



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: March 19, 2013
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) CONSENT CALENDAR
 - (A) MINUTES: Approval of the Minutes of the Board of Directors regular board meeting of the February 19, 2013 is recommended
 - (B) WARRANTS: Approval of Warrant #030657- #030728 for \$345,427.42 is recommended
- 6) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
 - Personnel Committee
 - Finance Committee
 - Security and Disaster Preparedness Program Committee
- 7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS (for information only, no action anticipated)
 - ACWA Region 1
 - ACWA State Legislative Committee
 - County OES
 - Other meetings attended
- 8) STAFF REPORTS (for information only, no action anticipated)
 - Accountant/Controller's Report
 - General Manager's Report
- 9) DISCUSSION AND POSSIBLE ACTION: Staff workload and work priorities for the next six months
- 10) REVISIONS TO HVLCSD PERSONNEL POLICY MANUAL
 - 10A) Discussion and Possible Action: Adoption of revised Sick Leave Policy
 - 10B) Discussion and Possible Action: Adoption of revised Nepotism Policy
 - 10C) Discussion and Possible Action: Adoption of Americans with Disability (ADA) Policy
 - 10D) Discussion and Possible Action: Adoption of revised Grievance Policy
- 11) DISCUSSION AND POSSIBLE ACTION: Development of guidelines for District sponsorship of community events
- 12) DISCUSSION AND POSSIBLE ACTION: Authorization for District to participate in Calpine's 2013 Earth Day Celebration



Hidden Valley Lake Community Services District

Regular Board Meeting

- 13) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-04 authorizing Board member participation and District representation on regional committees for the 2013 calendar year
- 14) PUBLIC COMMENT
- 15) BOARD MEMBER COMMENT
- 16) CLOSED SESSION: Consultation and advice from legal counsel regarding pending litigation (one case/multiple claims). California Government Code Section 54956.9(a)
- 17) ADJOURNMENT (Next Regular Board Meeting: April 16, 2013)

Public records are available upon request. Board Packets are posted on our website at www.hiddenvalleylakecsd.com. Click on the "Board Packet" link on the Agenda tab.

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

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



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: February 19, 2013
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on February 19, 2013 at the hour of 7:00 p.m. by President Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Herndon, Lieberman, and Mirbegian. Also present: Roland Sanford, General Manager and Tami Ipsen Administrative Assistant.

4) APPROVAL OF AGENDA:

Director Herndon moved, Director Lieberman seconded to approve the February 19, 2013 agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

- B. WARRANTS: Approved warrants #030589 - #030656 for \$295,385.93.
- C. SPRING HAS SPRUNG 5K/10K RUN SPONSORSHIP: Authorize District's partial sponsorship of Spring Has Sprung event and approve purchase of t-shirts and water bottles – total cost not to exceed \$2,500

Pursuant to General Manager Roland Sanford's request, agenda item 5A (minutes) was removed from the Consent Calendar for further discussion.

Director Lieberman moved, Director Graham seconded to approve Consent Calendar agenda items 5B (warrants) and 5C (Spring Has Sprung 5k/10k run sponsorship).

Motion approved by unanimous vote.

- A. MINUTES: Approval of the Board of Directors Minutes for the January 15, 2013 regular board meeting and the January 29, 2013 special meeting is recommended

Director Lieberman moved, Director Herndon seconded to approve item 5A (minutes), with the following corrections to the January 15, 2013 regular board meeting minutes:

Page Two, Line 31, under Agenda Item #10 to read, "After discussion and declined nominations from Directors Lieberman, Herndon and Graham, a nomination was accepted by Director Freeman for Vice President of the Board.

Page Three, Line 5, under Agenda Item #11 to read, Director Mirbegian stated that the committee chairs and Board members committee assignments for 2013 would remain the same as in 2012.

There were no corrections to the January 29, 2013 Special Meeting minutes.

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee – Director Herndon referenced the January 31, 2013 Personnel Committee report to note it was the committee’s decision to not address Agenda Item 6, Staffing and Compensation Plan, because this item would be more appropriately addressed as part of the strategic planning effort.

Finance Committee Report – Director Mirbegian reported there is a Finance Committee meeting scheduled for February 21, 2013

Security and Disaster Preparedness Program Committee – There was no report.

7) BOARD MEMBER ATTENDEES AT OTHER MEETINGS:

ACWA Region 1 meeting – Director Mirbegian briefed the Board on recent ACWA Region 1 activities and the Region’s decision to continue the “Take It From The Tap” public outreach program.

ACWA State Legislative Committee – Director Herndon discussed the purpose of the ACWA State Legislative Committee and pending legislation the committee is reviewing on behalf of ACWA members.

Lake County OES – Director Lieberman reported that the committee met on January 17, 2013 and discussed the status of communication repeaters, reorganization of the OES committee, and the need for future “table top” exercises.

8) STAFF REPORTS:

Accountant/Controller’s Finance and Investment Report

Report enclosed in board packet. Mr. Sanford had nothing to add to the written report.

General Manager’s Report:

In addition to his written report, General Manager Roland Sanford briefly discussed the possibility of the long awaited State Water Bond finally being placed on the ballot in 2014. He also discussed the urgent need to complete the District’s Sewer System Management Plan, and concerns regarding staff’s current workload.

9) PUBLIC HEARING to consider placement of default balance liens on real property pursuant to Government Code Section 61115

The hearing was opened at 8:03 p.m. There were no letters of concern submitted to the Board of Directors or property owners present to discuss the proposed liens. The hearing was closed at 8:04 p.m.

10) DISCUSSION AND POSSIBLE ACTION: Resolution confirming default balances and directing staff to file liens on real property

Director Graham moved, and Director Herndon seconded to approve Resolution 2013-03, A Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a Lien on Said Property

Motion approved by unanimous vote.

11) DISCUSSION AND POSSIBLE ACTION: Rejection of Mizono sewer lateral claim

A recommendation by the District’s insurance carrier to reject the Mizono claim investigation was provided in the Board of Directors’ agenda packet for review.

Following discussion of the recommendation, Director Herndon moved, Director Lieberman seconded to reject the Mizono claim.

Motion approved by unanimous vote.

- 12) DISCUSSION AND POSSIBLE ACTION: Board member assignments and representation on District and regional standing committees

Director Mirbegian, President of the Board, reorganized the Finance and Personnel committees. As of March 1, 2013 Directors Freeman and Graham will serve on the Finance Committee and Directors Mirbegian and Herndon will serve on the Personnel Committee. Pursuant to her direction the Finance, Security and Disaster Preparedness Program, and Personnel committees will now be co-chaired and staff will distribute all future committee agendas to the full Board. Director Mirbegian also reminded the Finance, Security and Disaster Preparedness Program, and Personnel committees to complete their respective reviews of the CSDA Sample Policy Handbook.

The Board discussed District participation on regional committees and the manner in which individual Board members should report back to the full Board on the items discussed at regional committee meetings. Following discussion, Director Mirbegian requested that Board members either submit a written summary or provide an oral report at the first Board meeting following the regional committee meeting attended.

- 13) INFORMATIONAL PRESENTATION: Impact of "Inflow and Infiltration" on sewer operations

Mr. Sanford and Dave Burns, Wastewater Lead Operator, gave a brief PowerPoint presentation summarizing the impacts of sewer infiltration and inflow on the District wastewater collection system and treatment facility.

- 14) PUBLIC COMMENTS:

Property owner noted that the Upper Putah Creek Stewardship Group meetings are now held on the 2nd Wednesday of the month at the Senior Center in Middletown, and Caltrans will be hosting a public meeting to discuss Hwy 29 road improvement between the Napa County line and Lower Lake.

- 15) BOARD MEMBER COMMENT:

Director Freeman stated he is now a member of the Tourism Advisory Board for Middletown.

- 16) CLOSED SESSION: Government Code Section 54957 (b) (1) Public Employee
Title: General Manager position – discussion re: performance/evaluation

The Board went into Closed Session at 9:29 p.m. and came out of Closed Session at 9:32 p.m.

Director Mirbegian stated there was no reportable action taken in Closed Session.

- 17) ADJOURNMENT: The meeting was adjourned at 9:33 p.m. on motion by Director Herndon, seconded by Director Lieberman, and unanimously carried.

Roland Sanford Date
General Manager/Secretary to the Board

Judy Mirbegian Date
President of the Board

**Hidden Valley Lake CSD
Warrant Summary Report
February 28, 2013**

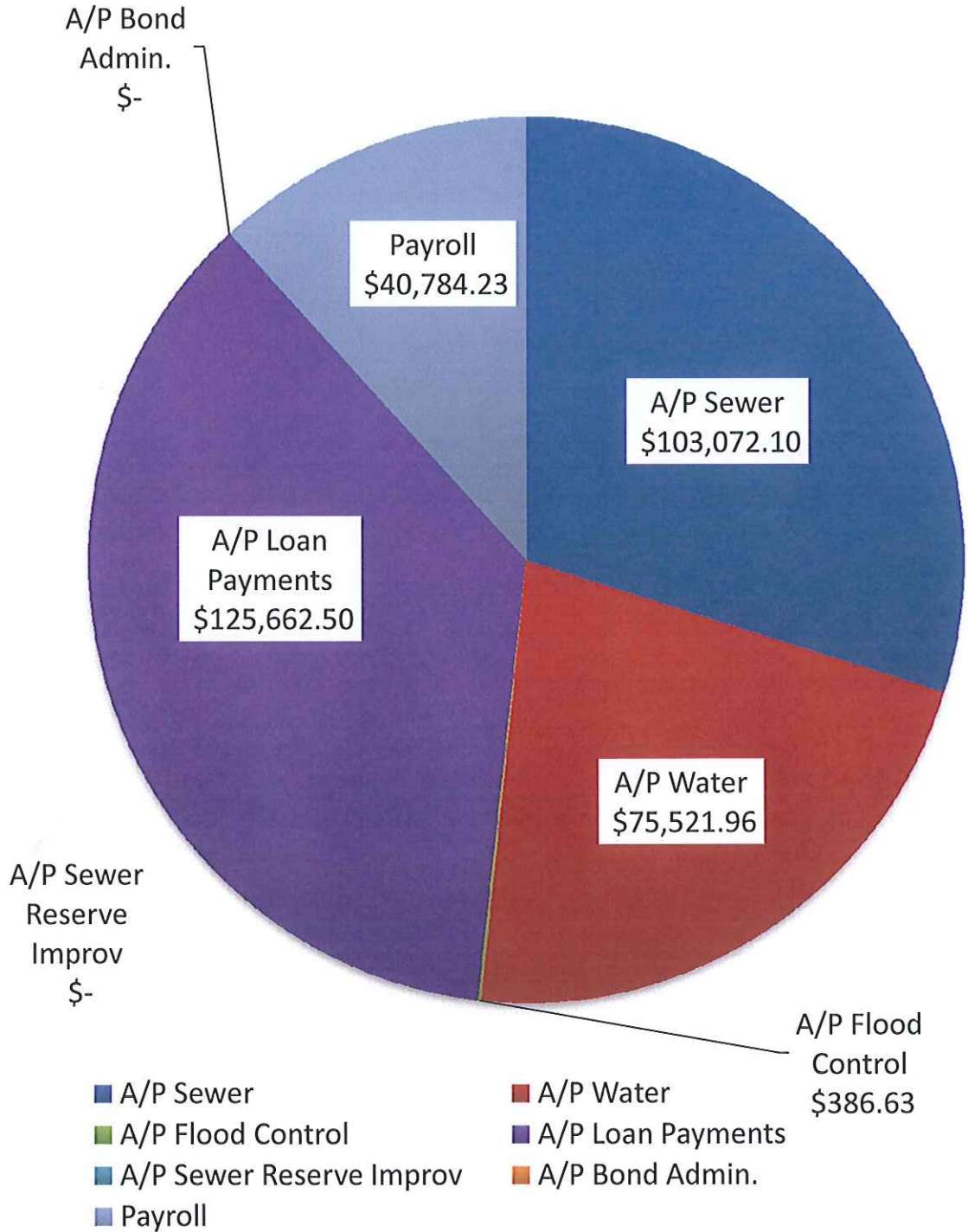
HVLCSD Deposit Summary

Cash	\$ 134,637.23
Transfers:	
Money Market	\$ 297,000.00
Total Deposits	\$ 431,637.23

HVLCSD Expenditure Summary

Accounts Payable	
120 - Sewer	\$ 103,072.10
130 - Water	\$ 75,521.96
140 - Flood Control	\$ 386.63
175 - FEMA Fund	\$ -
215 - USDA Sewer Bond	\$ 116,325.00
217 - State Loan	\$ -
218 - CIEDB	\$ -
219 - USDA Solar Project	\$ 9,337.50
375 - Sewer Reserve Improvement	\$ -
711 - Bond Administration	\$ -
Total AP	\$ 304,643.19
Payroll	\$ 40,784.23
Total Warrants	\$ 345,427.42

**Hidden Valley Lake CSD
Warrants
February 28, 2013
\$345,427**



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

CHECK DATE: 2/01/2013 THRU 2/28/2013
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1010	2/15/2013	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	30.60CR	POSTED	A	2/19/2013
1010	2/22/2013	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	4,491.05CR	POSTED	A	2/22/2013
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1010	2/01/2013	CHECK	030657	GOVERNMENT STAFFING SERVICES,	11,250.00CR	POSTED	A	2/07/2013
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1010	2/01/2013	CHECK	030660	PETTY CASH REIMBURSEMENT	274.46CR	POSTED	A	2/01/2013
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1010	2/01/2013	CHECK	030663	TYLER TECHNOLOGY	805.12CR	POSTED	A	2/05/2013
1010	2/01/2013	CHECK	030664	CLEARLAKE LAVA, INC.	61.32CR	POSTED	A	2/05/2013
1010	2/01/2013	CHECK	030665	JAMES DAY CONSTRUCTION, INC.	289.44CR	POSTED	A	2/04/2013
1010	2/01/2013	CHECK	030666	PACIFIC GAS & ELECTRIC COMPANY	9,226.40CR	POSTED	A	2/07/2013
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1010	2/08/2013	CHECK	030670	AMERICAN EXPRESS	51.57CR	POSTED	A	2/11/2013
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1010	2/08/2013	CHECK	030674	KAREN JENSEN	27.12CR	POSTED	A	2/08/2013
1010	2/08/2013	CHECK	030675	MEDIACOM	75.90CR	POSTED	A	2/13/2013
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1010	2/08/2013	CHECK	030683	LAKE COUNTY COURIER EXPRESS, L	1,361.00CR	POSTED	A	2/20/2013
1010	2/08/2013	CHECK	030684	LAKE LABS	1,884.00CR	POSTED	A	2/25/2013
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1010	2/08/2013	CHECK	030687	PACE SUPPLY CORP	28.25CR	POSTED	A	2/12/2013
1010	2/08/2013	CHECK	030688	SIERRA CHEMICAL CO.	545.61CR	POSTED	A	2/13/2013
1010	2/08/2013	CHECK	030689	TELESTAR INSTRUMENTS, INC	5,242.39CR	POSTED	A	2/12/2013
1010	2/08/2013	CHECK	030690	USA BLUE BOOK	69.29CR	POSTED	A	2/19/2013
1010	2/08/2013	CHECK	030691	WATERSOLVE, LLC	4,021.88CR	POSTED	A	2/13/2013
1010	2/08/2013	CHECK	030692	CALIFORNIA PUBLIC EMPLOYEES RE	7,443.68CR	POSTED	A	2/14/2013
1010	2/08/2013	CHECK	030693	STATE OF CALIFORNIA EMPLOYMENT	1,559.52CR	POSTED	A	2/11/2013
1010	2/08/2013	CHECK	030694	VARIABLE ANNUITY LIFE INSURANC	150.00CR	POSTED	A	2/12/2013

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

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COMPANY: 999 - POOLED CASH FUND
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 FOLIO: ALL

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1010	2/05/2013	DEPOSIT	000004	REGULAR DAILY POST 2/05/2013	2,824.63	POSTED	C	2/06/2013
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1010	2/08/2013	DEPOSIT	000001	CREDIT CARD 2/08/2013	273.78	POSTED	C	2/12/2013
1010	2/08/2013	DEPOSIT	000002	CREDIT CARD 2/08/2013	943.02	POSTED	C	2/12/2013
1010	2/08/2013	DEPOSIT	000003	REGULAR DAILY POST 2/08/2013	2,592.05	POSTED	C	2/11/2013
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1010	2/11/2013	DEPOSIT	000001	CREDIT CARD 2/11/2013	704.17	POSTED	C	2/14/2013
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1010	2/13/2013	DEPOSIT	000002	REGULAR DAILY POST 2/13/2013	517.83	POSTED	C	2/14/2013
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1010	2/15/2013	DEPOSIT		CREDIT CARD 2/15/2013	473.04	POSTED	C	2/20/2013
1010	2/15/2013	DEPOSIT	000001	CREDIT CARD 2/15/2013	218.83	POSTED	C	2/20/2013
1010	2/15/2013	DEPOSIT	000002	CREDIT CARD 2/15/2013	2,480.28	POSTED	C	2/20/2013
1010	2/15/2013	DEPOSIT	000003	REGULAR DAILY POST 2/15/2013	3,255.83	POSTED	C	2/19/2013
1010	2/19/2013	DEPOSIT		CREDIT CARD 2/19/2013	1,905.22	POSTED	C	2/20/2013
1010	2/19/2013	DEPOSIT	000001	CREDIT CARD 2/19/2013	171.69	POSTED	C	2/22/2013
1010	2/19/2013	DEPOSIT	000002	CREDIT CARD 2/19/2013	4,008.29	POSTED	C	2/22/2013
1010	2/19/2013	DEPOSIT	000003	REGULAR DAILY POST 2/19/2013	18,325.30	POSTED	C	2/20/2013
1010	2/20/2013	DEPOSIT		CREDIT CARD 2/20/2013	74.26	POSTED	C	2/22/2013
1010	2/20/2013	DEPOSIT	000001	CREDIT CARD 2/20/2013	250.91	POSTED	C	2/25/2013
1010	2/20/2013	DEPOSIT	000002	CREDIT CARD 2/20/2013	1,878.03	POSTED	C	2/25/2013
1010	2/20/2013	DEPOSIT	000003	REGULAR DAILY POST 2/20/2013	2,869.69	POSTED	C	2/21/2013
1010	2/21/2013	DEPOSIT		CREDIT CARD 2/21/2013	78.83	POSTED	C	2/25/2013
1010	2/21/2013	DEPOSIT	000001	CREDIT CARD 2/21/2013	910.78	POSTED	C	2/26/2013
1010	2/21/2013	DEPOSIT	000002	REGULAR DAILY POST 2/21/2013	349.09	POSTED	C	2/22/2013
1010	2/21/2013	DEPOSIT	000003	Transfer from LAIF	167,653.13	POSTED	G	2/21/2013
1010	2/21/2013	DEPOSIT	000004	Transfer from LAIF	171,959.66	POSTED	G	2/21/2013

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

CHECK DATE: 2/01/2013 THRU 2/28/2013
 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	2/21/2013	DEPOSIT	000005	Transfer from LAIF	278,110.75	POSTED	G	2/21/2013
1010	2/21/2013	DEPOSIT	000006	Transfer from LAIF	163,998.01	POSTED	G	2/21/2013
1010	2/21/2013	DEPOSIT	000007	Trans from LAIF (rounding)	114.92	POSTED	G	2/21/2013
1010	2/22/2013	DEPOSIT		CREDIT CARD 2/22/2013	81.69	POSTED	C	2/26/2013
1010	2/22/2013	DEPOSIT	000001	CREDIT CARD 2/22/2013	783.57	POSTED	C	2/26/2013
1010	2/22/2013	DEPOSIT	000002	REGULAR DAILY POST 2/22/2013	459.04	POSTED	C	2/25/2013
1010	2/22/2013	DEPOSIT	000003	DAILY PAYMENT POSTING - ADJ	230.00CR	POSTED	U	2/22/2013
1010	2/25/2013	DEPOSIT		CREDIT CARD 2/25/2013	837.95	POSTED	C	2/28/2013
1010	2/25/2013	DEPOSIT	000001	REGULAR DAILY POST 2/25/2013	1,410.64	POSTED	C	2/26/2013
1010	2/25/2013	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	260.00CR	POSTED	U	2/25/2013
1010	2/26/2013	DEPOSIT		CREDIT CARD 2/26/2013	239.62	CLEARED	C	3/01/2013
1010	2/26/2013	DEPOSIT	000001	REGULAR DAILY POST 2/26/2013	2,581.47	POSTED	C	2/27/2013
1010	2/27/2013	DEPOSIT		CREDIT CARD 2/27/2013	53.91	CLEARED	C	3/04/2013
1010	2/27/2013	DEPOSIT	000001	REGULAR DAILY POST 2/27/2013	610.98	POSTED	C	2/28/2013
1010	2/28/2013	DEPOSIT		CREDIT CARD 2/28/2013	603.34	CLEARED	C	3/05/2013
1010	2/28/2013	DEPOSIT	000001	REGULAR DAILY POST 2/28/2013	1,095.32	CLEARED	C	3/01/2013
EFT:								
1010	2/21/2013	EFT		Transfer to LAIF	376,640.01CR	POSTED	G	2/21/2013
1010	2/21/2013	EFT	000001	Transfer to LAIF	58,696.46CR	POSTED	G	2/21/2013
1010	2/21/2013	EFT	000002	Transfer to LAIF	49,500.00CR	POSTED	G	2/21/2013
MISCELLANEOUS:								
1010	2/04/2013	MISC.		DAILY PAYMENT POSTING - ADJ	74.26	POSTED	G	2/04/2013
1010	2/08/2013	MISC.		PAYROLL DIRECT DEPOSIT	19,171.85CR	POSTED	P	2/08/2013
1010	2/19/2013	MISC.		PAYROLL DIRECT DEPOSIT	184.70CR	POSTED	P	2/19/2013
1010	2/22/2013	MISC.		PAYROLL DIRECT DEPOSIT	20,433.58CR	POSTED	P	2/22/2013
SERVICE CHARGE:								
1010	2/04/2013	SERV-CHG		January 2013 ETS Fees	430.22CR	POSTED	G	2/04/2013
1010	2/04/2013	SERV-CHG	000001	January 2012 ETS Fees	269.33CR	POSTED	G	2/04/2013
1010	2/04/2013	SERV-CHG	000002	January 2012 ETS Fees	185.14CR	POSTED	G	2/04/2013
1010	2/04/2013	SERV-CHG	000003	January 2013 Analysis Fees	402.48CR	POSTED	G	2/15/2013
TOTALS FOR ACCOUNT 1010				CHECK	TOTAL:	287,313.37CR		
				DEPOSIT	TOTAL:	916,399.44		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	39,715.87CR		
				SERVICE CHARGE	TOTAL:	1,287.17CR		
				EFT	TOTAL:	484,836.47CR		
				BANK-DRAFT	TOTAL:	18,323.92CR		

3/08/2013 11:40 AM

CHECK RECONCILIATION REGISTER

PAGE: 6

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

CHECK DATE: 2/01/2013 THRU 2/28/2013
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
TOTALS FOR POOLED CASH FUND				CHECK	TOTAL: 287,313.37CR			
				DEPOSIT	TOTAL: 916,399.44			
				INTEREST	TOTAL: 0.00			
				MISCELLANEOUS	TOTAL: 39,715.87CR			
				SERVICE CHARGE	TOTAL: 1,287.17CR			
				EFT	TOTAL: 484,836.47CR			
				BANK-DRAFT	TOTAL: 18,323.92CR			

