



# Hidden Valley Lake Community Services District

## Regular Board Meeting

Tuesday November 17, 2020 – 7:00 PM

DUE TO THE EVOLVING SITUATION WITH THE COVID-19 NOVEL CORONAVIRUS AND THE STATE OF CALIFORNIA STAY AT HOME ORDER, EXECUTIVE ORDER N-33-20, THIS MEETING SHALL ONLY BE AVAILABLE TO THE PUBLIC VIA TELECONFERENCE

To join this meeting go to the [www.hvlcsd.org](http://www.hvlcsd.org) select the November 17, 2020 Board of Directors Meeting select **Join Microsoft Teams Meeting** Select **Join on the web instead**.

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

DATE: November 17, 2020  
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) PUBLIC COMMENT: Notice to the public: Members of the public who wish to address the Board on any item not listed on the agenda should access the "Raise Hand" tools located in TEAMS meeting link. Speakers will be acknowledged by the Board Chair in order requests are received and granted speaking access to address the Board. Speakers comments should be limited to three minutes or as set by the Chair. The law does not permit Board action on, or extended discussion of, any item not on the agenda except under special circumstances. If Board action is requested, the matter may be placed on a future agenda. All comments that require a response will be referred to staff for a reply in writing. The Board may take action on any item of business appearing on the posted agenda.

6) **CONSENT CALENDAR**

1. MINUTES: Approval of the October 6, 2020 Lake Water Use Ad-Hoc Meeting Minutes.
2. MINUTES: Approval of the October 6, 2020 Emergency Preparedness Committee Meeting Minutes.
3. MINUTES: Approval of the October 6, 2020 Special Meeting Minutes.
4. MINUTES: Approval of the October 6, 2020 Board Workshop Meeting Minutes.
5. MINUTES: Approval of the October 15, 2020 Personnel Committee Meeting Minutes.
6. MINUTES: Approval of the October 19, 2020 Finance Committee Meeting Minutes.
7. MINUTES: Approval of the October 20, 2020 Regular Board Meeting Minutes.
8. MINUTES: Approval of the October 22, 2020 Special Meeting Minutes.
9. Approve re-numeration of Resolution 2020-14 to Resolution 2020-15
10. DISBURSEMENTS: Check # 037645 - # 037742 including drafts and payroll for a total of \$287,970.91.

7) **BOARD LIST OF PRIORITIES:**

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

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

Finance Committee  
Personnel Committee  
Emergency Preparedness Committee  
Lake Water Use Agreement-Ad Hoc Committee  
Valley Oaks Project Committee

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

Financial Report  
Administration/Customer Service Report  
ACWA State Legislative Committee  
Field Operations Report  
General Manager Report

10) **DISCUSSION AND POSSIBLE ACTION:** Authorize the General Manager to select an HVAC cleaning firm to remove smoke, soot, and ash deposits in two buildings.

11) **DISCUSSION AND POSSIBLE ACTION:** Authorize the General Manager to accept Smith Construction's estimate for chipping and spreading in the firebreak area.

12) **DISCUSSION AND POSSIBLE ACTION:** Approve and Adopt Resolution 2020-16 Resolution Of The Board Of Directions Of The Hidden Valley Lake Community Services District, Authorizing The General Manager To Proceed With Trane To Conduct A Preliminary Assessment And Term Sheet.

- 13) **DISCUSSION**: What the District is currently doing and ideas of what we might be able to do to assist customers that are suffering financially due to the COVID-19 situation.
- 14) **DISCUSSION**: Dry Run - Informational Meeting
- 15) **PUBLIC COMMENT**
- 16) **BOARD MEMBER COMMENT**
- 17) **ADJOURN**

Public records are available upon request. Board Packets are posted on our website at [www.hvlcsd.org/meetings](http://www.hvlcsd.org/meetings)

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

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  
LAKE WATER USE AGREEMENT AD HOC COMMITTEE REPORT  
DATE: October 6, 2020 – 9:00 AM**

The Hidden Valley Lake Community Services District (COMMITTEE) Lake Water Use Agreement Ad HOC Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Jim Lieberman  
Dennis White, General Manager  
Penny Cuadras, Administrative Services Manager

Others Present:

Randy Murphy, General Manager, HVLA  
Bruce Brashear, Board President HVLA  
Rod Wood, HVLA Consultant Via Teleconference:

**CALL TO ORDER**

The meeting was called to order at 9:01 AM by Director Lieberman.

**APPROVAL OF AGENDA**

Director Lieberman approved the agenda as presented.

**REVIEW AND DISCUSS**

**Wildlife Control**

Members of the Committee discussed the health hazards and damage to the beaches, docks and the golf course caused by the over population of Geese. Mr. Murphy discussed options approved by Fish & Game to attempt to limit the breeding population.

**REVIEW AND DISCUSS**

**Recreational Use of Lake**

HVLA has added 12 slips to the dock at the Marina, 100% of the slips are rented out with a waiting list of 15-20 boats. Capacity of boating on the lake and potential extension of the docks discussed.

**REVIEW AND DISCUSS**

**Sediment Removal Project – status and potential impact on lake level**

Sediment Removal Project estimated to be a 6-week project at which time the lake will be closed. HVLA has received all preliminary approvals to proceed except Army Corp of Engineer permit. Project would be in the fall season of this year or next. Potentially a fourteen to sixteen-foot decrease in the lake level, in addition to normal seasonal drop in the level, options and cost to refill the lake discussed.

**PUBLIC COMMENT**

Mr. Murphy requests drainage and levee be added to the Regular Board Agenda for discussion.



### **COMMITTEE MEMBER COMMENT**

Director Lieberman explained only agenda items related to the Lake use may be discussed at this meeting. Future Ad Hoc meeting will be annually in February, informal quarterly meetings of the General Managers may be held to discuss operation and maintenance of the lake.

### **ADJOURNMENT**

The meeting was adjourned at 10:14 AM.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
EMERGENCY PREPAREDNESS COMMITTEE REPORT  
October 6, 2020 – 1:00 PM**

The Hidden Valley Lake Community Services District (COMMITTEE) Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

- Director Jim Freeman
- Dennis White, General Manager
- Penny Cuadras Administrative Services Manager

**CALL TO ORDER**

The meeting was called to order at 1:06 PM by Director Lieberman.

**APPROVAL OF AGENDA**

Director Lieberman approved the October 6, 2020 Emergency Preparedness Committee Agenda as presented.

**DISCUSS AND REVIEW:**

**Use of generators during an emergency**

Committee Recommendation to the Board: Consider moving the generators up on the Board List of Priorities

Staff to bring the cost of generators, excluding the lift station, before the Board for discussion and possible action.

**DISCUSS AND REVIEW:**

**Board Workshop – de-briefing of recent mandatory evacuation**

Committee Recommendation: Staff schedule a Workshop to include, Cal-Fire, Lake County Sheriff and HVLA security.

**DISCUSS AND REVIEW:**

**Well protection using cinder block structures, discuss possibility of adding to the Board list of priorities**

Committee Recommendation to the Board: Consider adding Well Protection to the Board List of Priorities.

**DISCUSS AND REVIEW:**

**Hydro seeding/straw bedding in some areas on district property that were cleared for fire breaks**

Committee Recommendation: Staff to bring cost and options; hay, hydro-seeding, waddle, before the Board for discussion and possible action.

**DISCUSS AND REVIEW:**

**Additional camera surveillance where needed**

Committee Recommendation: Staff to bring cost and options before the Board for discussion and possible action.

**ITEMS FOR THE NEXT AGENDA**

1. Cost of Generators
2. Cost of Security Cameras
3. Levee and Detention Basin – Engineering estimate, Comstock land

**PUBLIC COMMENT**

No public present.

**COMMITTEE MEMBER COMMENT**

General Manager Dennis White suggests the committee meet on a regular basis and a tour of the District prior to the next meeting.

**ADJOURNMENT**

The meeting was adjourned at 1:39 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SPECIAL MEETING MINUTES  
OCTOBER 6, 2020 – 5:00 PM**

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

**Present:**

Director Jim Lieberman  
Director Carolyn Graham  
Director Jim Freeman  
Director Gary Graves  
General Manager, Dennis White  
Water Resources Specialist, Alyssa Gordon – Via Teleconference  
Administrative Services Manager, Penny Cuadras

**Also Present Via Teleconference:**

Jenny Melman, Coastland Engineer

**Absent:**

Director Claude Brown

**CALL TO ORDER**

The meeting was called to order at 5:04 PM by Director Lieberman.

**APPROVAL OF AGENDA**

Director Freeman moved to approve the October 6, 2020 Agenda. Seconded by Director Graves.

Roll Call vote;

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Brown

Motion carries 4-0 to approve the Agenda as presented

**DISCUSSION AND POSSIBLE ACTION:**

**Consideration of Award of Contract to Smith Construction and General Engineering Inc. in the Amount of \$120,186 for the WWTP Access Road Improvement Project**

Director Freeman moved to approve Resolution 2020-14 Authorizing the Board of Directors to approve the construction contract with Smith Construction and General Engineering Inc. for the WWTP Access Road Improvement Project. Seconded by Director Graham.

Roll Call vote;

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Brown

Motion carries 4-0 to approve Resolution 2020-14 Authorizing the Board of Directors to approve the construction contract with Smith Construction and General Engineering Inc. for the WWTP Access Road Improvement Project.

**PUBLIC COMMENT**

No Public Present

**BOARD COMMENT**

No Board Comment.

**ADJOURNMENT**

Moved by Director Freeman, seconded by Director Graves to adjourn at 5:23 PM.

ROLL CALL:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (1) Director Brown

Motion carries unanimous to adjourn at 5:23 PM.

\_\_\_\_\_  
Jim Lieberman                                      Date  
President to the Board

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



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD WORKSHOP MINUTES  
MEETING DATE: OCTOBER 6, 2020 – 5:30 PM**

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

Present were:

Director Jim Lieberman, President  
Director Gary Graves  
Director Jim Freeman  
Director Carolyn Graham  
Director Claude Brown  
Dennis White, General Manager  
Penny Cuadras, Administrative Assistant

Via Teleconference;

Alyssa Gordon, Water Resources Specialist  
Trish Wilkinson, Accounting Supervisor  
Greg Clumpner, NBS  
Jordon Taylor, NBS

**CALL TO ORDER**

The meeting was called to order at 5:34 PM Director Lieberman.

**APPROVAL OF AGENDA**

Director Freeman moved to approve the October 6, 2020 Board Workshop Agenda. Seconded by Director Graves.

ROLL CALL:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carried 5-0 to approve the October 6, 2020 Board Workshop Agenda.

**REVIEW AND DISCUSS:**

**Working Draft – NBS 2020 Rate Study**

Greg Clumpner, NBS reviewed the proposed study and responded to all Staff and Board member questions.

**PUBLIC COMMENT**

No Public Present

**BOARD COMMENT**

No Comment

**ADJOURN**

Moved by Director Freeman, seconded by Director Graham to adjourn at 7:13 PM.

ROLL CALL:

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

NAYS: (0)





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
PERSONNEL COMMITTEE REPORT  
October 15, 2020 – 2:00 PM**

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

Present:

Director Claude Brown

General Manager, Dennis White

Penny Cuadras, Administrative Services Manager

Absent Director Carolyn Graham

**CALL TO ORDER**

The meeting was called to order at 2:02 PM by Director Brown

**APPROVAL OF AGENDA**

Agenda was approved as written by Director Brown

**REVIEW AND DISCUSS:**

**Recommend Approval of Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager**

Committee Recommendation to the Board: Approve Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager

**REVIEW AND DISCUSS:**

**Exempt – Non-Exempt Status for District Positions**

Committee Recommendation: Director Brown recommends this is not a Board decision and falls under the General Manager's purview.

**REVIEW AND DISCUSS:**

**Recommend using CSDA (California Special Districts) Policy Manual as a Template for the HVLCSD Employee Handbook**

Committee Recommendation to the Board: Director Brown recommends staff use CSDA Employee Manual as a template, have reviewed by the Board and legal prior to final review and approval by the Board.

**PUBLIC COMMENT**

No members of the public were present.

**COMMITTEE MEMBER COMMENT**

Director Brown provided response from Governor Office and SWRCB regarding Executive Order and decrease in revenue due to delinquent accounts.

**ADJOURNMENT**

Meeting adjourned at 2:24 PM.





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE REPORT  
OCTOBER 19, 2020 – 12:00 PM**

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

Present were:

Director Jim Freeman

Director Gary Graves

Dennis White, General Manager

Trish Wilkinson, Accounting Supervisor

Penny Cuadras, Administrative Services Manager

Hannah Davidson, Water Resources Specialist I

Alyssa Gordon Water Resources Specialist Via Tele-conference

Also Present:

Michael Day, Trane

**CALL TO ORDER**

The meeting was called to order at 12:00 PM by Director Freeman

**APPROVAL OF AGENDA**

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

**DISCUSS AND RECOMMEND:**

**Monthly Financial Reports & Disbursements**

Committee members reviewed Monthly Financial Reports & Disbursements and expenditures. The Committee addressed line items regarding water and sewer revenue and cash flow. Staff continue to work on developing payment plan options for customers with delinquent accounts due to the effects Executive Order N 42-20.

**DISCUSS AND RECOMMEND:**

**RFQ Results – Selection of ESCO**

Committees recommendation: Schedule an introduction Board Workshop for December, Present project in January Board Meeting.

**DISCUSS AND RECOMMEND:**

**NBS 2020 Rate Study**

Committees recommendation to the Board: Consider Approval of the 2020 NBS Rate Study

**DISCUSS AND RECOMMEND:**

**Consider Contracting with CV Strategies for Support and Public Outreach for the 218 Process**

Committees recommendation to the Board: Do not pursue contract with CV Strategies.

**DISCUSS AND RECOMMEND:**

**Easement documentation, authorize the General Manager to sign the HVLCSD Easement, and for the Board President to sign the HVLA Easement Contract**

Committees recommendation to the Board: Consider Approval to authorize the General Manager to sign the HVLCSD Easement, and for the Board President to sign the HVLA Easement.

**DISCUSS AND RECOMMEND:**

**Projects Update**

Committee recommendation: Committee requests staff provide a more detailed report to include a description of the projects.

**DISCUSS AND RECOMMEND:**

**Prioritize the Purchase of a Generator for the Administration Office**

Committee recommendation: Staff will continue to pursue grant funding for generator for Administration office.

**DISCUSS AND RECOMMEND:**

**Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager**

Personnel Committee has reviewed and recommend approval of job descriptions. Finance Committee reviewed ranges and recommended approval of the 7% Lag effective January 2021. Finance Committees recommendation to the Board: Consider Approval of Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager.

**DISCUSS AND RECOMMEND:**

**Group Health/Dental/Vision/ Insurance Policies Renewal**

Committees recommendation: Table Item until April 2021

**PUBLIC COMMENT**

218 Notice will be included in the Regular Board Packet for the Board review. Grant opportunities for Generators are due 10/30/2020 and will require signatures, Staff will request a Special Meeting for Board review and Approval.

**COMMITTEE MEMBER COMMENT**

Trish Wilkinson, Accounting Supervisor clarified Committee concerns regarding actual funds (300k) received last week of last FY.

**Items for Next Agenda**

1. Rate Study/Townhall
2. Projects Update
3. ESCO – Trane

**ADJOURNMENT**

The meeting was adjourned at 2:07 PM.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING DATE: October 20, 2020 – 7:00 PM**

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

**Present were:**

Director Jim Lieberman, President  
Director Claude Brown  
Director Jim Freeman  
Director Gary Graves  
Director Carolyn Graham-Via Teleconference  
General Manager, Dennis White  
Administrative Services Manager, Penny Cuadras  
Accounting Supervisor, Trish Wilkinson  
Water Resources Specialist, Alyssa Gordon-Via Teleconference  
Water Resources Specialist-I, Hannah Davidson

**Others Present:**

Michael Day- Advanced Energy Program Development with Trane Technologies,

**CALL TO ORDER**

The meeting was called to order at 7:03 p.m. by President Lieberman.

**APPROVAL OF AGENDA**

Director Lieberman Requests item #16 be moved to Item #7 following Committee Reports.  
Director Freeman moved to approve the Agenda as amended. Seconded by Director Graves.  
Roll Call Vote:

AYES: (5) Directors, Brown, Graham, Graves, Freeman and Lieberman  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (0)

Motion carries unanimous to approve the agenda with amendment.

**CONSENT CALENDAR**

Director Freeman moved to approve the Consent Calendar. Seconded by Director Brown. The Board approved the following Consent Calendar as presented.

