



Hidden Valley Lake Community Services District

Finance Committee AMENDED - AGENDA February 12, 2021 12:30 PM

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

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

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

DATE: February 12, 2021

TIME: 12:30 PM

PLACE: **VIRTUAL via MICROSOFT TEAMS**
Hidden Valley Lake CSD
Administration Office, GM Office
19400 Hartmann Road
Hidden Valley Lake, CA

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

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

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

120-SEWER ENTERPRISE FUND
FINANCIAL SUMMARY

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

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

120-SEWER ENTERPRISE FUND
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	500.00	0.00	400.00	100.00	80.00
120-4036 DEVELOPER FEES SEWER	0.00	0.00	1,977.00 (1,977.00)	0.00
120-4040 LIEN RECORDING FEES	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,500.00	0.00	462.60	5,037.40	8.41
120-4050 SALES OF RECLAIMED WATER	110,000.00	477.95	79,581.64	30,418.36	72.35
120-4111 COMM SEWER USE	43,113.00	4,022.79	25,080.69	18,032.31	58.17
120-4112 GOV'T SEWER USE	900.00	0.00	389.64	510.36	43.29
120-4116 SEWER USE CHARGES	1,217,940.00	121,770.53	739,987.49	477,952.51	60.76
120-4210 LATE FEE	20,000.00	1,608.80	11,673.02	8,326.98	58.37
120-4300 MISC INCOME	2,500.00	0.00	527.30	1,972.70	21.09
120-4310 OTHER INCOME	0.00	0.00	2,902.00 (2,902.00)	0.00
120-4320 FEMA/CalOES Grants	88,776.00	110,730.00	200,856.00 (112,080.00)	226.25
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,700.00	118.45	563.83	1,136.17	33.17
120-4580 TRANSFERS IN	0.00	0.00	138,914.24 (138,914.24)	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,490,929.00	238,728.52	1,203,315.45	287,613.55	80.71
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AS OF: JANUARY 31ST, 2021

120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	202.17	80.69 (80.69)	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.53	2,009.47	86.60
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	649.93	4,176.56	9,823.44	29.83
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	40.53	7,529.47	12,470.53	37.65
120-5-00-5061 VEHICLE MAINT	18,000.00	201.54	14,358.49	3,641.51	79.77
120-5-00-5062 TAXES & LIC	800.00	213.88	213.88	586.12	26.74
120-5-00-5074 INSURANCE	54,066.00	0.00	59,153.86 (5,087.86)	109.41
120-5-00-5075 BANK FEES	21,000.00	1,923.82	13,206.46	7,793.54	62.89
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	3,886.44	7,857.20 (357.20)	104.76
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	653.63	4,169.12	2,830.88	59.56
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	20,000.00	2,157.25	10,120.50	9,879.50	50.60
120-5-00-5122 ENGINEERING SERVICES	50,000.00	8,206.70	28,506.03	21,493.97	57.01
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,636.40	30,443.85	19,556.15	60.89
120-5-00-5126 AUDIT SERVICES	7,500.00	5,950.00	5,950.00	1,550.00	79.33
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	320.16	2,305.91	2,694.09	46.12
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	737.18	3,196.87	1,803.13	63.94
120-5-00-5148 OPERATING SUPPLIES	48,000.00	1,296.10	19,208.68	28,791.32	40.02
120-5-00-5150 REPAIR & REPLACE	145,000.00	23,780.60	160,156.29 (15,156.29)	110.45
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	202.50	4,376.04	3,623.96	54.70
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,262.50	6,796.00	9,704.00	41.19
120-5-00-5157 SECURITY	500.00	0.00	590.52 (90.52)	118.10
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	7,188.75	28,256.13	16,743.87	62.79
120-5-00-5165 TERTIARY POND MAINTENANCE	50,000.00	0.00	50,000.00	0.00	100.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	11,000.00	749.51	6,393.39	4,606.61	58.12
120-5-00-5192 ELECTRICITY	65,000.00	46,803.50	71,768.65 (6,768.65)	110.41
120-5-00-5193 OTHER UTILITIES	2,600.00	248.69	1,512.33	1,087.67	58.17
120-5-00-5194 IT SERVICES	36,500.00	2,647.50	30,636.37	5,863.63	83.94
120-5-00-5195 ENV/MONITORING	35,000.00	2,992.75	20,311.75	14,688.25	58.03
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	4,713.00 (2,713.00)	235.65
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.95 (1,661.95)	266.20
120-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
120-5-00-5315 SAFETY EQUIPMENT	1,500.00	1,874.00	24,080.09 (22,580.09)	1,605.34
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	15.00	148.50	101.50	59.40
120-5-00-5580 TRANSFERS OUT	0.00	0.00	97,199.88 (97,199.88)	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

