sewer lines: CCTV & Jet LS2 18% of 8"	721	LF	\$ 2.35	\$ 1,694
7	Sewer lines: Replacement LS2 subbasin 18% of 8"	721	LF	\$ 135.00	\$ 97,335
8	Sewer lines: CCTV & Jet LS3 2% of 6"	406	LF	\$ 2.35	\$ 954
9	Sewer lines: Replacement LS3 subbasin 2% of 6"	406	LF	\$ 90.00	\$ 36,540
10	Sewer lines: CCTV & Jet LS3 2% of 8"	289	LF	\$ 2.35	\$ 679
11	Sewer lines: Replacements LS3 subbasin 2% 8"	289	LF	\$ 135.00	\$ 39,015
12	Sewer lines: CCTV & Jet LS5 subbasin 1% of 6"	50	LF	\$ 2.35	\$ 118
13	Sewer lines: Replacements LS5 subbasin 1% of 6"	50	LF	\$ 90.00	\$ 4,500
14	Sewer lines: Debris removal	5027	HR	\$ 40.99	\$ 206,057
15	Manholes: Lids	60	EA	\$ 776.70	\$ 46,602
16	Manholes: Concrete	30	CY	\$ 170.00	\$ 5,100
17	Manholes: Demolition	150	HR	\$ 40.99	\$ 6,149
18	Manholes: Install	150	HR	\$ 40.99	\$ 6,149
19	Manholes: Debris removal	60	HR	\$ 40.99	\$ 2,459
20	Direct project administration: Flow monitor & GIS	150	HR	\$ 55.61	\$ 8,342
39					\$ -
40					\$ -
Total Project Cost Estimate:				\$	850,898



RESOLUTION 2019-11

RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ADOPTING THE WESTSIDE SACRAMENTO VALLEY INTEGRATED REGIONAL WATER MANAGEMENT PLAN UPDATE (Westside Sac IRWMP Update)

WHEREAS, in 2002 the California legislature enacted Division 6, Part 2.2, of the California Water Code, known as the Integrated Regional Water Management Planning Act of 2002 (“Act”) for, among other things, the purpose of encouraging local agencies to work together to manage their available water supplies and to improve the quality, quantity, and availability of those supplies; and

WHEREAS, the Westside Sac IRWM has been developed through a collaborative process including the five county Coordinating Committee, signatory governing boards and agency representatives, and interested stakeholders; and

WHEREAS, the original adopted Westside Sac IRWM Plan defines a clear vision for the management of water resources in the Westside region and highlights important actions needed to accomplish that vision; and

WHEREAS, the District’s mission is consistent with the goals and objectives of the Westside Sac IRWM Plan; and

WHEREAS, in 2014 the Hidden Valley Lake Community Service District Board of Directors adopted the original document Westside Sacramento Integrated Water Management Plan(Resolution 2014-7).

WHEREAS, the District must adopt the Westside Sac IRWM Plan in order to be eligible to receive funds awarded through the California Department of Water Resources Integrated Regional Water Management Program

NOW, THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors adopts the 2019 updates to the 2013 Westside Sac IRWM Plan.

Passed and Adopted on November 19, 2019 by the following vote:

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AYES:

NOES:

ABSTAIN:

ABSENT:

Judy Mirbegian
Acting President of the Board

Kirk Cloyd
General Manager/Secretary to the Board

RESOLUTION 2019-12
RESOLUTION OF THE BOARD OF DIRECTORS OF THE HIDDEN VALLEY
LAKE COMMUNITY SERVICES DISTRICT, COUNTY OF LAKE, STATE OF
CALIFORNIA, ESTABLISHING WATER, SEWER AND RECYCLED WATER
RATES PURSUANT TO ORDINANCE 57.1

WHEREAS, pursuant to Ordinance 57.1, water, sewer, and recycled water rates are to be established from time-to-time to ensure that revenues cover expenses; and

WHEREAS, Hidden Valley Lake Community Services District is in the final year of a multi-year rate increase that reflects water and sewer rate adjustments required in order to cover actual costs incurred by the District in providing water, sewer and recycled water services to its customers, including funds for capital improvements and an appropriate level of operational reserves, and will not produce revenues in excess of the costs of such service; and

WHEREAS, pursuant to the requirements of Article XIII D, Section 6 of the California Constitution and Section 53755 of the Government Code, the District provided mailed notice of the proposed water rates to all customers who would be affected by said rates, advising them of the public hearing that was conducted by the Board of Directors on April 21, 2015, and the opportunity to protest the proposed rates in writing, which notice was mailed more than 45 days prior to the public hearing; and

WHEREAS, on April 21, 2015, the Board of Directors conducted a public hearing on the proposed water and sewer rates as provided in the notice mailed to customers who would be affected by the rates, considered all written protests to the proposed water rates filed with the District prior to the conclusion of the public hearing, and had determined that the written protests filed with the District represent fewer than fifty percent (50%) of the number of parcels that would be affected by the proposed water rates; and

WHEREAS, AB 3030 went into effect as of January 1, 2009, adding Section 53756 to the Government Code. Pursuant to Government Code Section 53756, the District may adopt a schedule of fees or charges that authorizes automatic adjustments that pass-through increases in wholesale charges for water or sewer adjustments for inflation for a period not to exceed five (5) years; and

WHEREAS, should the Governor of the State of California, in response to severe statewide drought conditions, implement emergency conservation regulations requiring significant reductions in urban water demand. Such mandated reductions in demand are difficult to predict and have a direct impact in reducing revenues below the projections used to establish multi-year water rates.