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1460	USDA RURAL DEVELOPMENT HI	000000	9,337.50	N	219 5-00-5523	INTERST EXPENSE	9,337.50
01-1722	US DEPARTMENT OF THE TREA	000000	8,986.42	N	120 2091	FIT PAYABLE	3,474.84
					120 2093	SOCIAL SECURITY PAYABL	110.14
					120 2094	MEDICARE PAYABLE	420.75
					120 5-10-5010	SALARIES & WAGES	293.29
					120 5-20-5010	SALARIES & WAGES	48.51
					120 5-30-5010	SALARIES & WAGES	182.26
					120 5-40-5010	DIRECTORS COMPENSATION	6.88
					130 2091	FIT PAYABLE	3,537.34
					130 2093	SOCIAL SECURITY PAYABL	44.85
					130 2094	MEDICARE PAYABLE	411.38
					130 5-10-5010	SALARIES & WAGES	211.15
					130 5-20-5010	SALARIES & WAGES	48.51
					130 5-30-5010	SALARIES & WAGES	187.92
					130 5-35-5010	SALARIES & WAGES	0.18
					130 5-40-5010	DIRECTORS COMPENSATION	8.42
01-2797	GOVERNMENT STAFFING SERVI	030657	11,250.00	N	120 5-00-5123	OTHER PROFESSIONAL SER	5,625.00
					130 5-00-5123	OTHER PROFESSIONAL SER	5,625.00
01-2699	MICHELLE HAMILTON	030658	625.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	300.00
					130 5-00-5110	CONTRACTUAL SERVICES	325.00
01-2684	OFFICE DEPOT	030659	300.44	N	120 5-10-5090	OFFICE SUPPLIES	150.23
					130 5-10-5090	OFFICE SUPPLIES	150.21
01-1002	PETTY CASH REIMBURSEMENT	030660	274.46	N	120 5-00-5090	OFFICE SUPPLIES	19.00
					120 5-00-5092	POSTAGE & SHIPPING	12.21
					120 5-00-5545	RECORDING FEES	26.88
					120 5-10-5179	ADM MISC EXPENSES	50.03
					130 5-00-5090	OFFICE SUPPLIES	18.99
					130 5-00-5092	POSTAGE & SHIPPING	12.20
					130 5-00-5545	RECORDING FEES	85.12
					130 5-10-5179	ADM MISC EXPENSES	50.03
01-2700	REDFORD SERVICES	030661	950.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	456.00
					130 5-00-5110	CONTRACTUAL SERVICES	494.00
01-2638	RICOH AMERICAS CORPORATIO	030662	695.36	N	120 5-10-5090	OFFICE SUPPLIES	347.68
					130 5-10-5090	OFFICE SUPPLIES	347.68
01-2585	TYLER TECHNOLOGY	030663	805.12	N	120 5-00-5110	CONTRACTUAL SERVICES	386.46
					130 5-00-5110	CONTRACTUAL SERVICES	418.66
01-1479	CLEARLAKE LAVA, INC.	030664	61.32	N	130 5-00-5150	REPAIR & REPLACE	61.32
01-111	JAMES DAY CONSTRUCTION, I	030665	289.44	N	120 5-00-5150	REPAIR & REPLACE	289.44
01-9	PACIFIC GAS & ELECTRIC CO	030666	9,226.40	N	120 5-00-5192	ELECTRICITY	2,150.24
					130 5-00-5192	ELECTRICITY	6,716.85
					140 5-00-5192	ELECTRICITY	359.31

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL	G/L		G/L	G/L
			AMOUNT	1099	ACCT NO#	NAME	AMOUNT
01-2719	TIRE PROS	030667	870.24	N	120 5-00-5061	VEHICLE MAINT	435.12
					130 5-00-5061	VEHICLE MAINT	435.12
01-1946	AMERICAN EXPRESS	030670	51.57	N	120 5-10-5090	OFFICE SUPPLIES	25.79
					130 5-10-5090	OFFICE SUPPLIES	25.78
01-1	MISCELLANEOUS VENDOR	030671	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-1	MISCELLANEOUS VENDOR	030672	420.00	N	120 5-00-5179	ADM MISC EXPENSE	210.00
					130 5-00-5179	ADM MISC EXPENSE	210.00
01-2788	GHD	030673	8,358.50	N	130 5-00-5122	ENGINEERING SERVICES	8,358.50
01-2302	KAREN JENSEN	030674	27.12	N	120 5-20-5170	TRAVEL MILEAGE	5.08
					130 5-20-5170	TRAVEL MILEAGE	22.04
01-1392	MEDIACOM	030675	75.90	N	120 5-00-5110	CONTRACTUAL SERVICES	36.44
					130 5-00-5110	CONTRACTUAL SERVICES	39.46
01-2607	PATRICIA WILKINSON	030676	94.92	N	120 5-20-5170	TRAVEL MILEAGE	17.80
					130 5-20-5170	TRAVEL MILEAGE	77.12
01-148	PITNEY BOWES, INC.	030677	1,337.27	N	120 5-00-5110	CONTRACTUAL SERVICES	641.90
					130 5-00-5110	CONTRACTUAL SERVICES	695.37
01-1652	TAMI IPSEN	030678	61.22	N	120 5-10-5170	TRAVEL MILEAGE	11.48
					130 5-10-5170	TRAVEL MILEAGE	49.74
01-1460	USDA RURAL DEVELOPMENT HI	030679	116,325.00	N	215 2111	BONDS PAYABLE N. CURR	116,325.00
01-1	MISCELLANEOUS VENDOR	030680	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-2283	ARMED FORCE PEST CONTROL,	030681	180.00	N	120 5-00-5155	MAINT BLDG & GROUNDS	90.00
					130 5-00-5155	MAINT BLDG & GROUNDS	90.00
01-47	BRELJE AND RACE LABS, INC	030682	805.80	N	120 5-00-5195	ENV/MONITORING	805.80
01-2743	LAKE COUNTY COURIER EXPRE	030683	1,361.00	N	120 5-00-5110	CONTRACTUAL SERVICES	1,361.00
01-129	LAKE LABS	030684	1,884.00	Y	120 5-00-5195	ENV/MONITORING	1,416.00
					130 5-00-5195	ENV/MONITORING	468.00
01-137	MENZIO TIRE SERVICE	030685	40.00	N	120 5-00-5061	VEHICLE MAINT	20.00
					130 5-00-5061	VEHICLE MAINT	20.00
01-2749	NAPA AUTO PARTS	030686	189.47	N	120 5-00-5061	VEHICLE MAINT	94.73
					130 5-00-5061	VEHICLE MAINT	94.74
01-2702	PACE SUPPLY CORP	030687	28.25	N	120 5-00-5150	REPAIR & REPLACE	28.25
01-2736	SIERRA CHEMICAL CO.	030688	545.61	N	120 5-00-5148	OPERATING SUPPLIES	545.61
01-2195	TELESTAR INSTRUMENTS, INC	030689	5,242.39	N	120 1286	FIELD EQUIPMENT	5,242.39

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1751	USA BLUE BOOK	030690	69.29	N	120 5-00-5150	REPAIR & REPLACE	69.29
01-2740	WATERSOLVE, LLC	030691	4,021.88	N	120 5-00-5160	SLUDGE DISPOSAL	4,021.88
01-21	CALIFORNIA PUBLIC EMPLOYE	030692	7,443.68	N	120 2088	SURVIVOR BENEFITS - PE	5.28
					120 2090	PERS PAYABLE	1,216.56
					120 5-10-5021	RETIREMENT EXPENSES	1,067.42
					120 5-20-5021	RETIREMENT EXPENSES	316.33
					120 5-30-5021	RETIREMENT EXPENSES	1,011.00
					130 2088	SURVIVOR BENEFITS - PE	5.88
					130 2090	PERS PAYABLE	1,278.77
					130 5-10-5021	RETIREMENT EXPENSES	1,067.39
					130 5-20-5021	RETIREMENT EXPENSES	316.33
					130 5-30-5021	RETIREMENT EXPENSES	1,158.72
01-11	STATE OF CALIFORNIA EMPLO	030693	1,559.52	N	120 2092	CIT PAYBLE	507.15
					120 2095	S D I PAYABLE	144.93
					120 5-10-5020	EMPLOYEE BENEFITS	45.33
					120 5-20-5020	EMPLOYEE BENEFITS	28.57
					120 5-30-5020	EMPLOYEE BENEFITS	51.51
					130 2092	CIT PAYABLE	514.34
					130 2095	S D I PAYABLE	139.46
					130 5-10-5020	EMPLOYEE BENEFITS	27.06
					130 5-20-5020	EMPLOYEE BENEFITS	28.57
					130 5-30-5020	EMPLOYEE BENEFITS	72.60
01-1530	VARIABLE ANNUITY LIFE INS	030694	150.00	N	120 2099	DEFERRED COMP - PLAN 4	65.03
					130 2099	DEFERRED COMP - PLAN 4	84.97
01-1	MISCELLANEOUS VENDOR	030695	130.00		130 1052	ACCTS REC WATER USE	130.00
01-1961	ACWA/JPIA	030696	822.28	N	120 5-00-5020	EMPLOYEE BENEFITS	337.73
					130 5-00-5020	EMPLOYEE BENEFITS	484.55
01-8	AT&T	030697	986.39	N	120 5-00-5191	TELEPHONE	493.20
					130 5-00-5191	TELEPHONE	493.19
01-2197	CHASE CARD SERVICES UNITE	030698	2,020.36	N	120 5-00-5148	OPERATING SUPPLIES	106.63
					120 5-10-5090	OFFICE SUPPLIES	21.40
					120 5-10-5175	EDUCATION / SEMINARS	8.82
					120 5-30-5090	OFFICE SUPPLIES	9.95
					120 5-30-5175	EDUCATION / SEMINARS	1,200.00
					120 5-40-5175	EDUCATION / SEMINARS	8.82
					130 5-00-5148	OPERATING SUPPLIES	3.04
					130 5-10-5090	OFFICE SUPPLIES	21.39
					130 5-10-5175	EDUCATION / SEMINARS	40.18
					130 5-30-5090	OFFICE SUPPLIES	9.95
					130 5-30-5175	EDUCATION / SEMINARS	550.00
					130 5-40-5175	EDUCATION / SEMINARS	40.18
01-2111	CSG SYSTEMS	030699	1,288.67	N	120 5-00-5110	CONTRACTUAL SERVICES	618.57
					130 5-00-5110	CONTRACTUAL SERVICES	670.10

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2798	DOWNEY BRAND ATTORNEYS LL	030700	1,938.50	N	120 5-00-5121	LEGAL SERVICES	969.25
					130 5-00-5121	LEGAL SERVICES	969.25
01-1	MISCELLANEOUS VENDOR	030701	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-2814	KMCREATIVE	030702	2,037.00	N	120 5-00-5123	OTHER PROFESSIONAL SER	1,018.50
					130 5-00-5123	OTHER PROFESSIONAL SER	1,018.50
01-2754	MERRILL, ARNONE & JONES,	030703	1,514.46	Y	120 5-00-5121	LEGAL SERVICES	757.23
					130 5-00-5121	LEGAL SERVICES	757.23
01-2684	OFFICE DEPOT	030704	557.83	N	120 5-10-5090	OFFICE SUPPLIES	278.92
					130 5-10-5090	OFFICE SUPPLIES	278.91
01-1	MISCELLANEOUS VENDOR	030705	400.50	N	120 5-00-5150	REPAIR & REPLACE	179.43
					130 5-00-5150	REPAIR & REPLACE	219.88
					140 5-00-5150	REPAIRS & MAINTENANCE	1.19
01-1579	SOUTH LAKE REFUSE COMPANY	030706	157.14	Y	120 5-00-5155	MAINT BLDG & GROUNDS	78.10
					130 5-00-5155	MAINT BLDG & GROUNDS	78.10
					140 5-00-5155	MAINT BLDG & GROUNDS	0.94
01-1705	SPECIAL DISTRICT RISK MAN	030707	27,733.59	N	120 5-00-5025	RETIREE HEALTH BENEFIT	849.92
					120 5-10-5020	EMPLOYEE BENEFITS	3,131.85
					120 5-20-5020	EMPLOYEE BENEFITS	1,469.91
					120 5-30-5020	EMPLOYEE BENEFITS	3,259.30
					120 5-40-5020	EMPLOYEE BENEFITS	3,486.02
					130 5-00-5025	RETIREE HEALTH BENEFIT	849.89
					130 5-10-5020	EMPLOYEE BENEFITS	4,452.48
					130 5-20-5020	EMPLOYEE BENEFITS	2,089.74
					130 5-30-5020	EMPLOYEE BENEFITS	4,633.68
					130 5-40-5020	EMPLOYEE BENEFITS	3,486.01
					140 5-10-5020	EMPLOYEE BENEFITS	9.88
					140 5-20-5020	EMPLOYEE BENEFITS	4.64
					140 5-30-5020	EMPLOYEE BENEFITS	10.27
01-1659	WAGNER & BONSIGNORE	030708	9,235.55	N	130 5-00-5123	OTHER PROFESSIONAL SER	9,235.55
01-1723	ADVANCED ELECTRONIC SECUR	030709	339.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	132.00
					120 5-00-5155	MAINT BLDG & GROUNDS	37.50
					130 5-00-5110	CONTRACTUAL SERVICES	132.00
					130 5-00-5155	MAINT BLDG & GROUNDS	37.50
01-2815	Asbury Environmental Serv	030710	300.00	N	120 5-00-5061	VEHICLE MAINT	150.00
					130 5-00-5061	VEHICLE MAINT	150.00
01-1479	CLEARLAKE LAVA, INC.	030711	508.90	N	120 5-00-5150	REPAIR & REPLACE	254.45
					130 5-00-5150	REPAIR & REPLACE	254.45
01-112	EEL RIVER FUELS, INC.	030712	1,132.31	N	120 5-00-5060	GASOLINE, OIL & FUEL	566.16
					130 5-00-5060	GASOLINE, OIL & FUEL	566.15
01-2541	MENDO MILL CLEARLAKE	030713	26.98	N	130 5-00-5148	OPERATING SUPPLIES	26.98

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2639	SHAPE INCORPORATED	030714	39,636.38	N	120 1286	FIELD EQUIPMENT	39,636.38
01-2719	TIRE PROS	030715	850.45	N	120 5-00-5061 130 5-00-5061	VEHICLE MAINT VEHICLE MAINT	425.23 425.22
01-1751	USA BLUE BOOK	030716	2,019.03	N	120 5-00-5150 130 5-00-5150	REPAIR & REPLACE REPAIR & REPLACE	1,819.23 199.80
01-112	EEL RIVER FUELS, INC.	030717	3,012.00	N	120 5-00-5060 130 5-00-5060	GASOLINE, OIL & FUEL GASOLINE, OIL & FUEL	1,506.00 1,506.00
01-2538	HARDESTER'S MARKETS & HAR	030718	35.41	N	120 5-00-5148 130 5-00-5150	OPERATING SUPPLIES REPAIR & REPLACE	8.56 26.85
01-1621	POWER INDUSTRIES	030719	183.03	N	130 5-00-5312	TOOLS - FIELD	183.03
01-2598	VERIZON WIRELESS	030720	1,340.01	N	120 5-00-5191 130 5-00-5191	TELEPHONE TELEPHONE	670.01 670.00
01-2816	CARDMEMBER SERVICE	030721	741.16	N	120 5-00-5150 120 5-10-5090 130 5-00-5150 130 5-10-5090 130 5-30-5175	REPAIR & REPLACE OFFICE SUPPLIES REPAIR & REPLACE OFFICE SUPPLIES EDUCATION / SEMINARS	15.45 134.82 106.07 134.82 350.00
01-1155	FEDERAL EXPRESS CORPORATI	030722	27.83	N	120 5-00-5092 130 5-00-5092	POSTAGE & SHIPPING POSTAGE & SHIPPING	13.92 13.91
01-2684	OFFICE DEPOT	030723	176.02	N	120 5-10-5090 130 5-10-5090	OFFICE SUPPLIES OFFICE SUPPLIES	88.01 88.01
01-2638	RICOH AMERICAS CORPORATIO	030724	1,609.38	N	120 5-00-5311 120 5-10-5090 130 5-00-5311 130 5-10-5090	EQUIPMENT - OFFICE OFFICE SUPPLIES EQUIPMENT - OFFICE OFFICE SUPPLIES	798.94 5.75 798.94 5.75
01-2744	ST HELENA HOSPITAL dba JO	030725	308.00	N	120 5-00-5020 130 5-00-5020 140 5-00-5020	EMPLOYEE BENEFITS EMPLOYEE BENEFITS EMPLOYEE BENEFITS	127.02 180.58 0.40
01-21	CALIFORNIA PUBLIC EMPLOYE	030726	7,545.42	N	120 2088 120 2090 120 5-10-5021 120 5-20-5021 120 5-30-5021 130 2088 130 2090 130 5-10-5021 130 5-20-5021 130 5-30-5021 130 5-35-5021	SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT EXPENSES RETIREMENT EXPENSES RETIREMENT EXPENSES SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT EXPENSES RETIREMENT EXPENSES RETIREMENT EXPENSES RETIREMENT EXPENSES	5.45 1,245.31 1,067.42 316.34 1,079.30 5.71 1,280.17 1,067.39 316.32 1,159.69 2.32
01-11	STATE OF CALIFORNIA EMPLO	030727	1,485.52	N	120 2092	CIT PAYBLE	486.67

A C C O U N T S P A Y A B L E
 D I S B U R S E M E N T R E P O R T

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-11	STATE OF CALIFORNIA EMPLO	030727	1,485.52	N	** (CONTINUED) **		
					120 5-10-5020	EMPLOYEE BENEFITS	10.43
					120 5-20-5020	EMPLOYEE BENEFITS	28.30
					120 5-30-5020	EMPLOYEE BENEFITS	53.07
					130 2092	CIT PAYABLE	526.86
					130 2095	S D I PAYABLE	143.15
					130 5-10-5020	EMPLOYEE BENEFITS	10.42
					130 5-20-5020	EMPLOYEE BENEFITS	28.30
					130 5-30-5020	EMPLOYEE BENEFITS	53.79
					130 5-35-5020	EMPLOYEE BENEFITS	0.21
01-1530	VARIABLE ANNUITY LIFE INS	030728	150.00	N	120 2099	DEFERRED COMP - PLAN 4	75.00
					130 2099	DEFERRED COMP - PLAN 4	75.00
	1099 ELIGIBLE	6	5,469.60				
	1099 EXEMPT	66	299,173.59				
***	REPORT TOTALS	72	304,643.19				

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 1286	FIELD EQUIPMENT	44,878.77
120 2088	SURVIVOR BENEFITS - PERS 4TH L	10.73
120 2090	PERS PAYABLE	2,461.87
120 2091	FIT PAYABLE	3,474.84
120 2092	CIT PAYBLE	993.82
120 2093	SOCIAL SECURITY PAYABLE	110.14
120 2094	MEDICARE PAYABLE	420.75
120 2095	S D I PAYABLE	289.25
120 2099	DEFERRED COMP - PLAN 457 PAY	140.03
120 5-00-5020	EMPLOYEE BENEFITS	464.75
120 5-00-5025	RETIREE HEALTH BENEFITS	849.92
120 5-00-5060	GASOLINE, OIL & FUEL	2,072.16
120 5-00-5061	VEHICLE MAINT	1,125.08
120 5-00-5090	OFFICE SUPPLIES	19.00
120 5-00-5092	POSTAGE & SHIPPING	26.13
120 5-00-5110	CONTRACTUAL SERVICES	3,932.37
120 5-00-5121	LEGAL SERVICES	1,726.48
120 5-00-5123	OTHER PROFESSIONAL SERVICES	6,643.50

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

SORTED BY CHECK

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5148	OPERATING SUPPLIES	660.80
120 5-00-5150	REPAIR & REPLACE	2,655.54
120 5-00-5155	MAINT BLDG & GROUNDS	205.60
120 5-00-5160	SLUDGE DISPOSAL	4,021.88
120 5-00-5179	ADM MISC EXPENSE	210.00
120 5-00-5191	TELEPHONE	1,163.21
120 5-00-5192	ELECTRICITY	2,150.24
120 5-00-5195	ENV/MONITORING	2,221.80
120 5-00-5311	EQUIPMENT - OFFICE	798.94
120 5-00-5545	RECORDING FEES	26.88
120 5-10-5010	SALARIES & WAGES	293.29
120 5-10-5020	EMPLOYEE BENEFITS	3,187.61
120 5-10-5021	RETIREMENT EXPENSES	2,134.84
120 5-10-5090	OFFICE SUPPLIES	1,052.60
120 5-10-5170	TRAVEL MILEAGE	11.48
120 5-10-5175	EDUCATION / SEMINARS	8.82
120 5-10-5179	ADM MISC EXPENSES	50.03
120 5-20-5010	SALARIES & WAGES	48.51
120 5-20-5020	EMPLOYEE BENEFITS	1,526.78
120 5-20-5021	RETIREMENT EXPENSES	632.67
120 5-20-5170	TRAVEL MILEAGE	22.88
120 5-30-5010	SALARIES & WAGES	182.26
120 5-30-5020	EMPLOYEE BENEFITS	3,363.88
120 5-30-5021	RETIREMENT EXPENSES	2,090.30
120 5-30-5090	OFFICE SUPPLIES	9.95
120 5-30-5175	EDUCATION / SEMINARS	1,200.00
120 5-40-5010	DIRECTORS COMPENSATION	6.88
120 5-40-5020	EMPLOYEE BENEFITS	3,486.02
120 5-40-5175	EDUCATION / SEMINARS	8.82
	** FUND TOTAL **	103,072.10
130 1052	ACCTS REC WATER USE	130.00
130 2088	SURVIVOR BENEFITS - PERS 4TH L	11.59
130 2090	PERS PAYABLE	2,558.94
130 2091	FIT PAYABLE	3,537.34
130 2092	CIT PAYABLE	1,041.20
130 2093	SOCIAL SECURITY PAYABLE	44.85
130 2094	MEDICARE PAYABLE	411.38
130 2095	S D I PAYABLE	282.61
130 2099	DEFERRED COMP - PLAN 457 PAYAB	159.97
130 5-00-5020	EMPLOYEE BENEFITS	665.13
130 5-00-5025	RETIREE HEALTH BENEFITS	849.89
130 5-00-5060	GASOLINE, OIL & FUEL	2,072.15
130 5-00-5061	VEHICLE MAINT	1,125.08
130 5-00-5090	OFFICE SUPPLIES	18.99
130 5-00-5092	POSTAGE & SHIPPING	26.11
130 5-00-5110	CONTRACTUAL SERVICES	2,774.59

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

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

SORTED BY CHECK

G/L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5121	LEGAL SERVICES	1,726.48
130 5-00-5122	ENGINEERING SERVICES	8,358.50
130 5-00-5123	OTHER PROFESSIONAL SERVICES	15,879.05
130 5-00-5148	OPERATING SUPPLIES	30.02
130 5-00-5150	REPAIR & REPLACE	868.37
130 5-00-5155	MAINT BLDG & GROUNDS	205.60
130 5-00-5179	ADM MISC EXPENSE	210.00
130 5-00-5191	TELEPHONE	1,163.19
130 5-00-5192	ELECTRICITY	6,716.85
130 5-00-5195	ENV/MONITORING	468.00
130 5-00-5311	EQUIPMENT - OFFICE	798.94
130 5-00-5312	TOOLS - FIELD	183.03
130 5-00-5505	WATER CONSERVATION	450.00
130 5-00-5545	RECORDING FEES	85.12
130 5-10-5010	SALARIES & WAGES	211.15
130 5-10-5020	EMPLOYEE BENEFITS	4,489.96
130 5-10-5021	RETIREMENT EXPENSES	2,134.78
130 5-10-5090	OFFICE SUPPLIES	1,052.55
130 5-10-5170	TRAVEL MILEAGE	49.74
130 5-10-5175	EDUCATION / SEMINARS	40.18
130 5-10-5179	ADM MISC EXPENSES	50.03
130 5-20-5010	SALARIES & WAGES	48.51
130 5-20-5020	EMPLOYEE BENEFITS	2,146.61
130 5-20-5021	RETIREMENT EXPENSES	632.65
130 5-20-5170	TRAVEL MILEAGE	99.16
130 5-30-5010	SALARIES & WAGES	187.92
130 5-30-5020	EMPLOYEE BENEFITS	4,760.07
130 5-30-5021	RETIREMENT EXPENSES	2,318.41
130 5-30-5090	OFFICE SUPPLIES	9.95
130 5-30-5175	EDUCATION / SEMINARS	900.00
130 5-35-5010	SALARIES & WAGES	0.18
130 5-35-5020	EMPLOYEE BENEFITS	0.21
130 5-35-5021	RETIREMENT EXPENSES	2.32
130 5-40-5010	DIRECTORS COMPENSATION	8.42
130 5-40-5020	EMPLOYEE BENEFITS	3,486.01
130 5-40-5175	EDUCATION / SEMINARS	40.18
	** FUND TOTAL **	75,521.96
140 5-00-5020	EMPLOYEE BENEFITS	0.40
140 5-00-5150	REPAIRS & MAINTENANCE	1.19
140 5-00-5155	MAINT BLDG & GROUNDS	0.94
140 5-00-5192	ELECTRICITY	359.31
140 5-10-5020	EMPLOYEE BENEFITS	9.88
140 5-20-5020	EMPLOYEE BENEFITS	4.64
140 5-30-5020	EMPLOYEE BENEFITS	10.27

03-08-2013 11:34 AM

VENDOR SET: 01 Hidden Valley Lake

VENDOR CLASS(ES): ALL CLASSES

A C C O U N T S P A Y A B L E
D I S B U R S E M E N T R E P O R T

PAGE: 9

BANK: ALL

SORTED BY CHECK

	** FUND TOTAL **	386.63
215 2111	BONDS PAYABLE N. CURR	116,325.00
	** FUND TOTAL **	116,325.00
219 5-00-5523	INTERST EXPENSE	9,337.50
	** FUND TOTAL **	9,337.50

** TOTAL ** 304,643.19

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	: 2/01/2013 THRU 2/28/2013	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

REPORT SEQUENCE: CHECK

G/L EXPENSE DISTRIBUTION: YES

CHECK RANGE: 000000 THRU 999999



Hidden Valley Lake Community Services District

Personnel Committee Report

DATE: March 6, 2013
TIME: 11:00 a.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Personnel Committee called to order on March 6, 2013 at the hour of 11:05 a.m. by Director Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Mirbegian and Herndon. Also present: Roland Sanford, General Manager and Tami Ipsen, Administrative Assistant.