HIDDEN VALLEY LAKE CSD
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021120-SEWER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

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

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

120-SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

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

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

120-SEWER ENTERPRISE FUND

FIELD

EXPENDITURES

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

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

120-SEWER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

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

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

120-SEWER ENTERPRISE FUND
SPECIAL PROJECTS
EXPENDITURES

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

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

120-SEWER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

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

*** END OF REPORT ***

130-WATER ENTERPRISE FUND
 FINANCIAL SUMMARY

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

AS OF: JANUARY 31ST, 2021

130-WATER ENTERPRISE FUND
REVENUES

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

AS OF: JANUARY 31ST, 2021

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	202.17	841.06 (841.06)	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.51	2,009.49	86.60
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	649.93	4,176.60	9,823.40	29.83
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	12,000.00	0.00	0.00	12,000.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	20,000.00	40.54	7,637.81	12,362.19	38.19
130-5-00-5061 VEHICLE MAINT	12,500.00	0.00	6,159.63	6,340.37	49.28
130-5-00-5062 TAXES & LIC	1,200.00	213.88	213.88	986.12	17.82
130-5-00-5074 INSURANCE	54,055.00	0.00	59,153.84 (5,098.84)	109.43
130-5-00-5075 BANK FEES	21,000.00	1,923.79	13,246.30	7,753.70	63.08
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	20,746.44	24,717.19 (117.19)	100.48
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	653.61	4,169.03	2,330.97	64.14
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	20,000.00	2,157.25	11,301.00	8,699.00	56.51
130-5-00-5122 ENGINEERING SERVICES	60,000.00	310.00	5,254.37	54,745.63	8.76
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	0.00	25,807.45	24,192.55	51.61
130-5-00-5124 WATER RIGHTS	50,000.00	0.00	1,755.35	48,244.65	3.51
130-5-00-5126 AUDIT SERVICES	7,500.00	5,950.00	5,950.00	1,550.00	79.33
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	320.15	2,341.73	5,158.27	31.22
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	45,000.00	737.16	4,527.43	40,472.57	10.06
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	1,347.07	3,652.93	26.94
130-5-00-5150 REPAIR & REPLACE	125,000.00	8,980.01	80,260.76	44,739.24	64.21
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	202.50	8,284.59	3,715.41	69.04
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	312.50	1,922.75	2,277.25	45.78
130-5-00-5157 SECURITY	5,000.00	0.00	590.51	4,409.49	11.81
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	749.49	6,193.28	4,806.72	56.30
130-5-00-5192 ELECTRICITY	150,000.00	43,629.08	143,554.98	6,445.02	95.70
130-5-00-5193 OTHER UTILITIES	2,500.00	254.68	1,524.24	975.76	60.97
130-5-00-5194 IT SERVICES	36,500.00	2,647.50	31,860.35	4,639.65	87.29
130-5-00-5195 ENV/MONITORING	17,000.00	1,490.00	6,422.00	10,578.00	37.78
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	32,000.00	0.00	28,727.95	3,272.05	89.77
130-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (136.70)	113.67
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	2,661.92 (1,661.92)	266.19
130-5-00-5312 TOOLS - FIELD	1,500.00	0.00	10.70	1,489.30	0.71
130-5-00-5315 SAFETY EQUIPMENT	1,500.00	0.00	6,886.75 (5,386.75)	459.12
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	2,600.00	6,400.00	28.89
130-5-00-5520 HYDRANT DEPOSIT REFUND	0.00	0.00	0.00	0.00	0.00
130-5-00-5545 RECORDING FEES	250.00	15.00	148.50	101.50	59.40
130-5-00-5580 TRANSFERS OUT	467,830.00	190,787.66	327,637.39	140,192.61	70.03
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	0.00	0.00	0.00	0.00	0.00