- A. MINUTES: Approval of the September 2, 2020 Special Meeting Minutes.
- B. MINUTES: Approval of the September 10, 2020 Special Meeting Minutes.
- C. MINUTES: Approval of the September 14, 2020 Finance Committee Meeting Minutes.
- D. MINUTES: Approval of the September 15, 2020 Regular Board Meeting Minutes.
- E. DISBURSEMENTS: Check # 037526 - # 037644 including drafts and payroll for a total of \$370,695.21.

No Further Discussion from the Board.  
No Public Comment.

**Roll Call Vote:**

AYES: (5) Directors Brown, Graham, Graves, Freeman and Lieberman  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (0)

Motion Carries unanimous to approve the Consent Calendar as presented.

## **BOARD COMMITTEE REPORTS**

Finance Committee: Met 10/19/2020-Reviewed health care options-further discussion postponed until April, Other items discussed according to Agenda

Personnel Committee: Met 10/15/2020

Emergency Preparedness Committee: 10/6/2020

Lake Water Use Agreement-Ad Hoc Committee: Met 10/6/2020 Committee provided a report of items addressed; Up-keep and maintenance of detention basin and levee, dredging of the lake

Valley Oaks Sub-Committee: Have not met. General Manager will be meeting with Mr. Porter on Friday to provide the Phase II invoice. Invite will be sent to Director Graham to attend the meeting.

## **DISCUSSION AND POSSIBLE ACTION:**

### **RFQ Results – Selection of ESCO**

Director Graves moved to authorize the General Manager to enter into an agreement with Trane Technologies to move forward with contract negotiations. Seconded by Director Freeman.

Alyssa Gordon provided an overview of the two RFQ's submitted by Site Logic and Trane Technologies. Based on scoring system, points weighted in favor of Trane with focus on Resilience and Innovation.

Staff recommends the Board authorize the General Manager to enter into an agreement to move forward with contract negotiations with Trane Technologies.

Michael Day, Advanced Energy Program Development with Trane Technologies, presented the proposed projects, process and timeline.

Members of the Board request an introduction workshop the 1<sup>st</sup> week of December followed by a Project review workshop the 1<sup>st</sup> week of January.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimously to authorize the General Manager to enter into an agreement to move forward with contract negotiations with Trane Technologies.

## **STAFF REPORTS**

Financial Report:

Administration/Customer Services Report: Delinquent accounts have decreased by \$41K

Field Operation Report:

ACWA State Legislative Committee:

General Manager Report:

## **PROJECT PRIORITIES:**

•Tank 9

•&I

•SCADA

•AMI

•Generators – Prioritize purchase of generators for Administration Office

Members of the Board request staff provide a quarterly update on projects.

## **DISCUSSION AND POSSIBLE ACTION:**

### **Ratify Contract and Appointment of Dennis White as General Manager**

Director Graves moved to Ratify the Contract and Appointment of Dennis White as General Manager. Seconded by Director Freeman.

No Public Comment.

Roll Call Vote:

AYES: (4) Directors Brown, Graves, Freeman and Lieberman

NAYS: (0)

ABSTAIN: (1) Director Graham

ABSENT: (0)

Motion Carries by majority vote to Ratify Contract and Appointment of Dennis White as General Manager.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve Resolution 2020-14 Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Adding Dennis White To The List Of Individuals Authorized To Have A Credit Card, Enter Into Deposit Account, Funds Transfer, Investment, Cash Management And Deposit Service Agreements With West America Bank, And To Withdraw Funds, Initiate Payment Orders And Otherwise Give Instructions To West America Bank With Respect To The District's Deposit Accounts**

Moved by Director Freeman to approve Resolution 2020-14. Seconded by Director Graves.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous to Approve Resolution 2020-14 Resolution Of The Hidden Valley Lake Community Services District Board Of Directors Adding Dennis White To The List Of Individuals Authorized To Have A Credit Card, Enter Into Deposit Account, Funds Transfer, Investment, Cash Management And Deposit Service Agreements With West America Bank, And To Withdraw Funds, Initiate Payment Orders And Otherwise Give Instructions To West America Bank With Respect To The District's Deposit Accounts

**DISCUSS:**

**De-Briefing of LNU Complex Fire**

Staff and members of the Board discussed the LNU Complex Fire and how HVLCSD Staff responded to the August 19, 2020 Mandatory Evacuation.

District field staff remained on site 24 hour a day for the duration of the evacuation in an effort to maintain tank levels and continue to keep the District running. As the fire began to surround the HVL area, firebreaks were created at the request of CalFire and approval of the HVLCSD Board.

Dennis White attended CalFire de-briefing's and remained in constant contact with the Fire Chief in order to gain accurate and up to date information on the fire and pending impact on HVL. Alyssa Gordon remained vigilant in providing updates to staff and members of the Board as they became available.

Staff will schedule a workshop at the end of fire season, requesting CalFire, HVLA Security and Lake County Sherriff, to attend.

**DISCUSSION AND POSSIBLE ACTION:**

**Hydro-Seeding of District Properties that were Cleared for Fire Breaks**

Members of the Board and staff discussed options and cost of erosion control in areas of firebreaks created during the LNU Complex Fire.

**DISCUSSION AND POSSIBLE ACTION:**

**Establish Procedure for Water Bill Adjustments due to Leaks**

Members of the Board directed staff to update the Leak Adjustment Policy and bring before the Board for review.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve NBS 2020 Rate Study and Authorize Staff to Proceed with the 218 Process**

Director Freeman moved to approve the NBS 2020 Rate Study and Authorize Staff to Proceed with the 218 Process. Seconded by Director Graves.

No Public Comment.

Roll Call Vote:

AYES: (4) Directors Brown, Graves, Freeman and Lieberman

NAYS: (1) Director Graham,

ABSTAIN: (0)

ABSENT: (0)

Motion carries by majority vote to Approve NBS 2020 Rate Study and Authorize Staff to Proceed with the 218 Process.

**DISCUSSION AND POSSIBLE ACTION:**

**Consider Options for PR like CV Strategies for the 218 Process**

Members of the Board directed staff to NOT use CV Strategies for the 218 process.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve Easement documentation, authorize the General Manager to sign the HVLCS D Easement, and for the Board President to sign the HVLA Easement**

Director Freeman moved Approve Easement documentation, authorize the General Manager to sign the HVLCS D Easement, and for the Board President to sign the HVLA Easement. Seconded by Director Graves. Recommended by Finance Committee.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to Approve Easement documentation, Authorize the General Manager to sign the HVLCS D Easement, and for the Board President to sign the HVLA Easement. Seconded by Director Graves. Recommended by Finance Committee.

**DISCUSSION AND POSSIBLE ACTION:**

**Approve and Adopt the following Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager**

Director Brown moved to Approve and Adopt the following Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager. Seconded by Director Freeman.

Director Graves moved to amend motion to include Salary Range to be implemented January 1, 2021, pending a successful 218 process.

No Public Comment.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to Approve and Adopt Job Descriptions and Salary Ranges for the Accounting Supervisor and Administrative Services Manager, Salary Range to be implemented January 1, 2021, pending a successful 218 process.

No Public Comment.

**PUBLIC COMMENT**

No Public comment.

**BOARD MEMBER COMMENT**

Director Graham announced this as her last meeting good luck, goodbye and thank you for the past 8-years. Wishes Sean Millerick the best of luck and a successful term.

**ADJOURNMENT**

On a motion made by Director Brown and seconded by Director Freeman the Board voted unanimously to adjourn the meeting at 10:56 PM by Roll Call Vote.

Roll Call Vote:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion Carries unanimous, meeting was adjourned at 10:56 P.M.

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

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



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
SPECIAL MEETING MINUTES  
OCTOBER 22, 2020 – 5:00 PM**

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

Present:

Director Jim Lieberman  
Director Gary Graves  
Director Jim Freeman  
Director Carolyn Graham  
Director Claude Brown  
General Manager, Dennis White  
Administrative Services Manager, Penny Cuadras  
Water Resources Specialist, Alyssa Gordon – Via Teleconference

**CALL TO ORDER**

The meeting was called to order at 5:04 PM by Director Lieberman.

**APPROVAL OF AGENDA**

Director Freeman moved to approve the October 22, 2020 Special Meeting Agenda. Seconded by Director Graves.

Roll Call vote;

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to approve the Agenda as presented

**DISCUSSION AND POSSIBLE ACTION:**

**Authorize the General Manger to Facilitate the Application Process of the PSPS Community Resilience Grant Program**

Director Freeman moved to Authorize the General Manger to Facilitate the Application Process of the PSPS Community Resilience Grant Program. Seconded by Director Graham.

Roll Call vote;

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to Authorize the General Manger to Facilitate the Application Process of the PSPS Community Resilience Grant Program.

**PUBLIC COMMENT**

No Public Present

**BOARD COMMENT**

No Board Comment.



**ADJOURNMENT**

Moved by Director Freeman, seconded by Director Graham to adjourn at 5:44 PM

ROLL CALL:

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

NAYS: (0)

ABSTAIN: (0)

ABSENT: (0)

Motion carries unanimous to adjourn at 5:44 PM.

\_\_\_\_\_  
Jim Lieberman    Date  
President to the Board

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

**RESOLUTION 2020-15**

**RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ADDING Dennis White TO THE LIST OF INDIVIDUALS AUTHORIZED TO HAVE A CREDIT CARD, ENTER INTO DEPOSIT ACCOUNT, FUNDS TRANSFER, INVESTMENT, CASH MANAGEMENT AND DEPOSIT SERVICE AGREEMENTS WITH WESTAMERICA BANK, AND TO WITHDRAW FUNDS, INITIATE PAYMENT ORDERS AND OTHERWISE GIVE INSTRUCTIONS TO WESTAMERICA BANK WITH RESPECT TO THE DISTRICT'S DEPOSIT ACCOUNTS**

WHEREAS, Dennis White serves as the Hidden Valley Community Services District (District) General Manager; and

WHEREAS, as General Manager, Dennis White must occasionally deposit and withdraw funds from the District's accounts held by WestAmerica Bank; and

WHEREAS, WestAmerica Bank will not perform said transactions unless the individual requesting said transactions has been duly authorized, by the District, to act on behalf of the District; AND

NOW, THEREFORE, BE IT RESOLVED that the Hidden Valley Lake Community Services District Board of Directors hereby add Dennis White to the list of individuals authorized to enter into deposit accounts, funds transfer, investment, cash management and deposit service agreements with WestAmerica Bank, and to withdraw funds, initiate payment orders and otherwise give instructions to WestAmerica Bank with respect to the District's deposit accounts; and

BE IT FURTHER RESOLVED that this authorization is in addition to any authorization in effect and shall remain in force until WestAmerica Bank receives written notice of its revocation at the address(es) and in the manner designated by WestAmerica Bank.

**PASSED AND ADOPTED** on October 20, 2020 by the following vote:

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

**NOES: (0)**

**ABSTAIN: (0)**

**ABSENT: (0)**

\_\_\_\_\_  
Jim Lieberman,  
President to the Board of Directors

\_\_\_\_\_  
Date

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-11	STATE OF CALIFORNIA	EDD		N		FUND TOTAL FOR VENDOR	1,434.76
01-1189	L & M LOCKSMITHING			N		FUND TOTAL FOR VENDOR	70.62
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	170.84
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	261.10
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	254.42
01-1659	WAGNER & BONSIGNORE	CCE		N		FUND TOTAL FOR VENDOR	162.50
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	249.93
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	3,622.13
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	356.59
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	8,511.62
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	4,488.75
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	531.39
01-2057	BARTLEY PUMP, INC.			N		FUND TOTAL FOR VENDOR	1,260.00
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	4,912.78
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	787.53
01-2195	TELSTAR INSTRUMENTS, INC			N		FUND TOTAL FOR VENDOR	4,414.00
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	598.91
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	673.31
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	17,176.75
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	444.15
01-2607	PATRICIA WILKINSON			N		FUND TOTAL FOR VENDOR	134.18
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	1,035.12
01-2667	COUNTY OF LAKE SOLID WAST			N		FUND TOTAL FOR VENDOR	14.42
01-2676	QUACKENBUSH MRRCF			N		FUND TOTAL FOR VENDOR	15.00
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	84.00
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	299.30

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	1,262.50
01-2740	WATERSOLVE, LLC			N		FUND TOTAL FOR VENDOR	16,087.50
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	378.99
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	272.09
01-2788	GHD			N		FUND TOTAL FOR VENDOR	2,839.75
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	545.44
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	3,422.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	212.50
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	10,260.75
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	990.00
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	158.20
01-2884	FAHRENHEIT HEATING & AIR			N		FUND TOTAL FOR VENDOR	5,270.50
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	371.86
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2910	RELIABLE PLUMBING			N		FUND TOTAL FOR VENDOR	150.80
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	17.34
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	67.00
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	122.25
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	452.50
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	238.89
01-2988	DEPT. FORESTRY & FIRE PRO			N		FUND TOTAL FOR VENDOR	898.32
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	837.21
01-3009	CODY LOCKWOOD			N		FUND TOTAL FOR VENDOR	8.63
01-3010	MAURILIO RODRIGUEZ			N		FUND TOTAL FOR VENDOR	2.88
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	18.75
01-82	E & M ELECTRIC & MACHINER			N		FUND TOTAL FOR VENDOR	1,072.50

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
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01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	4,746.39
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01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	230.00
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\*\*\* FUND TOTALS \*\*\*

103,202.14

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N		FUND TOTAL FOR VENDOR	1,620.93
01-11	STATE OF CALIFORNIA EDD			N		FUND TOTAL FOR VENDOR	1,649.54
01-111	JAMES DAY CONSTRUCTION, I			N		FUND TOTAL FOR VENDOR	3,948.00
01-1189	L & M LOCKSMITHING			N		FUND TOTAL FOR VENDOR	330.92
01-122	LAKE COUNTY RECORD BEE			N		FUND TOTAL FOR VENDOR	170.84
01-1392	MEDIACOM			N		FUND TOTAL FOR VENDOR	261.10
01-1579	SOUTH LAKE REFUSE COMPANY			N		FUND TOTAL FOR VENDOR	254.40
01-1659	WAGNER & BONSIGNORE CCE			N		FUND TOTAL FOR VENDOR	162.50
01-1705	SPECIAL DISTRICT RISK MAN			N		FUND TOTAL FOR VENDOR	249.92
01-1722	US DEPARTMENT OF THE TREA			N		FUND TOTAL FOR VENDOR	4,085.89
01-1723	ADVANCED ELECTRONIC SECUR			N		FUND TOTAL FOR VENDOR	356.59
01-1751	USA BLUE BOOK			N		FUND TOTAL FOR VENDOR	2,370.37
01-19	NBS GOVERNMENT FINANCE GR			N		FUND TOTAL FOR VENDOR	4,488.75
01-1961	ACWA/JPIA			N		FUND TOTAL FOR VENDOR	531.37
01-21	CALIFORNIA PUBLIC EMPLOYE			N		FUND TOTAL FOR VENDOR	5,407.34
01-2111	DATAPROSE, LLC			N		FUND TOTAL FOR VENDOR	787.53
01-2283	ARMED FORCE PEST CONTROL,			N		FUND TOTAL FOR VENDOR	102.50
01-2538	HARDESTER'S MARKETS & HAR			N		FUND TOTAL FOR VENDOR	64.45
01-2541	MENDO MILL CLEARLAKE			N		FUND TOTAL FOR VENDOR	466.67
01-2585	TYLER TECHNOLOGY			N		FUND TOTAL FOR VENDOR	17,176.75
01-2598	VERIZON WIRELESS			N		FUND TOTAL FOR VENDOR	444.14
01-2607	PATRICIA WILKINSON			N		FUND TOTAL FOR VENDOR	134.17
01-2648	B & G TIRES OF MIDDLETOWN			N		FUND TOTAL FOR VENDOR	1,035.12
01-2680	BARRY SILVA			N		FUND TOTAL FOR VENDOR	84.00
01-2684	OFFICE DEPOT			N		FUND TOTAL FOR VENDOR	299.26
01-2699	MICHELLE HAMILTON			N		FUND TOTAL FOR VENDOR	312.50
01-2702	PACE SUPPLY CORP			N		FUND TOTAL FOR VENDOR	5,985.72