4) APPROVAL OF AGENDA:

Director Mirbegian moved, Director Herndon seconded to approve the March 6, 2013 agenda.

Motion approved by unanimous vote.

5) REVIEW OF DRAFT PERSONNEL POLICIES

5A) SICK LEAVE

There were no requested changes the DRAFT Sick Leave policy prepared by staff.

5B) NEPOTISM

There was some minor editing recommended from the Personnel Committee.

5C) ADA

There were no requested changes to the DRAFT ADA policy prepared by staff.

5D) GRIEVANCE

There were no requested changes to the DFRAFT Grievance policy prepared by staff.

6) DISCUSSION OF LATEST TRENDS

6A) SUSPENSION/DEMOTIONS/DISMISSAL POLICY

6B) MERIT REVIEW AND PROMOTION POLICY

The Personnel Committee discussed agenda items 6A and 6B as part of the development of a performance management program that would include incentive pay, merit increases, and promotions. It was agreed that the committee will further discuss this topic at their next committee meeting.

7) CSDA 2000 POLICY SERIES REVIEW STATUS

The committee briefly reviewed the personnel policies contained in the CSDA Sample Policy Handbook (2000 series) and requested that staff prepare a list of those CSDA 2000 series policies for which the District already has adopted a corresponding policy containing similar if not identical language.

8) PUBLIC COMMENTS:

Staff presented sample employee handbooks from other agencies for the Personnel Committee to review.

9) ADJOURNMENT:

The meeting was adjourned at 12:30 p.m. on motion by Director Mirbegan, seconded by Director Herndon, and unanimously carried.



Hidden Valley Lake Community Services District

Finance Committee Report

DATE: February 21, 2013
TIME: 12:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Finance Committee called to order on February 21, 2013 at the hour of 12:05 p.m. by Director Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman and Mirbegian. Also present: Roland Sanford, General Manager and Tami Ipsen, Administrative Assistant.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Mirbegian seconded to approve the February 21, 2013 agenda.

Motion approved by unanimous vote.

5) RESULTS OF AUDIT SERVICES RFP SOLICITATION

Mr. Sanford stated that staff has received and is currently evaluating five proposals for auditing services and will provide an analysis and recommendation at the next Finance Committee meeting.

6) CREATION OF RESERVES AND CAPITAL IMPROVEMENT FUND POLICIES

Mr. Sanford presented a list of financial policies the Board should consider adopting:

- Operating Reserves
- Rate Stabilization Reserve
- Capital Reserve
- Capital Improvement Fund

The committee discussed the importance of the policies and how their adoption could enhance the District's ability to obtain favorable loan terms in the future.

Staff will prepare draft policies for review at the next Finance Committee meeting.

7) PERS RETIREMENT - DISCUSSION OF LONG TERM FINANCIAL OBLIGATION

Mr. Sanford discussed the possibility of accelerating payoff of the District's CalPERS side fund debt, and switching to an annual lump sum CalPERS benefit payments in lieu of biweekly payments, as a means of reducing costs. The committee also discussed the District's most recent CalPERS actuarial analysis, which reflects future contribution rates.

8) PUBLIC COMMENTS:

There was none.

9) ADJOURNMENT:

The meeting was adjourned at 1:37 p.m. on motion by Director Freeman, seconded by Director Mirbegian, and unanimously carried.

Roland Sanford

To: Judith Mirbegian
Subject: RE: ACWA Region 1 State Leg Committee Reps

Region 1 State Leg Committee Reps,

The Region 1 Board would like to get a conference call scheduled with you all prior to the State Leg Committee Meetings to go over the packet with you. If your schedule allows, the board would like to set up a standing call with you **Wednesdays, before a State Leg Committee Meeting, at 2 p.m.**

Here's the proposed call schedule:

Wed, Feb 6 @ 2 p.m.
Wed, Feb 27 @ 2 p.m.
Wed, Mar 20 @ 2 p.m.
Wed, Apr 10 @ 2 p.m.
Wed, May 1 @ 2 p.m.
Wed, Jun 5 @ 2 p.m.
Wed, Jun 26 @ 2 p.m.
Wed, Aug 14 @ 2 p.m.
Wed, Oct 23 @ 2 p.m.

The call-in information is: [\(530\) 881-1000](tel:5308811000) / Access: 405839

Please let us know if this works for you.

Thanks,

Katie Dahl

Region & Member Services Specialist
Association of CA Water Agencies
[916-441-4545](tel:9164414545) | katied@acwa.com

Thank you for your membership and dedication to ACWA!

For more information about ACWA membership or to become a member, please visit www.acwa.com.

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Association of California Water Agencies

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State Legislative Committee

Friday, March 1, 2013
Sacramento, California

MEETING SUMMARY

Executive Director's Report – Tim Quinn

- The Washington, D.C. Conference went well. There was great enthusiasm and shared interest in developing long-term solutions.
- The California Water Finance Task Force will meet on the 15th of March. ACWA supports the bond on the November 2014 ballot. There has been discussion about separating the funding for local resources development from the statewide focus of the water bond and delegating funding and development to regional or local authorities.
- The Watershed Initiative is coming along well under the leadership of Bob Dean and Cathy Pieroni.

Deputy Executive Director's Report – Cindy Tuck

- At the Drinking Water Stakeholder Group discussion, the primary issues were funding and domestic well monitoring.
- The State Water Resources Control Board recently released its report on nitrates, and ACWA staff are analyzing it. The report offers three possible solutions for the funding problem: a fee on the sale of agricultural commodities, a fee on nitrogen fertilizers, or a fee on water usage. Staff will circulate a link to the reports and ACWA's AB 145 letter.
- Water Board appointments may occur by March 15th. Steve Moore's confirmation hearing will take place in March.

Senator Rubio's Departure – Wendy Ridderbusch

- Senator Rubio's departure will affect our work, as he was heavily involved in our work. He was involved in CEQA, Safe Drinking Water, and the Water Bond. ACWA will seek out other legislators to find good partners for our issues. Rubio wrote a companion bill to AB 145 which may go away as a result of his resignation, unless another senator picks up the bill.

State Budget Update – Wendy Ridderbusch

- The state budget taxes have finished \$5 billion above the projected collections. Although this is good, this may lead to increased expansion of formerly curtailed services, which could place an inordinate amount of pressure on the general fund or lead to a push to appropriate special district or water district taxes for other purposes, as has been proposed by the Legislative Analyst's Office in the past.

ACWA State Legislative Committee Website – Antonio Alfaro

- There have been requests for the PowerPoints that were shown at previous State Legislative Committee meetings including the State Legislative Committee PowerPoint and the Legal Affairs Committee PowerPoint, those are now available on the website.

Review of Bill Packet– Points of Discussion

AB 147 (Perez): Environment: Salton Sea: Dust Mitigation.

The Committee would favor this bill and AB 148 if they were amended to address ACWA concerns.

AB 148 (Perez): Renewable Energy: Salton Sea.

See above.

AB 194 (Campos): Open meetings: protections for public criticism: penalties for violations.

After a lengthy discussion, the Committee took an oppose position on the bill. The primary concern was with the proposed imposition of criminal penalties. However, there were additional concerns with undefined terms and ambiguous provisions.

AB 218 (Dickinson): Local government: hiring practices.

The Committee took a not favor after discussing the downsides of this bill to public agencies. The feeling was that nothing is gained by delaying a decision the agency will make whether the question is posed on the front end of an application process or further in the process.



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State Legislative Committee

Friday, February 8, 2013

Sacramento, California

MEETING SUMMARY

Executive Director's Report – Tim Quinn

Federal Activity

A bill similar to the Nunes bill is being considered. Sequestration is looming, which could mean a 5.2% cut to Reclamation and an 8% cut to the Army Corps of Engineers.

Bay Delta Conservation Plan

ACWA members are now discussing the size of the pipe, rather than whether or not there should be a pipe. This is progress. The Delta Protection Commission came out in favor of a 3000 cfs system.

ACWA Strategic and Business Plan

Both the Board and ACWA staff gave input on the Strategic and Business plan, it is being refined.

California Water Finance Task Force

The task force is making good progress on its work on alternative finance. The working group that supports the task force is meeting on a regular basis.

Washington, D.C. Conference

The Washington, D.C. Conference will be held from February 26th to the 28th.

Deputy Executive Director's Report – Cindy Tuck

Water Bond

Four bills have been introduced, but three of them are still spot bills (AB 142, SB 36, & SB 40). SB 42 proposes getting rid of the Bond in favor of a new bond proposal.

Governor's Drinking Water Stakeholder Group

The first meeting of the year would follow the Committee's meeting on February 8. The focus is currently on funding sources and well monitoring. There has been a productive sharing of information and legislative positions between Environmental Justice, Agriculture, and Water interests.

The stakeholder group has barely talked about reorganization of the DPH, and has no recommendation on the issue.

AB 115 and AB 117

Talking with Assemblymember Perea, it appears to be a personal issue as the Department of Public Health has been unresponsive to him. We should get positions on the table, so that we can affect those proposals. ACWA members do not want the drinking water program to move from DPH to the State Water Resources Control Board.

Appointments

Three positions at the Water Board are in play: 1) the Registered Civil Engineer position, currently held by Tam Doduc (she is seeking reappointment), 2) the Public position which Frances Spivy-Weber currently holds (she is seeking reappointment), and 3) the Water Quality position. Charles Hoppin will be leaving that position, which given the current composition of the board must also be qualified in the field of water supply and water quality relating to irrigated agriculture. There are multiple candidates for all three of the positions. Governor will

likely make the decisions concerning the Water Board appointments by the end of February or the middle of March at the latest.

Strategies to Communicate with your Region – Wendy Ridderbusch

Wendy distributed a memo from Region 5's Bert Michalczyk, and committee members shared their techniques for keeping engaged with their regions and their interests and concerns and incorporating them into the SLC. Sharing ideas and tips between regions/committee members is highly encouraged.

CEQA Modernization Update – Whitnie Wiley

Advocates for modernization are looking at several options. One of these is a standards approach, where a project that complies with all laws and files an EIR is able to move forward. Another option is a plans approach, where the project, if it meets whatever plans are applicable and an EIR is filed, would be deemed in compliance with CEQA. This effort appears to be aimed at helping green tech, clean tech, hospitals, and infill projects. Senator Rubio has stated he thinks that something will be done on this topic by the end of this year.

ACWA's Legal Affairs Committee Powerpoint – Whitnie Wiley

The Legal Affairs Committee exists to support the mission of ACWA in relation to legal issues. Requests from ACWA members on matters relevant to ACWA membership prompt the Legal Affairs Committee to consider submitting amicus curiae briefs and/or comments to the attorney general. Membership is limited to attorneys, either contracted or in-house counsel for a member agency. At least one member per region is required.

Legislative Symposium – Rick Morin

The Legislative Symposium is happening soon, March 5. Sign up if you haven't already.

Redistricted Legislative Seats – Cole Smith-Crowley

A packet containing maps of the new legislative districts and brief biographies of the elected representatives has been compiled. Contact Cole Smith-Crowley at colesc@acwa.com for a PDF copy to be emailed to you.

Review of Bill Packet – Wendy Ridderbusch

Bills were reviewed. To form a drinking water subgroup concerning AB 145 and SB 117, names were solicited. So far, the following people have expressed an interest. The first conference call will be on Thursday.

Kathy Cole	Jolene Walsh	Shauna Lorance
Chris Kapheim	Jo Lynne Russo-Pereyra	Bob Roscoe
Glenn Farrel	Marlaigne Dumaine	Steve Bigley
Tom Martinez	Jennifer Allen	Jill Duerig
Ernest Conant	Brian Brady	

Reminder: ACWA Legislative Symposium – March 5, 2012 (Sacramento Convention Center)



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California Water Agencies**
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February 22, 2013

The Honorable Henry Perea
California State Assembly
State Capitol, Room 3120
Sacramento, CA 95814

Re: **AB 145 (Perea): Proposal to Move the State's Drinking Water Program from the California Department of Public Health to the State Water Resources Control Board**

Position: **Oppose Unless Amended**

Dear Assembly Member Perea:

On behalf of the Association of California Water Agencies (ACWA), I write to respectfully express ACWA's strong concerns with your bill, AB 145. This measure would transfer the State's Drinking Water Program from the California Department of Public Health (CDPH) to the State Water Resources Control Board (SWRCB). ACWA recognizes that your intent is to solve problems that disadvantaged communities in your district have experienced in their efforts to obtain a sustainable supply of safe drinking water. Please know that ACWA and its member agencies are committed to working with you, Governor Brown's Administration, environmental justice organizations and other stakeholders to develop amendments to your bill and solutions that solve the problems and avoid any unintended consequences.

To provide context for ACWA's opposition to AB 145, in its current form, following are some comments and recommendations for your consideration:

I. OVERVIEW OF ACWA'S CONCERNS

A. The Entire Drinking Water Program is Not Broken – Identify Targeted Solutions that Solve the Problems.

During its oversight hearing in November of 2012, the Assembly Committee on Environmental Safety and Toxic Materials reported that more than two million people in California do not have access to safe drinking water. This is a problem that must be addressed.

ACWA's member agencies that provide safe drinking water to millions of customers across the state are regulated by CDPH and find that the State's Drinking Water Program, including the permitting and inspection functions, generally works well. We suggest that the focus needs to be on targeted solutions that truly address the drinking water problems that disadvantaged communities in unincorporated areas are facing. **ACWA's member agencies are concerned that moving the entire drinking water program could negatively affect the parts of the program that work and not solve the problems that do exist.**

B. Moving the Entire Drinking Water Program to the SWRCB Would Not Address the Core Problems.

In its August 2012 report to the Governor's Office, the Governor's Drinking Water Stakeholder Group noted that:

According to the communities and organizations that advocate on their behalf, and according to the 2009 State Water Plan Update [...], two of the most pervasive problems are lack of funds to cover the **cost of operations and maintenance and organizational challenges**. (Emphasis added.)

When a community is working to establish a public water system, the proponents must show that they can meet technical, managerial, and financial (TMF) requirements to ensure the provision of safe drinking water on a long-term basis. Meeting these requirements can create organizational challenges for disadvantaged communities in unincorporated areas, but they are important requirements. Lack of available funds for operations and maintenance and challenges in meeting TMF requirements will not be solved by moving the drinking water program to another agency.

Another impediment facing disadvantaged communities relates to funding eligibility under the Federal Safe Drinking Water Act. In the past, CDPH has had to deny access to Safe Drinking Water Revolving Funds to communities that did not qualify as a legal entity under the program. Your AB 115 would help to solve that problem, and ACWA fully supports that bill. Moving the Drinking Water Program to another agency would not solve this problem.

ACWA members have identified other concerns which I reserve to discuss at some future opportunity.

II. INITIAL CONCEPTS FOR POTENTIAL SOLUTIONS

A. A Targeted Approach Should be Tried First.

Like you, Governor Brown's Administration is focused on solving these problems. They have convened the Governor's Drinking Water Stakeholder Group to air concerns and barriers and to explore reasonable solutions. We encourage the Administration to confirm that its internal team on this has the needed roles covered (e.g., outreach, legal, SRF funding, etc.) and have this internal "A team" work closely with the stakeholder group and other stakeholders on changes at CDPH and solutions to the core problems explained above in part. ACWA suggests that the "A team" focus on the following issues:

- 1) Which vacancies at CDPH should be filled? (We understand that the lack of adequate staffing for the program contributes to some of the program's shortcomings.)
- 2) Would an ombudsman be helpful?
- 3) Could staff be assigned to assist small water system access to the regulatory system and SRF program?
- 4) What changes are necessary to the Safe Drinking Water State Revolving Fund program to accelerate funding? The Legislative Analyst's December 20, 2012 letter to Assembly Member Luis Alejo may be helpful in this regard. The experience of the SWRCB, in administering the Clean Water SRF program, may be helpful in these discussions.

- 5) What flexibility exists under the Federal Safe Drinking Water Act and what changes in state law would be helpful?
- 6) Are there reasonable solutions that the state can promote to address operation and maintenance challenges and compliance with the TMF requirements?
- 7) What outreach to additional stakeholders would be helpful?

B. Any Move of the Program Should Keep the Focus on Public Health.

California's Drinking Water Program is a statewide public health program. CDPH works with local health officials and the water systems that it regulates to make sure that drinking water is safe and to address emergency situations. As discussions on solutions take place, ACWA strongly advocates that the Drinking Water Program must remain a public health program. The SWRCB is skilled in environmental and resource protection (e.g., the regulation of wastewater discharges) – but the SWRCB is **not** a public health agency. In addition, moving the Drinking Water Program to the SWRCB runs the risk of taking the SWRCB's focus away from a very full plate of critical programs and complex issues.

If the Administration A team approach, with changes made at CDPH, does not work, ACWA commits to working with you to explore alternative solutions. Some potential alternatives that could be explored include moving the Safe Drinking Water SRF to the SWRCB (with the two SRF teams working together) and the creation of an Office of Drinking Water at the California Environmental Protection Agency (Cal/EPA). However, we suggest that before approximately three hundred and fifty (350) employees are moved to a different agency when many parts of the existing program are working, it makes sense to try the targeted approach first.

For the reasons discussed above, ACWA must respectfully oppose AB 145 as currently drafted. ACWA would like to partner with you, the Legislature, Governor Brown's Administration, environmental justice organizations and other interested stakeholders to develop approaches and solutions, whether legislative or administrative, that solve the core problems driving your bill. Thank you for considering our concerns and suggestions.

Sincerely,



Cindy Tuck
Deputy Executive Director, Government Relations

CT: rm

cc: Ms. Nancy McFadden, Office of the Governor
Ms. Martha Guzman-Aceves, Office of the Governor
Mr. Cliff Rechtschaffen, Office of the Governor
Ms. Debbie Davis, Governor's Office of Planning and Research
Ms. Diana Dooley, California Health and Human Services Agency (CHHSA)
Mr. Matt Rodriguez, Cal/EPA
Mr. Gordon Burns, Cal/EPA
Mr. Michael Wilkening, CHHSA

The Honorable Henry Perea

February 22, 2013

Page 4

Dr. Ronald Chapman, CDPH

Mr. Charlie Hoppin, SWRCB

Mr. Tom Howard, SWRCB

Ms. Donna Campbell, CHHSA

Ms. Kristin Stauffacher, Cal/EPA

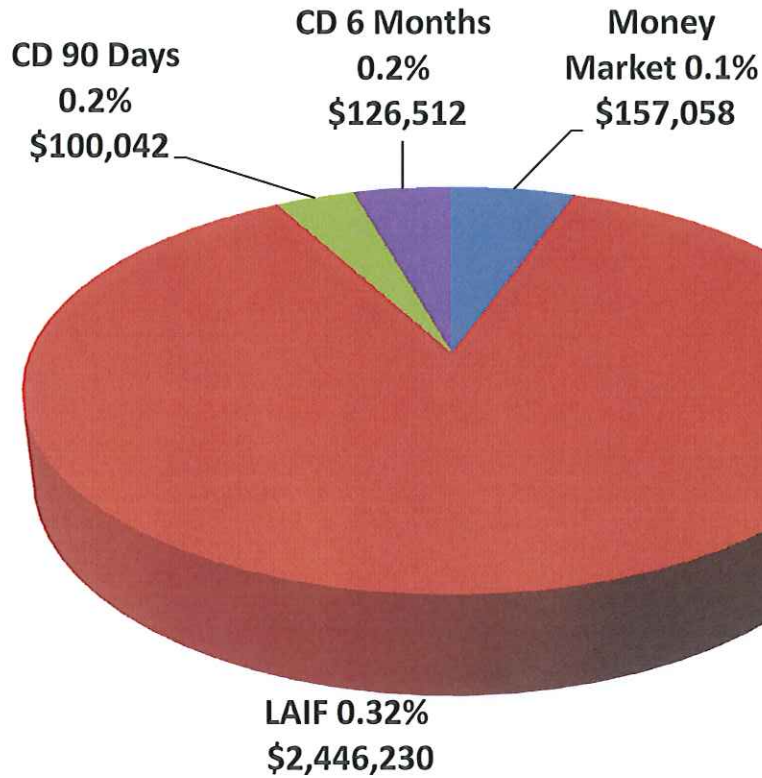
Ms. Monica Wagoner, CDPH

Mr. Rob Egel, SWRCB

**Hidden Valley Lake CSD
Pooled Cash
February 28, 2013**

Beginning Balance	\$ 239,850.12
Deposits	
Cash	\$ 134,637.23
Transfers	\$ 297,000.00
Total Deposits	<u>\$ 431,637.23</u>
Expenditures	
Accounts Payable	\$ 304,643.19
Payroll	\$ 40,784.23
Bank Fees	\$ 1,287.17
Total Expenditures	<u>\$ 346,714.59</u>
Ending Balance	<u><u>\$ 324,772.76</u></u>

**HIDDEN VALLEY LAKE CSD
INVESTMENT REPORT
February 28, 2013
\$2,829,843**



Investment	Interest Rate	Interest Earned this Period	Funds Invested
Money Market	0.10%	\$ 13.05	\$ 157,058
LAIF	0.32%	1,980.24	\$ 2,446,230
90 Day CD	0.20%	4.50	\$ 100,042
6 Month CD	0.20%	16.14	\$ 126,512
Total Funds Invested			\$ 2,829,843

This report is in compliance with the investment policy set forth by the board of the Hidden Valley Lake Community Services District.