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

130-WATER ENTERPRISE FUND
NON-DEPARTMENTAL
EXPENDITURES

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

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

130-WATER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

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

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

130-WATER ENTERPRISE FUND

FIELD

EXPENDITURES

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

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

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

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

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

130-WATER ENTERPRISE FUND
 SPECIAL PROJECTS
 EXPENDITURES

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

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

130-WATER ENTERPRISE FUND
 CAPITAL PROJECTS & EQUIP
 EXPENDITURES

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

*** END OF REPORT ***



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

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

Ending Balances General Ledger Distribution by District Funds

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

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

[2] See Reconciliation Detail Summary for details

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

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

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

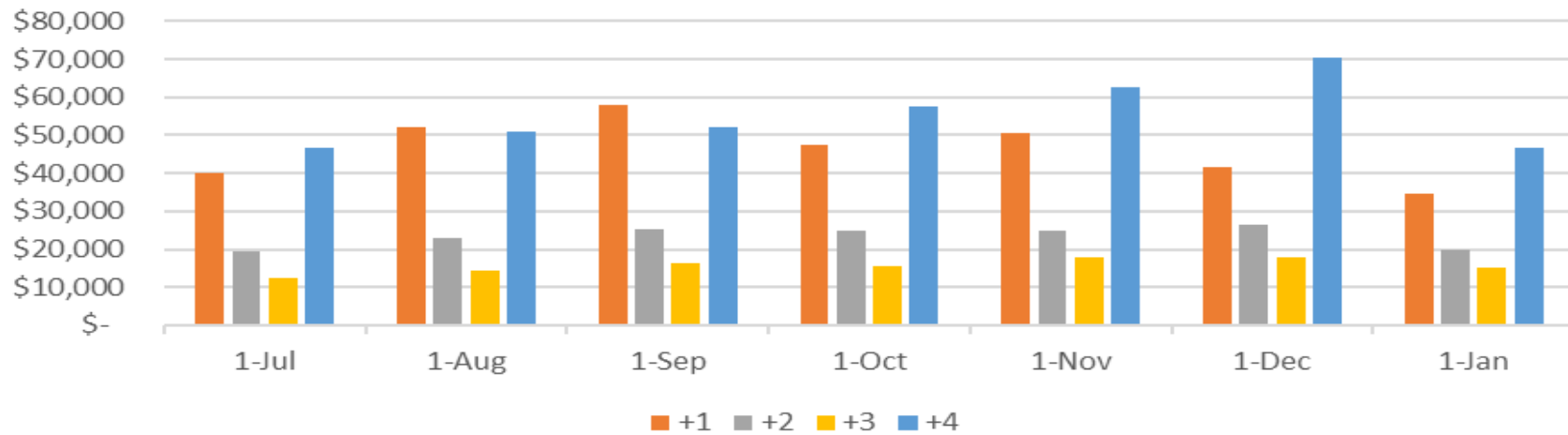
2020 - 2021 DEBT SERVICE

JANUARY 2021

	DEBT SERVICE REVENUE	FUND	DEBT AMOUNT
1)	1995-2 BOND - TAX ASSESSMENT	215	\$ 300,224
2)	CIEDB LOAN - WATER INFRASTRUCTURE	130	152,472
	CIEDB LOAN - WATER CAPACITY FEE	218	18,274
3)	USDA LOAN - SOLAR PROJECT WWTP	120	32,255
	TOTAL DEBT SERVICE REVENUE		<u><u>\$ 503,225</u></u>

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

AGING REPORT JANUARY 31, 2021 FY 2020-2021



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

Disaster Reimbursements (Federal & State)						
Year of event	Disaster	Project	Description	Completion	Reimbursed?	Reimbursements
2017	4301	LHHVA01	Pump&Dump	100%	100%	\$ 214,133.04
2017	4301	LKHVB01	Repair&Labor	100%	100%	\$ 16,748.90
2017	4308	LKHVA81	Pump&Dump	100%	100%	\$ 390,533.63
2017	4308	LKHVB81	Repair&Labor	100%	100%	\$ 5,317.17
2017	4308	LKHVF83	Repair&Labor	100%	100%	\$ 652,310.53
2019	4434	100063	Pump&Dump	100%	100%	\$ 916,723.31
2019	4434	100118	Repair	100%	100%	\$ 13,101.71
2019	4434	100126	Repair&Labor	100%	100%	\$ 39,032.81
2019	4434	101502	Repair&Labor	100%	100%	\$ 33,321.19
2019	4434	100138	Repair: Chip seal the WWTP Access Road	100%	90%	\$ 110,730.00
2020	4482 COVID-19	138890	Materials: Purchased for disinfection, and infection prevention methods	100%	0%	\$ 10,401.87
2020	4558 LNU Complex Fire	Cat A	Debris Removal -FireBreak -Chipping&Spreading	50%	0%	\$ 242,768.16
2020	4558 LNU Complex Fire	Cat B	Continuity of Operations - Generators - Smoke Soot and Ash	100%	0%	\$ 62,283.89

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

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

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

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

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

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

Unit 9 Tank

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

Generators

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

Fuels Reduction & Tank 4 Replacement

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

Water Mains

1/15 Notice of invitation to submit project Subapplication
2/2 Authorization of GHD to develop Subapplication
2/12 Change of scope proposed

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

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

I&I, Unit 9 Tank

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

Generators

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

AMI

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

Potential projects (LHMP)