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2744	ST HELENA HOSPITAL dba JO			N		FUND TOTAL FOR VENDOR	378.99
01-2749	NAPA AUTO PARTS			N		FUND TOTAL FOR VENDOR	272.08
01-2816	CARDMEMBER SERVICE			N		FUND TOTAL FOR VENDOR	545.42
01-2820	ALPHA ANALYTICAL LABORATO			N		FUND TOTAL FOR VENDOR	2,411.00
01-2823	GARDENS BY JILLIAN			N		FUND TOTAL FOR VENDOR	100.00
01-2825	NATIONWIDE RETIREMENT SOL			N		FUND TOTAL FOR VENDOR	212.50
01-2827	SMITH CONSTRUCTION			N		FUND TOTAL FOR VENDOR	1,852.34
01-2842	COASTLAND CIVIL ENGINEERI			N		FUND TOTAL FOR VENDOR	422.50
01-2876	BOLD POLISNER MADDOW NELS			N		FUND TOTAL FOR VENDOR	990.00
01-2878	BADGER METER			N		FUND TOTAL FOR VENDOR	306.00
01-2880	MIDDLETOWN COPY & PRINT			N		FUND TOTAL FOR VENDOR	158.19
01-2884	FAHRENHEIT HEATING & AIR			N		FUND TOTAL FOR VENDOR	5,270.50
01-2891	HERC RENTALS INC.			N		FUND TOTAL FOR VENDOR	371.85
01-2909	STREAMLINE			N		FUND TOTAL FOR VENDOR	100.00
01-2910	RELIABLE PLUMBING			N		FUND TOTAL FOR VENDOR	150.80
01-2914	RAY MORGAN COMPANY			N		FUND TOTAL FOR VENDOR	17.34
01-2917	AT&T MOBILITY			N		FUND TOTAL FOR VENDOR	67.00
01-2922	AMAZON CAPITAL SERVICES,			N		FUND TOTAL FOR VENDOR	382.24
01-2945	APPLIED TECHNOLOGY SOLUTI			N		FUND TOTAL FOR VENDOR	452.50
01-2950	AFLAC			N		FUND TOTAL FOR VENDOR	253.17
01-2988	DEPT. FORESTRY & FIRE PRO			N		FUND TOTAL FOR VENDOR	898.32
01-2990	REDWOOD COAST FUELS			N		FUND TOTAL FOR VENDOR	837.21
01-3009	CODY LOCKWOOD			N		FUND TOTAL FOR VENDOR	8.62
01-3010	MAURILIO RODRIGUEZ			N		FUND TOTAL FOR VENDOR	2.87
01-3018	HANNAH DAVIDSON			N		FUND TOTAL FOR VENDOR	18.74
01-3019	CINQUINI & PASSARINO INC.			N		FUND TOTAL FOR VENDOR	6,392.50
01-82	E & M ELECTRIC & MACHINER			N		FUND TOTAL FOR VENDOR	1,072.50

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	17,949.30
01-981	U S POSTMASTER			N		FUND TOTAL FOR VENDOR	230.00
*** FUND TOTALS ***							94,905.75



VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 140 FLOOD ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
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01-9	PACIFIC GAS & ELECTRIC CO			N		FUND TOTAL FOR VENDOR	96.69
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\*\*\* FUND TOTALS \*\*\*

96.69

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-19	NBS GOVERNMENT FINANCE GR			N	FUND TOTAL FOR VENDOR	1,832.74
*** FUND TOTALS ***						1,832.74
*** REPORT TOTALS ***			200,037.32			200,037.32

\*G / L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2075	AFLAC	238.89
120 2088	SURVIVOR BENEFITS - PERS	11.25
120 2090	PERS PAYABLE	2,110.73
120 2091	FIT PAYABLE	2,701.50
120 2092	CIT PAYABLE	1,035.23
120 2093	SOCIAL SECURITY PAYABLE	15.50
120 2094	MEDICARE PAYABLE	444.74
120 2095	S D I PAYABLE	305.79
120 2099	DEFERRED COMP - 457 PLAN	212.50
120 5-00-5060	GASOLINE, OIL & FUEL	837.21
120 5-00-5061	VEHICLE MAINT	1,332.08
120 5-00-5074	INSURANCE	39.53
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	1,292.50
120 5-00-5092	POSTAGE & SHIPPING	764.34
120 5-00-5121	LEGAL SERVICES	990.00
120 5-00-5122	ENGINEERING SERVICES	3,132.25
120 5-00-5123	OTHER PROFESSIONAL SERVICES	4,651.25
120 5-00-5130	PRINTING & PUBLICATION	561.06
120 5-00-5145	EQUIPMENT RENTAL	389.20
120 5-00-5148	OPERATING SUPPLIES	2,574.65
120 5-00-5150	REPAIR & REPLACE	17,142.06
120 5-00-5155	MAINT BLDG & GROUNDS	1,130.24
120 5-00-5156	CUSTODIAL SERVICES	1,262.50
120 5-00-5157	SECURITY	356.59
120 5-00-5160	SLUDGE DISPOSAL	16,087.50
120 5-00-5191	TELEPHONE	772.25
120 5-00-5192	ELECTRICITY	4,746.39
120 5-00-5193	OTHER UTILITIES	254.42
120 5-00-5194	IT SERVICES	17,629.25

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T   R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-00-5195	ENV/MONITORING	3,422.00
120 5-00-5315	SAFETY EQUIPMENT	1,208.18
120 5-10-5010	SALARIES & WAGES	256.19
120 5-10-5020	EMPLOYEE BENEFITS	358.61
120 5-10-5021	RETIREMENT BENEFITS	1,610.43
120 5-10-5090	OFFICE SUPPLIES	334.10
120 5-10-5170	TRAVEL MILEAGE	30.26
120 5-10-5175	EDUCATION / SEMINARS	87.50
120 5-30-5010	SALARIES & WAGES	185.05
120 5-30-5020	EMPLOYEE BENEFITS	1,273.23
120 5-30-5021	RETIREMENT BENEFITS	1,180.37
120 5-30-5022	CLOTHING ALLOWANCE	84.00
120 5-30-5090	OFFICE SUPPLIES	151.92
120 5-40-5010	DIRECTORS COMPENSATION	19.15
120 5-40-5020	DIRECTOR BENEFITS	11.50
120 5-60-6009	ACCESS RD	4,912.50
120 5-70-7201	I & I	5,055.75
	** FUND TOTAL **	103,202.14
130 1052	ACCTS REC WATER USE	1,620.93
130 2075	AFLAC	253.17
130 2088	SURVIVOR BENEFITS - PERS	12.00
130 2090	PERS PAYABLE	2,307.90
130 2091	FIT PAYABLE	3,092.90
130 2092	CIT PAYABLE	1,224.97
130 2093	SOCIAL SECURITY PAYABLE	15.50
130 2094	MEDICARE PAYABLE	481.07
130 2095	S D I PAYABLE	330.84
130 2099	DEFERRED COMP - PLAN 457 PAYAB	212.50
130 5-00-5060	GASOLINE, OIL & FUEL	837.21
130 5-00-5061	VEHICLE MAINT	1,332.06
130 5-00-5074	INSURANCE	39.52
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	1,292.50
130 5-00-5092	POSTAGE & SHIPPING	764.33
130 5-00-5121	LEGAL SERVICES	990.00
130 5-00-5122	ENGINEERING SERVICES	292.50
130 5-00-5123	OTHER PROFESSIONAL SERVICES	4,651.25
130 5-00-5130	PRINTING & PUBLICATION	561.06
130 5-00-5145	EQUIPMENT RENTAL	389.19
130 5-00-5150	REPAIR & REPLACE	16,554.53
130 5-00-5155	MAINT BLDG & GROUNDS	5,048.82
130 5-00-5156	CUSTODIAL SERVICES	312.50
130 5-00-5157	SECURITY	356.59
130 5-00-5191	TELEPHONE	772.24
130 5-00-5192	ELECTRICITY	17,949.30
130 5-00-5193	OTHER UTILITIES	254.40
130 5-00-5194	IT SERVICES	17,935.25

VENDOR SET: 01 Hidden Valley Lake

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

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 215 RECA REDEMPTION 1995

SORTED BY FUND

\*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-00-5195	ENV/MONITORING	2,411.00
130 5-00-5315	SAFETY EQUIPMENT	172.38
130 5-10-5010	SALARIES & WAGES	256.14
130 5-10-5020	EMPLOYEE BENEFITS	358.61
130 5-10-5021	RETIREMENT BENEFITS	1,610.35
130 5-10-5090	OFFICE SUPPLIES	334.05
130 5-10-5170	TRAVEL MILEAGE	30.23
130 5-10-5175	EDUCATION / SEMINARS	87.50
130 5-30-5010	SALARIES & WAGES	221.18
130 5-30-5020	EMPLOYEE BENEFITS	1,273.19
130 5-30-5021	RETIREMENT BENEFITS	1,477.09
130 5-30-5022	CLOTHING ALLOWANCE	84.00
130 5-30-5090	OFFICE SUPPLIES	151.90
130 5-40-5010	DIRECTORS COMPENSATION	19.10
130 5-40-5020	DIRECTOR BENEFITS	11.50
130 5-70-7204	TANK 9	6,522.50
	** FUND TOTAL **	94,905.75
140 5-00-5192	ELECTRICITY	96.69
	** FUND TOTAL **	96.69
215 5-00-5123	OTHER PROFESSIONAL SERVICES	1,832.74
	** FUND TOTAL **	1,832.74

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\*\* TOTAL \*\* 200,037.32

NO ERRORS

SELECTION CRITERIA

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

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TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 10/01/2020 THRU 10/31/2020	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

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

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HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: OCTOBER 31ST, 2020

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>122,030.13</u>	<u>602,110.77</u>	<u>888,818.23</u>	<u>40.38</u>
TOTAL REVENUES	<u>1,490,929.00</u>	<u>122,030.13</u>	<u>602,110.77</u>	<u>888,818.23</u>	<u>40.38</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	777,716.00	91,224.89	463,027.83	314,688.17	59.54
ADMINISTRATION	402,258.00	27,186.62	102,884.41	299,373.59	25.58
FIELD	417,256.00	23,098.73	97,683.32	319,572.68	23.41
DIRECTORS	44,530.00	2,341.71	9,366.84	35,163.16	21.03
SPECIAL PROJECTS	0.00	4,912.50	8,473.64 (	8,473.64)	0.00
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>5,055.75</u>	<u>10,254.60</u> (	<u>10,254.60)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>1,641,760.00</u>	<u>153,820.20</u>	<u>691,690.64</u>	<u>950,069.36</u>	<u>42.13</u>
REVENUES OVER/ (UNDER) EXPENDITURES	( 150,831.00)	( 31,790.07)	( 89,579.87)	( 61,251.13)	59.39

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	100.00	400.00	20.00
120-4036 DEVELOPER FEES SEWER	0.00	1,977.00	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	447.60	5,052.40	8.14
120-4050 SALES OF RECLAIMED WATER	110,000.00	11,148.12	74,492.65	35,507.35	67.72
120-4111 COMM SEWER USE	43,113.00	3,495.56	14,066.78	29,046.22	32.63
120-4112 GOV'T SEWER USE	900.00	64.94	259.76	640.24	28.86
120-4116 SEWER USE CHARGES	1,217,940.00	103,228.26	412,468.41	805,471.59	33.87
120-4210 LATE FEE	20,000.00	2,115.25	5,820.52	14,179.48	29.10
120-4300 MISC INCOME	2,500.00	1.00	520.00	1,980.00	20.80
120-4310 OTHER INCOME	0.00	0.00	2,902.00 (	2,902.00)	0.00
120-4320 FEMA/CalOES Grants	88,776.00	0.00	88,776.00	0.00	100.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	1,700.00	0.00	280.05	1,419.95	16.47
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,490,929.00</b>	<b>122,030.13</b>	<b>602,110.77</b>	<b>888,818.23</b>	<b>40.38</b>
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120-SEWER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.53	2,009.47	86.60
120-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.77	2,351.08	11,648.92	16.79
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	837.21	3,868.97	16,131.03	19.34
120-5-00-5061 VEHICLE MAINT	18,000.00	1,326.83	1,735.83	16,264.17	9.64
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	54,066.00	39.53	59,153.86 (	5,087.86)	109.41
120-5-00-5075 BANK FEES	21,000.00	1,966.92	7,362.44	13,637.56	35.06
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	7,500.00	1,292.50	3,399.51	4,100.49	45.33
120-5-00-5092 POSTAGE & SHIPPING	7,000.00	764.34	1,843.21	5,156.79	26.33
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	990.00	4,464.75	15,535.25	22.32
120-5-00-5122 ENGINEERING SERVICES	50,000.00	3,132.25	13,372.83	36,627.17	26.75
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,651.25	18,622.31	31,377.69	37.24
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	561.06	1,137.73	3,862.27	22.75
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	5,000.00	389.20	1,118.23	3,881.77	22.36
120-5-00-5148 OPERATING SUPPLIES	48,000.00	2,574.65	8,449.32	39,550.68	17.60
120-5-00-5150 REPAIR & REPLACE	145,000.00	17,142.06	76,485.73	68,514.27	52.75
120-5-00-5155 MAINT BLDG & GROUNDS	8,000.00	1,130.24	3,691.22	4,308.78	46.14
120-5-00-5156 CUSTODIAL SERVICES	16,500.00	1,262.50	3,126.50	13,373.50	18.95
120-5-00-5157 SECURITY	500.00	356.59	458.52	41.48	91.70
120-5-00-5160 SLUDGE DISPOSAL	45,000.00	16,087.50	16,087.50	28,912.50	35.75
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	772.25	3,662.60	7,337.40	33.30
120-5-00-5192 ELECTRICITY	65,000.00	4,746.39	18,039.08	46,960.92	27.75
120-5-00-5193 OTHER UTILITIES	2,600.00	254.42	763.26	1,836.74	29.36
120-5-00-5194 IT SERVICES	36,500.00	17,629.25	25,700.28	10,799.72	70.41
120-5-00-5195 ENV/MONITORING	35,000.00	3,422.00	11,854.00	23,146.00	33.87
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,000.00	0.00	1,136.70 (	136.70)	113.67
120-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	1,938.37 (	938.37)	193.84
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	1,208.18	12,869.39 (	11,369.39)	857.96
120-5-00-5510 SEWER OUTREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	133.50	116.50	53.40
120-5-00-5580 TRANSFERS OUT	0.00	8,100.00	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: OCTOBER 31ST, 2020120-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	91,224.89	463,027.83	314,688.17	59.54

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	17,922.84	68,488.66	184,386.34	27.08
120-5-10-5020 EMPLOYEE BENEFITS	91,844.00	5,132.21	17,515.49	74,328.51	19.07
120-5-10-5021 RETIREMENT BENEFITS	47,189.00	3,679.71	15,742.95	31,446.05	33.36
120-5-10-5063 CERTIFICATIONS	500.00	0.00	0.00	500.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	334.10	824.46	3,175.54	20.61
120-5-10-5170 TRAVEL MILEAGE	1,500.00	30.26	225.35	1,274.65	15.02
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	87.50	87.50	3,912.50	2.19
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
TOTAL ADMINISTRATION	402,258.00	27,186.62	102,884.41	299,373.59	25.58

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	12,944.96	56,419.71	199,035.29	22.09
120-5-30-5020 EMPLOYEE BENEFITS	106,340.00	6,668.20	27,232.10	79,107.90	25.61
120-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,249.65	13,299.08	33,361.92	28.50
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	84.00	301.99	1,498.01	16.78
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	151.92	161.91	838.09	16.19
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	23,098.73	97,683.32	319,572.68	23.41

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020120-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	1,076.60	1,923.40	35.89
120-5-40-5020 DIRECTOR BENEFITS	230.00	11.50	46.00	184.00	20.00
120-5-40-5030 DIRECTOR HEALTH BENEFITS	36,000.00	2,061.06	8,244.24	27,755.76	22.90
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	2,341.71	9,366.84	35,163.16	21.03

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	4,912.50	8,473.64 (	8,473.64)	0.00
TOTAL SPECIAL PROJECTS	0.00	4,912.50	8,473.64 (	8,473.64)	0.00

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: OCTOBER 31ST, 2020

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	5,055.75	10,254.60 (	10,254.60)	0.00
120-5-70-7203 HEADWORKS RAKE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	<b>0.00</b>	<b>5,055.75</b>	<b>10,254.60 (</b>	<b>10,254.60)</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>1,641,760.00</b>	<b>153,820.20</b>	<b>691,690.64</b>	<b>950,069.36</b>	<b>42.13</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 150,831.00)</b>	<b>( 31,790.07)</b>	<b>( 89,579.87)</b>	<b>( 61,251.13)</b>	<b>59.39</b>