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE FEBRUARY 28, 2013

**120-SEWER ENTERPRISE FUND
REVENUE**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 PERMIT & INSPECTION FEES	0.00	0.00	200.00	(200.00)	0.00%
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00%
120-4045 AVAILABILITY FEES	6,000.00	0.00	0.00	6,000.00	0.00%
120-4050 SALES OF RECLAIMED WATER	78,100.00	2,419.19	68,798.68	9,301.32	88.09%
120-4111 COMM SEWER USE	20,500.00	0.00	0.00	20,500.00	0.00%
120-4112 GOV'T SEWER USE	0.00	1,703.61	13,628.88	(13,628.88)	0.00%
120-4116 SEWER USE CHARGES	849,000.00	143,690.44	577,947.45	271,052.55	68.07%
120-4210 LATE FEE 10%	15,400.00	2,380.23	10,555.64	4,844.36	68.54%
120-4300 MISC INCOME	700.00	7.07	(17.69)	717.69	-2.53%
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00%
120-4505 LEASE INCOME	8,400.00	33.90	755.45	7,644.55	8.99%
120-4550 INTEREST	0.00	0.00	(4.00)	4.00	0.00%
TOTAL REVENUES	978,100.00	150,234.44	671,864.41	306,235.59	68.69%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE FEBRUARY 28, 2013

120-SEWER ENTERPRISE FUND

EXPENDITURES - ALL DEPTS	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5010 SALARY & WAGES	347,800.00	29,150.57	220,730.63	127,069.37	63.46%
120-5020 EMPLOYEE BENEFITS	123,000.00	12,213.66	80,219.00	42,781.00	65.22%
120-5021 RETIREMENT BENEFITS	57,000.00	4,857.81	32,448.30	24,551.70	56.93%
120-5025 RETIREE HEALTH BENEFITS	5,100.00	425.72	3,929.16	1,170.84	77.04%
120-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00%
120-5060 GASOLINE, OIL & FUEL	11,800.00	2,072.16	8,905.70	2,894.30	75.47%
120-5061 VEHICLE MAINT	8,000.00	1,125.08	3,982.61	4,017.39	49.78%
120-5062 TAXES & LIC	1,000.00	0.00	362.97	637.03	36.30%
120-5074 INSURANCE	17,700.00	0.00	0.00	17,700.00	0.00%
120-5075 BANK FEES	4,800.00	643.58	4,591.66	208.34	95.66%
120-5080 MEMBERSHIP & SUBSCRIPTIONS	3,600.00	0.00	2,448.81	1,151.19	68.02%
120-5090 OFFICE SUPPLIES	5,400.00	1,081.55	3,894.97	1,505.03	72.13%
120-5092 POSTAGE & SHIPPING	2,200.00	26.13	43.62	2,156.38	1.98%
120-5110 CONTRACTUAL SERVICES	29,000.00	3,932.37	26,998.24	2,001.76	93.10%
120-5121 LEGAL SERVICES	5,700.00	1,726.48	8,445.93	(2,745.93)	148.17%
120-5122 ENGINEERING SERVICES	7,500.00	0.00	0.00	7,500.00	0.00%
120-5123 OTHER PROFESSIONAL SERVICE	66,900.00	6,643.50	55,931.61	10,968.39	83.60%
120-5125 STRATEGIC PLANNING	5,000.00	0.00	0.00	5,000.00	0.00%
120-5126 RECRUITMENT	5,500.00	0.00	0.00	5,500.00	0.00%
120-5130 PRINTING & PUBLICATION	600.00	0.00	113.00	487.00	18.83%
120-5135 NEWSLETTER	700.00	0.00	0.00	700.00	0.00%
120-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00%
120-5145 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00%
120-5148 OPERATING SUPPLIES	8,800.00	660.80	7,409.47	1,390.53	84.20%
120-5150 REPAIR & REPLACE	72,500.00	2,655.54	20,513.54	51,986.46	28.29%
120-5155 MAINT BLDG & GROUNDS	5,700.00	205.60	2,555.26	3,144.74	44.83%
120-5160 SLUDGE DISPOSAL	22,600.00	4,021.88	19,908.00	2,692.00	88.09%
120-5170 TRAVEL & MEETINGS	2,500.00	34.36	310.75	2,189.25	12.43%
120-5175 EDUCATION / SEMINARS	11,900.00	1,217.64	4,764.00	7,136.00	40.03%
120-5176 DIRECTOR TRAINING	5,000.00	0.00	263.89	4,736.11	5.28%
120-5179 ADM MISC EXPENSE	0.00	260.03	391.24	(391.24)	0.00%
120-5191 TELEPHONE	9,500.00	1,163.21	7,592.40	1,907.60	79.92%
120-5192 ELECTRICITY	34,000.00	2,150.24	12,061.79	21,938.21	35.48%
120-5195 ENV/MONITORING	35,400.00	2,221.80	18,906.20	16,493.80	53.41%
120-5198 ANNUAL OPERATING FEES	3,200.00	0.00	2,845.76	354.24	88.93%
120-5310 EQUIPMENT - FIELD	2,300.00	0.00	0.00	2,300.00	0.00%
120-5311 EQUIPMENT - OFFICE	3,400.00	798.94	798.94	2,601.06	23.50%
120-5312 TOOLS - FIELD	1,800.00	0.00	1,794.75	5.25	99.71%
120-5315 SAFETY EQUIPMENT	900.00	0.00	0.00	900.00	0.00%
120-5545 RECORDING FEES	200.00	26.88	127.88	72.12	63.94%
120-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
120-5585 FLOOD CONTROL EXPENSE	0.00	0.00	0.00	0.00	0.00%
120-5590 NON-OPERATING OTHER	30,100.00	0.00	0.00	30,100.00	0.00%
120-5591 EXP APPLICABLE TO PRIOR YR	0.00	0.00	0.00	0.00	0.00%
120-5605 OPERATING CONTINGENCY	17,500.00	0.00	0.00	17,500.00	0.00%
120-5650 CAPITAL RESERVES	2,500.00	0.00	0.00	2,500.00	0.00%
TOTAL COMBINED EXPENDITURES	978,100.00	79,315.53	553,290.08	422,309.92	56.57%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE FEBRUARY 28, 2013

**130-WATER ENTERPRISE FUND
REVENUES**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEES	13,000.00	1,560.00	7,780.00	5,220.00	59.85%
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00%
130-4039 WATER METER INST	0.00	0.00	300.00	(300.00)	0.00%
130-4040 RECORDING FEES INCOME	300.00	10.00	150.00	150.00	50.00%
130-4045 AVAILABILITY FEES	23,500.00	78.00	78.00	23,422.00	0.33%
130-4110 COMM WATER USE	13,800.00	1,151.03	9,208.24	4,591.76	66.73%
130-4112 GOV'T WATER USE	800.00	74.26	594.08	205.92	74.26%
130-4115 WATER USE CHARGES	1,024,800.00	171,774.60	690,934.64	333,865.36	67.42%
130-4117 WATER OVERAGE USE FEE	161,200.00	4,033.50	127,790.88	33,409.12	79.27%
130-4118 WATER OVERAGE COMM	7,400.00	89.85	7,735.29	(335.29)	104.53%
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00%
130-4210 LATE FEE 10%	21,800.00	3,183.99	16,049.59	5,750.41	73.62%
130-4215 RETURNED CHECK CHARGE	800.00	75.00	375.00	425.00	46.88%
130-4300 MISC INCOME	200.00	34.07	83.83	116.17	41.92%
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00%
130-4505 LEASE INCOME	0.00	612.26	5,059.91	(5,059.91)	0.00%
130-4550 INTEREST	100.00	0.00	(9.87)	109.87	-9.87%
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUES	1,267,700.00	182,676.56	866,129.59	401,570.41	68.32%

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
YEAR TO DATE FEBRUARY 28, 2013

130-WATER ENTERPRISE FUND
EXPENDITURES - ALL DEPTS

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5010 SALARY & WAGES	377,300.00	28,780.53	223,436.44	153,863.56	59.22%
130-5020 EMPLOYEE BENEFITS	158,000.00	15,547.99	97,120.55	60,879.45	61.47%
130-5021 RETIREMENT BENEFITS	65,400.00	5,088.16	35,848.90	29,551.10	54.81%
130-5025 RETIREE HEALTH BENEFITS	6,300.00	425.68	3,929.07	2,370.93	62.37%
130-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00%
130-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00%
130-5060 GASOLINE, OIL & FUEL	11,800.00	2,072.15	8,234.29	3,565.71	69.78%
130-5061 VEHICLE MAINT	8,000.00	1,125.08	7,451.99	548.01	93.15%
130-5062 TAXES & LIC	1,000.00	0.00	632.45	367.55	63.25%
130-5074 INSURANCE	15,500.00	0.00	0.00	15,500.00	0.00%
130-5075 BANK FEES	4,800.00	643.59	4,591.70	208.30	95.66%
130-5080 MEMBERSHIP & SUBSCRIPTIONS	16,600.00	0.00	11,737.43	4,862.57	70.71%
130-5090 OFFICE SUPPLIES	5,400.00	1,081.49	3,817.69	1,582.31	70.70%
130-5092 POSTAGE & SHIPPING	2,200.00	26.11	43.61	2,156.39	1.98%
130-5110 CONTRACTUAL SERVICES	37,800.00	2,774.59	27,175.57	10,624.43	71.89%
130-5121 LEGAL SERVICES	5,700.00	1,726.48	8,445.95	(2,745.95)	148.17%
130-5122 ENGINEERING SERVICES	33,800.00	8,358.50	48,652.00	(14,852.00)	143.94%
130-5123 OTHER PROFESSIONAL SERVICE	75,900.00	15,879.05	111,727.76	(35,827.76)	147.20%
130-5124 WATER RIGHTS	14,700.00	0.00	14,390.97	309.03	97.90%
130-5125 STRATEGIC PLANNING	5,000.00	0.00	0.00	5,000.00	0.00%
130-5126 RECRUITMENT	5,500.00	0.00	0.00	5,500.00	0.00%
130-5130 PRINTING & PUBLICATION	600.00	0.00	113.00	487.00	18.83%
130-5135 NEWSLETTER	700.00	0.00	0.00	700.00	0.00%
130-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00%
130-5145 EQUIPMENT RENTAL	0.00	0.00	1,753.58	(1,753.58)	0.00%
130-5148 OPERATING SUPPLIES	1,000.00	30.02	1,548.02	(548.02)	154.80%
130-5150 REPAIR & REPLACE	60,000.00	868.37	42,634.28	17,365.72	71.06%
130-5155 MAINT BLDG & GROUNDS	2,500.00	205.60	3,271.33	(771.33)	130.85%
130-5170 MILEAGE	4,000.00	148.90	1,458.62	2,541.38	36.47%
130-5175 EDUC / SEMINARS	14,400.00	980.36	1,809.84	12,590.16	12.57%
130-5176 DIRECTOR TRAINING	5,000.00	0.00	299.74	4,700.26	5.99%
130-5179 ADM MISC EXPENSE	0.00	260.03	355.12	(355.12)	0.00%
130-5191 TELEPHONE	9,500.00	1,163.19	7,586.33	1,913.67	79.86%
130-5192 ELECTRICITY	108,500.00	6,716.85	110,362.48	(1,862.48)	101.72%
130-5195 ENV/MONITORING	6,200.00	468.00	5,170.50	1,029.50	83.40%
130-5198 ANNUAL OPERATING FEES	13,100.00	0.00	24,134.90	(11,034.90)	184.24%
130-5310 EQUIPMENT - FIELD	1,400.00	0.00	0.00	1,400.00	0.00%
130-5311 EQUIPMENT - OFFICE	3,400.00	798.94	798.94	2,601.06	23.50%
130-5312 TOOLS - FIELD	2,100.00	183.03	941.10	1,158.90	44.81%
130-5315 SAFETY EQUIPMENT	900.00	0.00	0.00	900.00	0.00%
130-5505 WATER CONSERVATION	10,000.00	450.00	4,224.88	5,775.12	42.25%
130-5545 RECORDING FEES	400.00	85.12	186.12	213.88	46.53%
130-5580 TRANSFERS OUT (CIEDB)	173,300.00	0.00	173,018.05	281.95	99.84%
130-5585 FLOOD CONTROL	0.00	0.00	85.26	(85.26)	0.00%
130-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00%
130-5591 EXP APPLICABLE TO PRIOR YEAR	0.00	0.00	0.00	0.00	0.00%
TOTAL EXPENDITURES	1,267,700.00	95,887.81	986,988.46	280,711.54	77.86%

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BI-MONTHLY REVENUE EXPENSE REPORT
CYCLE 4 FEBRUARY 28, 2013

	CYCLE BUDGET	CYCLE ACTUAL	CYCLE VARIANCE	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	PROJECTED ACTUAL	PROJECTED VARIANCE
REVENUE									
Sewer 120	\$ 163,017	\$ 153,742	\$ (9,275)	\$ 652,068	\$ 671,864	\$ 19,796	\$ 978,100	\$ 997,896	\$ 19,796
Water 130	\$ 211,283	\$ 185,590	\$ (25,693)	\$ 845,132	\$ 866,130	\$ 20,998	\$ 1,267,700	\$ 1,288,698	\$ 20,998
EXPENSE									
Sewer 120	\$ 163,017	\$ 156,551	\$ (6,466)	\$ 652,068	\$ 553,290	\$ (98,778)	\$ 978,100	\$ 879,322	\$ (98,778)
Water 130	\$ 211,283	\$ 366,486	\$ 155,203	\$ 845,132	\$ 986,988	\$ 141,856	\$ 1,267,700	\$ 1,317,700	\$ 50,000
NET REVENUE TO EXPENSE									
SEWER REVENUE	\$ 163,017	\$ 153,742		\$ 652,068	\$ 671,864	\$ 19,796	\$ 978,100	\$ 997,896	\$ 19,796
SEWER EXPENSE	\$ 163,017	\$ 156,551		\$ 652,068	\$ 553,290	\$ (98,778)	\$ 978,100	\$ 879,322	\$ (98,778)
DIFFERENCE	\$ -	\$ (2,809)		\$ -	\$ 118,574	\$ 118,574	\$ -	\$ 118,574	\$ 118,574
WATER REVENUE	\$ 211,283	\$ 185,590		\$ 845,132	\$ 866,130	\$ 20,998	\$ 1,267,700	\$ 1,288,698	\$ 20,998
WATER EXPENSE	\$ 211,283	\$ 366,486		\$ 845,132	\$ 986,988	\$ 141,856	\$ 1,267,700	\$ 1,317,700	\$ 50,000
DIFFERENCE	\$ -	\$ (180,897)		\$ -	\$ (120,859)	\$ (120,859)	\$ -	\$ (29,002)	\$ (29,002)

Variance Comments:

REVENUE

Water and sewer revenues continue to trend slightly above budgeted levels. In each case, annual revenues are currently projected to be approximately \$20,000 in excess of budgeted levels. In view of the unusually dry rainy season and the expectation of a dry spring, there is a strong possibility that annual water revenues will be even greater than currently projected. However, at least for now, it is assumed that water demands will follow an "average water year" trend. Sewer revenues are largely unaffected by weather, since unlike water, the fee (revenue) is not determined by the volume of sewage generated by a given account. Consequently, it is unlikely that sewer revenues will deviate appreciably from current estimates.

EXPENSES

The recent annual CIEDB loan payment of \$173,000 has created a short term spike in water expenses, as have to a lesser degree some miscellaneous professional and engineering consulting fees. Annual water expenses are currently estimated to exceed budgeted levels by as much as \$50,000. At the moment there is approximately a \$30,000 water fund shortfall between projected annual revenue and projected annual expenses. Staff will continue to closely monitor revenue streams and may defer some activities to the following fiscal year, in order to realign water fund revenues with the corresponding expenses.

Sewer expenses continue to trend well below – by approximately \$100,000 – budgeted levels. The prevailing dry weather, which is expected to enhance water revenues, is at the same time minimizing the volume of wastewater - reduced sewer infiltration and inflow - that is ultimately delivered to and treated at the sewer plant, and in turn, operating expenses. In addition to reducing the volume of water to be treated, the dry sunny days also indirectly reduce sewer expenses by way of increased electrical generation vis-à-vis the District's solar project. Prior to completion of the solar project, annual electricity expenses typically ranged between \$70,000 and \$80,000. Much of that cost has now been offset by the electricity produced by the solar project. Net sewer fund electrical costs for the current fiscal year are currently projected to be at or below \$20,000.

Hidden Valley Lake CSD
Foreclosure Totals

	As of Dec 6, 2012	As of Jan 9, 2013	As of Feb 12, 2013	As of Mar 13, 2013	
Total Foreclosures	132	\$5,163.15 135	\$9,031.83 133	\$4,488.87 136	\$7,787.74
# With Meter Locked	19	\$1,975.20 23	\$2,576.10 18	\$1,983.64 19	\$1,599.83
# On Active Status	26	\$3,187.95 47	\$6,455.73 26	\$2,505.23 45	\$6,187.91
# With \$0.00 Balance	34	\$0.00 12	\$0.00 36	\$0.00 18	\$0.00
# Property No Meter	53	\$0.00 53	\$0.00 53	\$0.00 54	\$0.00

Board of Directors

JIM FREEMAN

CAROLYN GRAHAM

LINDA HERNDON

JIM LIEBERMAN

JUDY MIRBEGIAN



General Manager
ROLAND SANFORD

Administrative Assistant
TAMI IPSEN

Accountant/Controller
TASHA KLEWE

*Hidden Valley Lake
Community Services District*

Memo

To: HVLCSD Board of Directors

From: Roland Sanford, General Manager

Date: March 19, 2013

RE: General Manager's Monthly Report

The unusually dry conditions referenced in last month's report are expected to continue into at least the latter half of March. Much of the region experienced near record if not record breaking low runoff in the months of January and February, and Putah Creek stream flows remain well below historic averages. Given the dry antecedent conditions, it is anticipated that water demands for the balance of the fiscal year will be higher than initially forecasted.

The dry weather has also impacted sewer operations and more specifically, sewer operating expenses. Less rain translates to less sewer infiltration and inflow, and in turn less wastewater that must be collected and treated. The additional sunshine has also benefited sewer operations in that electrical generation, by way of the District's solar project, has been higher than anticipated. Based on current trends, it appears likely that the District's solar project will offset sewer electrical costs by as much as \$60,000 in the current fiscal year (prior to construction of the solar project the District was spending between \$70,000 and \$80,000 per year on sewer electrical costs, this year the net cost will be on the order of \$20,000).

The Board will be discussing work/project priorities and the staff workload at the March 19, 2013 Board of Directors meeting. A status summary of new and ongoing noteworthy District projects is as follows:

District Website

KM Creative of Rocklin, California has been retained to develop a new website for the District. A first draft of the new website will be available for staff review and comment in April.

Financial Wellness Evaluation

NHA Advisors of San Rafael, California has been retained to evaluate the financial position of the District vis-à-vis future borrowing for construction of capital improvement projects. The project is scheduled to begin in April, following completion of the District's 2012 audit report by Smith & Newell, and be completed by the end of June.

Water Master Plan/Capital Improvement Plan

Staff is compiling background information on the condition of the District's existing water and sewer infrastructure, and the infrastructure needed to accommodate projected population growth within and adjacent to the existing District boundaries. This information will be forwarded to an engineering firm for subsequent analysis and preparation of the Water Master Plan/Capital Improvement Plan. Work on the Water Master Plan/Capital Improvement Plan, by the yet-to-be-determined engineering firm, will begin in May.

Water Rights Petition for Change

The District's water right consultants, Wagner & Bonsignore of Sacramento, California have submitted the District's water rights Petition for Change to the State Water Resources Control Board for review and processing - the first of three major steps that must be taken to amend the District's appropriative water rights. Later this calendar year preparation of an Environmental Impact Report, the second major step, will begin. Completion of the Environmental Impact Report is tentatively scheduled for mid 2014, with the final step, a final ruling by the State Water Resources Control Board on the District's petition, occurring in late 2014. Staff will provide a more detailed report on the status and necessary steps for completing the Water Rights Petition for Change project at the April Board of Directors meeting.

Treatment Plant Access Road Repair

Portions of the treatment plant access road, between Grange Road and the entrance to the treatment plant grounds, are failing. Accordingly, within the next few years extensive road repairs will most likely be needed to maintain all weather access to the treatment plant. A 200 foot-long segment of the treatment access road, between Grange Road and the entrance to the treatment plant grounds, will be repaired later this month or early April using a new "geo-fabric" that is designed to retain gravel and other road bed surface materials. Should this new geo-fabric treatment prove effective, staff will consider using it to repair larger road segments in lieu of the traditional but typically much more expensive chip seal or asphalt road repair options.

Sewer Lift Station Backup Generator Installation

Staff continues to evaluate bids for the installation of two permanent backup generators, one at Lift Station # 1 and the other at Lift Station # 4. The generators are intended to provide power to the lift station pumps during electrical outages. During storm events, sewer infiltration and inflow, coupled with "base" sewer flows, can quickly accumulate and unless pumped on through the sewer collection system, flood the respective lift stations and spill into adjacent surface drainages. Installation of the new generators is scheduled for completion in late spring or early summer.

Strategic Planning

Michael Wright of The Results Group – located in Santa Rosa, California – has been retained to facilitate meetings in support of the District's ongoing Strategic Planning efforts. Last month, Mr. Wright completed all Board member and nearly all staff interviews. The first Strategic Planning Board Workshop in which Mr. Wright will serve as a meeting facilitator is scheduled for March 23, 2013.