Priority	Funding Agency	Project	Description	Costs	Notes
1	HMGP (FEMA)	SCADA	Technology refresh	\$ 1,000,000	Initial Feasibility discussions underway, Joined Demarnd Response program to qualify for rebates
1	HMGP (FEMA)	Tanks	Replace wooden tanks	\$ 5,400,000	Subapplication submitted for one tank only, 4558 - NOI
1	HMPG (FEMA)	I & I	Pipe-bursting	\$ 1,000,000	Grant funds awarded for first pipe-bursting
1		RRP, ERP	Requirement of AWIA of 2018	\$ 200,000	Due 3/21, Possible 4482-NOI opportunity
1	HMGP (FEMA)	Water	Correlators, AirVacs, Lines, Meters	\$ 5,500,000	ESCOs can support energy savings projects
2		WMP	Water Master Plan	\$ 100,000	This is 20 years old. Is a reference document for grant applications
2	HMGP (FEMA)	WWTP	EQ Basin, Sludge Beds	\$ 6,000,000	Every flooding disaster in the last 4 years has damaged a portion of the WWTP. Possible developed contributions.
2		SWP	Stormwater Master Plan	\$ 200,000	This is 20 years old. Opportunity for regional benefits.
2		Stormwater	Implement Stormwater Master Plan Improvements	\$ 10,000,000	Phase 1 - Culverts in the Flood detention basin, previous NOI accepted for this activity
2	HMGP (FEMA)	Well	Drill a new well	\$ 4,000,000	Water Resilience, Contamination Mitigation, possible developer assistance
2	FMAG (FEMA)	Fuels Mitigation	Defensible Space, Concrete detention basin, masonry buildings	\$ 400,000	Possible 4558-NOI opportunity
2	FMAG (FEMA)	Hydrants	Improvements	\$ 4,100,000	Previous NOI accepted for this activity
2	PDM (FEMA)	GIS	Fully develop database, O&M	\$ 400,000	Management, maintenance, and communications tool
3		PAP	Public Awareness Program	\$ 200,000	Disaster preparedness, response and recovery
3	HMGP (FEMA)	CL2 valve	Automatic shut-off valve	\$ 50,000	Operator Safety, RMP improvement list
3	HMGP (FEMA)	CL2 Analyzers	Chlorination Basin improvements	\$ 100,000	Flow-based treatment process will streamline WWTP
3	HMGP (FEMA)	Earthquake	Retrofits	\$ 5,000,000	
3		Levee	Certification	TDB	Opportunity for regional benefits, flood insurance
3		Dam	Inundantion Mitigation	TDB	Infrastructure improvements

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

DATE: February 12, 2021

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

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

FINANCIAL IMPACT: \$250k over 3 years

FUND: 320/325

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

The intent of this Subapplication and expenditure, is to receive assistance from the Hazard Mitigation Grant Program (HMGP) to execute a project replacing water mains in the Hidden Valley Lake Community. As of today, Friday 2/12/21, the parallel project, Resilience, has been significantly postponed. This postponement renders the water mains project untenable at its original scope.

While the initial reaction to this news is certainly disappointment, staff believes the value of water main replacement still remains high. Since the Subapplication development is still underway, and this news is reaching us before a Board decision on the Match Commitment Letter, staff would like to propose to keep this engineering effort moving, but changing the scope of the project. If the total project costs for a water main replacement project was \$1M, and had a performance period of 36 months, the match commitment of the District would be \$250,000.

If the Resilience project were to be resurrected by the next CAISO opportunity, a parallel mitigation project could certainly be drafted at that time. In addition to Hazard Mitigation Funding, the District could also pursue BRIC or SRF funding opportunities to leverage larger scoped projects.

HVLCSD's focus on delivering potable water reliability is unlikely to change. Submitting this Subapplication is an indicator of HVLCSD's long term commitment to this mitigation strategy.



Hidden Valley Lake Community Services District

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

LOCAL MATCH FUND COMMITMENT LETTER

02-16-21

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

Re: 4558-428 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

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

SOURCE OF NON-FEDERAL FUNDS:	LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NAME OF FUNDING SOURCE:

Hidden Valley Lake Community Services District

FUNDS AVAILABILITY DATE:

7/1/2021

PROVIDE EXACT MONTH/DATE/YEAR OF AVAILABILITY OF FUNDS

FEDERAL SHARE AMOUNT REQUESTED:

\$1,000,000.00

MUST MATCH \$ AMOUNT PROVIDED IN SUBAPPLICATION

LOCAL SHARE AMOUNT MATCH:

\$250,000.00

MUST EQUAL A MINIMUM OF THE 25% FEDERAL SHARE REQUESTED

FUNDING TYPE:

Operating revenues, force account labor, administration

EXAMPLES: ADMINISTRATION, CASH, CONSULTING FEES, ENGINEERING FEES, FORCE ACCOUNT LABOR, AGENCY PERSONNEL, PROGRAM INCOME, ETC.