\*\*\* 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>197,395.05</u>	<u>818,685.57</u>	<u>1,356,883.43</u>	<u>37.63</u>
TOTAL REVENUES	<u>2,175,569.00</u>	<u>197,395.05</u>	<u>818,685.57</u>	<u>1,356,883.43</u>	<u>37.63</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	1,303,635.00	184,301.32	449,014.57	854,620.43	34.44
ADMINISTRATION	432,258.00	27,186.53	102,928.22	329,329.78	23.81
FIELD	387,856.00	25,926.31	119,067.07	268,788.93	30.70
DIRECTORS	51,820.00	2,341.67	9,366.68	42,453.32	18.08
CAPITAL PROJECTS & EQUIP	<u>0.00</u>	<u>6,522.50</u>	<u>42,216.23</u>	<u>(42,216.23)</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,175,569.00</u>	<u>246,278.33</u>	<u>722,592.77</u>	<u>1,452,976.23</u>	<u>33.21</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 48,883.28)	96,092.80	( 96,092.80)	0.00

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	205.00	11,795.00	1.71
130-4036 DEVELOPER FEES WATER	0.00	1,977.00	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	0.00	658.00 (	658.00)	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	1,790.40	20,209.60	8.14
130-4110 COMM WATER USE	95,295.00	4,142.43	24,414.53	70,880.47	25.62
130-4112 GOV'T WATER USE	6,000.00	429.05	1,640.34	4,359.66	27.34
130-4115 WATER USE	1,968,074.00	187,296.81	772,466.30	1,195,607.70	39.25
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	32,000.00	3,623.76	10,700.54	21,299.46	33.44
130-4215 RETURNED CHECK FEE	1,000.00	0.00	0.00	1,000.00	0.00
130-4300 MISC INCOME	3,000.00 (	74.00)	705.00	2,295.00	23.50
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	0.00	30,000.00	0.00
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	0.00	449.54	3,050.46	12.84
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	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
<b>TOTAL REVENUES</b>	<b>2,175,569.00</b>	<b>197,395.05</b>	<b>818,685.57</b>	<b>1,356,883.43</b>	<b>37.63</b>
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130-WATER ENTERPRISE FUND  
NON-DEPARTMENTAL  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	15,000.00	0.00	12,990.51	2,009.49	86.60
130-5-00-5025 RETIREE HEALTH BENEFITS	14,000.00	587.78	2,351.12	11,648.88	16.79
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	837.21	3,977.38	16,022.62	19.89
130-5-00-5061 VEHICLE MAINT	12,500.00	1,326.82	1,735.81	10,764.19	13.89
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	54,055.00	39.52	59,153.84 (	5,098.84)	109.43
130-5-00-5075 BANK FEES	21,000.00	1,986.89	7,402.35	13,597.65	35.25
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,600.00	1,292.50	3,399.50	21,200.50	13.82
130-5-00-5092 POSTAGE & SHIPPING	6,500.00	764.33	1,843.16	4,656.84	28.36
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	990.00	5,644.75	14,355.25	28.22
130-5-00-5122 ENGINEERING SERVICES	60,000.00	292.50	3,079.37	56,920.63	5.13
130-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	4,651.25	18,622.31	31,377.69	37.24
130-5-00-5124 WATER RIGHTS	50,000.00	0.00	1,231.25	48,768.75	2.46
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	561.06	1,137.72	6,362.28	15.17
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	389.19	1,418.17	43,581.83	3.15
130-5-00-5148 OPERATING SUPPLIES	5,000.00	0.00	1,204.49	3,795.51	24.09
130-5-00-5150 REPAIR & REPLACE	125,000.00	16,452.79	53,756.45	71,243.55	43.01
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	5,048.82	7,599.79	4,400.21	63.33
130-5-00-5156 CUSTODIAL SERVICES	4,200.00	312.50	985.25	3,214.75	23.46
130-5-00-5157 SECURITY	5,000.00	356.59	458.51	4,541.49	9.17
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	11,000.00	772.24	3,462.55	7,537.45	31.48
130-5-00-5192 ELECTRICITY	150,000.00	17,949.30	78,160.37	71,839.63	52.11
130-5-00-5193 OTHER UTILITIES	2,500.00	254.40	763.20	1,736.80	30.53
130-5-00-5194 IT SERVICES	36,500.00	17,935.25	26,618.27	9,881.73	72.93
130-5-00-5195 ENV/MONITORING	17,000.00	2,411.00	3,953.00	13,047.00	23.25
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	0.00	32,000.00	0.00
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	1,938.35 (	938.35)	193.84
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	172.38	5,396.47 (	3,896.47)	359.76
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	0.00	133.50	116.50	53.40
130-5-00-5580 TRANSFERS OUT	467,830.00	108,917.00	136,849.73	330,980.27	29.25
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: OCTOBER 31ST, 2020

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	184,301.32	449,014.57	854,620.43	34.44

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020130-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	17,922.91	68,488.93	214,386.07	24.21
130-5-10-5020 EMPLOYEE BENEFITS	91,844.00	5,132.21	17,515.47	74,328.53	19.07
130-5-10-5021 RETIREMENT BENEFITS	47,189.00	3,679.63	15,786.63	31,402.37	33.45
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	4,000.00	334.05	824.37	3,175.63	20.61
130-5-10-5170 TRAVEL MILEAGE	2,000.00	30.23	225.32	1,774.68	11.27
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	87.50	87.50	3,912.50	2.19
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	432,258.00	27,186.53	102,928.22	329,329.78	23.81

130-WATER ENTERPRISE FUND  
FIELD  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	225,455.00	15,475.89	75,915.76	149,539.24	33.67
130-5-30-5020 EMPLOYEE BENEFITS	106,340.00	6,668.15	27,232.06	79,107.94	25.61
130-5-30-5021 RETIREMENT BENEFITS	46,661.00	3,546.37	15,375.38	31,285.62	32.95
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	84.00	301.98	1,498.02	16.78
130-5-30-5063 CERTIFICATIONS	600.00	0.00	80.00	520.00	13.33
130-5-30-5090 OFFICE SUPPLIES	1,000.00	151.90	161.89	838.11	16.19
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	25,926.31	119,067.07	268,788.93	30.70

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	1,076.40	1,923.60	35.88
130-5-40-5020 DIRECTOR BENEFITS	120.00	11.50	46.00	74.00	38.33
130-5-40-5030 DIRECTOR HEALTH BENEFITS	42,000.00	2,061.07	8,244.28	33,755.72	19.63
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	2,341.67	9,366.68	42,453.32	18.08

HIDDEN VALLEY LAKE CSD  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: OCTOBER 31ST, 2020

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	6,522.50	6,522.50 (	6,522.50)	0.00
130-5-70-7205 MMN WTR MAIN	0.00	0.00	35,693.73 (	35,693.73)	0.00
<b>TOTAL CAPITAL PROJECTS &amp; EQUIP</b>	<b>0.00</b>	<b>6,522.50</b>	<b>42,216.23 (</b>	<b>42,216.23)</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>2,175,569.00</b>	<b>246,278.33</b>	<b>722,592.77</b>	<b>1,452,976.23</b>	<b>33.21</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>0.00 (</b>	<b>48,883.28)</b>	<b>96,092.80 (</b>	<b>96,092.80)</b>	<b>0.00</b>

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



**Hidden Valley Lake Community Services District**  
**Financial Activity, Cash and Investment Summary**  
**As of October 31, 2020**  
**(Rounded and Unaudited)**

	<b>Operating Checking</b>	<b>Money Market</b>	<b>LAIF</b>	<b>Bond Trustee</b>	<b>Total All Cash/Investment Accounts</b>
	<b>West America Bank</b>	<b>West America Bank</b>	<b>State Treasurer</b>	<b>US Bank</b>	
	<b>1010</b>	<b>1130</b>	<b>1133</b>	<b>1200</b>	
<b>Financial Activity of Cash/Investment Accounts in General Ledger [1]</b>					
<b>Beginning Balances</b>	\$ 454,824	\$ 1,146,165	\$ 624,345	\$ 176,396	\$ 2,401,731
<b>Cash Receipts</b>					
Utility Billing Deposits	\$ 339,500	\$ -	\$ -	\$ -	
Electronic Fund Deposits	\$ -	\$ -	\$ -	\$ -	
Other Deposits	\$ 26,990	\$ 68	\$ 1,326	\$ 1	
<b>Total Cash Receipts</b>	\$ 366,490	\$ 68	\$ 1,326	\$ 176,397	
<b>Cash Disbursements</b>					
Accounts Payable Checks issued	\$ 204,886	\$ -	\$ -	\$ -	
Electronic Fund/Bank Draft Disbursements	\$ 30,344	\$ -	\$ -	\$ -	
Payroll Checks issued - net	\$ 48,788	\$ -	\$ -	\$ -	
Bank Fees	\$ 3,954	\$ -	\$ -	\$ -	
Other Disbursements		\$ -	\$ -	\$ -	
<b>Total Disbursements</b>	\$ 287,971	\$ -	\$ -	\$ -	
<b>Transfers Between Accounts</b>					
Transfers In	\$ -	\$ 135,291	\$ -	\$ -	
Transfers Out	\$ 135,291	\$ -	\$ -	\$ -	
<b>Total Transfers Between Accounts</b>	\$ 135,291	\$ 135,291	\$ -	\$ -	
<b>Ending Balances in General Ledger</b>	\$ 398,052	\$ 1,281,524	\$ 625,671	\$ 176,397	\$ 2,481,644
<b>Reconciling Adjustments to Financial Institutions [2]</b>	\$ -	\$ -	\$ -	\$ -	
<b>Financial Institution Ending Balances</b>	\$ 416,300	\$ 1,281,524	\$ 625,671	\$ 176,397	\$ 2,499,892

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

<b>100</b> Operating	-	-	-	-	-
<b>120</b> Wastewater Operating	133,353	68,983	72,271	-	274,607
<b>130</b> Water Operating	267,629	13,027	107,705	-	388,360
<b>140</b> Flood Enterprise	(97)	-	-	-	(97)
<b>215</b> 2016 Sewer Refinancing Bond	(2,833)	130,511	94,518	176,397	398,593
<b>218</b> 2002 CIEDB Loan	-	42,669	12,365	-	55,034
<b>219</b> 2012 USDA Solar COP	-	15,863	880	-	16,743
<b>313</b> Wastewater Operating Reserve	-	43,110	58,871	-	101,981
<b>314</b> Wastewater CIP	-	447,504	95,189	-	542,692
<b>319</b> 2012 USDA Solar COP Reserve	-	31,311	-	-	31,311
<b>320</b> Water CIP	-	190,874	-	-	190,874
<b>325</b> Water Operating Reserve	-	192,566	-	-	192,566
<b>350</b> 2002 CIEDB Loan Reserve	-	-	183,872	-	183,872
<b>712</b> Bond Revolving	-	105,107	-	-	105,107
<b>Total Ending Balances in General Ledger</b>	<b>398,052</b>	<b>1,281,524</b>	<b>625,671</b>	<b>176,397</b>	<b>2,481,644</b>

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

[2] See Reconciliation Detail Summary for details

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

CHECK DATE: 10/01/2020 THRU 10/31/2020  
CLEAR DATE: 0/00/0000 THRU 99/99/9999  
STATEMENT: 0/00/0000 THRU 99/99/9999  
VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
BANK DRAFT:								
1010	10/09/2020	BANK-DRAFT	000506	AFLAC	246.03CR	CLEARED	A	10/13/2020
1010	10/09/2020	BANK-DRAFT	000507	CALIFORNIA PUBLIC EMPLOYEES RE	5,069.15CR	CLEARED	A	10/13/2020
1010	10/09/2020	BANK-DRAFT	000508	NATIONWIDE RETIREMENT SOLUTION	187.50CR	CLEARED	A	10/09/2020
1010	10/09/2020	BANK-DRAFT	000509	STATE OF CALIFORNIA EDD	1,477.66CR	CLEARED	A	10/09/2020
1010	10/09/2020	BANK-DRAFT	000510	US DEPARTMENT OF THE TREASURY	3,732.86CR	CLEARED	A	10/09/2020
1010	10/23/2020	BANK-DRAFT	000511	AFLAC	246.03CR	OUTSTND	A	0/00/0000
1010	10/23/2020	BANK-DRAFT	000512	CALIFORNIA PUBLIC EMPLOYEES RE	5,250.97CR	CLEARED	A	10/26/2020
1010	10/23/2020	BANK-DRAFT	000513	NATIONWIDE RETIREMENT SOLUTION	237.50CR	CLEARED	A	10/26/2020
1010	10/23/2020	BANK-DRAFT	000514	STATE OF CALIFORNIA EDD	1,606.64CR	CLEARED	A	10/26/2020
1010	10/23/2020	BANK-DRAFT	000515	US DEPARTMENT OF THE TREASURY	3,975.16CR	CLEARED	A	10/23/2020
1010	10/28/2020	BANK-DRAFT	102820	CalPERS UAL 26384 October	175.95CR	CLEARED	G	10/29/2020
1010	10/28/2020	BANK-DRAFT	102821	CalPERS UAL 1739 October	8,101.17CR	CLEARED	G	10/29/2020

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	10/02/2020	CHECK	037645	ALPHA ANALYTICAL LABORATORIES	603.00CR	CLEARED	A	10/07/2020
1010	10/02/2020	CHECK	037646	AT&T MOBILITY	67.00CR	CLEARED	A	10/08/2020
1010	10/02/2020	CHECK	037647	CODY LOCKWOOD	17.25CR	CLEARED	A	10/02/2020
1010	10/02/2020	CHECK	037648	DEPT. FORESTRY & FIRE PROTECTI	1,796.64CR	CLEARED	A	10/07/2020
1010	10/02/2020	CHECK	037649	GHD	1,992.50CR	CLEARED	A	10/08/2020
1010	10/02/2020	CHECK	037650	MAURILIO RODRIGUEZ	5.75CR	CLEARED	A	10/23/2020
1010	10/02/2020	CHECK	037651	MEDIACOM	522.20CR	CLEARED	A	10/07/2020
1010	10/02/2020	CHECK	037652	MICHELLE HAMILTON	1,575.00CR	CLEARED	A	10/13/2020
1010	10/02/2020	CHECK	037653	NBS GOVERNMENT FINANCE GROUP	1,832.74CR	CLEARED	A	10/06/2020
1010	10/02/2020	CHECK	037654	OFFICE DEPOT	295.90CR	CLEARED	A	10/13/2020
1010	10/02/2020	CHECK	037655	PACE SUPPLY CORP	2,500.62CR	CLEARED	A	10/06/2020
1010	10/02/2020	CHECK	037656	REDWOOD COAST FUELS	986.84CR	CLEARED	A	10/05/2020
1010	10/02/2020	CHECK	037657	USA BLUE BOOK	533.93CR	CLEARED	A	10/14/2020
1010	10/09/2020	CHECK	037658	ACWA/JPIA	1,062.76CR	CLEARED	A	10/20/2020
1010	10/09/2020	CHECK	037659	ALPHA ANALYTICAL LABORATORIES	1,050.00CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037660	APPLIED TECHNOLOGY SOLUTIONS	905.00CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037661	ARMED FORCE PEST CONTROL, INC.	205.00CR	CLEARED	A	10/23/2020
1010	10/09/2020	CHECK	037662	B & G TIRES OF MIDDLETOWN	1,747.82CR	CLEARED	A	11/03/2020
1010	10/09/2020	CHECK	037663	BADGER METER	306.00CR	CLEARED	A	10/20/2020
1010	10/09/2020	CHECK	037664	BARRY SILVA	168.00CR	OUTSTND	A	0/00/0000
1010	10/09/2020	CHECK	037665	COASTLAND CIVIL ENGINEERING, I	10,683.25CR	CLEARED	A	10/21/2020
1010	10/09/2020	CHECK	037666	COUNTY OF LAKE SOLID WASTE	14.42CR	CLEARED	A	10/23/2020
1010	10/09/2020	CHECK	037667	DATAPROSE, LLC	1,575.06CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037668	GHD	847.25CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037669	HANNAH DAVIDSON	37.49CR	CLEARED	A	10/13/2020
1010	10/09/2020	CHECK	037670	HARDESTER'S MARKETS & HARDWARE	663.36CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037671	GARDENS BY JILLIAN	200.00CR	CLEARED	A	10/30/2020
1010	10/09/2020	CHECK	037672	JAMES DAY CONSTRUCTION, INC.	3,948.00CR	CLEARED	A	10/16/2020
1010	10/09/2020	CHECK	037673	LAKE COUNTY RECORD BEE	341.68CR	CLEARED	A	10/21/2020
1010	10/09/2020	CHECK	037674	MENDO MILL CLEARLAKE	883.65CR	CLEARED	A	10/20/2020