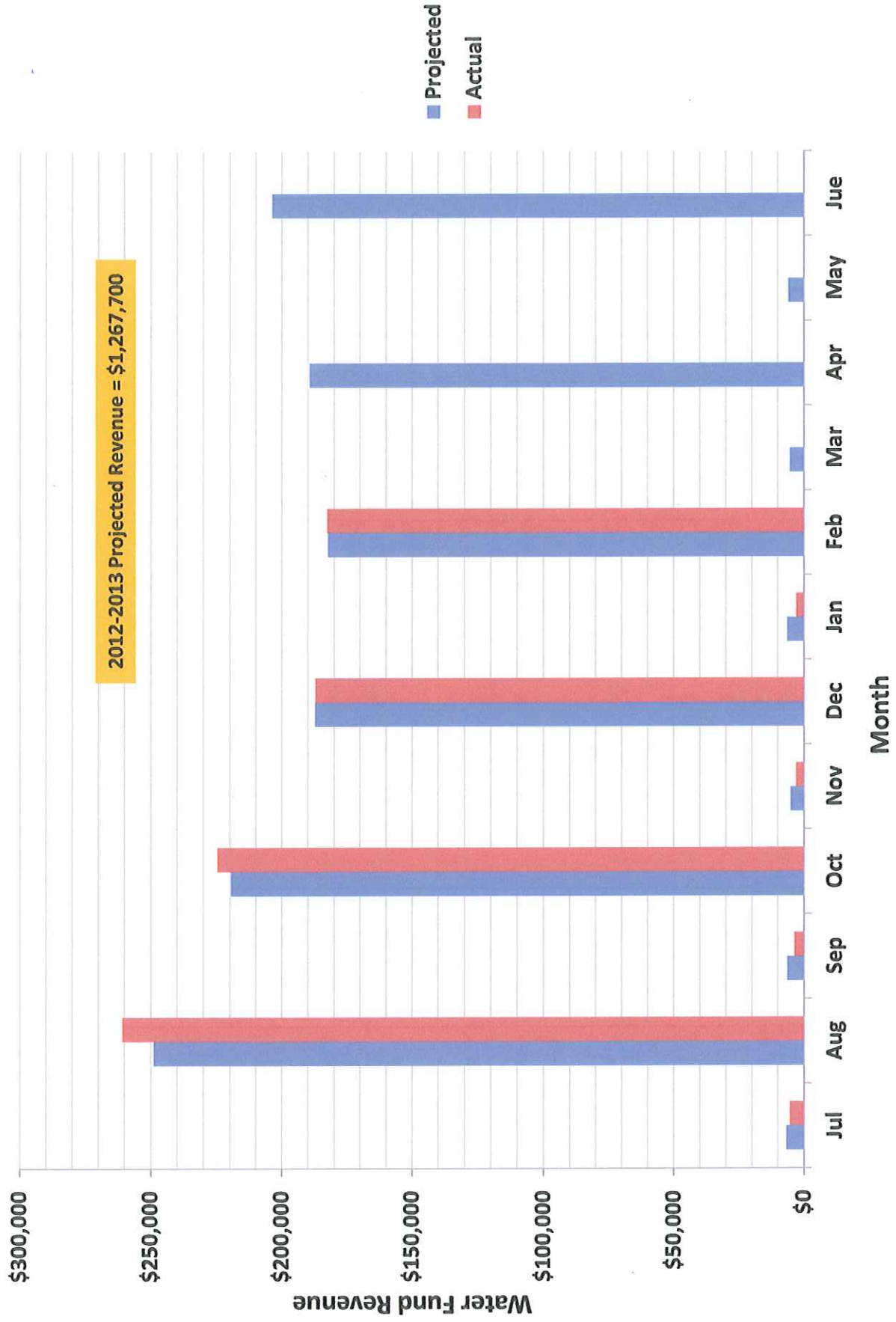
Crazy Creek Development/LAFCO MSR

No activity since May 2012. Staff has not heard from the developer or his consultants since May 2012.

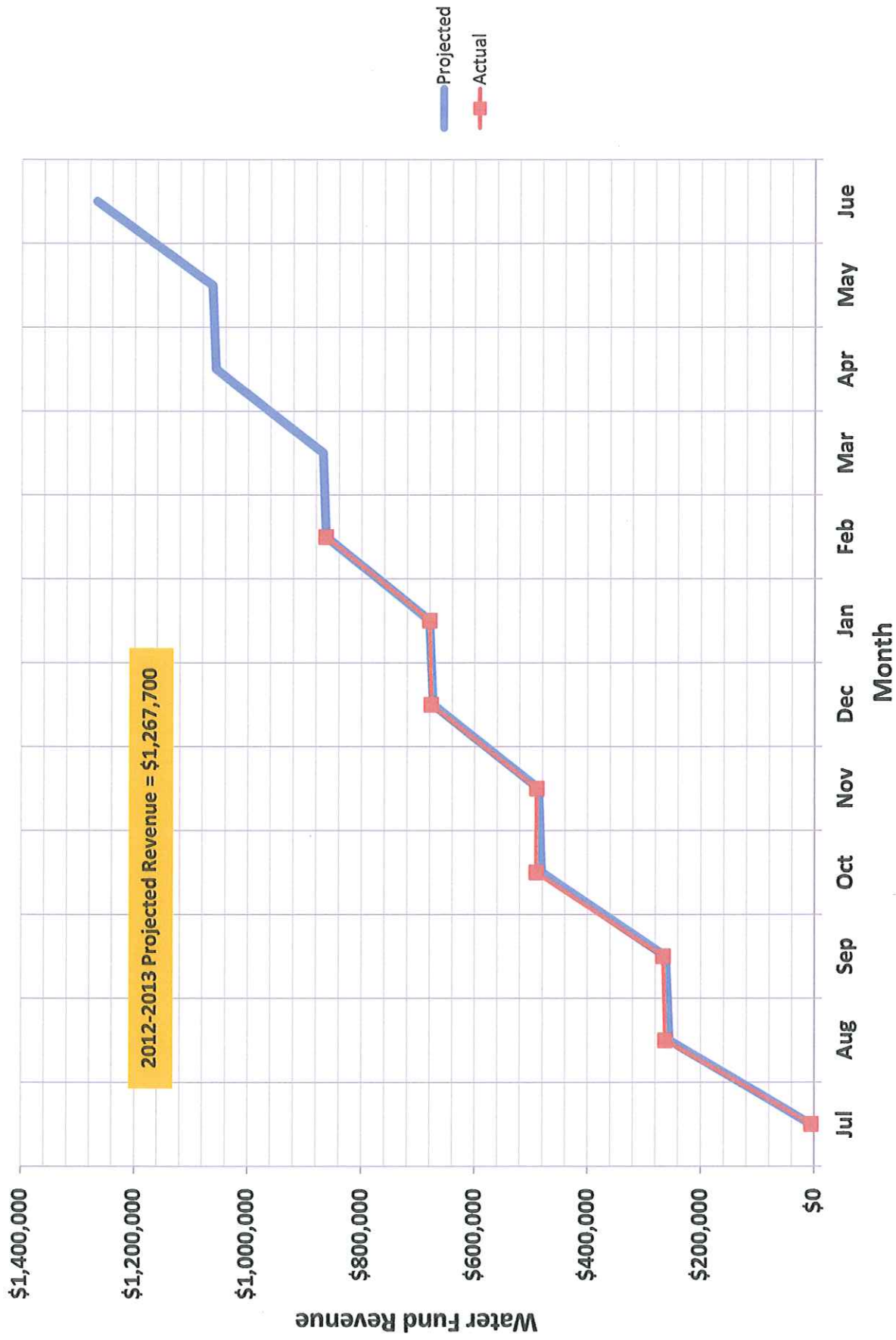
Sewer System Management Plan Update

Preparation of a Sewer System Management Plan (SSMP) is required pursuant to State Water Resources Control Board (SWRCB) Order Number 2006-0003-DWQ. The current version of the of the District's SSMP is out of date and incomplete, and in order for the District to remain in compliance with SWRCB regulations, must be updated by May, 2013. Preparation of the SSMP update has begun but is progressing slowly due to other work commitments.

Actual vs. Projected 2012-2013 Monthly Water Fund Revenue



Actual vs. Projected 2012-2013 Cumulative Water Fund Revenue



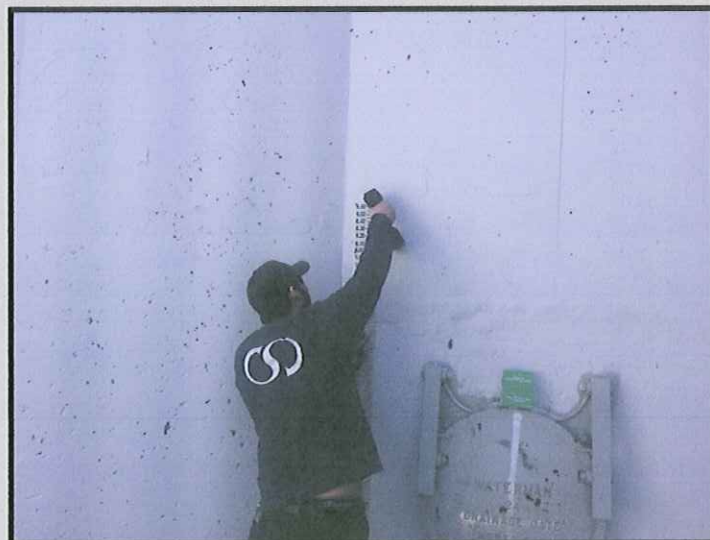


Hidden Valley Lake Community Services District

February 2013 Report

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February 2013

Wastewater

Operations and Maintenance Report

Wastewater Collection System:

Lift Stations 3 and 7 had receptacles installed and the small generator tested. Hardester's Lift Station has been scheduled for receptacle installation.

A joint effort by Case Excavation and Christian Brothers to clean and video the Lake Ridge easement sewer main led to the discovery of a manhole buried long ago near Big Beach. We're evaluating the sewer main repair status and raising 2 manholes at opposing ends of Big Beach.

Case Excavation raised one manhole along the Lake Ridge easement 6", and sealed it and one other to help protect them from future vandalism.

Miksis is scheduled to modify the existing Lift Station 5 vault doors until something permanent can be manufactured.

Routine activities and maintenance.

Wastewater Treatment Plant:

The Equalization Basin was emptied and a control effort to blend what was left over into the WWTP is still ongoing. Significantly more solids were wasted to the sludge beds in order to get the total plant solids down, while trying not to create another bottleneck within the sludge beds.

Telstar performed our annual preventative maintenance, rebuild, calibration and certification of our chlorine system. They also installed a chlorine control valve for the filters that will significantly save us in chlorine usage and give us better control. A metal rack that supports the chlorine delivery piping was also modified to provide more all-around accessibility, whether routine maintenance or in case of emergency events, and become less of a safety hazard.

Coastal Mountain Electric installed timers for the blowers that control nitrification/de nitrification functions to the aeration basin, and the scum trough valve/spray system for the clarifier.

Routine activities and maintenance.

Effluent Pond level – 11.20'

Plant Influent – 5.843 MG

Rain/ month – .13"

Plant Influent/ year – 14.27 MG (million gallons)



Manhole raised and sealed near Big Beach.



Rack modification in chlorine room.



Installed chlorine control valves for the filters.

February 2013

Water

Operations and Maintenance Report

Water

Field staff cleaned and prepared the flood control building, which had been vandalized, for painting. Staff also replaced a camera, which was stolen from flood control building. Damage was reported to the Lake County Sheriff who promised that they would drive by from time to time to discourage vandalism.

Field staff delivered 225 three day notices, 29 lock off notices and reconnected 17 meters. Field Staff spent two days reading meters at the end of February. Most of the month of February Field Staff assisted in with sewer related issues.

CHP inspected the District's dump truck and trailer as inspection of the CHP's Biennial Inspections of Terminals (BIT) program.

California Vehicle Code (VC) Section 34501.12 requires any person or organization directing the operation of certain trucks or trailers to participate in an inspection program conducted by the California Highway Patrol (CHP). The law requires the CHP to inspect California trucks terminals every other year.

Field staff marked all underground service alert (USA) near telephone pole within the District's boundaries. PG&E has a program that Osmosis is overseeing. They are digging around and wrapping poles Nationwide.

Field staff performed routine rounds, sampling and maintenance. Completed and submitted monthly and annual state reports.

Preparations are being made for the up coming Water Reclamation Plant access road repair project.



Here staff visit the tank site annually, for much needed maintenances. Which involve premises weed control, Band tightening! There are several bands holding the redwood tanks planks in a stable state thus allowing the tank to hold water. When the tank contracts the bands loosen and the tank start to leak from those areas. The bands are tighten in a pattern to close the gaps and to prevent water loss. Staff also deals with Carpenter Bees, which borrough holes into the sides of the redwood tanks. Staff cut rounds to insert into these holes. Then comes the cleaning and dressing of the tanks; we dress the tanks with linseed oil to help preserve the wood. This is a very time consuming effort given the size of tanks we have. W also perform SCADA testing on tank probes to ensure they are working properly.



Staff attempted to revitalize the older staff gauges, but unfortunately they were too far gone! But with staff ingenuity and vast knowledge of carpentry, we were able to mill and put together new staff gauges! Thus helping to beautify the tanks once more.

Monthly Report

February 2013

Rain/month

MONTHLY RAINFALL

.13"

Overtime:

= 36 hours

\$962.58

SEASON RAINFALL

29.98"

(September 2012-April 2013)

WATER CONNECTIONS

WASTEWATER CONNECTIONS

RESIDENTIAL METERS

2412

RESIDENTIAL

1432

COMMERCIAL & GOVERNMENT METERS

34

COMMERCIAL & GOVERNMENT

33

TOTAL METERS

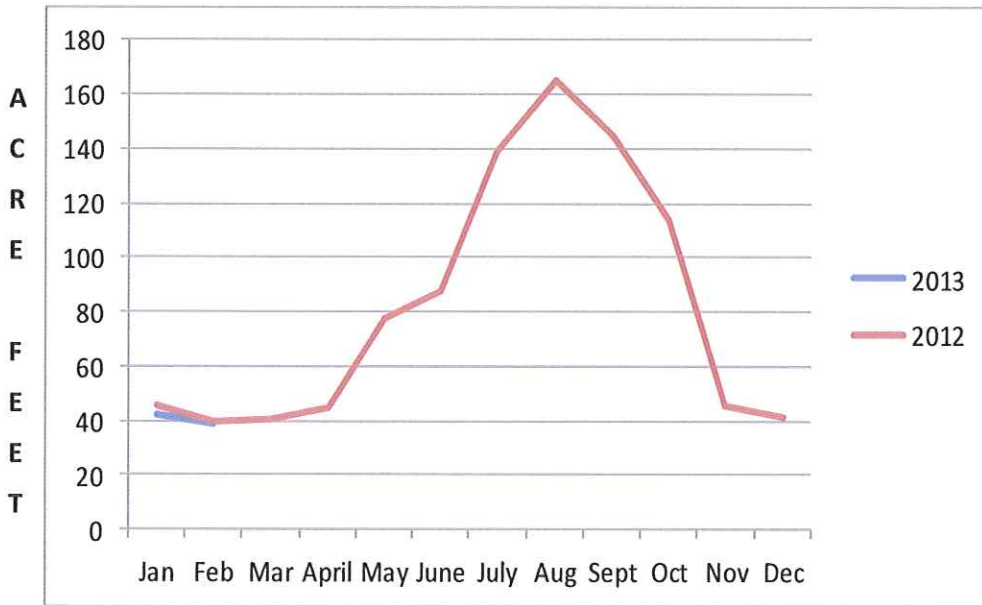
2446

TOTAL

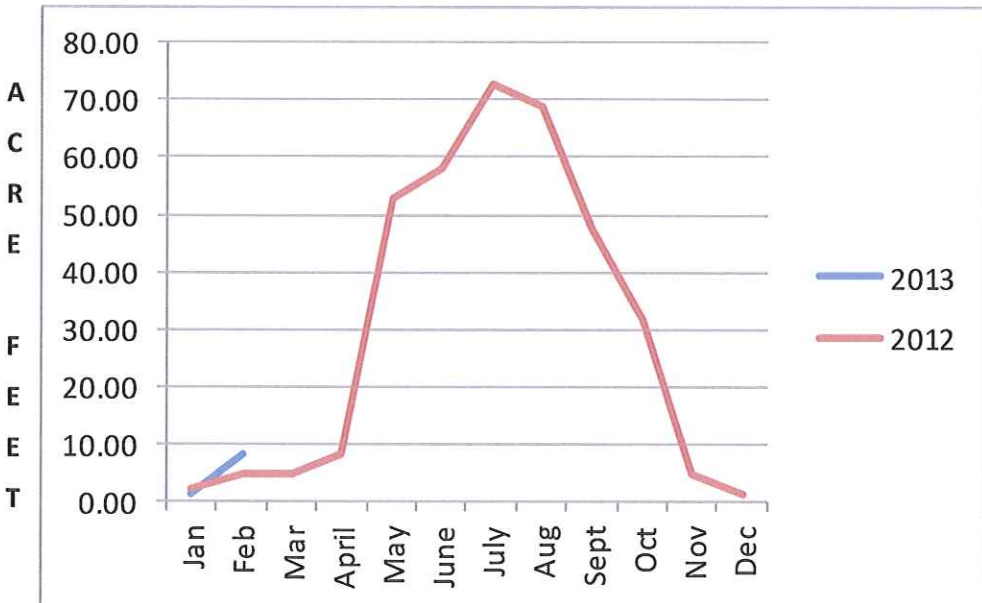
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MONTHLY SAFETY MEETING TOPIC - COMMUNICATION BREAKDOWN

WELL PRODUCTION



RECLAIMED WATER USE



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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Staff workload and work priorities for the next six months

RECOMMENDATIONS:

Hear General Manager's report and provide direction to staff.

FINANCIAL IMPACT:

None

BACKGROUND:

The leadership change and accompanying turbulence the District experienced over the last 12 months diverted and consumed considerable staff time that would normally have been directed toward day-to-day operations. As a result of the diversion, a number of routine but critically important work tasks were deferred or received insufficient attention. There is now an urgent need to "catch up". In addition to the deferred work, there are a number of important tasks that are on the critical path with respect to actions and activities the District must address within the next one to three years.

Staff has organized and prioritized the workload into two tiers. Tier 1 consists of projects and activities that must be completed in order to maintain and demonstrate regulatory compliance, minimize the potential for wastewater spills, or ensure proper and timely financial reporting. These are predominately "catch up" activities and projects – deferred work. Tier 2 consists of projects and activities that are on the critical path with respect to actions and activities the District must address within the next one to three years.

Tier 1

Maintain and demonstrate regulatory compliance

Update Sewer System Management Plan (SSMP)

Update Emergency Response Plan

Update Drinking Water Vulnerability Assessment

Update Wastewater Vulnerability Assessment

Update Drinking Water Risk Assessment

Update Wastewater Risk Assessment

Complete Risk Management Plan for Drinking Water Chlorination Facility

(Tier 1 continued)

Complete sewer capital improvements before next rainy season to minimize potential for spills

Install generators

Replace lift station pumps

Expand SCADA system at wastewater treatment plant

Financial reporting and analysis

Complete 2011/2012 audit

Prepare 2013/2014 budget

Update Fixed Assets report

Tier 2

Complete Strategic Plan

Complete Water Master Plan/Capital Improvement Plan

Initiate and complete Financial Wellness Evaluation

Initiate Water/Sewer Rate Study

Prepare for 2012-2013 audit

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Sick Leave Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Sick Leave policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Sick leave policy into the District’s Personnel Policy Manual, following review by legal counsel.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Sick Leave policy (see attached). Staff recommends that the Board discuss the proposed revisions to the Sick Leave policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Sick Leave policy into the District’s Personnel Policy Manual, following review by legal counsel.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Personnel
POLICY TITLE: Sick Leave
POLICY NUMBER: 20xx
DATE ADOPTED: March 20, 2001
DATE AMENDED:

**FINAL
DRAFT**

200XX.1 Purpose:

To establish a consistent method of authorizing employee sick leave.

200XX.2 Policy:

Sick leave shall be granted to employees who are unable to work because of illness or injury; for medical, dental or optical examination or treatment; or who are caring for ill or injured family members. For the purpose of this policy "family member" means the employee's child (including a legal ward or biological, adopted, foster, or step-child under 18 years of age, or an adult disabled dependent child), the employee's parent (including a biological, foster, or adoptive parent, stepparent or legal guardian), or the employee's spouse or registered domestic partner.

A regular fulltime employee accrues sick leave at the rate of one (1) day per month. Regular part time employees shall accrue sick leave on a pro rata basis. For example: an employee working 20 hours per week will accrue sick leave at the rate of 50% of the above schedule; one working 30 hours will accrue sick leave at the rate of 75% of the schedule.

Employees on unpaid leave of absence or temporary lay-off will not accrue sick leave during the absence. However, sick leave accrued to the leave of absence or temporary lay-off will remain in effect after the employee returns to work.

Upon separation from the District, an employee will not be compensated for unused sick leave. This prohibition shall not affect an employee's right to obtain sick leave credit with CalPERS.

200XX.3 Procedure:

The employee may charge all or any part of his/her accrued sick leave for eligible purposes as proved above, subject to the following conditions and limitations:

- a) To receive pay while absent on sick leave, the employee must notify his/her supervisor of his/her absence within the first two hours of the work day or conclusively establish that he/she was unable to do so because of reasons beyond his or her control. In addition, if the employee is absent on sick leave for more than one day, he/she shall keep the District informed as to the date he/she expects to return to work.
- b) The General Manager may, if deemed appropriate in his or her sole discretion, require a doctor's certificate or other verification of an illness before approving use of sick leave.
- c) The General Manager shall have discretion to place employees on sick leave when in his/her judgment, presence of the employee at his/her regular post would endanger the health of the employee and other employees.
- d) Extended sick leave must be approved by the Board of Directors.
- e) Regular employees receiving either temporary Workers' Compensation disability benefits or other disability payments may elect to supplement those benefits by taking as much of his or hers accumulated sick leave or vacation leave as required to result in full salary wages.
- f) Maternity Leave. The District shall provide an employee with maternity leave for a reasonable period up to four months of unpaid leave upon receiving medical verification from the employee's treating physician that leave is medically necessary. An employee who is disabled on account of pregnancy is permitted to use full amount of accrued paid leave from sick leave and vacation during the period of medical leave.

**HIDDEN VALLEY LAKE COMMUNITY
SERVICES DISTRICT**

SICK LEAVE

Sick leave is provided to recognize that during a person's employment, it will be necessary for him/her to be away from work due to illness or injury. Sick leave will accrue at the date of employment.

1. A regular fulltime employee accrues sick leave at the rate of one (1) day per month. Regular part time employees shall accrue sick leave on a pro rata basis. For example: an employee working 20 hours per week will accrue sick leave at the rate of 50% of the above schedule; one working 30 hours will accrue sick leave at the rate of 75% of the schedule.
2. Employees terminating their employment will not be compensated for unused sick leave.
3. Employees on unpaid leave of absence, extended sick leave or temporary lay-off will not accrue sick leave during the absence except that employees absent on Workers' Compensation leave shall receive retroactively the sick leave accrued while absent upon return work. Sick leave accrued prior to the leave of absence, extended sick leave or temporary lay-off will remain in effect after the employee returns to work.
4. Sick leave may be utilized for personal illness or injury and medical, dental or optical examination or treatment or to care for a serious illness or injury in employee's immediate family. Immediate family is defined as father, mother, husband, wife, son, daughter, brother, sister, grandparent, grandchild, father-in-law, and mother-in-law or a registered domestic partner.
5. The employee may charge all or any part of his/her accrued sick leave for eligible purposes as proved above, subject to the following conditions and limitations.
6. To receive pay while absent on sick leave, the employee must notify his/her supervisor of his or her absence within the first two hours or conclusively establish that he/she was unable to do so because of reasons beyond his or her control. In addition, if the employee is absent on sick leave for more than one day, he or she shall keep the District informed as to the date he/she expects to return to work.
7. The General Manager may, if deemed appropriate in his or her sole discretion, require a doctor's certificate or other verification of an illness before approving use of sick leave.
8. The General Manager shall have discretion to place employees on sick leave when in his/her judgment, presence of the employee at his/her regular post would endanger the health of the employee and other employees.