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



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

Sincerely,

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

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

DATE: February 12, 2021

AGENDA ITEM: Review and Discuss: Match Commitment Letter Defensive Space & Ignition Resistant Construction (DSIRC)

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

FINANCIAL IMPACT: \$351,436

FUND: 320/325

BACKGROUND:

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

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

The explanation of project overlap is as follows:

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

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

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



Hidden Valley Lake Community Services District

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707.987.3237 fax
www.hvicsd.org

LOCAL MATCH FUND COMMITMENT LETTER

02-17-21

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

Re: 4558-398 Subapplication Funding Match Commitment Letter

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

SOURCE OF NON-FEDERAL FUNDS:

LOCAL
AGENCY
FUNDING

OTHER
AGENCY
FUNDING

PRIVATE NON-
PROFIT
FUNDING

STATE
AGENCY
FUNDING

**NAME OF FUNDING
SOURCE:**

Hidden Valley Lake Community Services District

**FUNDS AVAILABILITY
DATE:**

7/1/2021

PROVIDE EXACT MONTH/DATE/YEAR OF
AVAILABILITY OF FUNDS

**FEDERAL SHARE AMOUNT
REQUESTED:**

\$1,054,307

MUST MATCH \$ AMOUNT PROVIDED IN
SUBAPPLICATION

**LOCAL SHARE AMOUNT
MATCH:**

\$351,436

MUST EQUAL A MINIMUM OF THE 25% FEDERAL
SHARE REQUESTED

FUNDING TYPE:

**Operating revenues, force account labor,
administration**

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



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ACCOUNT LABOR, AGENCY PERSONNEL,
PROGRAM INCOME, ETC.

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

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

Sincerely,

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



**Hidden Valley Lake
Community Services District**

REQUEST FOR PROPOSAL

**Contract Services:
Debris Removal**

Proposal Submission Deadline: January 29, 2021 at 10:00 AM PST

Section 1 – INTRODUCTION

The Hidden Valley Lake Community Services District (The District) is soliciting proposals from Contractors to provide debris removal services to two recently cleared firebreak areas. In general, the work will consist of grinding piles of brush along firebreak cut by others, and mulch to be spread at each location.

The District reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected.

Proposals submitted will be evaluated by individuals from the District and/or outside agencies. During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information from proposers, or to allow corrections of errors or omissions.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected. The District reserves the right, without prejudice, to reject any or all proposals.

1.1 General Description of RFP

This RFP describes the general Scope of Services, necessary RFP components, contractor selection process, and required format of the RFP, as well as a sample copy of the District's Professional Services Agreement.

1.2 RFP Schedule

Advertisement of RFP	January 20, 2021
Deadline for Questions	January 25, 2021
Deadline for Response	January 27, 2021
Deadline for RFP Submittal	No later than 10:00 AM PST January 29, 2021
Final Consultant Selection	Anticipated February 2, 2021

1.3 General Selection Process

The District intends to select a Contractor based on demonstrated competence and qualifications for the types of services to be performed at a fair and reasonable price to the public. The District will review all proposals and evaluate them according to the following criteria:

- Qualification of Team
- Project Understanding and Innovation
- Work Plan/Scope of Work
- Project Schedule
- Similar Experience / References

Contractor will be selected based on information included in the proposal.

Section 2 – PROGRAM BACKGROUND AND OVERVIEW

HVLCSD is a California Independent Special District that provides water and wastewater services to the community of Hidden Valley Lake. Situated in a valley within the Mayacama Mountain range, temperature and precipitation rates in this area have fluctuated dramatically in recent years. The intensity and frequency of drought during the dry season is only matched by the intensity and frequency of localized flooding events during the rainy season.

In the latter part of August 2020, a record number of lightning strikes caused 650 wildfires across Northern California in the height of the dry season. One of the three largest wildfires of August, the LNU Lightning Complex fire, was centered in Northern Napa County, and moving quickly into Southern Lake County, towards Hidden Valley Lake. To protect the health and safety of the public, and the infrastructure of the District, a firebreak was quickly cut in two sections of the Northeastern perimeter of the community. Vegetative debris was removed from 640,000 square feet of land.

To protect the health and safety of the public, and the infrastructure of the District, the final step in the Debris removal process is to reduce the vegetative mass by chipping. This measure will reduce potential future combustion of the vegetation, as well as prevent flooding, and the related complications of flooding events to water distribution and sewer collection systems.