NOW, THEREFORE, the Board of Directors of the Hidden Valley Lake Community Services District (HVLCS D or District) do hereby RESOLVE, DETERMINE, AND ORDER as follows:

Section 1: Water Monthly Fees for Residential, Commercial and Government

Rates for delivery of water for HVLCS D shall be as set forth below:

Monthly Water Fixed Charges Based on Meter Size:

Meter Size	Residential	Commercial
5/8"	\$39.58	\$39.58
3/4"	\$39.58	\$58.02
1"	\$94.91	\$94.91
1.5"	\$187.11	\$187.11
2"	\$297.76	\$297.76

(The monthly water volumetric fee is: \$2.68 per 100 cubic feet.)

Monthly Drought Water Rates:

Volumetric Charges per 100 cubic feet:

Drought Stage I	10% Use Reduction	\$3.35
Drought Stage II	20% Use Reduction	\$3.75
Drought Stage III	30% Use Reduction	\$4.02
Drought Stage IV	40% Use Reduction	\$4.47

Due to state mandated water conservation requirements during drought conditions, the District is using "drought rates" to offset revenue shortfall resulting from State imposed mandates. Drought rates will be implemented at the District Board of Directors discretion and will remain in effect no longer than the corresponding State Imposed mandate.

The District shall provide customers with written notice of the adoption of any demand reduction rate not less than thirty (30) days prior to the effective date of the new rates.

Section 2: Reclaimed (Recycled) Water

Reclaimed Water:	\$291.75	Per Acre Foot (AF)
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Section 3: Sewer Monthly Fees for Residential, Commercial and Government

Monthly Sewer Fixed Charges: \$51.96

Volumetric Residential:	\$2.76	Per 100 Cubic Feet (HCF)
Volumetric Commercial:	\$3.00	Per 100 Cubic Feet (HCF)

(Monthly sewer volumetric charge is based on the average water use during December - March and is adjusted July 1 of each year.)

Section 4: Pass-Through Charges

The following pass-through charges shall be imposed as needed in order to pass through any amount of wholesale water service charges which exceed, in any fiscal year, the amount of scheduled increase in the District's adopted rates as set forth in Sections 1, 2 and 3 above.

- (a) Pacific Gas and Electric (PG&E) Pass-Through Charge. Should PG&E elect to impose an unforeseen increase in rates which exceeds those used in establishing the commodity charges provided for in Sections 1, 2 and/or 3; a calculation based upon the increased portion of the PG&E rate which is above and beyond the District's then current fiscal year costs will be used in calculating a dollar cost per unit (HCF) of water used and will be passed on to its customers as a PG&E Pass-Through Charge.

The District shall provide customers with written notice of any such pass-through charges not less than thirty (30) days prior to the effective date of the charges.

Section 5: New Construction Fees and Charges

Residential Fees for New Construction and Existing Homes

Water Fees

Water meter fee	\$170.00
Water meter new install	\$130.00
Water hookup fee	\$3,500.00

Sewer Fees

Sewer inspection fee	\$100.00
Sewer Capital Facility Fee within District (Applies to properties within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.)	\$7,600.00
Sewer Capital Facility Fee outside the District (Applies to properties not identified within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.)	\$9,317.76 per HEU

Commercial Fees for New Construction

Commercial Water hookup fee ¾” meter	\$3,500.00
Commercial Water hookup fee 2” meter	\$10,350.00
Capacity connection fee per *HEU (Applies to properties not identified within the 1987 Winzler & Kelly Engineers report, Sewer Assessment District #1, as receiving capacity as part of Sewer Assessment District #1.)	\$9,317.00
Sewer inspection fee	\$100.00

*HEU: House Equivalent Unit

Section 6: Miscellaneous Fees and Charges:

New account transfer fee (tenants)	\$55.00
Lock off/disconnect (processing) fee	\$45.00
Unlock fee	\$45.00
Lock fee	\$45.00
Courtesy notice	\$2.50
After hours service call	\$205.00
Leak check (no charge first time)	\$45.00

Water meter flow test	\$45.00
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Tampering with meter fine	\$300.00
Cut lock/replace lock port	\$100.00
Water meter reinstall/uninstall	\$80.00-\$130.00
Illegal water, sewer, or recycled water connection fine	\$50.00 per day
Returned check charge	\$50.00
Copies (black & white)	\$0.10 each page
Copies (color)	\$0.20 each page
Fax	\$1.00 each page

A 10% penalty for a delinquent bill (Water, sewer or recycled water) will be charged the first month and 1.5% penalty charge thereafter until paid. A bill is delinquent after the given due date printed on the bill.

Special sewer bond assessments are applied to properties located in the sewer district. Constituents can call the District Office for these assessments.

Section 7: Validity

If any section, subsection, clause, phrases, or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Resolution.

Section 8: Effective Date

This Resolution shall be effective beginning July 1, 2019.

Section 9: Repeal and Rescind

Upon adoption of this Resolution, all previous fee schedules shall be repealed and rescinded, effective July 1, 2019.

PASSED AND ADOPTED on November 19, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Judy Mirbegian,
Acting President of the Board of Directors

ATTEST: _____
Kirk Cloyd,
Secretary to the Board of Directors