SICK LEAVE, Cont'd

9. Extended sick leave of absence must be approved by the Board of Directors.
10. Regular employees receiving either temporary Workers' Compensation disability benefits or other disability payments may elect to supplement those benefits by taking as much of his or hers accumulated sick leave or vacation leave as required to result in full salary wages.
11. Maternity Leave. The District shall provide an employee with maternity leave for a reasonable period up to four months of unpaid leave upon receiving medical verification from the employee's treating physician that leave is medically necessary. An employee who is disabled on account of pregnancy is permitted to use full amount of accrued paid leave from sick leave and vacation during the period of medical leave.

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Nepotism Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Nepotism policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Nepotism policy into the District’s Personnel Policy Manual, following review by legal counsel.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Nepotism policy (see attached). Staff recommends that the Board discuss the proposed revisions to the Nepotism policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Nepotism policy into the District’s Personnel Policy Manual, following review by legal counsel.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Personnel
POLICY TITLE: Nepotism
POLICY NUMBER: 20xx
DATE ADOPTED:
DATE AMENDED:

**FINAL
DRAFT**

Purpose:

To ensure a fair and measured approach to the employment of relatives and to avoid conflicts (actual or potential) that can arise from nepotism.

For the purposes of this policy, a relative is any person who is related by blood or marriage or whose relationship with the employee is similar to that of persons who are related by blood or marriage. This policy applies to all employees without regard to the gender or sexual orientation of the individuals involved.

Policy:

Current employees may not:

- a) occupy a position that will assign, evaluate and /or supervise the work of an immediate family member, domestic partner or a person they are involved with romantically.
- b) recommend discipline and/or participate in compensation decisions concerning an immediate family member, domestic partner or a person they are involved with romantically.
- c) have access to confidential information pertaining to an immediate family member, domestic partner or a person they are involved with romantically.

Procedure:

An employee who is a party to a relationship covered by this policy, who does not comply after having received notice of such, will be allowed up to 30 calendar days from the date of the notice to present facts that would warrant exemption. The District will then have up to 60 calendar days to provide a final ruling. If voluntary compliance by the affected employees is not achieved in a timely manner the District may implement non-disciplinary reassignment, transfer, demotion or other actions, including but not limited to termination of employment. When options are available for both employees, the individual with the lesser amount of District - wide seniority shall be moved.

When a marriage or domestic partnership arises after employees are hired that falls within the restrictions of this policy, the affected employees will cooperate with the General Manager to determine the best course of action for immediately resolving the incompatibility, inappropriate conduct, or appearance of favoritism the relationship could create. Actions may include a transfer or reassignment or if necessary termination from employment.

G. NEPOTISM: Notwithstanding the District's policy not to discriminate on the basis of marital status, the District reserves the right to:

- 1) Refuse to place one spouse or immediate family member under the direct supervision of the other spouse or immediate family member where such placement has potential for creating an adverse impact on supervision, safety, security, or morale;
- 2) Refuse to place both spouses and immediate family members in the same department, division or facility, where it has the potential for creating an adverse impact on supervision, safety, security, or morale, or involves potential conflicts of interest.

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Adoption of Accommodations for Disability Policy (ADA)

RECOMMENDATIONS:

Discuss proposed Accommodations for Disability policy and assuming the Board elects to adopt the proposed policy as currently drafted or with modifications, direct staff to incorporate the proposed policy into the District's Personnel Policy Manual, following review by legal counsel.

FINANCIAL IMPACT:

None

BACKGROUND:

The District's Personnel Policy Manual memorializes the District's employment policies and is considered a "living document" in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board's Personnel Committee is proposing a policy that states the District's intent to comply with the Federal Americans with Disability Act (see attached).

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

POLICY TYPE: Personnel
POLICY TITLE: Accommodations for Disability
POLICY NUMBER: 20xx
DATE ADOPTED:
DATE AMENDED:

**FINAL
DRAFT**

20XX.1 Purpose

The purpose of this policy is to ensure that the employment-related provisions of the Fair Employment and Housing Act (FEHA) and the Americans with Disabilities Act (ADA) are applied to all employees and job applicants seeking employment with the District.

20XX.2 Policy

The District provides employment-related reasonable accommodations to qualified individuals with disabilities within the meaning of the California Fair Employment and Housing Act and the Americans with Disabilities Act. For the purpose of this policy, a qualified individual with a disability is an individual who with or without reasonable accommodations can perform the essential functions of the position in which the individual is employed.

20XX.3 Procedure

1. Request for Accommodation: An employee who desires a reasonable accommodation in order to perform essential job functions should make such a request in writing to the General Manager or his/her designee. The request must identify the job-related functions at issue, and the desired accommodation(s).
2. Reasonable Documentation of Disability: Following receipt of the request, the General Manager or his/her designee may require additional information, such as reasonable documentation of the existence of a disability.
3. Fitness for Duty Examination: The District may require an employee to undergo a fitness for duty examination at the District's expense to determine whether the employee can perform the essential functions of the job with or without reasonable accommodation. The District may also require that a District approved physician conduct the examination.
4. Interactive Process Discussion: After receipt of reasonable documentation of disability and/or a fitness for duty report, the District will arrange for a discussion, in person or via telephone conference call, with the applicant or employee, and his or her representative(s), if any. The purpose of the discussion is to work in good faith to fully consider all feasible potential reasonable accommodations.
5. Case-by-Case Determination: The District determines, in its sole discretion, whether reasonable accommodation(s) can be made, and the type of accommodation(s) to provide. The District will not provide accommodation(s) that would pose an undue hardship upon District finances or operations, or that would endanger the health or safety of the employee or others. The District will inform the employee of its decision as to reasonable accommodation(s) in writing.

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Adoption of Revised Grievance Policy

RECOMMENDATIONS:

Discuss proposed revisions to the District’s Grievance policy and assuming the Board elects to adopt the proposed revisions as currently drafted or with modifications, direct staff to incorporate the revised Grievance policy into the District’s Personnel Policy Manual, following review by legal counsel.

FINANCIAL IMPACT:

None

BACKGROUND:

The District’s Personnel Policy Manual memorializes the District’s employment policies and is considered a “living document” in the sense that it is periodically updated or otherwise amended by the Board. Since the Personnel Policy Manual was first approved on November 30, 1990 it has been revised 30 times, most recently on June 21, 2011. The Board’s Personnel Committee is proposing revisions to the current Grievance policy (see attached). Staff recommends that the Board discuss the proposed revisions to the Grievance policy and assuming the Board elects to adopt the proposed policy revisions as currently drafted or with modifications, direct staff to incorporate the revised Grievance policy into the District’s Personnel Policy Manual, following review by legal counsel.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



POLICY TYPE: Personnel
POLICY TITLE: Grievance
POLICY NUMBER: 20xx
DATE ADOPTED:
DATE AMENDED:

**FINAL
DRAFT**

20XX.1 Purpose:

The purpose of this policy is to establish procedures for resolving employee grievances without reprisal, and as efficiently as possible.

20XX.2 Policy:

Matters subject to grievance - Any alleged violation, misapplication, or misunderstanding of a District policy, rules, regulation or instructions, any alleged improper treatment of an employee, and any decisions affecting an employee's employment may be subject to review through the grievance procedure.

Matters not subject to grievance - Employees may initiate a grievance and at the first or subsequent steps in the grievance procedure a decision may be made that the matter involved is not subject to grievance. Such matters may include, but are not limited to, merit increases, compensation, work methods, equipment, hours of work, services provided, staffing levels, allocation to classifications, and changes in the content of employee performance evaluations, verbal or written reprimands or counseling memos.

20XX.3 PROCEDURE.

1. Level I - Preliminary Informal Resolution

Any employee who believes he/she has a grievance shall present the evidence thereof orally to his/her immediate supervisor within five (5) working days after the employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance. The immediate supervisor shall hold discussions and attempt to resolve the matter within three (3) working days after the presentation of such evidence. It is the intent of this informal meeting that at least one personal conference be held between the employee and the immediate supervisor.

2. Level II - General Manager

If the grievance has not been resolved at Level I, the grievant shall present his/her grievance in writing on the form provided by the District (attached hereto as Appendix "A") to the General Manager within ten (10) working days after the employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance. The statement shall include the following:

- a. A concise statement of the grievance including specific reference to any policy, rule, regulation, and/or instruction deemed to be violated, misapplied, or misinterpreted;
- b. The circumstances involved;
- c. The decision rendered by the immediate supervisor at Level I; and,
- d. The specific remedy sought.

The General Manager shall investigate the grievance, which may include a meeting with the concerned parties and communicate his/her decision within ten (10) working days after receiving the grievance. Decisions will be in writing setting forth the decision and the reasons therefore and will be transmitted promptly to all parties in interest.

3. Level III - Board of Directors.

In the event the grievant is not satisfied with the decision at Level II, the grievant may appeal the decision in writing on a form provided by the District (attached hereto as Appendix "A") to the District's Board of Directors within five (5) working days after service. The statement shall include a copy of the original grievance; a copy of the written decision by the General Manager; and a clear, concise statement of the reasons for the appeal to Level III.

The Board of Directors, as soon as possible, at a regular monthly meeting of the Board, may choose to hear the grievance, although it is not required to do so. If the Board elects to hearing the grievance, it may schedule a hearing to formally receive the written grievance and the answers thereto at each step and to hear evidence regarding the issue or issues. If the Board of Director hears the grievance, the Board of Directors shall thereafter issue a written decision.

BASIC RULES

1. If any employee does not present the grievance, or does not appeal the decision rendered regarding the grievance within the time limits specified above, the grievance shall be considered resolved.
2. By agreement in writing, the parties may extend any and all time limitations of the grievance procedure.
3. The General Manager may temporarily suspend grievance processing on a District-wide basis in an emergency situation.
4. A copy of all formal grievance decisions shall be placed in the employee's permanent personnel file.
5. The employee has the right to have a representative attend any and all levels of the grievance procedure.



***HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT***

APPENDIX "A" EMPLOYEE GRIEVANCE FORM

Employee's Name _____ Date _____

Statement of grievance, including specific references to any policy, rule, regulation and/or instruction deemed to be violated, misapplied or misinterpreted:

Circumstances involved:

Decision rendered by the informal conference:

Specific remedy sought:

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

GRIEVANCE PROCEDURE

The purpose of this policy is to provide a procedure by which an employee may formally claim that he/she has been affected by a violation, misapplication, or misinterpretation of a District policy, rule regulations, or instruction. However, the grievance procedure may not be used to grieve any of the following matters:

- a. Termination of employment
- b. Decision to layoff employee
- c. Method for implementing layoff decisions
- d. Salary decisions
- e. Promotion, demotion, transfer
- f. Performance evaluation
- g. Disciplinary action

This policy shall apply to all regular employees in all classifications. Nothing in this grievance procedure affects the at-will status of District employees.

GRIEVANCE PROCEDURE STEPS

1. Level I - Preliminary Informal Resolution

Any employee who believes he/she has a grievance shall present the evidence thereof orally to his/her immediate supervisor within five (5) working days after the employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance. The immediate supervisor shall hold discussions and attempt to resolve the matter within three (3) working days after the presentation of such evidence.

It is the intent of this informal meeting that at least one personal conference be held between the employee and the immediate supervisor.

2. Level II - General Manager

If the grievance has not been resolved at Level I, the grievant shall present his/her grievance in writing on the form provided by the District (attached hereto as Appendix "A") to the General Manager within ten (10) working days after the employee knew, or reasonably should have known, of the circumstances which form the basis for the alleged grievance. The statement shall include the following:

- a. A concise statement of the grievance including specific reference to any policy, rule, regulation, and/or instruction deemed to be violated, misapplied, or misinterpreted;
- b. The circumstances involved;
- c. The decision rendered by the immediate supervisor at Level I; and,
- d. The specific remedy sought.

GRIEVANCE PROCEDURE, Cont'd

The General Manger shall investigate the grievance, which may include a meeting with the concerned parties and communicate his/her decision within ten (10) working days after receiving the grievance. Decisions will be in writing setting forth the decision and the reasons therefore and will be transmitted promptly to all parties in interest.

3. Level III - Board of Directors.

In the event the grievant is not satisfied with the decision at Level II, the grievant may appeal the decision in writing on a form provided by the District (attached hereto as Appendix "A") to the District's Board of Directors within five (5) working days after service. The statement shall include a copy of the original grievance; a copy of the written decision by the General Manager; and a clear, concise statement of the reasons for the appeal to Level III.

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1. If any employee does not present the grievance, or does not appeal the decision rendered regarding the grievance within the time limits specified above, the grievance shall be considered resolved.
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3. The General Manager may temporarily suspend grievance processing on a District-wide basis in an emergency situation.
4. A copy of all formal grievance decisions shall be placed in the employee's permanent personnel file.
5. The employee has the right to have a representative attend any and all levels of the grievance procedure.

**HIDDEN VALLEY LAKE
COMMUNITY SERVICES DISTRICT**

APPENDIX "A" EMPLOYEE GRIEVANCE FORM

Employee's Name _____ Date _____

Statement of grievance, including specific references to any policy, rule, regulation and/or instruction deemed to be violated, misapplied or misinterpreted:

Circumstances involved:

Decision rendered by the informal conference:

Specific remedy sought:

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Development of guidelines for District sponsorship of community events

RECOMMENDATIONS:

Hear General Manager's report and provide direction to staff

FINANCIAL IMPACT:

None

BACKGROUND:

Within the current fiscal year the District has committed funding and/or staff time to two community events; the Coyote Elementary School's "Jog a Thon" held last October, and more recently, the Lake County Miler's "Spring has Sprung 5K/10K Run" to be held on May 5. District participation in a third community event, Calpine's "Earth Day Celebration", is recommended (see Agenda Item 12 of this Agenda). All three events provide a forum to promote water conservation.

The District, by virtue of its membership in the California Urban Water Conservation Council (CUWCC), is obligated to conduct public outreach and education programs pertaining to water conservation. Membership in the CUWCC is required pursuant to the District's State Revolving Fund loan (a loan used to fund improvements to the Water Reclamation Plant and expansion of the wastewater collection system). Due to funding limitations, staff has and unless directed otherwise will continue to limit participation to those community events that provide a venue for promoting water conservation.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Authorization for District to participate in Calpine’s 2013 “Earth Day Celebration”

RECOMMENDATIONS:

Authorize District participation in Calpine’s April 27, 2013 “Earth Day Celebration” and the purchase of “Take it to the Tap” water bottles and other water conservation informational items – total cost not to exceed \$500 - for distribution at said event.

FINANCIAL IMPACT:

\$500. Sufficient funding is available in the Water Conservation budget (130-5505).

BACKGROUND:

For the last several years the District has participated in Calpine’s annual Earth Day Celebration. This year’s celebration is scheduled for April 27 and once again the District is being asked to staff an informational booth. The Earth Day Celebration has proven to be an ideal forum for the District to promote water conservation and resource stewardship. Accordingly, staff is requesting Board authorization to participate in this year’s Earth Day Celebration.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

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

DATE: March 19, 2013

AGENDA ITEM: Discussion and Possible Action: Adoption of Resolution 2013-04 confirming Board member participation and District representation on regional committees for the 2013 calendar year

RECOMMENDATIONS:

Adopt a resolution (Resolution 2013-04) to confirm Board member participation and District representation on regional committees for the 2013 calendar year.

FINANCIAL IMPACT:

None

BACKGROUND:

Board member participation on "regional" committees (regional committees are defined here as committees that are comprised of representatives from two or more organizations) was discussed at the January 15, 2013 Board of Directors meeting. Three Board members agreed to participate and represent the District on regional committees:

<u>Director</u>	<u>Committee Assignment</u>
Herndon	ACWA State Legislative Committee
Lieberman	Lake County OES
Mirbegian	ACWA Region 1

However, at that time the Board as a whole did not officially authorize their participation.

Board members who are officially representing the District at community functions or on a committee are for the most part protected against liability claims by the District's insurance carrier. For example, a Board member who has a car accident while traveling to an authorized committee meeting would generally be covered by the District's insurance, in lieu of their personal insurance. Had their attendance not been authorized by the Board, the individual would have been solely liable for any damages resulting from the car accident. Accordingly, for the protection of individual Board members and the District as a whole, it is prudent to clarify when a given Board member is representing the District at a community function, or in this instance, on a regional committee. The proposed resolution is intended to clarify, for liability purposes, that Board members Herndon, Lieberman and Mirbegian are authorized by the District to participate and represent the District on the respective regional committees listed above.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, _____, 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 (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

Resolution 2013-04

A RESOLUTION AUTHORIZING BOARD MEMBER PARTICIPATION AND DISTRICT REPRESENTATION ON REGIONAL COMMITTEES FOR THE 2013 CALENDAR YEAR

WHEREAS, members of the Hidden Valley Lake Community Services District (District) Board of Directors routinely represent the District on a variety of committees that are typically comprised of individuals from other organizations, hereafter identified as "regional committees", and

WHEREAS, Board members who are officially representing the District on a regional committee are generally protected against liability claims by the District's insurance carrier, and

WHEREAS, for the protection of individual Board members and the District as a whole, it is prudent to clarify when a given Board member is representing and making statements on behalf the District as opposed to that of a private citizen or on behalf of another organization.

NOW THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors hereby confirm the following Board member assignments and District representation on the following regional committees for the 2013 calendar year:

<u>Director</u>	<u>Committee Assignment</u>
Herndon	ACWA State Legislative Committee
Lieberman	Lake County OES
Mirbegian	ACWA Region 1

PASSED AND ADOPTED on March 19, 2013 by the following vote:

AYES:

NOES:

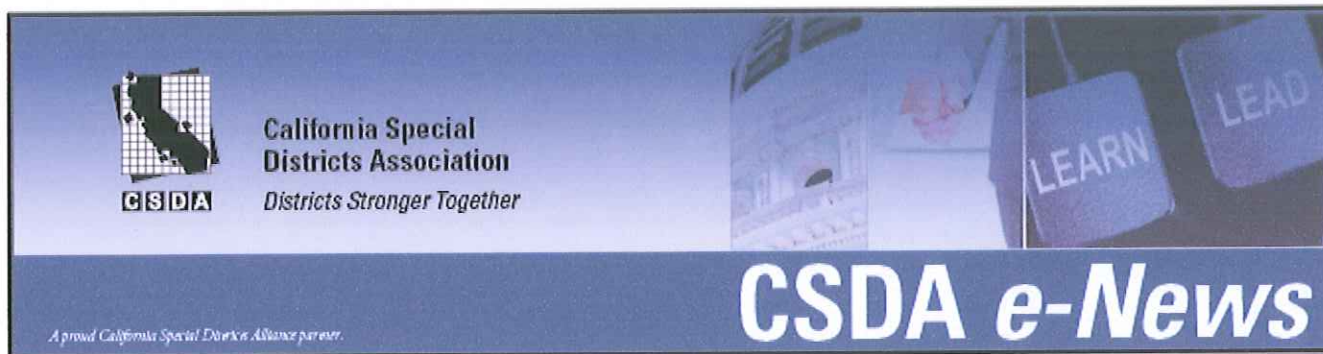
ABSTAIN:

ABSENT:

Judy Mirbegian
President of the Board of Directors

ATTEST:

Roland Sanford
Secretary to the Board of Directors



Bill Introduction Deadline Passes — CSDA Sponsors Fix to Districts' Dilemma

Friday marked the deadline for legislators to introduce legislation, and nearly 2,200 Senate and Assembly bills have been put into print for consideration in the 2013-14 session. Many of these bills are "spot" bills, or place-holders, containing non-substantive or "intent" language, which may be further developed either this year or next. CSDA staff will closely review all current legislation to understand their impacts to special districts and our partners before the first round of Senate and Assembly policy committee hearings commence late March and April.

CSDA is pleased to announce that efforts to resolve ambiguity under the Brown Act online agenda posting requirements have been introduced as [Assembly Bill 792](#) by Assembly Member Kevin Mullin. Sponsored by CSDA and supported by a coalition of local government associations, AB 792 will address a costly dilemma by legislation signed into law in 2011, AB 1344 (Feuer).

AB 1344 required any local agency with a website and subject to the Brown Act open meeting requirements to post their agendas online 72 hours prior to a public meeting in addition to existing Brown Act agenda notification requirements. Unfortunately, the new law did not address situations like when a local agency may lose internet service, lose power supply, have its website hacked, or be subject to any other unintentional problem that arises and blocks the agency's ability to post its agendas online throughout the 72 hour window prior to a meeting.

The goal of AB 792 is to allow special districts and all local agencies to continue conducting business on behalf of their local communities in an open and transparent manner. CSDA thanks Assembly Member Mullin for his leadership on this issue.

AB 792 will allow local agencies to continue to meet, in spite of being unable to post meeting agendas to their agency's website, so long as the following conditions are met:

- The loss of website access is due to a problem beyond the reasonable control of the local agency;
- All other Brown Act agenda notification requirements are adhered to;
- The agenda is posted as soon as website access is restored; and
- At the meeting, the board or council announces the cause for either a delay or inability to post the agenda throughout the 72 hours prior to that meeting.

CSDA will provide updates on any key developments as this bill moves through the Legislature.

[View the bill here.](#)

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HIDDEN VALLEY LAKE ASSOCIATION
LAKE COMMITTEE MEETING
Draft of Minutes for February 6th, 2013

1. Welcome Guest & Circulate Attendance Roster – There were no guests in attendance.

2. Attendance

HVLA General Manager – Bill Chapman

HVLA Recreation Director – Connie Stuefloten

Standing Committee Members – Chair Duncan MacInnes, Andi Watson, Steve D’Agostini

Bill McGraw, Peter Ventura, Fred Luper, Carol Lincoln

Alternate Member – George Powell

Supporting Members – Joy Birum, Georgeann Tintorri, Marty Englander, Zayda Garcia, Zoila McGraw

3. Approval of Draft Minutes

The Minutes of January 16, 2013 were approved.

4. Chairman’s Report – Duncan MacInness

- Duncan reported that the Erosion Control Sub-Committee met and visited Little Beach to inspect the erosion damage and also along Hwy 29 between the main gate and Spruce Grove Road. They noted that there is a major slide that is causing sediment to flow into Coyote Creek.
- As noted in the minutes of November 7th, the sub-committee had received a proposal from Microbetech, outlining a water treatment proposal that would clean up “muck” along the Little Beach shoreline. Due to heavy muck that is built up to the point of people sinking in up their calves in the muck, the Lake Committee is very interested in the process. Duncan handed out a copy of Microbetech’s proposal and after discussion it was decided to set up an appointment to visit a site on Clear Lake that had used their water treatment. In addition there was discussion about the need to test the soil in that location to ensure that the treatment would be effective on our type of soil. It was also suggested that maybe Microbetech would use Little Beach as a pilot project to promote their new technology.
- Duncan continues to pursue the possibility of having a student from UC Davis work with us on lake and sediment issues.
- On February 2nd, members of the Lake Committee and HVL completed the project of placing more fish habitat into the lake. Bundles of manzanita trees were weighted and with the use of the HVLA boat were placed in the lake for the benefit of our fish population. Thanks to the Fire Safety Council and Marty Englander for providing the trees.
- At the same time that the members met to work on fish habitat Duncan met with Mark Miller, who works for the County and is in charge of the Quagga Mussel’s infestation project. Mark was installing two traps on the piers at the Marina and will follow up in 10 weeks to check the strip for Quagga Mussels. Mark will be on the Board of Director’s Meeting Agenda for February 13th, discussing the threat of Quagga Mussels in the country and specifically lakes in California that have already been quarantined for use due to the infestation of Quagga Mussels. He is scheduled to speak at approximately 7:00 p.m. Members are encouraged to attend.