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

CHECK DATE: 10/01/2020 THRU 10/31/2020  
CLEAR DATE: 0/00/0000 THRU 99/99/9999  
STATEMENT: 0/00/0000 THRU 99/99/9999  
VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	10/09/2020	CHECK	037675	NAPA AUTO PARTS	19.37CR	CLEARED	A	10/20/2020
1010	10/09/2020	CHECK	037676	OFFICE DEPOT	302.66CR	CLEARED	A	10/20/2020
1010	10/09/2020	CHECK	037677	QUACKENBUSH MRRCF	15.00CR	CLEARED	A	10/22/2020
1010	10/09/2020	CHECK	037678	RAY MORGAN COMPANY	34.68CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037679	SMITH CONSTRUCTION	1,852.34CR	CLEARED	A	10/23/2020
1010	10/09/2020	CHECK	037680	SOUTH LAKE REFUSE COMPANY	508.82CR	CLEARED	A	10/16/2020
1010	10/09/2020	CHECK	037681	SPECIAL DISTRICT RISK MAVOIDED	26,990.22CR	VOIDED	A	10/09/2020
1010	10/09/2020	CHECK	037682	STREAMLINE	200.00CR	CLEARED	A	10/26/2020
1010	10/09/2020	CHECK	037683	TELSTAR INSTRUMENTS, INC	2,045.00CR	CLEARED	A	10/16/2020
1010	10/09/2020	CHECK	037684	U S POSTMASTER	220.00CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037685	USA BLUE BOOK	6,999.38CR	CLEARED	A	10/27/2020
1010	10/09/2020	CHECK	037686	VOID CHECK	0.00	CLEARED	A	10/09/2020
1010	10/09/2020	CHECK	037687	VOID CHECK	0.00	CLEARED	A	10/09/2020
1010	10/09/2020	CHECK	037688	WATERSOLVE, LLC	16,087.50CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037689	CABRAL, GEORGE W	107.29CR	OUTSTND	A	0/00/0000
1010	10/09/2020	CHECK	037690	FUHRIMAN, GARIN & KA	147.53CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037691	ILYIN, ASHLEY	272.38CR	OUTSTND	A	0/00/0000
1010	10/09/2020	CHECK	037692	MCSWEEN, STEVEN & MA	98.54CR	CLEARED	A	10/23/2020
1010	10/09/2020	CHECK	037693	SHERGILL, SANDIP/NIC	11.82CR	CLEARED	A	10/27/2020
1010	10/09/2020	CHECK	037694	BARTELS, PHILLIP	11.02CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037695	MERIGIAN, CHRISTOPHE	126.38CR	CLEARED	A	10/19/2020
1010	10/09/2020	CHECK	037696	CORAGLIOTTI, MICHAEL	122.36CR	OUTSTND	A	0/00/0000
1010	10/09/2020	CHECK	037697	LOPEZ, OCTAVIO	109.67CR	CLEARED	A	10/20/2020
1010	10/16/2020	CHECK	037698	ADVANCED ELECTRONIC SECURITY S	713.18CR	CLEARED	A	10/28/2020
1010	10/16/2020	CHECK	037699	ALPHA ANALYTICAL LABORATORIES	2,047.00CR	CLEARED	A	10/21/2020
1010	10/16/2020	CHECK	037700	AMAZON CAPITAL SERVICES, INC.	504.49CR	CLEARED	A	10/20/2020
1010	10/16/2020	CHECK	037701	B & G TIRES OF MIDDLETOWN	322.42CR	CLEARED	A	11/03/2020
1010	10/16/2020	CHECK	037702	BOLD POLISNER MADOW NELSON &	1,980.00CR	CLEARED	A	10/23/2020
1010	10/16/2020	CHECK	037703	CINQUINI & PASSARINO INC.	6,392.50CR	CLEARED	A	10/21/2020
1010	10/16/2020	CHECK	037704	FAHRENHEIT HEATING & AIR CONDI	10,541.00CR	CLEARED	A	10/26/2020
1010	10/16/2020	CHECK	037705	L & M LOCKSMITHING	260.30CR	CLEARED	A	10/21/2020
1010	10/16/2020	CHECK	037706	MENDO MILL CLEARLAKE	256.33CR	CLEARED	A	10/21/2020
1010	10/16/2020	CHECK	037707	MIDDLETOWN COPY & PRINT	316.39CR	CLEARED	A	10/22/2020
1010	10/16/2020	CHECK	037708	NAPA AUTO PARTS	245.61CR	CLEARED	A	10/23/2020
1010	10/16/2020	CHECK	037709	NBS GOVERNMENT FINANCE GROUP	8,977.50CR	CLEARED	A	10/20/2020
1010	10/16/2020	CHECK	037710	PACE SUPPLY CORP	2,624.87CR	CLEARED	A	10/20/2020
1010	10/16/2020	CHECK	037711	REDWOOD COAST FUELS	687.58CR	CLEARED	A	10/19/2020
1010	10/16/2020	CHECK	037712	RELIABLE PLUMBING	301.60CR	OUTSTND	A	0/00/0000
1010	10/16/2020	CHECK	037713	SPECIAL DISTRICT RISK MANAGEME	499.85CR	CLEARED	A	10/21/2020
1010	10/16/2020	CHECK	037714	TELSTAR INSTRUMENTS, INC	2,369.00CR	CLEARED	A	10/23/2020
1010	10/16/2020	CHECK	037715	TYLER TECHNOLOGY	34,232.50CR	CLEARED	A	10/20/2020
1010	10/16/2020	CHECK	037716	U S POSTMASTER	240.00CR	CLEARED	A	10/26/2020
1010	10/16/2020	CHECK	037717	USA BLUE BOOK	749.52CR	OUTSTND	A	0/00/0000
1010	10/16/2020	CHECK	037718	WAGNER & BONSIGNORE CCE	325.00CR	CLEARED	A	10/26/2020

11/05/2020 2:44 PM  
 COMPANY: 999 - POOLED CASH FUND  
 ACCOUNT: 1010 CASH - POOLED  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

CHECK DATE: 10/01/2020 THRU 10/31/2020  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
1010	10/16/2020	CHECK	037719	VIEIRA, ROBERT	225.00CR	CLEARED	A	10/19/2020
1010	10/16/2020	CHECK	037720	LEDANOIS, PATRICK M	9.66CR	OUTSTND	A	0/00/0000
1010	10/16/2020	CHECK	037721	MUNGER, RICHARD & KA	60.84CR	OUTSTND	A	0/00/0000
1010	10/23/2020	CHECK	037722	ALPHA ANALYTICAL LABORATORIES	554.00CR	CLEARED	A	10/28/2020
1010	10/23/2020	CHECK	037723	BARTLEY PUMP, INC.	1,260.00CR	CLEARED	A	10/27/2020
1010	10/23/2020	CHECK	037724	CARDMEMBER SERVICE	1,090.86CR	CLEARED	A	10/30/2020
1010	10/23/2020	CHECK	037725	E & M ELECTRIC & MACHINERY, IN	2,145.00CR	CLEARED	A	10/27/2020
1010	10/23/2020	CHECK	037726	HERC RENTALS INC.	743.71CR	CLEARED	A	10/27/2020
1010	10/23/2020	CHECK	037727	NAPA AUTO PARTS	268.70CR	CLEARED	A	10/29/2020
1010	10/23/2020	CHECK	037728	PACE SUPPLY CORP	758.49CR	CLEARED	A	10/27/2020
1010	10/23/2020	CHECK	037729	ST HELENA HOSPITAL dba JOBCARE	757.98CR	CLEARED	A	10/28/2020
1010	10/23/2020	CHECK	037730	TYLER TECHNOLOGY	121.00CR	CLEARED	A	10/28/2020
1010	10/23/2020	CHECK	037731	USA BLUE BOOK	2,599.16CR	OUTSTND	A	0/00/0000
1010	10/23/2020	CHECK	037732	VOID CHECK	0.00	CLEARED	A	10/22/2020
1010	10/23/2020	CHECK	037733	VERIZON WIRELESS	888.29CR	CLEARED	A	10/28/2020
1010	10/23/2020	CHECK	037734	MINOLETTI, MILES	100.83CR	CLEARED	A	10/28/2020
1010	10/23/2020	CHECK	037735	NEWMAN, MATTHEW S	4.49CR	OUTSTND	A	0/00/0000
1010	10/23/2020	CHECK	037736	MILLARD, RONALD	11.51CR	OUTSTND	A	0/00/0000
1010	10/30/2020	CHECK	037737	ALPHA ANALYTICAL LABORATORIES	1,579.00CR	CLEARED	A	11/04/2020
1010	10/30/2020	CHECK	037738	AT&T MOBILITY	67.00CR	OUTSTND	A	0/00/0000
1010	10/30/2020	CHECK	037739	L & M LOCKSMITHING	141.24CR	CLEARED	A	11/04/2020
1010	10/30/2020	CHECK	037740	PACIFIC GAS & ELECTRIC COMPANY	22,792.38CR	OUTSTND	A	0/00/0000
1010	10/30/2020	CHECK	037741	PATRICIA WILKINSON	268.35CR	CLEARED	A	10/30/2020
1010	10/30/2020	CHECK	037742	SCHMIDT, JEFFREY	201.61CR	OUTSTND	A	0/00/0000

DEPOSIT:								
ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	10/01/2020	DEPOSIT		CREDIT CARD 10/01/2020	6,951.31	CLEARED	C	10/05/2020
1010	10/01/2020	DEPOSIT	000001	REGULAR DAILY POST 10/01/2020	2,327.49	CLEARED	C	10/02/2020
1010	10/02/2020	DEPOSIT		CREDIT CARD 10/02/2020	9,767.35	CLEARED	C	10/05/2020
1010	10/02/2020	DEPOSIT	000001	CREDIT CARD 10/02/2020	1,492.26	CLEARED	C	10/05/2020
1010	10/02/2020	DEPOSIT	000002	REGULAR DAILY POST 10/02/2020	3,948.38	CLEARED	C	10/05/2020
1010	10/05/2020	DEPOSIT		CREDIT CARD 10/05/2020	3,263.68	CLEARED	C	10/05/2020
1010	10/05/2020	DEPOSIT	000001	CREDIT CARD 10/05/2020	2,887.74	CLEARED	C	10/05/2020
1010	10/05/2020	DEPOSIT	000002	CREDIT CARD 10/05/2020	1,254.01	CLEARED	C	10/06/2020
1010	10/05/2020	DEPOSIT	000003	CREDIT CARD 10/05/2020	3,173.93	CLEARED	C	10/07/2020
1010	10/05/2020	DEPOSIT	000004	REGULAR DAILY POST 10/05/2020	1,728.45	CLEARED	C	10/06/2020
1010	10/06/2020	DEPOSIT		CREDIT CARD 10/06/2020	4,962.08	CLEARED	C	10/07/2020
1010	10/06/2020	DEPOSIT	000001	CREDIT CARD 10/06/2020	1,588.89	CLEARED	C	10/08/2020
1010	10/06/2020	DEPOSIT	000002	REGULAR DAILY POST 10/06/2020	3,980.33	CLEARED	C	10/07/2020
1010	10/07/2020	DEPOSIT		CREDIT CARD 10/07/2020	1,793.14	CLEARED	C	10/08/2020
1010	10/07/2020	DEPOSIT	000001	CREDIT CARD 10/07/2020	2,052.85	CLEARED	C	10/09/2020
1010	10/07/2020	DEPOSIT	000002	REGULAR DAILY POST 10/07/2020	3,203.62	CLEARED	C	10/08/2020
1010	10/08/2020	DEPOSIT		CREDIT CARD 10/08/2020	2,449.87	CLEARED	C	10/09/2020
1010	10/08/2020	DEPOSIT	000001	CREDIT CARD 10/08/2020	1,808.45	CLEARED	C	10/13/2020

11/5/2020 2:44 PM  
 COMPANY: 999 - POOLED CASH FUND  
 ACCOUNT: 1010 CASH - POOLED  
 TYPE: All  
 STATUS: All  
 FOLIO: All

CHECK RECONCILIATION REGISTER

PAGE: 4  
 CHECK DATE: 10/01/2020 THRU 10/31/2020  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT----	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	10/08/2020	DEPOSIT	000002	REGULAR DAILY POST 10/08/2020	5,304.03	CLEARED	C	10/09/2020
1010	10/09/2020	DEPOSIT		CREDIT CARD 10/09/2020	1,593.49	CLEARED	C	10/13/2020
1010	10/09/2020	DEPOSIT	000001	CREDIT CARD 10/09/2020	2,196.70	CLEARED	C	10/13/2020
1010	10/09/2020	DEPOSIT	000002	REGULAR DAILY POST 10/09/2020	10,795.97	CLEARED	C	10/13/2020
1010	10/10/2020	DEPOSIT		CREDIT CARD 10/10/2020	2,947.52	CLEARED	C	10/13/2020
1010	10/11/2020	DEPOSIT		CREDIT CARD 10/11/2020	3,654.48	CLEARED	C	10/13/2020
1010	10/12/2020	DEPOSIT		CREDIT CARD 10/12/2020	2,350.32	CLEARED	C	10/13/2020
1010	10/12/2020	DEPOSIT	000001	CREDIT CARD 10/12/2020	1,894.15	CLEARED	C	10/14/2020
1010	10/12/2020	DEPOSIT	000002	REGULAR DAILY POST 10/12/2020	10,031.36	CLEARED	C	10/13/2020
1010	10/13/2020	DEPOSIT		CREDIT CARD 10/13/2020	2,936.04	CLEARED	C	10/14/2020
1010	10/13/2020	DEPOSIT	000001	CREDIT CARD 10/13/2020	1,599.28	CLEARED	C	10/15/2020
1010	10/13/2020	DEPOSIT	000002	REGULAR DAILY POST 10/13/2020	6,850.16	CLEARED	C	10/14/2020
1010	10/14/2020	DEPOSIT		CREDIT CARD 10/14/2020	2,205.27	CLEARED	C	10/15/2020
1010	10/14/2020	DEPOSIT	000001	CREDIT CARD 10/14/2020	2,107.78	CLEARED	C	10/16/2020
1010	10/14/2020	DEPOSIT	000002	REGULAR DAILY POST 10/14/2020	993.72	CLEARED	C	10/15/2020
1010	10/15/2020	DEPOSIT		CREDIT CARD 10/15/2020	3,254.95	CLEARED	C	10/16/2020
1010	10/15/2020	DEPOSIT	000001	CREDIT CARD 10/15/2020	1,942.73	CLEARED	C	10/19/2020
1010	10/15/2020	DEPOSIT	000002	REGULAR DAILY POST 10/15/2020	10,038.34	CLEARED	C	10/16/2020
1010	10/15/2020	DEPOSIT	000003	DRAFT POSTING	14,051.17	CLEARED	U	10/16/2020
1010	10/15/2020	DEPOSIT	000004	CC DRAFT POSTING	18,866.05	CLEARED	U	10/19/2020
1010	10/16/2020	DEPOSIT		CREDIT CARD 10/16/2020	11,567.93	CLEARED	C	10/19/2020
1010	10/16/2020	DEPOSIT	000001	CREDIT CARD 10/16/2020	4,359.02	CLEARED	C	10/19/2020
1010	10/16/2020	DEPOSIT	000002	REGULAR DAILY POST 10/16/2020	6,115.50	CLEARED	C	10/19/2020
1010	10/19/2020	DEPOSIT		CREDIT CARD 10/19/2020	3,921.50	CLEARED	C	10/19/2020
1010	10/19/2020	DEPOSIT	000001	CREDIT CARD 10/19/2020	3,789.18	CLEARED	C	10/19/2020
1010	10/19/2020	DEPOSIT	000002	CREDIT CARD 10/19/2020	3,600.17	CLEARED	C	10/20/2020
1010	10/19/2020	DEPOSIT	000003	CREDIT CARD 10/19/2020	6,421.79	CLEARED	C	10/21/2020
1010	10/19/2020	DEPOSIT	000004	REGULAR DAILY POST 10/19/2020	24,501.46	CLEARED	C	10/20/2020
1010	10/20/2020	DEPOSIT		CREDIT CARD 10/20/2020	5,497.49	CLEARED	C	10/21/2020
1010	10/20/2020	DEPOSIT	000001	CREDIT CARD 10/20/2020	7,380.76	CLEARED	C	10/22/2020
1010	10/20/2020	DEPOSIT	000002	REGULAR DAILY POST 10/20/2020	10,010.16	CLEARED	C	10/21/2020
1010	10/21/2020	DEPOSIT		CREDIT CARD 10/21/2020	7,653.74	CLEARED	C	10/22/2020
1010	10/21/2020	DEPOSIT	000001	CREDIT CARD 10/21/2020	2,434.23	CLEARED	C	10/23/2020
1010	10/21/2020	DEPOSIT	000002	REGULAR DAILY POST 10/21/2020	2,282.48	CLEARED	C	10/22/2020
1010	10/22/2020	DEPOSIT		CREDIT CARD 10/22/2020	2,449.87	CLEARED	C	10/23/2020
1010	10/22/2020	DEPOSIT	000001	CREDIT CARD 10/22/2020	1,306.74	CLEARED	C	10/26/2020
1010	10/22/2020	DEPOSIT	000002	REGULAR DAILY POST 10/22/2020	1,826.10	CLEARED	C	10/23/2020
1010	10/23/2020	DEPOSIT		CREDIT CARD 10/23/2020	406.36	CLEARED	C	10/26/2020
1010	10/23/2020	DEPOSIT	000001	CREDIT CARD 10/23/2020	993.92	CLEARED	C	10/26/2020
1010	10/23/2020	DEPOSIT	000002	REGULAR DAILY POST 10/23/2020	14,608.26	CLEARED	C	10/26/2020
1010	10/24/2020	DEPOSIT		CREDIT CARD 10/24/2020	2,203.71	CLEARED	C	10/26/2020
1010	10/25/2020	DEPOSIT		CREDIT CARD 10/25/2020	932.15	CLEARED	C	10/26/2020
1010	10/26/2020	DEPOSIT		CREDIT CARD 10/26/2020	540.70	CLEARED	C	10/27/2020
1010	10/26/2020	DEPOSIT	000001	CREDIT CARD 10/26/2020	1,417.55	CLEARED	C	10/28/2020