Most of the vegetative debris, including stumps remains onsite. The District is looking to fully remove this debris by its reduction to chips.

Section 3 - SCOPE OF SERVICES

The Contractor shall provide landscape labor and equipment necessary to complete the grinding and chipping of vegetative debris. The District has allocated \$150,000 of reserves to preserve the integrity of the water and wastewater delivery to the community. A typical scope is anticipated to include the following tasks:

1. Mobilization and demobilization of equipment with minimal impact to property owners and their adjacencies.
2. Chipping and broadcasting of wood and brush in the firebreak area, with labor and equipment necessary for the task, given the sometime steep terrain.
3. Grinding of stumps, and spreading of mulch in the firebreak area, with labor and equipment necessary for the task, given the sometimes-steep terrain.
4. Availability and time allocation to complete both sections of the firebreak, totaling 640,000 square feet.

Section 4 – RFP SUBMITTAL REQUIREMENTS

The intent of these requirement is to assist proposers in the preparation of their proposal and to simplify the review process for the District. One signed electronic copy sent via email, with a “Read Receipt” tag must be received by the District no later than **January 29, 10:00 AM PST**. The subject line of the proposal should read “RFP for Debris Removal,” and be submitted to the Project Manager at:

agordon@hvlcsd.org

The District requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFP. The proposal must be signed by the proposer’s authorized representative for executing a contract between the District the proposer. The proposer must include, at a minimum, the following sections; however, the proposer is encouraged to expand on the scope as needed:

1. Cover letter
 - Name, address, and telephone number of the firm.
 - Signed by an authorized representative of the contractor. The Contractor shall furnish documentation that the person signing the proposal is empowered with signatory authority for the Contractor. The form could be a Corporate Resolution.
 - Contractor license and DIR registration information
 - State the proposal is firm for a 90-day period from the proposal submission deadline.

- Provide the name, title, address, and telephone number of the individual to whom correspondence and other contacts should be directed during the Contractor selection process.
 - Provide the location of the Contractor's headquarters. In addition, provide the location of any local support offices, which will provide service to the District.
 - Acknowledge that the Contractor will provide Bond, insurance and indemnification required per the attached Professional Service Agreement within five (5) business days, should the contract be awarded to the Contractor.
2. Project Team Information
- Contractor must provide the names and positions of all staff proposed including staff for proposed sub-consultants. The proposal should also designate who will be the project manager in charge of the project, and who will be the District's contact throughout the project. It is allowable for a single individual to fulfill multiple roles by the Contractor's staff.
3. Work Plan/Scope of Work
- Include a work plan/scope of work meeting the minimum requirements of the projects listed in the Scope of Services. Contractor is encouraged to modify or expand the minimum Scope of Services if they believe it is necessary to achieve the goals.
4. Sub-Contractor & Work by Others
- This section shall include a matrix showing the estimate of time (in hours) to perform the work, detailed by tasks, listed in the Scope of Work.
 - Identify any and all sub-contractors proposed to serve on the project, with background information for each and particular experience of key personnel.
 - This section should describe all work not included in the proposal. Any work that is needed to complete the project that is not listed in the "Work Done by Others" will be considered part of the work provided by the Contractor and included in the proposal. Please include a list of tasks which the Contractor expects District staff to perform, information the Contractor expects the District to provide, and an estimated amount of District staff time required for each task of the scope of work.
5. Relevant Experience and References
- The Contractor must state the qualifications and experience of the proposed team, particularly for the Project Manager and other key project staff members assigned to the project.

- Provide a brief description of at least three similar projects for which the Contractor has provided services during the past five years.

6. Fee Proposal

- Include a fee proposal listing the total cost and the cost associated with each task. The rates quoted will remain in effect for the duration of the Agreement, unless approved by the District. Rates shall be included for all employment categories necessary to perform the work outlined in this RFP in accordance with applicable State of California Industrial Labor Rate Standards.

Section 5 – SELECTION PROCESS AND EVALUATION CATEGORIES

Proposals submitted will be evaluated by individuals from the District and/or outside agencies. During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information from proposers, or to allow corrections of errors or omissions.

The District intends to select a Contractor based on demonstrated competence and qualifications for the types of services to be performed at a fair and reasonable price to the public. The District will review all proposals and evaluate them according to the following criteria:

- Qualifications of team
- Project Understanding and Innovation
- Similar Experience / References
- Work Plan / Scope of Work
- Project Schedule

Section 6 – GENERAL TERMS AND CONDITIONS

6.1 Limitation

This RFP does not commit the District to award a contract, to pay any cost incurred in the preparation of the Contractor's RFP response, or to procure or contract for services or supplies. The District is not responsible for proposals that are delinquent, lost, mismarked, and sent to an email address other than that given above, or sent by mail or courier service. The District reserves the right to accept or reject any or all RFP responses received because of this request or to cancel all or part of this RFP.