5. General Manager’s Report – Bill Chapman

- Bill reminded the Committee that the lake maintenance pontoon boat is scheduled for replacement in 2013 and will be available to assist in water testing, fish habitat projects, etc.
- Bill discussed the use of the \$25,000 that has been budgeted in 2013 for sediment control projects. He outlined several projects that the Lake Committee might consider when deciding how to best use the budgeted funds. They include:
 - *Continue looking at Microbetech as a means to clean up the muck at Little Beach.
 - *A feasibility study for a sediment basin on Coyote Creek.

*Do the engineering phase of a study for Coyote Creek (i.e. shoring up the banks of the Creek).

*Use for an electronic gate at the Marina to ensure that only HVLA members, with proof of Quagga Mussel and HVLA stickers, have use of the Lake.

Lake Committee members discussed each project and most were in favor of using the funds for an electronic gate at the Marina.

- Bill stated that the Association is looking into an alternative to the aquatic weed spraying that is typically done each year on the lake. They are looking at a system that removes the roots of the weeds so they don't grow back each year. It is not the same as the harvesting where the weeds are cut near the roots. \$43,000 is budgeted for the weed abatement and they may decide to do a combination of the spraying and the "rooting" process. No decision has been made at this time.
- Bill followed up on open items of the Caltrans meeting that was held in January. Bill asked if Caltrans would direct some of their staff to help in a feasibility study for sediment control of Coyote Creek. The answer from Caltrans was that they would *not* use public funds for a private community. They recommended other agencies that we could contact for assistance, but one of the agencies mentioned would only assist if it would benefit agricultural activities.
- The subject of the culverts that run throughout Hidden Valley Lake was discussed and the County's responsibility for maintaining them. Bill pointed out that it is the culverts and the easements that surround them that the County is responsible for. After discussion, a motion was made by the Lake Committee that the County be approached for funding of the culvert cleaning or at the very least to share in the costs. Bill Chapman will approach the BOD at the 2/28/13 BOD meeting to seek approval of matching funds with the County of Lake.

6. Lake Monitoring Report – Steve D'Agostini

- Steve reviewed the Lake Monitoring Report that was sent to members on February 6th. He pointed out that the report is now available on the HVLA web site for viewing.
- Steve also noted that there are many Digger Pines that are dying on North Shore Drive and will have to be dealt with so as not to cause a fire hazard.

7. Discussion of Budget Item

- The Little Beach lawn and beach area has experienced a great deal of erosion and it was agreed that this should be addressed by using some of the measures that were taken at Big Beach in 2012. Example would be the retaining wall, better drainage, etc.
- Bill Chapman pointed out that the Commons Committee had recommended similar action in their Recreational Report, along with other improvements to the play and picnic area. The Lake Committee agreed to work with the Commons Committee on this project. Marie Powell is a member of the Commons Committee and has agreed to act as liaison.
- **Erosion Control for Little Beach will become a BUDGET ITEM for 2014.**

8. Marina Electronic Gate Proposal

- Due to the threat of Quagga Mussels getting into Hidden Valley Lake, it was decided after thorough discussion that the Lake Committee will ask the Board for permission to use the Sediment Control budget of \$25,000 for an electronic gate at the Marina. A motion was approved stating that the Lake Committee Chair, Duncan MacInnes would make the request to the Board of Directors following the Quagga Mussel presentation by Mark Miller at the February 13th meeting.

9. Report of Caltrans Public Meeting – Marty Englander

- Marty reported that Caltrans held a public Town Hall Meeting on January 22, 2013. Caltrans is putting together a project list for Lake County and is asking for input from the community on what the public wants to happen on Hwy. 29. There will be two future meetings to further discuss the issues and Marty encourages people to attend. She will let us know when the meetings will be held.

10. 2013 Community Events Held by the Lake Committee – Andi Watson

- Youth Fishing Days were confirmed for May 18th and October 19th. Fred Luper will Chair.
- Fishing Derby to be held on Main Lake – After discussion it was decided to delay any decision on the Derby until the March Lake Committee Meeting.
- Ribbon Cutting Ceremony at the Marina will be held on March 23rd.
- Opening Day of the Lake will be held on May 4th
- Friends of the Lake barbeque will be on June 8th.
- Lake activities to be held in conjunction of the HVLA Fireworks is to be held on July 6th. Andi is looking for ideas to add to the Casting Contest and the Poker Run that were so successful in the past.
- Kayaking will be held the first Saturday of each month with folks meeting at Little Beach.

11. Friends of the Lake – Peter Ventura

- Peter announced that we gained 10 new Friends of the Lake which brings our total close to 125 supporters of the lake.

12. For the Good of the Lake

- It was suggested that HVLA stickers be placed on boat trailers as well as member's cars or trucks. When the trailers are parked at the Marina after the boat has been launched, it will be easy to identify those people who not have the sticker and therefore might not have completed the Quagga Mussel screening.
- Joy raised the question on why the Board of Directors deleted the rules about boat motor type and motor size. She pointed out that existing rules about boat speed does not ensure that boats with only big motors would maintain low speeds. This is a problem where there is no enforcement of boat speed on our lake. This and the type of boat motors are issues that we will continue discussion on at the March meeting, since Bill Chapman had left the Lake Committee Meeting at this point.

The meeting was adjourned at 8:46 p.m. The next Lake Committee Meeting will be held on March 6th, 2013 in the Activities Room.

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Cloverdale council OKs slightly smaller spike in water rates

By [CLARK MASON](#)
THE PRESS DEMOCRAT

Published: Wednesday, March 13, 2013 at 3:00 a.m.

A crowd of more than 100 filled the Cloverdale City Council chamber Wednesday night, mostly to register objections to hefty water and sewer rate increases.

The City Council was able to lessen the sting by approving new rates that are a little less than what originally was proposed for the first year, but utility bills still will spike.

Water rates will increase 55 percent and sewer by 20 percent, beginning in April, part of a series of hikes recommended by consultants.

"No one likes what we're having to deal with. It's not an easy thing to resolve," Mayor Joe Palla said of the need for the increases, what he said was necessary for quality of life and economic development.

"We've had some tough votes. This is the toughest I've ever seen," Vice Mayor Carol Russell said before joining her colleagues in the 5-0 vote to approve the new rates.

The combined water and sewer bill for a typical residence, now \$58.92 per month, will increase to \$85.79, rather than the \$91.21 previously proposed.

"We are being responsive to the community and coming back with an adjusted lower rate," Public Works Director Craig Scott said of the smaller increase that ended up being approved.

But those who spoke Wednesday weren't appeased.

"It seems it will be a real heavy burden you're laying on us," said Ellie Strauss, a Cloverdale resident. "I'll never understand why you didn't do some incremental increase."

Resident Roberta Callahan told the City Council the rate hikes are "unbearable" and suggested the city instead sell surplus property to help offset the rate hikes.

"There has to be a way out of this. We cannot accept this," she said.

Others asked if there wasn't some discount that could be given to low-income households, but city officials said state law essentially prohibits some customers from subsidizing lower rates for others.

The city received more than 800 letters of protest from the approximate 2,900 parcels in Cloverdale, not enough for the majority needed to stop the rate increases.

Councilwoman Mary Ann Brigham said no one likes "getting bills that will affect them adversely," but said "our hands are tied."

Public Works Director Scott said larger rate hikes were avoided by postponing a new well project and replacement of a storage tank.

Many questioned why it's been more than seven years since the city raised rates, creating the need for such a large hike now.



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Scott said staff reduction may have been a factor, particularly in the administrative finance department, which lost 35 percent of its personnel in recent years.

"The workforce was cut down dramatically, a contributing factor. Who is going to be there to raise the red flag?" he said of when revenues dip too much to cover debt obligations.

City officials noted that a combined Cloverdale monthly bill still will remain the lowest in Sonoma County. By comparison, the typical residential bill in Healdsburg is \$137, Santa Rosa is \$116 Sebastopol is \$111, Petaluma is \$96 and Rohnert Park is \$89, according to figures cited by the Reed Group consultants.

Cloverdale officials say the rate increases are urgently needed for maintenance and system upgrades, part of which will be paid for with a low-interest, long-term loan from the U.S. Department of Agriculture.

The utilities have been underfunded as a result of a number of factors, including a virtual halt in construction during the recession, leading to the loss of more than \$2 million in development impact fees that had been counted on to pay the debt on past sewer and water upgrades.

Future rate increases approved Wednesday call for another 13 percent increase for water in April 2014 followed by 5 percent each year in 2015 and 2016.

Sewer rates will go up another 9 percent in July 2014, followed by 5 percent annually in the succeeding two years.

You can reach Staff Writer Clark Mason at 521-5214 or clark.mason@pressdemocrat.com.

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American Canyon sued for flawed wastewater treatment

3 HOURS AGO • MICHAEL WATERSON

AMERICAN CANYON — The city of American Canyon is attempting to negotiate a settlement with Northern California River Watch, a nonprofit, Sebastopol-based waterway watchdog that filed a complaint in U.S. District Court against the city, alleging ongoing violations of the federal Clean Water Act.

The complaint, dated Aug. 31, 2012, charges the city's wastewater treatment plant with numerous pollution violations and misreporting and underestimating overflows and leaks of untreated sewage.

Reached by telephone, City Attorney William Ross denied the allegations. "The city disagrees with the factual assertions in the complaint," he said.

Since the wastewater treatment plant on Mezzetta Way opened in 2002, officials have struggled to comply with discharge regulations. In October of last year, the city reported the first 12-month period without any violations since the plant opened.

In August, 2012, the plant was fined \$6,000 by the San Francisco Regional Water Quality Control Board for eight violations that occurred between September 2003 and August 2007. Public Works Director Michael Throne characterized the violations as "minor," saying there was never a threat to the health or environment.

Additionally, in July, 2010, the city received a notice of violation from the control board for failure to submit annual overflow reports in 2008 and 2009.

According to State Water Resources Control Board spokesperson Timothy Moran, neither the state nor regional water control boards are participants in the River Watch complaint.

"While we received notice of the suit, neither of the water boards is party to the suit," Moran said last week.

Spokesperson Lila Tang confirmed the regional board was not a plaintiff in the suit and there are no current violations on the books.

"There are no pending actions against the city of American Canyon" Tang said Thursday.

Not all of American Canyon's pollutant problems have been caused by the treatment plant. In 2011 a former manager of AmCan Beverages, a Coca Cola subsidiary located next-door to the wastewater plant, was sentenced to four months in federal prison and community service for diluting test samples of the company's discharge in the years 2004-07. Coca Cola subsequently reimbursed the city more than \$7 million.

Founded in 1996 by Santa Rosa-based attorney Jack Silver, River Watch claims more than 1,000 members, according to its website. Any person can become a member of River Watch, the website says, by either paying dues or volunteering three hours of work. Qualified volunteering activities include river watching, looking for pollution in a specific watershed.

Last year, the group reached settlements in similar suits with the cities of Benicia, Antioch and Cupertino among others. The agreement with Benicia calls for the city to install closed-circuit cameras

in specific sewer lines, expand its procedures in reporting spills and pay \$45,000 to Northern California River Watch.

The agreement also calls for creation of a program for private sewer line inspection triggered by certain building permits, overflows and other situations. Benicia City Attorney Heather McLaughlin said she didn't recall the total cost estimate of the terms of the settlement.

Settlement terms for the other two cities have similar conditions. Those settlements each specified \$30,000 fees for River Watch.

Critics of California River Watch have accused the group of "shakedown" tactics, threatening cities with litigation in order to get settlements that cost less than a legal battle.

American Canyon City Manager Dana Shigley said by email that while the city denies violations, officials are negotiating to avoid going to court.

"We strongly disagree with their assertions, and have brought forward evidence to support our position," Shigley wrote. "Nonetheless, in order to bring this to an end so we can move on with other priorities, we have been actively engaging in negotiations with River Watch. We had a settlement meeting last week with River Watch and things went well. I anticipate being able to announce a final settlement agreement soon."

The River Watch attorney handling the case, Jerry Bernhaut, is on vacation and returns next week, according to an email from Jack Silver.

"At that time I am sure he will contact you to respond to your questions," Silver wrote.

Healdsburg votes to keep sewer policy as-is

By [SEAN SCULLY](#)

THE PRESS DEMOCRAT

Published: Tuesday, March 5, 2013 at 4:32 p.m.

The Healdsburg City Council voted unanimously Monday night not to change the way the city requires property owners to maintain sewer lines to residential buildings. As part of a broader rewrite of the policies on sewers and wastewater, required under a 2012 legal settlement with environmental group Northern California RiverWatch, the council had considered making homeowners financially responsible for maintenance all the way to the city-owned mains, Mayor Susan Jones said.

After homeowners objected, however, the council decided to maintain the historic policy of making homeowners responsible only as far as the sewer clean-out box. As a result, lines under public property such as streets and sidewalks remain a city responsibility. In properties with no clean-out boxes, owners remain responsible for maintenance all the way to the main, as they have been since at least the 1980s.

The 2012 settlement obligates the city to change the way it inspects and repairs public and private sewer lines to prevent leakage into the Russian River and its feeder streams. River Watch promised not to file a lawsuit for at least five years in return for the changes.

The lawyer for River Watch did not return a phone call for comment on whether the new city policy satisfies the organization's expectations under the settlement.

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North Coast dogs learn to sniff out sewage spills

By [CHRIS SMITH](#)
THE PRESS DEMOCRAT

Published: Sunday, March 3, 2013 at 3:26 p.m.

How cute: The handful of eager dogs sniffing about and gulping tasty rewards appear to be learning a game.

But what Molly and Crush and the others are training to do may soon earn their owners a few bucks and, more importantly, may protect the health of potentially vast numbers of people.

Seven Sonoma County dogs and one from Marin are honing their ability to detect and alert their handlers to the presence of raw sewage in creeks and other natural waterways and in storm drains.

"It's all a game to them," said longtime dog trainer and retired educator Laurie Leach of Windsor. "And we teach it as a game."

As with obstacle-course agility training and other types of organized recreation for dogs, the pets are praised and rewarded as they refine a skill. In this case, they signal the handler by barking, sitting or lying down when their sensitive sense of smell picks up even a faint presence of human excrement in water.

"These dogs are learning to use their noses to keep our creeks, rivers and beaches safe," said Chris Kittredge, a Santa Rosa studio photographer and working partner of Taya, a Labrador/golden retriever mix.

She and Leach, who works with a border collie named Poppy, and five other North Bay dog lovers are working toward becoming just the nation's second team of professional handlers of dogs trained to sniff out sewage in water. They're being taught by the 3-year-old Environmental Canine Services of Vermontville, Mich.

Scott Reynolds, who founded the company with his wife, Karen, said their own dogs in Michigan are called upon most frequently to help track the sources of human E. coli bacterial contamination at Great Lakes beaches. Such pollution poses a health hazard that can prompt officials to close beaches.

The Reynoldses and their dogs are available to patrol storm drains that empty into the lakes. Because the water the drains carry is not treated, such systems are designed to carry only runoff and are supposed to be free of sewage.

Working upstream from the points at which storm drains empty into lakes, the Environmental Canine Services dogs take a sniff into drain manholes and alert their handlers to the presence of human waste.

Scott Reynolds, 43, said that by identifying where the scent of sewage does and does not exist along a storm drain line, the dogs direct officials to where they should focus a search for the source of the contamination.



(Crista Jeremiason / The Press Democrat)
Aryn Herval rewards her dog Crush after the dog correctly identified the container holding raw sewage during training, Saturday, Feb. 23, 2013.



Without the dogs, authorities trying to track a sewage leak must rely more on lab tests of water.

"The advantage of using a dog instead of lab testing is that lab testing can take weeks. Sources of pollution can be long gone by then," Reynolds said. "Dogs give us economical, real-time results so we can zero in on the problem faster."

At this point, Environmental Canine Services responds to all requests for dog assistance from its office in Michigan. Reynolds said he's excited to be training a second team of dogs and handlers to take service requests from throughout the West Coast.

"We're looking forward to the California team taking their certifications in April," he said. "They're a good group of people and excellent dogs."

Why a Sonoma County team?

The North Bay became a training site after Leach, 67 and a former teacher, principal and Healdsburg schools administrator, became intrigued by the concept.

She was speaking to a nephew in Santa Barbara, a restoration biologist, a year and a half ago, and he mentioned that a specially trained dog from Michigan came to Santa Barbara to trace an "illicit discharge" of sewage.

As someone who has long loved to work and play with dogs, Leach was thrilled by the notion of a canine response to sewage spills. She contacted the Reynoldses and offered to help gather a team of dog owners interested in taking the training.

She anticipated no trouble in finding good candidates, and she was right.

"I think the people are drawn to it because there is an element of doing good," she said.

The seven humans and eight dogs meet regularly for training sessions that last about 90 minutes. Much of the work involves having the dogs sniff opened manholes or buckets of water, some of which contain minute amounts of sewage.

Once the dogs are certified by the Michigan company and go to work, they may be called upon to sniff buckets of water drawn from a creek or stream suspected of having been fouled by sewage.

As they sharpen their skills, the North Bay dogs earn a treat when they correctly detect contaminated water and signal the discovery.

"We're having a really good time," Leach said. And she wasn't speaking there just of the humans.

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Santa Rosa council backs water rate increase

By [KEVIN McCALLUM](#)

THE PRESS DEMOCRAT

Published: Tuesday, March 5, 2013 at 3:00 a.m.

The Santa Rosa City Council voted Tuesday to support paying 5 percent more for the water it buys from the Sonoma County Water Agency, agreeing that the increase was necessary to build reserves for large upcoming construction projects.

The council voted 5-2 to support the increase, with council members Gary Wysocky and Julie Combs voting against it. Both said the increase didn't seem justified given the history of ever-increasing local utility rates.

"The case has not been made to me," Wysocky said.

Under the plan, the wholesale price of water would increase from \$672 per acre-foot of water to \$705.

When passed on to ratepayers, the higher costs should result in about 2.1 percent higher water bills, or 71 cents per month in the winter or \$1.49 per month in summer for an average household, according to city officials.

Water Agency officials said the increases were necessary to avoid future rate spikes by setting aside money for projects such as fish habitat improvements in Dry Creek, which could cost the agency upwards of \$140 million.

Mayor Scott Bartley said the proposal was "prudent" given the required upcoming construction projects.

"I'm comfortable with it. I'm not thrilled with it," Bartley said.

Councilwoman Erin Carlstrom said she believed water rates were too low, agreeing with a speaker that they are not high enough to sufficiently encourage conservation.

The recommendation will be passed onto the board that advises the agency's board of directors, advice that is not binding.

You can reach Staff Writer Kevin McCallum at 521-5207 or kevin.mccallum@pressdemocrat.com.

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Lake County program to implement new permit requirements

Staff reports

LAKE COUNTY — New permit requirements adopted by the State Water Resources Control Board (SWRCB) on Feb. 5 will be implemented by the Lake County Clean Water Program Advisory Council following a review of the existing permit compliance program.

The Lake County Clean Water Program was created in 2003 to protect lakes and streams from storm water runoff impacts, including those resulting from construction practices and day-to-day municipal housekeeping, according to Lake County Community Development Department Director Rick Coel.

It is a joint effort by the county, Clearlake and Lakeport, for compliance with the National Pollutant Discharge Elimination System (NPDES) storm water management permit issued by the SWRCB.

The services offered by the county and cities' community development departments are designed to facilitate the use of procedural methods or "best management practices" in new development and redevelopment projects, Coel stated.

The best line-of-defense is to prevent materials and debris from entering the storm drain or streams are best management practices.

Support from the contractor community is essential to meeting the goals and objectives of the federal Clean Water Act, and to preserving Lake County's natural resources, Coel stated.

The three basic concepts to remember he

*See PERMIT
Page A3*

Permit From Page A1 _____

stated, were control, contain and capture.

Isolate the work area to prevent discharges from leaving the site and clean up by sweeping or vacuuming up any residue pollutants that have the potential to be discharged. Properly dispose of the residue and check with the manufacturer for disposal requirements, Coel stated.

Discharge or disposal of concrete waste, or any other waste, into the storm sewer system or any water body violates both federal and state laws, as well as city and county ordinances. Dischargers may be held liable for cleanup costs and subject to fines. Pleading ignorance is not protection from being fined for illegal discharges.

For more information, visit <http://cleanwater.co.lake.ca.us> or call the county at 263-2382, Clearlake at 994-8201 or Lakeport at 263-5613.

Water rates again headed up in Santa Rosa

Although county agency increasing charges 5%, city residents face smaller hike

By [KEVIN McCALLUM](#)
THE PRESS DEMOCRAT

Published: Monday, March 4, 2013 at 4:02 a.m.

Water rates are set to continue their seemingly inexorable rise in Santa Rosa and many nearby communities this year with the Sonoma County Water Agency proposing to charge cities more for the water they buy from the agency.

To raise money for planned upgrades to its system, the agency is proposing to raise its wholesale water rates -- the price it charges cities and water districts in Sonoma and Marin counties for water -- by 5 percent starting July 1.

Under the plan, the wholesale price of water would increase from \$672 per acre-foot of water to \$705.

Costs to users will go at a lesser rate. Santa Rosa officials expect the city water rates to increase 2.1 percent when the higher water costs are passed on, said David Guhin, director of the city utilities department.

That's in addition to the 2 to 5 percent increases in the combined water and sewer bills that went into effect 2012 and 2013.

The latest mid-year increase is no surprise. Three years ago, the city switched to a system in which it passes any increase in the wholesale cost of water onto ratepayers when the increases occur July 1. Before that, the city absorbed the higher water costs until water and sewer rates were reset, which happens every two years.

The mid-year increases over the past three years have been 2 to 3 percent.

But in Santa Rosa, where water and sewer rates have more than doubled in the past decade, any increase in utility rates is closely scrutinized by users.

Last month, county water officials outlined for the city's Board of Public Utilities some of the reasons for the increases. Among those are several upcoming infrastructure projects.

One is replacing a fish screen and fish ladder to improve the ability of young salmon to survive the agency's water diversion system at its inflatable dam on the Russian River at Mirabel. The costs are estimated at \$3 million to \$4 million.

Another project involves seismic upgrades to the pipeline beneath Sonoma Avenue, a project that will cost \$3.2 million and is expected to get under way soon.

The third and potentially most expensive project is for habitat improvements to protect young fish in Dry Creek from the powerful discharges from Lake Sonoma. If efforts now under way to make the creek safer don't work, the agency could be required to stop releasing water into the creek from Warm Springs Dam, and instead build a pipeline at a cost of up to \$140 million.