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

CHECK DATE: 10/01/2020 THRU 10/31/2020  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
<b>DEPOSIT:</b>								
1010	10/26/2020	DEPOSIT	000002	REGULAR DAILY POST 10/26/2020	2,589.77	CLEARED	C	10/27/2020
1010	10/27/2020	DEPOSIT		CREDIT CARD 10/27/2020	654.24	CLEARED	C	10/28/2020
1010	10/27/2020	DEPOSIT	000001	CREDIT CARD 10/27/2020	892.83	CLEARED	C	10/29/2020
1010	10/27/2020	DEPOSIT	000002	REGULAR DAILY POST 10/27/2020	1,450.45	CLEARED	C	10/28/2020
1010	10/28/2020	DEPOSIT		CREDIT CARD 10/28/2020	723.07	CLEARED	C	10/29/2020
1010	10/28/2020	DEPOSIT	000001	CREDIT CARD 10/28/2020	1,079.59	CLEARED	C	10/30/2020
1010	10/28/2020	DEPOSIT	000002	REGULAR DAILY POST 10/28/2020	26,014.76	CLEARED	C	10/29/2020
1010	10/29/2020	DEPOSIT		CREDIT CARD 10/29/2020	1,368.29	CLEARED	C	10/30/2020
1010	10/29/2020	DEPOSIT	000001	CREDIT CARD 10/29/2020	1,146.38	CLEARED	C	11/02/2020
1010	10/29/2020	DEPOSIT	000002	REGULAR DAILY POST 10/29/2020	237.46	CLEARED	C	10/30/2020
1010	10/30/2020	DEPOSIT		CREDIT CARD 10/30/2020	2,367.23	CLEARED	C	11/02/2020
1010	10/30/2020	DEPOSIT	000001	CREDIT CARD 10/30/2020	2,806.00	CLEARED	C	11/02/2020
1010	10/30/2020	DEPOSIT	000002	REGULAR DAILY POST 10/30/2020	3,784.72	CLEARED	C	11/02/2020
1010	10/30/2020	DEPOSIT	000003	CREDIT CARD 10/30/2020	2,404.50	CLEARED	C	11/02/2020
1010	10/30/2020	DEPOSIT	103120	RECONCILE CC DEPOSIT	75.00CR	CLEARED	G	10/31/2020
1010	10/31/2020	DEPOSIT		CREDIT CARD 10/31/2020	1,587.17	CLEARED	C	11/02/2020
<b>EFT:</b>								
1010	10/15/2020	EFT	101520	EDD - UI QTR 3 RECONCILE	37.09CR	CLEARED	G	10/16/2020
<b>MISCELLANEOUS:</b>								
1010	10/09/2020	MISC.		PAYROLL DIRECT DEPOSIT	23,739.58CR	CLEARED	P	10/09/2020
1010	10/09/2020	MISC.	037681	SPECIAL DISTRICT RISK MAVOIDED	26,990.22	VOIDED	A	10/09/2020
1010	10/23/2020	MISC.		PAYROLL DIRECT DEPOSIT	25,048.00CR	CLEARED	P	10/23/2020
1010	10/28/2020	MISC.	102820	QTR 1 TRANSFER FUND 320	42,261.00CR	CLEARED	G	10/28/2020
1010	10/28/2020	MISC.	102821	QTR 1 TRANSFER FUND 325	42,261.00CR	CLEARED	G	10/28/2020
1010	10/28/2020	MISC.	102822	QTR 1 TRANSFER TO FUND 218	42,669.00CR	CLEARED	G	10/28/2020
1010	10/28/2020	MISC.	102823	QTR 1 TRANSFER TO 219	8,100.00CR	CLEARED	G	10/28/2020
<b>SERVICE CHARGE:</b>								
1010	10/02/2020	SERV-CHG		September Merchant Fees #27	1,802.55CR	CLEARED	G	10/02/2020
1010	10/02/2020	SERV-CHG	000001	September Merchant Fees #25	1,350.40CR	CLEARED	G	10/02/2020
1010	10/02/2020	SERV-CHG	000002	September Merchant Fees #29	445.35CR	CLEARED	G	10/02/2020
1010	10/15/2020	SERV-CHG		September 2020 Anaysis fees	355.51CR	CLEARED	G	10/15/2020
<b>TOTALS FOR ACCOUNT 1010</b>				CHECK	TOTAL:	204,885.81CR		
				DEPOSIT	TOTAL:	339,499.57		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	157,088.36CR		
				SERVICE CHARGE	TOTAL:	3,953.81CR		
				EFT	TOTAL:	37.09CR		
				BANK-DRAFT	TOTAL:	30,306.62CR		

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

CHECK DATE: 10/01/2020 THRU 10/31/2020  
 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:				204,885.81CR
				DEPOSIT	TOTAL:				339,499.57
				INTEREST	TOTAL:				0.00
				MISCELLANEOUS	TOTAL:				157,088.36CR
				SERVICE CHARGE	TOTAL:				3,953.81CR
				EFT	TOTAL:				37.09CR
				BANK-DRAFT	TOTAL:				30,306.62CR

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

<b>FUND</b>	<b>DESCRIPTION</b>	<b>Revenue</b>	<b>Budget Expensed</b>	<b>Expense to Date</b>	<b>Fund Balance</b>
<b>314</b>  <b>WASTEWATER CAPITAL IMPROVEMENT</b>	<b>BEGINNING FUND BALANCE</b>	\$ 127,212			\$ 127,212
	<b>Transfers In To Date</b>	\$ 415,473			\$ 542,685
	Regulatory Compliance/I&I Mitigation		\$ 100,000	\$ 10,255	\$ 532,430
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 532,430
	Diaster Recovery/WWTP Access Road Repair		\$ 50,000	\$ 8,474	\$ 523,957
	Reliable Water Supply/Leak Repair/Mini-Excavator		\$ 50,000	\$ -	\$ 523,957
	Risk Management Plan/Chlorine Tank Auto Shut-Off FY 21-22		\$ -	\$ -	\$ 523,957
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 523,957
	Stormwater Master Planning/Mitigation		\$ 10,000	\$ -	\$ 523,957
	<b>Transfers Out To Date</b>			\$ 18,728	
<b>ENDING FUND BALANCE</b>				\$ 523,957	
<b>FUND</b>	<b>DESCRIPTION</b>	<b>Revenue</b>	<b>Budget Expensed</b>	<b>Expense to Date</b>	<b>Fund Balance</b>
<b>320</b>  <b>WATER CAPITAL IMPROVEMENT</b>	<b>BEGINNING FUND BALANCE</b>	\$ 148,578			\$ 148,578
	<b>Transfers In To Date</b>	\$ 42,261			\$ 190,839
	Wildfire Resilience/Reliable Water Supply/Replace Wooden Tanks		\$ 360,000	\$ 6,523	\$ 184,317
	Disaster Mitigation/SCADA Upgrade		\$ 30,000	\$ -	\$ 184,317
	Reliable Water Supply/Automatic Metering Infrastructure		\$ 200,000	\$ -	\$ 184,317
	Wildfire Resilience/Reliable Water Supply/PSPS Backup Power Supply		\$ 50,000	\$ -	\$ 184,317
	Reliable Water Supply/Leak Repair Mini-Excavator		\$ 50,000	\$ -	\$ 184,317
	Regulatory Compliance/Dump Truck		\$ 75,000	\$ -	\$ 184,317
	<b>Transfers Out To Date</b>			\$ 6,523	
	<b>ENDING FUND BALANCE</b>				\$ 184,317

# HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

## 2020 - 2021 DEBT SERVICE

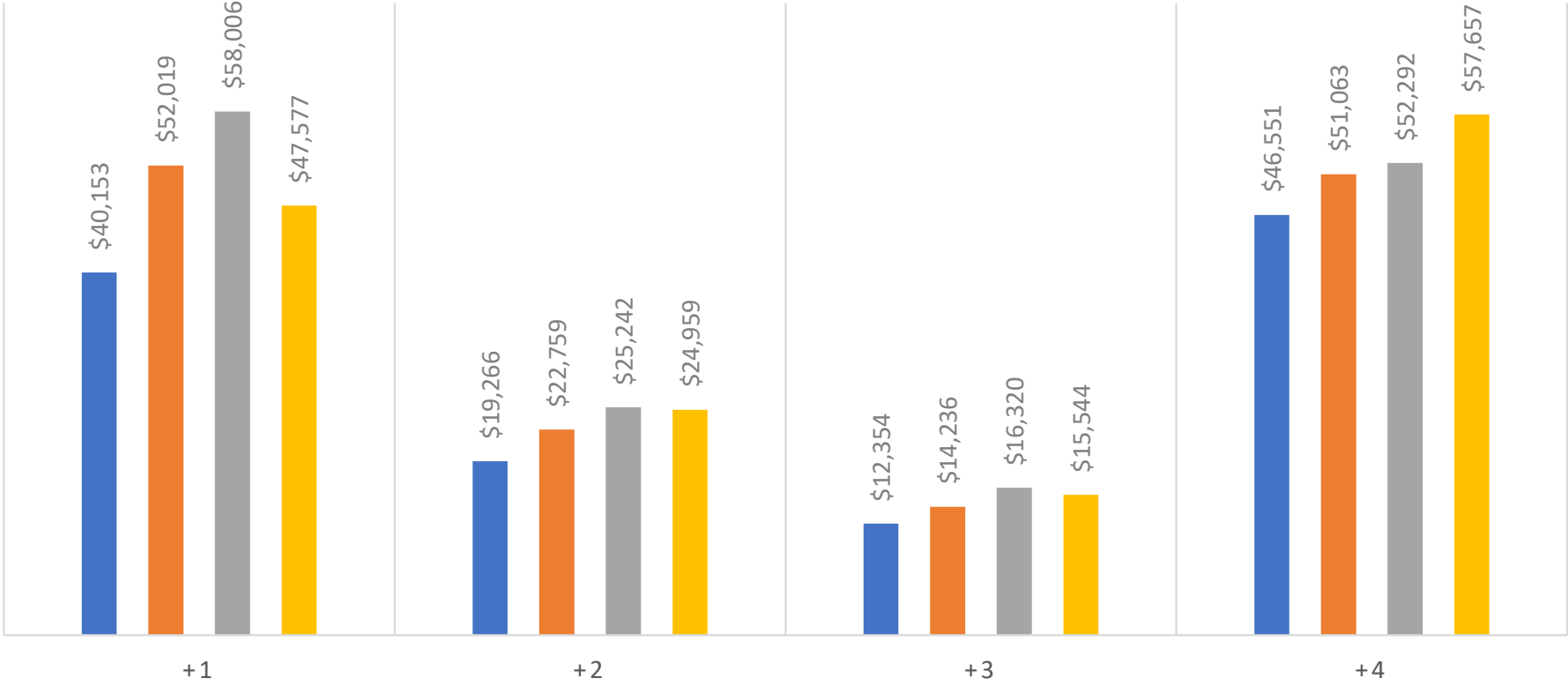
OCTOBER 2020

	DEBT SERVICE REVENUE	FUND	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
	<b>TOTAL DEBT SERVICE REVENUE</b>		<b>\$ 503,225</b>

	DEBT SERVICE EXPENSE	FUND	DEBT AMOUNT	PAID TO DATE
1)	1995-2 BOND REDEMPTION (PRINCIPAL)	215	\$ 185,000	\$ 185,000 08/14/2020
	1995-2 BOND REDEMPTION (INTEREST)	215	99,994	51,182 08/14/2020
	BOND ADMINISTRATION (ANNUAL FEE)	215	7,460	4,697 10/30/2020
	COUNTY COLLECTION FEES	215	3,500	-
	CSD ADMIN COSTS	215	4,270	-
			<b>\$ 300,224</b>	<b>\$ 240,879</b>
2)	CIEDB (PRINCIPAL)	218	\$ 110,065	\$ -
	CIEDB (INTEREST)	218	55,865	27,933 07/17/2020
	CIEDB (ANNUAL FEE)	218	4,816	-
			<b>\$ 170,746</b>	<b>\$ 27,933</b>
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
			<b>\$ 32,255</b>	<b>\$ 24,755</b>
	<b>TOTAL DEBT SERVICE EXPENSE</b>		<b>\$ 503,225</b>	<b>\$ 293,566</b>

# AGING REPORT FY 2019-2020

■ 31-Jul ■ 31-Aug ■ 30-Sep ■ 31-Oct





# MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 11/13/2020

RE: Senior Account Representative's Monthly Report

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## **Monthly Billing 10/30/2020**

Mailed statements: 2,101

Electronic statements: 563

The statement "SPECIAL MESSAGE

Please visit our website to review the proposed five year Rate Study, Virtual Informational Meeting & Proposition 218 Public Notice Hearing. The Health & Safety of our customers and employees is our top priority. We encourage payments by phone, online at [www.hvlcsd.org](http://www.hvlcsd.org), or in our drop box, however, our lobby is open; we ask that you please wear a mask and social distance. Check the District website for COVID-19 related updates.

## **Delinquent Billing 10/20/2020**

Delinquent statements for September bills:

Mailed statements: 546

As of 11/13/2020 there are 263 past due accounts

## **Courtesy Notification**

No Courtesy notices delivered due to COVID-19.

No Electronic notices due to COVID-19.

## **Phone Notification**

No Phone notifications due to COVID-19.

## **Lock Offs**

No Lock Offs due to COVID-19.