6.2 Public Records

All proposals shall become the property of the District and will become public records and, as such, may be subject to public review.

6.3 Contract Agreement

The contents of the submitted proposal will be relied upon and incorporated into the awarded contract and shall become a contractual obligation. The District reserves the right to reject those parts that do not meet with the approval of the District, or to modify the Scope of Services, as agreed by the Contractor, in the final negotiated contract.

A sample agreement that will be used for this contract is included as Exhibit A. The District will require the selected Contractor to provide the indemnification and insurance required per the attached sample agreement.

Section 7 – QUESTIONS

If you have any questions regarding this RFP, prior to January 29, 2021, please email:

Alyssa Gordon, Project Manager
Email: agordon@hvlcsd.org

EXHIBIT A

AGREEMENT

The Hidden Valley Lake Community Services District, ("District") enters into this agreement, dated for reference purposes only, with **MOUNTAIN F. ENTERPRISES INC.** ("Contractor").

RECITALS

- A. NOTICE REQUESTING PROPOSALS. The District gave notice requesting proposals to be submitted by 10:00 a.m. on January 29, 2021 for the **Debris Removal Project** in accordance with California Public Contract Code Section 20164 and other applicable law.
- B. RFP REVIEW. On January 29, 2021, District representatives opened the proposals for the Debris Removal Project and read the proposals aloud.
- C. PROJECT AWARD. On February 2, 2021, the District awarded the **Debris Removal Project** to the Contractor and directed District staff to send the Contractor written notice of award of the project. The District conditioned award of the project on the Contractor's providing executed copies of all documents specified in the AGREEMENT, REQUIRED DOCUMENTS listed below within five (5) working days of receiving written notice of award of the project.
- D. REQUIRED DOCUMENTS. The Contractor has provided the District executed copies of all documents specified in this section of the AGREEMENT within five (5) working days of receiving written notice of award.
 - 1) Performance Bond (Exhibit B)
 - 2) Insurance Certification (Exhibit C)
 - 3) Indemnity (Exhibit C)

AGREEMENT TERMS

The District and the Contractor agree as follows:

1. THE WORK. The Contractor shall furnish all equipment, tools, apparatus, facilities, material labor, and skill necessary to perform and complete in a good and workmanlike manner the **Debris Removal Project** ("Work") as shown in the Technical Specifications and Project Plans in accordance with the Contract Documents and applicable law.
2. LOCATION OF WORK. The Work will be performed at the following locations:
Northern perimeter access point:
15958 Eagle Rock Rd, Lat: 38.827717, Lon: -122.560833
Southern perimeter access point:
19334 Ravenhill Rd, Lat: 38.817066, Lon:-122.552247

3. TIME FOR COMPLETION. The Contractor must complete the Work in accordance with the Contract Documents within 28 working days from the date specified in the District's Notice to Proceed ("Time for Completion").
4. REMEDIES FOR FAILURE TO TIMELY COMPLETE THE WORK. If the Contractor fails to fully perform the Work in accordance with the Contract Documents by the Time for Completion, as such time may be amended by change order or other modification to this agreement in accordance with its terms, and/or if the Contractor fails, by the Time for Completion, to fully perform all of the Contractor's obligations under this agreement that have performed all of the Contractor's obligation under this agreement that have accrued by the Time for Completion, the Contractor will become liable to the District for all resulting loss and damage in accordance with the Contract Documents and applicable law. The District's remedies for the Contractor's failure to perform include, but are not limited to, assessment of liquidated damages of **\$1,500 per day** in accordance with California Government Code Section 53069.85 and Section 7-1.02 of the General Provisions, and/or obtaining or providing for substitute performance in accordance with the Contract Documents.
5. CONTRACT PRICE AND PAYMENT. As full compensation in consideration of completion of the Work in accordance with the Contract Documents and in consideration of the fulfillment of all of the Contractor's obligations under the Contract Documents, the District will pay the Contractor in lawful money of the United States the total price of **\$150,000.00** (the "Contract Price") as specified in the Contractor's completed RFP dated **JANUARY 28, 2021**, and attached to and incorporated in this agreement. Payment to the Contractor under this agreement will be for Work actually performed in accordance with the Contract Documents and will be made in accordance with the requirements of the Contract Documents and applicable law. The District will have no obligation to pay the Contractor any amount in excess of the Contract Price unless this agreement is first modified in accordance with its terms. The District's obligation to pay the Contractor under this agreement is subject to and may be offset by charges that may apply to the Contractor under this agreement. Such charges include but are not limited to, charges for liquidated damages and/or substitute performance in accordance with the Contract Documents.
6. PREVAILING WAGES. In accordance with California Labor Code Section 1771, not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the Work is to be performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in the California Labor Code must be paid to all workers engaged in performing the Work. In accordance with California Labor Code Section 1770 and following, the Director of Industrial Relations has determined the general prevailing wage per diem rates for the locality in which the Work is to be performed. In accordance with California Labor Code Section 1773, the District has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in the locality in which the Work is