Depending on the solution, Water Agency officials said they expect wholesale water prices will need to increase 5 to 6 percent a year for five years to cover the costs of

habitat improvements in Dry Creek, which are the result of a 2008 study by the National Marine Fisheries Service.

Guhin said raising prices now in preparation for future projects will reduce the amount the agency will need to borrow to complete the work and thus reduce the costs.

The Board of Public Utilities has recommended the City Council accept the price increase. The council will consider the issue Tuesday and must decide whether to agree to the increase.

You can reach Staff Writer Kevin McCallum at 521-5207 or kevin.mccallum@pressdemocrat.com.

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EPA honors county Water Agency

By [BRETT WILKISON](#)

THE PRESS DEMOCRAT

Published: Monday, March 4, 2013 at 2:25 p.m.

The Sonoma County Water Agency has been recognized by the federal Environmental Protection Agency for its efforts to reduce carbon emissions and address climate change.

The Water Agency was among five government and private entities to receive an organizational leadership award for climate-related efforts.

The Water Agency, the main supplier of drinking water to 600,000 people in Sonoma and Marin counties, gets about 94 percent of its power from carbon-free sources.

The agency is pushing the launch of a county-bid to provide greener, locally sourced electricity to homes and businesses. Power rates remain a serious concern with the program.

It also has helped launch and finance an energy and water efficiency program for residential and commercial customers and is behind a financing program for retrofits to schools and municipal facilities.

Now in their second year, the Climate Leadership Awards are offered in conjunction with the Association of Climate Change Officers, the Center for Climate and Energy Solutions and the Climate Registry. They were announced last week.

Other winners in the organization category included Boulder County, Colo.; Austin, Texas; Intel Corp.; and the Port of San Diego.

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Santa Rosa council to debate water rate hike Tuesday

By [KEVIN McCALLUM](#)
THE PRESS DEMOCRAT

Published: Saturday, March 2, 2013 at 3:52 p.m.

Water rates are set to continue their seemingly inexorable rise in Santa Rosa and many nearby communities this year with the Sonoma County Water Agency proposing to charge cities more for the water they buy from the agency.

To raise money for planned upgrades to its system, the agency is proposing to raise its wholesale water rates — the price it charges cities and water districts in Sonoma and Marin counties for water — by 5 percent starting July 1.

Under the plan, the wholesale price of water would increase from \$672 per acre-foot of water to \$705.

Costs to users will go at a lesser rate. Santa Rosa officials expect the city water rates to increase 2.1 percent when the higher water costs are passed on, said David Guhin, director of the city utilities department.

That's in addition to the 2 to 5 percent increases in the combined water and sewer bills that went into effect 2012 and 2013.

The latest mid-year increase is no surprise. Three years ago the city switched to a system in which it passes any increase in the wholesale cost of water onto ratepayers when the increases occur July 1. Prior to that the city absorbed the higher water costs until water and sewer rates were reset, which happens every two years.

The mid-year increases over the last three years have been between two and three percent.

But in Santa Rosa, where water and sewer rates have more than doubled in the past decade, any increase in utility rates is closely scrutinized by users.

Last month county water officials outlined for the city's Board of Public Utilities some of the reasons for the increases. Among those are several upcoming infrastructure projects.

One is replacing the fish screen and fish ladder to improve the ability of young salmon to survive the agency's water diversion system at its inflatable dam on the Russian River at Mirabel. The costs are estimated at \$3 million to \$4 million.

Another project involves seismic upgrades to the pipeline beneath Sonoma Avenue, a project that will cost \$3.2 million and is expected to get underway soon.

The third and potentially most expensive project is for habitat improvements to protect young fish in Dry Creek from the powerful discharges from Lake Sonoma. If efforts now underway to make the creek safer don't work, the agency could be required to stop releasing water into the creek from Warm Springs Dam, and instead build a pipeline at a cost of up to \$140 million.

Depending on the solution, water agency officials said they expect wholesale water prices will need to increase 5 to 6 percent per year for the next five years to cover the

costs of habitat improvements in Dry Creek, which are the result of 2008 study by the National Marine Fisheries Service.

Guhin said raising prices now in preparation for future projects will reduce the amount the agency will need to borrow to complete the work, and thus reduce the costs.

The Board of Public Utilities has recommended the City Council accept the price increase. The Council will consider the issue Tuesday, and must decide whether to sign off on the increase.

(Contact Staff Writer Kevin McCallum at 521-5207 or kevn.mccallum@pressdemocrat.com.)

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Council undecided on sewer mandate

February 27, 2013, 05:00 AM By Bill Silverfarb Daily Journal staff

A plan to require sewer lateral inspections and repairs for a home before it is sold was discussed for about three hours last night by the Belmont City Council before it decided it needed more time to make its mind up on the proposed mandate.

The council is looking to prevent infill and infiltration of the city's aging sewer system and to protect the consumer from any unforeseen problems when buying a home in Belmont but could not decide on how best to do both last night.

Realtors, of course, are opposed to the mandate because they say it has the potential to kill the transaction.

A long line of real estate agents told the council so last night while only a couple of residents offered support for the mandate.

The San Mateo County Association of Realtors is also against the mandate.

Some cities in the county already have the mandate but that is due to a court order after pollution watchdog San Francisco Baykeeper sued several cities after excessive sewage waste flowed into freshwater creeks and the Bay. Pacifica, South San Francisco, Millbrae and Burlingame already require the inspections at the point of sale but Belmont is not required to.

Paul Stewart, the government affairs director for SAMCAR, told the council last night it should adopt the ordinance but not make the inspection mandate at the point of sale.

The proposed ordinance would also require mandatory sewer lateral inspections for home renovations of more than \$50,000.

The council voted unanimously last night to continue the item to a later date but not before Vice Mayor Warren Lieberman offered up his own motion.

Lieberman called for simply requiring a disclosure form between the seller and buyer at the point of sale to let the buyer know that there could be potential problems with the lateral and the city would ultimately require it to be fixed. His motion received no support, however.

Sewer laterals are the underground pipes that connect a residence or business to the main sewer line. Maintenance of sewer laterals is the responsibility of the property owner in Belmont.

Fixing a sewer lateral could cost between \$7,500 and \$25,000. If the property owner cannot pay the bill or negotiate with the buyer to split the cost, the transaction could die, SAMCAR contends.

Resident Greg Bryant said the ordinance the council considered last night would only fix the city's sewer lateral problems after every single resident sells their home and leaves town.

"That's not the way to solve the problem," Bryant said.

Some questioned how big the infill and infiltration problem is related to sewer laterals in comparison to the city-owned sewer system.

Lieberman also mentioned how the council chose not to seek bonds to fix the city's aging sewer infrastructure years ago because it did not want to burden its residents with more annual fees.

Lieberman said the sewer lateral inspection and repair requirement at the point of sale would bring too much "anxiety" to the transaction.

The ordinance will likely be brought back to the council in a modified form in April at the earliest.

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San Lorenzo Valley Water District eyes cap-and-trade program

By Kimberly White Santa Cruz Sentinel Santa Cruz Sentinel

Posted:

SantaCruzSentinel.com

BOULDER CREEK -- Surveying will begin next month on about 1,600 acres of land in Boulder Creek, Zayante and Olympia to find out how much carbon those forests contain, with the San Lorenzo Valley Water District hoping to fetch a princely sum in the state's newly launched cap-and-trade program.

Earlier this month, the district's Board of Directors approved spending \$45,000 on the "carbon sequestration" project, which will be headed by the Alameda-based forestry consulting firm Buena Vista Services. Work is expected to begin within the next 30 days, and "by the fall, we'll have the inventory number locked down," said Jim Mueller, district's general manager.

That number will be certified by an independent third party, and soon after, the district will be able to enter the cap-and-trade auctions.

During a meeting to discuss the project several months ago, Joe McGuire, a principal with Buena Vista Services, estimated the district's lands contain up to 850,000 tons of carbon, and that those credits can be sold for a total of \$550,000 during the next 12 years.

McGuire did not return calls seeking comment Monday. But Betsy Herbert, the district's environmental analyst, said McGuire and his team will take samples from trees in different sites, and that data will then be crunched to get an estimate on how quickly the forests will grow during the next 12 years, she said. The study will be updated in 2025, and every 12 years thereafter, she and Mueller said.

Meanwhile, district officials are keeping an eye on countywide efforts to form a community-based nonprofit energy supplier to replace Pacific Gas & Electric. In 2002, the state Legislature approved the so-called Community Choice Aggregation plans, operated by newly formed special districts that pursue wind, solar and other sources of renewable energy rather than fossil fuels.

The water district has been compiling data on its greenhouse gas emissions since the mid-2000s, identifying electrical use as its biggest expense and largest contributor of the 500 metric tons of carbon dioxide the district produces each year, Herbert said. During drought years, it must pull its water from underground wells rather than surface sources, which takes more fossil fuel-based energy, therefore resulting in higher carbon emissions.

"It's in the district's interest, in terms of money saved and greenhouse gas emissions" to get the new system off the ground, she said.

A local committee is in the process of raising \$150,000 for a feasibility study, which would document existing financial and operating conditions under PG&E's structure, then compare that data with the theoretical, community-based model, according to Gine Johnson, an analyst for 5th District Supervisor Bruce McPherson.

Follow Sentinel reporter Kimberly White on Twitter at [Twitter.com/kwhite95066](https://twitter.com/kwhite95066)

THE SACRAMENTO BEE sacbee.com

From the Executive Editor: Public agencies that do it right

jterhaar@sacbee.com

Published Sunday, Feb. 24, 2013

What does the news coverage of the former Sacramento police officer charged with rape have to do with the California Department of Water Resources' plan for two tunnels to divert water from the Delta?

These seemingly disparate news stories have an important behavior in common – agencies that understand the need for public transparency and readily make information available.

I often use this column to hold accountable governments and people in power who withhold public information. Calling them out publicly, and using the courts as necessary to force public access, is a role we take seriously at The Bee.

But every day Bee reporters run into officials or agencies who do it right. Today I'll tell you about some of those who routinely ensure public information is available.

Take the case of the Sacramento police officer charged with raping an elderly woman who has trouble communicating because of a stroke. The day police arrested Gary Dale Baker in December, then-Police Chief Rick Braziel held a news conference to reveal the arrest and that Baker had been fired.

The department even emailed to all media the criminal complaint and the arrest warrant affidavit. The Bee's Kim Minugh, who typically must go to the courthouse to pull the files herself, said such action was unusual and signified how seriously the department was taking the incident.

It was the right thing to do. It also reflects a consistent awareness of the need for public transparency at the Police Department and the Sacramento County Sheriff's Department, Minugh said.

Minugh rarely is forced to file a formal Public Records Act request to obtain documents. When she first began requesting the names of officers involved in shootings she did, but "fortunately, our issues were quickly resolved and now I just simply ask."

California's Department of Water Resources was named by The Bee's Matt Weiser as the most open public agency with which he's worked. In its management of the Bay Delta Conservation Plan work to build the two Delta tunnels, Weiser said the agency has routinely released "huge piles of draft documents." Many agencies refuse to release draft reports, leaving the public out of the process until a report is final.

"They did it to lift the cloud of suspicion around the plan," Weiser said. "The plan is so complicated it's helped people. It's all online."

Several other state agencies are quick to release data requested by Bee reporters, resulting in important local and state stories.

Capitol Bureau Chief Dan Smith said the state agency most helpful to bureau reporters is the Controller's Office.

Smith pointed to stories by Bee reporter Jon Ortiz revealing that CalPERS and other state agencies were allowing managers to work more than one job, for additional pay.

For that story, The Bee asked the Controller's Office to "analyze payroll data in a way it had never attempted," Smith said. "It took longer than 10 days (the legal limit) for the office to come up with the report that became the basis of our story reporting that several agencies – not just CalPERS – used double appointments. But to the best of our knowledge, we got the data at the same time inquiring state agencies received it."

Phillip Reese, our database expert, cites several agencies when asked who does the best job serving the public. He reported stories about the rise in mental health patients flooding emergency rooms, for instance, because of data provided free of charge by the Office of Statewide Health Planning and Development.

Other stories came from data provided by the state Department of Education and the Department of Health.

Loretta Kalb, who has covered local governments from Galt to Roseville, named three city employees as quick to help the media obtain public information: Roseville's Megan MacPherson, Elk Grove's Christine Brainerd and Folsom's Sue Ryan.

And Andy Furillo, who covers Sacramento Superior Court and the District Attorney's Office, says "pretty much every clerk, every court reporter, every judge, every clerical employee, every court administrator I've dealt with over here has been unbelievably helpful to make sure public records are as available as possible."

In cases like the recent trial of "sweethearts" killer Richard Hirschfield, hundreds of pretrial motions were filed and Furillo could get any of them with the help of Kelly Sullivan, the clerk in Judge Michael Sweet's courtroom.

All public documents should be so readily available. Furillo's experience is the opposite of his colleague Denny Walsh, who covers the federal courthouse and says judges routinely seal documents they know should be publicly available.

Access to public information will be part of the national conversation two weeks from today during Sunshine Week, an annual, national initiative designed to encourage open government and freedom of information. It's an initiative supported by the news media, civic groups, schools and many others. Join the conversation, it benefits all of us.

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Reach Executive Editor Joyce Terhaar at (916) 321-1004.

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Board of Supervisors takes next step toward fluoridating county water

By [DEREK MOORE](#)

THE PRESS DEMOCRAT

Published: Tuesday, February 26, 2013 at 3:00 a.m.

The Sonoma County Board of Supervisors on Tuesday pressed forward with a controversial plan to put fluoride into most of the county's drinking water during an emotional hearing in which dozens of speakers debated whether the chemical compound is a panacea or a poison.

Dentists and other health care professionals, along with a larger, more vocal contingent of fluoride skeptics, packed board chambers for the marathon five-hour public hearing.

Despite reservations expressed by some supervisors, the board unanimously authorized additional financial analysis and engineering studies of adding fluoride to most of the county's drinking water. The final decision is not expected until March 2014.

"We can't ignore the data and the statistics in this county when it comes to the oral health epidemic," Supervisor Efren Carrillo said.

Dozens of speakers, however, expressed anger and dismay over the proposal, citing health concerns, distrust of mainstream science and doubts about how the county would be able to fund the project.

Based on preliminary estimates, the project could cost up to \$8.5 million in capital upgrades to the county's central water system, plus ongoing upkeep starting at \$973,000 a year, according to a county report.

"I'm assuming this will be necessary because our roads will be so bad we won't be able to drive to the dentist," said Elizabeth Van Dyke of Guerneville, in what became a recurring theme about the county's spending priorities.

Fluoride is a chemical compound and was introduced to U.S. drinking water nearly 70 years ago. About three-quarters of the nation's population served by public water systems, or about 196 million people, are now receiving fluoridated water.

The measure is backed by the Centers for Disease Control and Prevention, the surgeon general, the World Health Organization and the American Dental Association, which called it "the single most effective public health measure to prevent dental decay."

Currently in Sonoma County, the only fluoridated water is delivered to residents of Healdsburg, the adjacent Fitch Mountain area and Two Rock Coast Guard Base.

Dr. Lynn Silver Chalfin, the county's health officer, told the board that in Sonoma County every day, 10 to 12 children undergo general anesthesia while being treated for severe dental disease.

She cited a CDC study that found that for every dollar spent on community water fluoridation, the result is a \$38 savings on dental expenses.

Stacey Stirling, dental operations manager for St. Joseph Health Sonoma County, described a 5-year-old girl whose face was so swollen because of oral disease her eyes were nearly shut.

Stirling said the girl's parents brought her to the emergency room and that she spent five days in the hospital. The total bill for her dental care: \$80,000.

"We see children like this every day," Stirling said. "My fear is that we're going to see a death in Sonoma County, for those children who don't make it in in time."

Santa Rosa dentist Anthony Fernandez, a proponent of fluoride as a preventive measure, said the least expensive filling he offers is \$160. He urged supervisors to "do the right thing," and for dramatic effect, he played the shrill sound of a dentist's drill on the public address system via his smartphone.

Opponents were not amused. Several speakers likened fluoride to a toxic substance they said can cause a range of health ailments when ingested, everything from bone cancer to hip fractures.

"You're listening to members of the dental association that gave us mercury," Dr. Robert Rowen, who has an integrative and nutritional family medicine practice in Santa Rosa, told the board.

He said if he were to prescribe medications the way he said supervisors are essentially considering with mass fluoridation, the medical establishment would "jerk my ticket," meaning strip him of his licence to practice.

Several speakers said county health officials should concentrate their efforts instead on getting children weaned off of sugar and soda drinks.

They also raised the issue of people taking personal responsibility to teach their children good oral-hygiene habits.

The dissenters clearly got to Supervisor Shirlee Zane, who said after more than two hours of public testimony, "We are so behind the curve here. Shame on us for being so far behind."

She then pointed her finger toward the audience and said, "I have listened to you. You will now listen to me."

That prompted Brenda Adelman, a Guerneville resident and longtime activist on Russian River water issues, to stand up and yell loudly back at Zane, "Please don't point your finger at me. That's clearly obnoxious."

Supervisor David Rabbitt, the chairman of the board, pounded the gavel several times seeking order.

"I'm not going on until they stop," Zane said.

The fluoridation project would affect three quarters of the county, including 350,000 residents served by the Sonoma County Water Agency in Windsor, Santa Rosa, Rohnert Park, Cotati, Petaluma, Sonoma, Forestville and the Valley of the Moon. More than 50,000 Novato-area residents served by the Water Agency also would get fluoridated water for the first time.

Perhaps the biggest hurdle to the county's plans is that it would require the unanimous consent of all eight of the water agency's retailers.

Rabbitt cautioned that the last time those agreements were opened up for review it took "eight-and-a-half years to bottle it up again."

The Graton Community Services District is not one of the major municipal systems that receives water from the water agency. But Robert Rawson, the district's general

manager, said the district opposes the fluoride project because he said the chemical will cause environmental damage, including to aquatic organisms.

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Rabbitt and Supervisor Susan Gorin expressed concerns about how the project would be funded and, also, over how much money the county is spending on studies. The engineering analysis approved Tuesday is estimated to cost the county about \$103,000.

At questioning from Gorin, County Counsel Bruce Goldstein said the cost of the fluoride project could be passed on to ratepayers.

Gorin said she also was "conflicted" about putting fluoride in water, saying she's not expecting it to lead to "miraculous cures, especially among our disadvantaged population."

Sonoma County considers authorizing more water fluoridation studies

By [BRETT WILKINSON](#)

THE PRESS DEMOCRAT

Published: Thursday, February 21, 2013 at 3:00 a.m.

The Sonoma County Board of Supervisors on Tuesday is set to advance one of its most hot-button projects: a bid to introduce fluoride to most of the county's drinking water to improve dental health.

A new county report concludes that move, though still in its study phase, would be feasible, although it could also be complex and expensive.

The issue has been at the center of a long-running local debate, pitting medical experts and other supporters against critics skeptical of government-driven health initiatives and mainstream science.

The new report could bring fiscal watchdogs into the mix.

Based on preliminary estimates, the project could cost up to \$8.5 million in capital upgrades to the county's central water system, plus ongoing upkeep starting at \$973,000 a year, the report found. It was released Thursday and authorized by the Board of Supervisors last year.

The project would affect three quarters of the county, including 350,000 residents served by the Sonoma County Water Agency in Windsor, Santa Rosa, Rohnert Park, Cotati, Petaluma, Sonoma, Forestville and the Valley of the Moon. More than 50,000 Novato-area residents served by the county Water Agency also would get fluoridated water for the first time.

Pam Jeane, an assistant general manager at the Water Agency, called the project's cost "significant" while noting that projects this summer, including aqueduct, pipeline and creek restoration work, are set to cost a total of at least two to three times more.

The potential impact on ratepayers is unknown. At least one Water Agency customer -- the district serving the Novato area -- contends state law forbids such costs being passed on to ratepayers. The district could challenge the move partly on those grounds.

The Board of Supervisors on Tuesday is set to authorize additional financial analysis and engineering studies, at a cost of about \$103,000. A final decision on water fluoridation could come late this year or in early 2014.

The latest interim step has reignited the decades-long local debate among supporters and opponents of water fluoridation for dental health. The standoff is likely to continue through two public meetings, including the Tuesday afternoon hearing before supervisors and one today, from 3:30 to 5 p.m. inside a county health office at 3313 Chanate Road in Santa Rosa.

Officials say water fluoridation would be a key way to combat what they've called a dental health "crisis" in Sonoma County. Studies have shown high rates of dental disease in the area, affecting especially low-income and minority children.

"We have a huge oral health problem," said Dr. Lynn Silver Chalfin, the county's health officer, who oversaw the new report to county supervisors.

Fluoride is a chemical compound and was introduced to U.S. drinking water nearly 70 years ago. About three-quarters of the nation's population served by public water systems -- or about 196 million people -- are now receiving fluoridated water.

The measure is backed by the Centers for Disease Control and Prevention, the surgeon general, the World Health Organization and the American Dental Association, which called it "the single most effective public health measure to prevent dental decay."

But opponents of the county's proposal continue to raise concerns about the health and environmental implications of fluoridated water. They cite studies found online and points promoted by a vocal national campaign that opposes municipal water fluoridation.

The topic has dominated a recent wave of letters to the county and lit up an online bulletin board frequented by local activists opposed to water fluoridation.

Mainstream experts say their concerns are largely overblown or taken out of context -- in some instances from halfway around the world, where levels of naturally-occurring fluoride are many times higher than what's allowed here.

Health problems, including cases of fluorosis, a cosmetic staining and pitting of the tooth surface caused when someone consumes too much fluoride, are rare in the United States, experts say.

"I hear the concerns," said Francisco Trilla, chief medical officer of the Santa Rosa Community Health Centers and member of the county's task force on oral health. "As a doctor, I can tell you I am not aware of a single long-term health outcome that is of concern. I know of no reason to be concerned about what's being proposed. It has my full backing."

Critics dismiss those assurances and the long list of expert endorsements, saying the risks -- perceived or real -- should steer the county away from fluoride and toward a greater focus on dental care access and education.

"Why do it when we have other options?" said Brenda Adelman, a Guerneville resident and longtime activist on Russian River water issues.

County officials say they are working on those options as well, pointing to ongoing projects promoting expanded access to dental care, preventative treatments and education. Several new efforts are going to the Board of Supervisors on Tuesday for approval.

Critics also accuse the county of overstating and dramatizing unmet dental care needs to push through an unpopular initiative.

The issue resurfaced in 2009, when a county survey found that 52 percent of Sonoma County third-graders had a history of dental decay, exceeding the state average.

The same study found that low-income kindergartners and third-graders had more than twice the level of untreated decay (21 percent versus 9 percent) as more affluent children. Nearly 7 percent of the children were found to be in need of "urgent" care.

Dentists say they see a need for fluoridated water on a daily basis.

"There's no silver bullet for dental disease. But water fluoridation is definitely one of the tools," said Stephen Chadwick, a Guerneville dentist with the non-profit West County Health Centers, which serves a large number of low-income and uninsured patients.

State law requires fluoridation for all public water suppliers in California with more than 10,000 connections. The unfunded 18-year-old statute has not been widely enforced.

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Currently in Sonoma County, the only fluoridated water is delivered to residents of Healdsburg and the adjacent Fitch Mountain area.

Public comment at today's meeting will be accepted at 4:05 p.m. Tuesday's hearing also will be open to public comment.

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