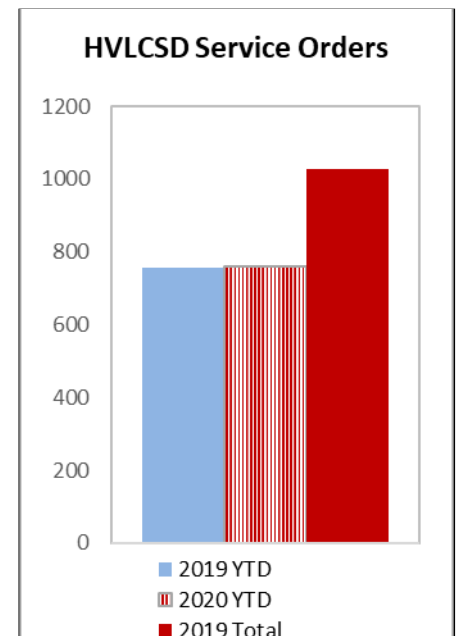
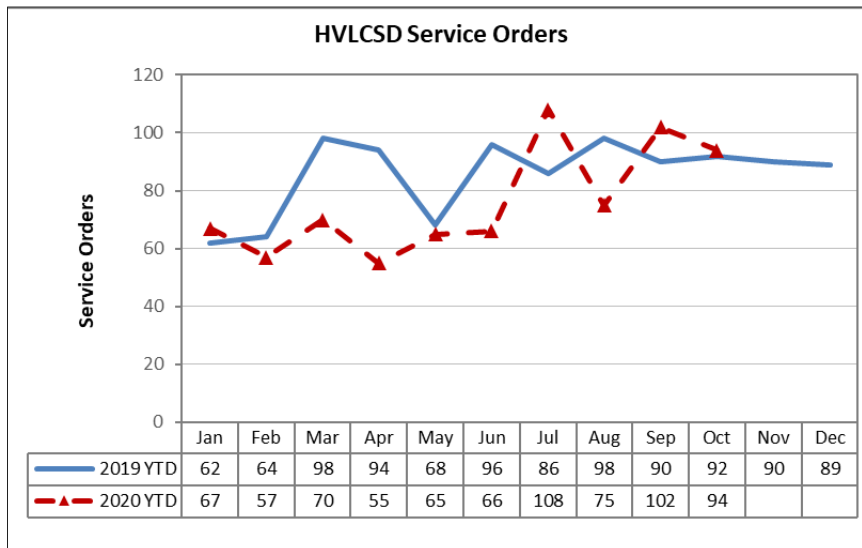
# Hidden Valley Lake Community Services District

## October 2020 Report

FIELD OPERATIONS

Water Connections:		Sewer Connections:	
New (This month)	0	New (This month)	0
Residential (Last month)	2449	Residential (Last month)	1465
Commercial & Govt (Last month)	40	Commercial & Govt (Last month)	16
<b>Total :</b>	<b>2489</b>		<b>1481</b>

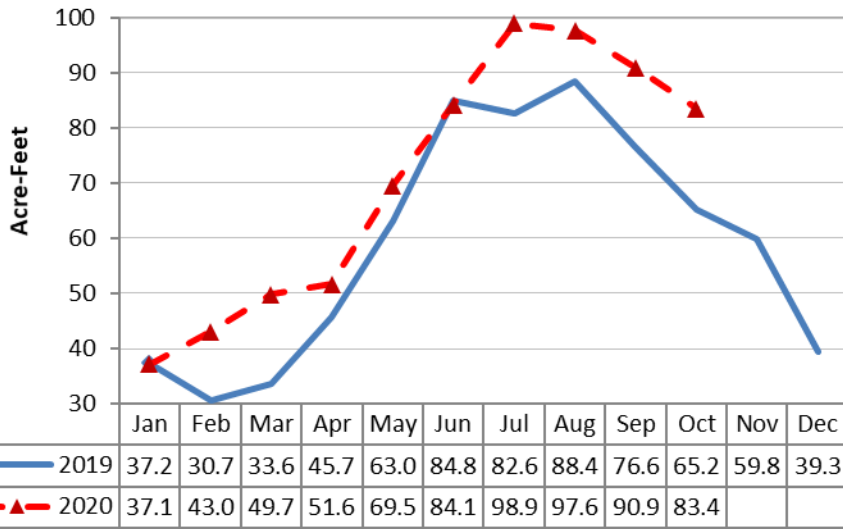
Rainfall		
This month	Last year	Historical
0.00	0	2.08



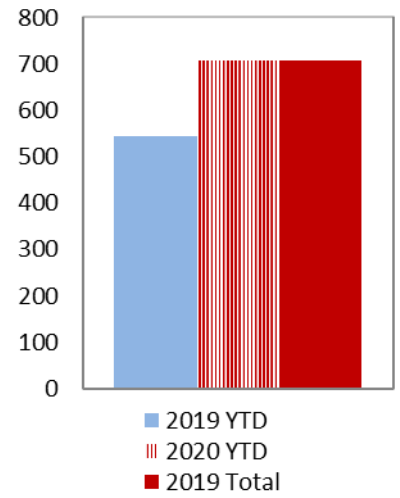
Hours		
Overtime Hours	8	\$216.48

# October 2020 Field Report

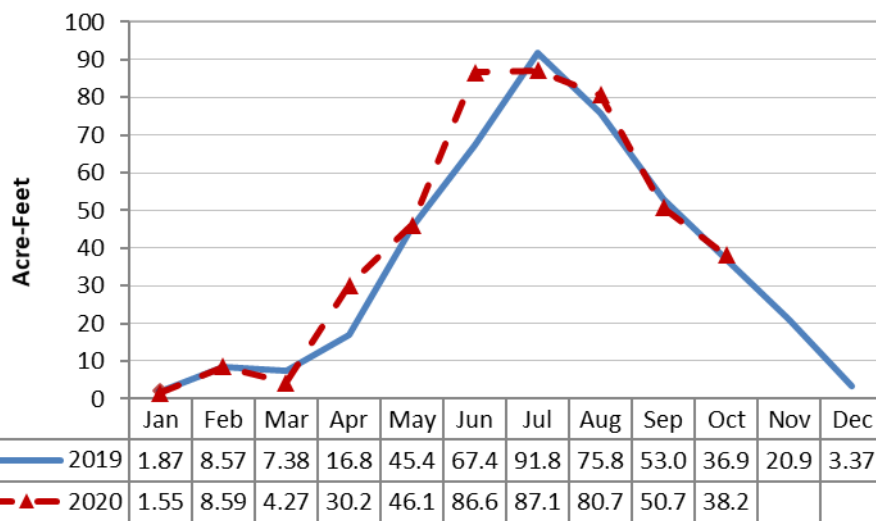
## HVLCSD Municipal Well Production



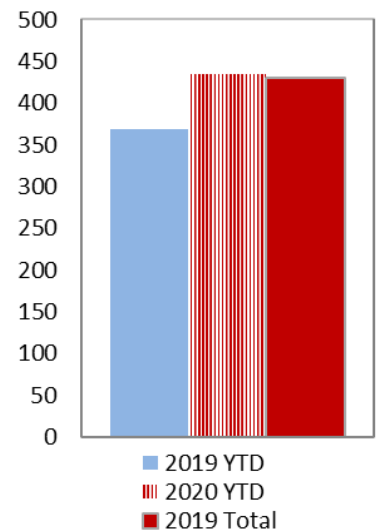
## HVLCSD Municipal Well Production (AF)



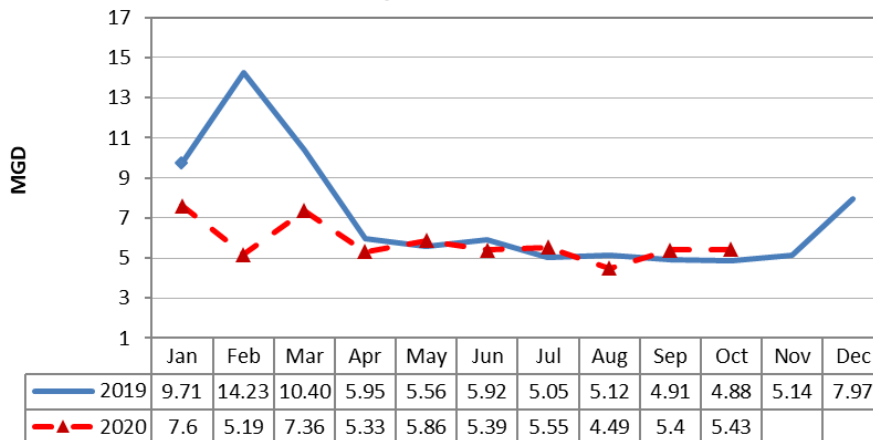
## HVLCSD Municipal Reclaimed Water Use



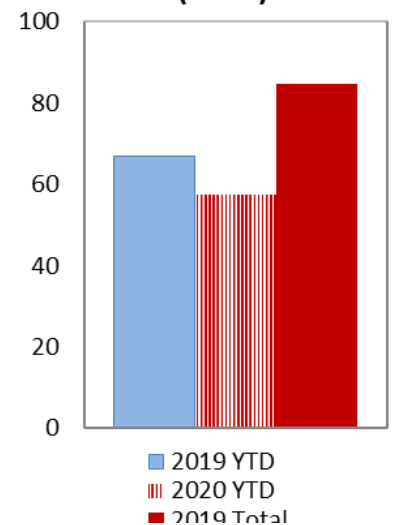
## HVLCSD Municipal Reclaimed Water (AF)



## HVLCSD Municipal Wastewater Influent

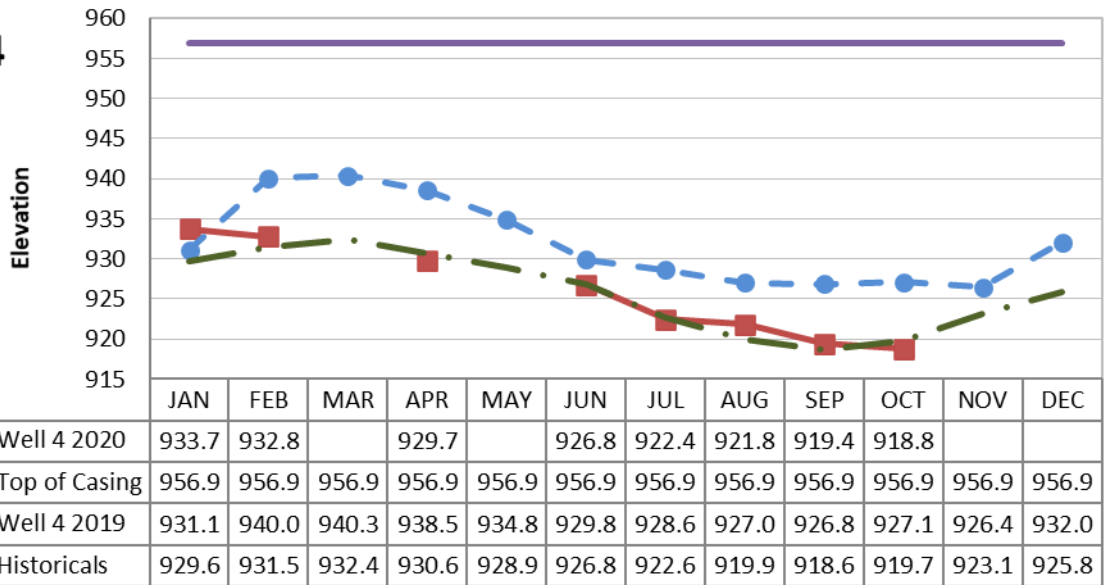


## HVLCSD Municipal Wastewater Influent (MGD)

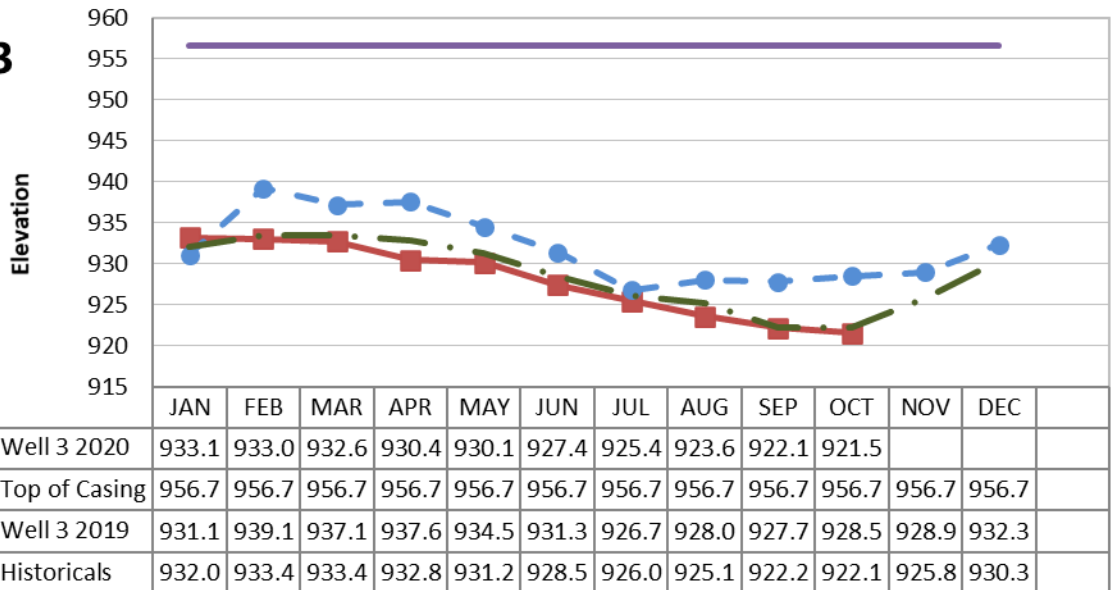


# October 2020 Field Report

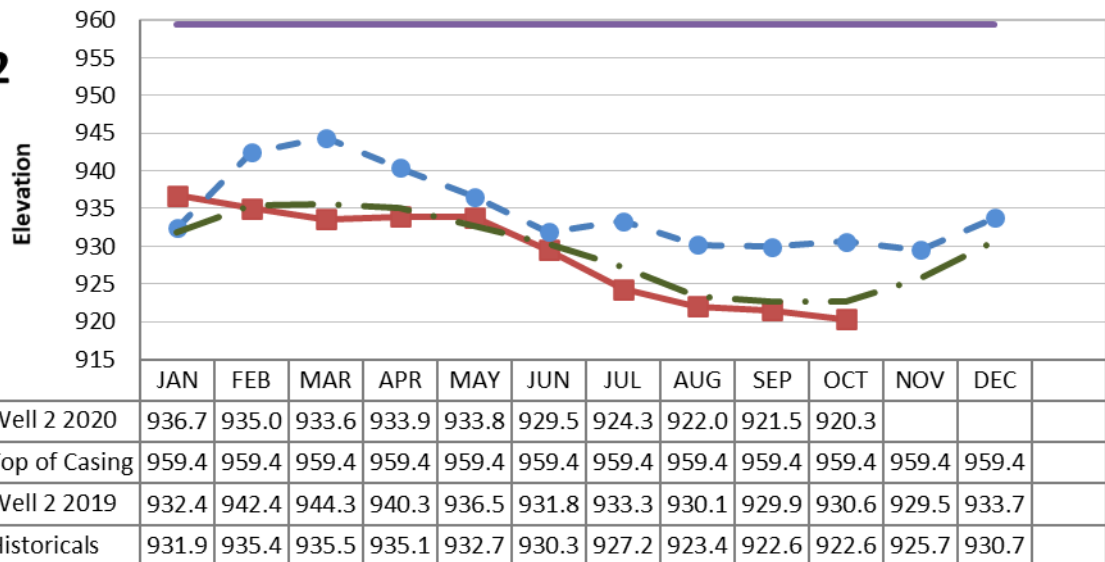
## Well 4



## Well 3



## Well 2



## Projects Update

### FEMA Projects

#### RP DR4434-138 (Access Road Repair - 2019 February Rains)

10/20 Pre-construction meeting

10/29 – 11/4 Construction project begun and completed

11/10 Reimbursement request submitted to CalOES/FEMA

11/13 Initiating DR4434 Closeout

#### HMGP DR4382 Project 112 (Unit 9 Tank)

10/20 Appropriate signatures for HVLCSD Easement to HVLA, and HVLA Easement to HVLCSD

11/14 Scheduled HVLA BOD meeting for review and signature of easements

#### RPA DR4558 (LNU Complex Fire)

10/15 Exploratory call with CalOES & FEMA (See attached)

10/27 Recovery Scoping Meeting with CalOES & FEMA

Document development and delivery (Insurance, Benefits, Procurement, FAL, invoices, etc)

#### HMGP DR4558

Plan for submission of 3 NOIs (Fuels Reduction, Tank 4 Replacement, FLASHES)

11/20 Deadline for NOI submission

#### HMGP DR4344-512 (LHMP)

## Projects Update

### Non\_FEMA projects

#### I & I

10/29 Grants Manager of Special Districts submitted final draft of Grant Agreement to Division of Water Resources for all Lake County Projects (including HVLCSD)

Scheduling pre-construction meeting with Coastland, Piazza Construction and HVLCSD

#### OSHA

10/27 Delivered final Management of Change (MOC) checklist format

10/29 Updated RMP and created specific MOC for new chlorine sensor

11/3 Delivered updated RMP and document reference to Environmental Health Services, County of Lake

11/9 Closing conference with OSHA. They will be sending a Notice of No Violation and Information Memorandum via certified mail (See attached).

Fit testing certification documentation in process

11/20 Cylinder changeout and air monitoring training scheduled

#### Rate Study

10/20 BOD meeting approved Rate Study

10/20 Proposition 218 process approved

Week of 10/26 Proposed Sewer/Water Rate notification posted on website, mailed to all residents, owners.