to be performed for each craft, classification or type of worker needed to perform the project. In accordance with California Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at the office of HVLCSD and will be made available on request. Throughout the performance of the Work the Contractor must comply with all provisions of the RFP and all applicable laws and regulations that apply to wages earned in performance of the Work.

7. ASSIGNMENT PROHIBITED. The Contractor may not assign part or all of this agreement, or any moneys due or to become under this agreement, or any other right or interest of the Contractor under this agreement or delegate any obligation or duty of the Contractor under this agreement without the prior written approval of an official authorized to bind the District and an authorized representative of Contractor's surety or sureties. Any such purported assignment or delegation without such written approval on behalf of the District and the Contractor's sureties will be void and a material breach of this agreement subject to all available remedies under this agreement and at law and equity.
8. SEVERABILITY. If any term or provision or portion of a term or provision of this Agreement is declared invalid or unenforceable by any court of lawful jurisdiction, then the remaining terms and provisions or portions of terms or provisions will not be affected thereby and will remain in full force and effect.

Executed on _____, _____, by

CONTRACTOR

HIDDEN VALLEY LAKE COMMUNITY
SERVICES DISTRICT

By: _____

By:  _____

Title: _____

Title: President, Board of Directors

Attest:

By:  _____

Title: Clerk of the Board

EXHIBIT B

Bond #100542658
Premium: \$2,160

PERFORMANCE BOND

(Note: Contractors must use this form, use of any other bond form may render a proposal non-responsive)

KNOW BY ALL MEN BY THESE PRESENT:

WHEREAS the Board of Directors of Hidden Valley Lake Community Services District has awarded to Mountain F. Enterprises, Inc. (designated as the "PRINCIPAL") a contract for the **Debris Removal Project**, which contract, and all documents are defined therein (designated as the "Contract") are hereby made a part hereof; and

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

NOW, THEREFORE, WE, the PRINCIPAL and U.S Specialty Insurance Company as surety (designated as "SURETY"), an admitted surety insurer authorized to do business in the State of California, are held and firmly bound unto the District (designated as "OBLIGEE"), in the penal sum of One Hundred Fifty Thousand and No/100 dollars (\$ 150,000.00), lawful money of the United States for the payment of which sum well and truly to be made, we bind ourselves, or heirs, executors, and administrators, and successors, jointly and severally, firmly by these presents.

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

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

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

REPRODUCED BY PERMISSION OF THE NATIONAL NOTARY ASSOCIATION

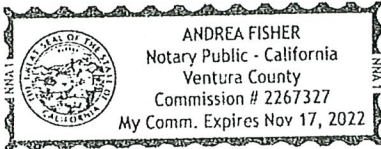
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of Ventura }

On 2/8/2021 before me, Andrea Fisher, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Jodie Lee Doner
Name(s) of Signer(s)

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



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

WITNESS my hand and official seal.

Signature Andrea Fisher
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

Signer's Name: _____

Corporate Officer – Title(s): _____

Corporate Officer – Title(s): _____

Partner – Limited General

Partner – Limited General

Individual Attorney in Fact

Individual Attorney in Fact

Trustee Guardian of Conservator

Trustee Guardian of Conservator

Other: _____

Other: _____

Signer is Representing: _____

Signer is Representing: _____

REPRODUCED BY PERMISSION OF THE NATIONAL NOTARY ASSOCIATION

EXHIBIT C

WORKERS COMPENSATION INSURANCE CERTIFICATION

By accepting and signing this agreement, the Contractor certifies as follows:

I am aware of the provisions of California Labor Code Section 3700, which require every employer to be insured against liability for workmen's compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and I will comply with such provisions before commencing performance of the work on this Contract.

INDEMNITY

By accepting and signing this agreement, the Contractor certifies as follows:

Contractor agrees to indemnify and hold HVLCSD harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against HVLCSD that result from the acts or omissions of Contractor and/or Contractor's employees, agents, or representatives.