11/24 Virtual Informational Meeting Scheduled

#### SCADA

10/30 Participated in Demand Response event

#### VALLEY OAKS

Grocery Outlet construction is nearly complete

Coastland Engineering to conduct inspections late November

#### RESILIENCE

10/20 BOD selected Trane for ESCO, and to move forward with Resilience discussions

10/30 Kick-off meeting to align milestones with board meetings

11/6 Meeting to discuss grant opportunities

12/4 Board workshop scheduled

#### AMI

10/27 Clean Water State Revolving Fund transition meeting

11/6 Submitted pre-application to Drinking Water State Revolving Fund

# October 2020 Field Report

## Water Operations and Maintenance Highlights

- 10/1 Returned generators to Sacramento (CalWARN)
- 10/19 & 10/30 Concrete pad maintenance for gas tank
- 10/28 Fueling and generators maintenance at lift stations
- Meter reads 10/26—10/29
- Routine maintenance and operations

## Wastewater Operations and Maintenance Highlights

- 10/8 Utilized vac truck at lift station 6 to remove grease
- 10/12 801 pump malfunction and troubleshooting
- 10/13 Utilized vac truck at lift station 1 to remove grease; 801 pump replacement
- 10/14 Installed new motor on 400 pump
- 10/25 PG&E connected generators at water plant, Greenridge, and unit 9
- Meter reads 10/26—10/29
- Routine maintenance and operations

# October 2020 Field Report

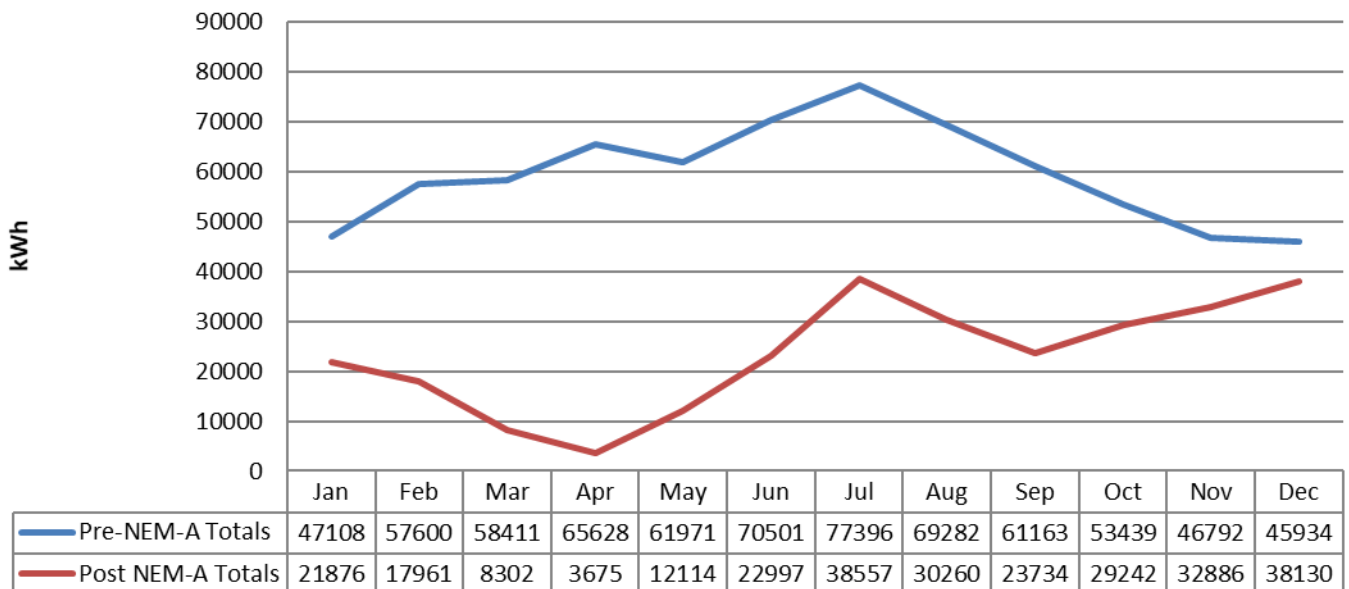
## Vehicle Mileage

<i>Vehicle</i>	<i>Mileage</i>
Truck 1	82
Truck 2 (new construction truck)	662
Truck 3	1,645
Truck 4	262
Truck 6	946
Truck 7	1,210
Truck 8	394
Dump Truck	10
Backhoe	2.00 hrs
New Holland Tractor	1.30 hrs
Vac Truck	43.30

## Fuel Tank Use

	<i>Gasoline</i>	<i>Diesel</i>
Tank Meter	352.90	173.40
Fuel Log	352.20	173.30

## PG&E Net Payable





DR-4558-CA

Incident period: August 14, 2020 to [ongoing]



**FEMA**

**Exploratory Call Notes, Hidden Valley Lake Community Services District (033-2277F-00)**

**DATE: Wednesday, October 15, 2020**

**TIME: 8:00am-8:29pm (PST)**

Introduce myself as a FEMA Program Delivery Manager, calling in response to the Applicant's Request for Public Assistance that they submitted to the Recipient.

- Applicant contact information in GM was confirmed and it is correct.
- The Applicant has participated in at least 3 Federally Declared disaster in the past.
- The Applicant attended an Applicant briefing hosted by the recipient.
- The Applicant is not having any issues using Grants Portal.
- Applicant has no immediate impacts or immediate need for federal support.

During the incident period local fire chiefs was pulled away to assist in larger fires and were unable to do protective activities. Therefore, Hidden Valley lake Community Services District was asked to build a fire break to protect life and property. As requested by CalFire, Hidden Valley lake Community Services District built a fire break by Removing approximately 1,360,000 square feet of vegetative debris. Total estimated impact: \$500,000.00

- Hidden Valley lake Community Services District built a fire break by Removing approximately 1,360,000 square feet of vegetative debris. Removing brush and trees. Using both Force account and contract labor. The debris was hauled away, not chipped.
- Hidden Valley lake Community Services District did not have any infrastructural damages; however, they do have smoke and ash deposit in the building as the fire was close to their vicinity.
- The Applicant had to contract generators in order to maintain water service to the community in the absence of power service during the incident period.
- Applicant identified erosion hazard as a result of incident activities and identified hydroseeding as a possible mitigation opportunity. In addition, applicant identified special air handlers for HVAC systems that will help mitigate smoke and ash impact and allow applicant to maintain critical services during future incidents.
- Follow up working meeting scheduled for 10/22/2020 at 8am PST. To discuss damage inventory, clarify questions and schedule the RSM.

---

Attendees:

Alyssa Gordon

(707) 533-9073

AGordon@hvlcsd.org

Randall Parsons

(916) 425-8984

randall.parsons@caloes.ca.gov

Eric Garcia-Cortes, PDMG

(202)878-9527

eric.garcia-cortes@fema.dhs.gov

DEPARTMENT OF INDUSTRIAL RELATIONS  
Division of Occupational Safety and Health  
Process Safety Management - North Non-Refinery  
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Concord, CA 94520  
Tel. # (925) 602-2665 Fax # (925) 602-2668



### NOTICE OF NO VIOLATION AFTER INSPECTION

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

An inspection was conducted by Supinda Wadsantad at a place of employment located at 18896 Grange Road, Middletown on 05/29/2020. This inspection was initiated by any or all of the following reasons: complaint, follow-up, referral, planned.

Description of area(s) inspected: Records only.

Signature Supinda Wadsantad  
Compliance Safety and Health Officer

Signature Michael Boyle  
District Manager

Date of issuance: 11/9/20

Date inspection completed: 11/9/20

Said inspection was completed on 11/9/20. It has been determined that no violation of any standard, rule, order or regulation set forth in Title 8, California Code of Regulations and Division 5 of the California Labor Code has been found as a result of this inspection.

This notice relates solely and exclusively to the inspection on the above date, which was not necessarily a comprehensive inspection of the worksite. Due to the transitory nature of worksite conditions, violations can occur occasionally or routinely and may be undetected by any given inspection. This notice does not preclude the issuance of citations on any future inspection.

0950673  
RID

P7970  
CSHO ID

620  
Optional Report Nr.

1476825  
Inspection Nr.

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## INFORMATION MEMORANDUM

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

An inspection or investigation of a place of employment located at 18896 Grange Road, Middletown, was conducted by Supinda Wadsantad on 05/29/2020. This Information Memorandum is intended to direct your attention to the following conditions which can be potentially hazardous to the safety and health of employees in the future. If these conditions were not corrected before employees are exposed, violations of safety and health standards would occur and you would receive one or more citations covering these violations, which will entail a civil penalty. In addition one or more of the citations may be classified as Willful based on the information contained in the memorandum.

Item No.	No. of Instances	Description of potential hazard
1	3	<p>CCR8 5143. General Requirements of Mechanical Ventilation Systems.</p> <p>(a) Design and Operation. The construction, installation, inspection, testing, and maintenance of exhaust systems shall conform to all requirements of Article 107. Additional guidance may be obtained from the American National Standard Fundamentals Governing the Design and Operation of Local Exhaust Systems, ANSI Z9.2-1971 and the Standard for the Installation of Blower and Exhaust Systems, NFPA No. 91-1973. Note: Ventilation requirements for control of flammable vapors are prescribed in Sections 5153(d) and 5416.</p> <p>(5) The ventilation rate of every mechanical ventilation system used to prevent harmful exposure shall be tested after initial installation, alterations, or maintenance, and at least annually, by means of a pitot traverse of the exhaust duct or equivalent measurements. Records of these tests shall be retained for at least five years.</p> <p>Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not test at least annually the ventilation rate of their mechanical ventilation system used to prevent harmful exposure of chlorine in the chlorine storage room, and chlorinator room.</p>

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

Date of issuance: 11/9/20

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Item No.	No. of Instances	Description of potential hazard
2	1	CCR8 5144. Respiratory Protection. (d) Selection of respirators. This subsection requires the employer to evaluate respiratory hazard(s) in the workplace, identify relevant workplace and user factors, and base respirator selection on these factors. The subsection also specifies appropriately protective respirators for use in IDLH atmospheres, and limits the selection and use of air-purifying respirators. (1) General requirements. (C) The employer shall identify and evaluate the respiratory hazard(s) in the workplace; this evaluation shall include a reasonable estimate of employee exposures to respiratory hazard(s) and an identification of the contaminant's chemical state and physical form. Where the employer cannot identify or reasonably estimate the employee exposure, the employer shall consider the atmosphere to be IDLH.  Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not identify and evaluate respiratory hazards in the workplace to include a reasonable estimate of employee exposures to respiratory hazards. Where the employer cannot or did not identify or reasonably estimate the employee exposure, the employer did not consider the atmosphere to be IDLH and require employees to use appropriate respirators.

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

Date of issuance: 11/9/20

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Item No.	No. of Instances	Description of potential hazard
3	1	<p>CCR8 5162. Emergency Eyewash and Shower Equipment</p> <p>(a) Plumbed or self-contained eyewash or eye/facewash equipment which meets the requirements of sections 5, 7, or 9 of ANSI Z358.1-1981, Emergency Eyewash and Shower Equipment, incorporated herein by this reference, shall be provided at all work areas where, during routine operations or foreseeable emergencies, the eyes of an employee may come into contact with a substance which can cause corrosion, severe irritation or permanent tissue damage or which is toxic by absorption. Water hoses, sink faucets, or showers are not acceptable eyewash facilities. Personal eyewash units or drench hoses which meet the requirements of section 6 or 8 of ANSI Z358.1-1981, hereby incorporated by reference, may support plumbed or self-contained units but shall not be used in lieu of them.</p> <p>Reference:</p> <p>ANSI Z358.1-1981 section 5, 5.4.5: Each eyewash location shall be identified with highly visible sign. The area around or behind the eyewash, or both, shall be painted a bright color and shall be lighted.</p> <p>CCR 8 5162(b): An emergency shower which meets the requirements of section 4 or 9 of ANSI Z358.1-1981, incorporated herein by reference, shall be provided at all work areas where, during routine operations or foreseeable emergencies, area of the body may come into contact with a substance which is corrosive or severely irritating to the skin or which is toxic by skin absorption.</p> <p>ANSI Z358.1-1981 section 4, 4.6.2: Each emergency shower location shall be identified with a highly visible sign. The area or behind the emergency shower, or both, shall be painted a bright color and shall be well lighted.</p> <p>Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not paint a bright color the area around or behind an emergency eyewash and shower location in the chemical feed room where, during routine operations or foreseeable emergencies, the eyes and area of the body of an</p>



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Item No.	No. of Instances	Description of potential hazard
4	1	<p>CCR8 5162. Emergency Eyewash and Shower Equipment.                      (c) Location. Emergency eyewash facilities and deluge showers shall be in accessible locations that require no more than 10 seconds for the injured person to reach. If both an eyewash and shower are needed, they shall be located so that both can be used at the same time by one person. The area of the eyewash and shower equipment shall be maintained free of items which obstruct their use.</p> <p>Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not provide the emergency eyewash and shower equipment in accessible location that requires no more than 10 seconds for employees working near or in the chlorine storage room and chlorinator room to reach.</p>

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

Date of issuance: 11/9/20

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Item No.	No. of Instances	Description of potential hazard
5	1	<p>CCR8 5189. Process Safety Management of Acutely Hazardous Materials.            (e) Process Hazard Analysis.            (2) The hazard analysis shall address:            (F) A qualitative evaluation of a range of the possible safety and health effects of the failure of controls on facility employees;</p> <p>Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not address, in their 2018 PHA, a qualitative evaluation of a range of the possible safety and health effects of the failure of controls on facility employees.</p>

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

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Item No.	No. of Instances	Description of potential hazard
6	1	CCR8 5189. Process Safety Management of Acutely Hazardous Materials. (f) Operating Procedures. (1) The employer shall develop and implement written procedures that provide clear instructions for safely conducting activities involved in each process consistent with the process safety information and shall address at least the following. (C) Safety and health considerations: 5. Verification of raw materials and control of hazardous chemical inventory levels.  Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not address safety and health considerations: verification of raw materials in their written operating procedures.

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

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Item No.	No. of Instances	Description of potential hazard
7	1	CCR8 5189. Process Safety Management of Acutely Hazardous Materials. (j) Mechanical Integrity. (2) Inspection and testing. (C) The frequency of inspections and tests shall be consistent with applicable manufacturer's recommendations and good engineering practices and more frequently if determined necessary as dictated by operating history.  Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not inspect and test of the chlorine detector and sensors consistent with applicable manufacturer's recommendations.

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

Date of issuance: 11/9/20

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Item No.	No. of Instances	Description of potential hazard
8	1	CCR8 5189. Process Safety Management of Acutely Hazardous Materials. (I) Management Of Change. (1) The employer shall establish and implement written procedures to manage changes (except for "replacement in kind") to process chemicals, technology, and equipment, and changes to facilities.  Prior to and during the course of the inspection, including, but not limited to, on May 29, 2020, the employer did not implement written procedures to manage changes to equipment in the process. Employer installed a new chlorine detector in the chlorine storage room without implementing the procedure to manage the change.

Signature Supinda Wadsantad  
 Compliance Safety and Health Officer

Signature Michael Boyle  
 District Manager

Date of issuance: 11/9/20

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**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
707.987.3237 fax  
[www.hvlcsd.org](http://www.hvlcsd.org)

## MEMO

To: Board of Directors  
From: Dennis White  
Date: November 17, 2020  
RE: General Manager's Report

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Below is a shortened version of activities on various tasks.

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

- Instituted the motto in this crisis: We provide Safe reliable drinking water and wastewater services to insure protecting the health of our Directors, Employees and Customers.
- We have maintained a "COVID19-aware steady state" since our re-opening on 9/8/20. Apparently, our customers are remaining COVID19 cautious. The majority of payments are being made through the mail or the "night box".
- We are also achieving a "steady state" in terms of public meetings. Communications improvements in the CSD conference room include a panoramic web camera, noise cancelling speakers, and an updated projector configuration. The intent is to provide a stable, clear, audible presentation to the public, and initial reports have been positive.

### **Management of the Day to Day Operations**

- A number of events have kept all Admin staff quite busy, which are highlighted in this report.
- Transition of roles and responsibilities as well as infrastructure repairs remain the focus of this month's Field Activities

### **Fiscal**

- Thanks to all Directors for the approval of the Rate Study at last month's Board Meeting. Along with your approval of the Proposition 218 newsletter, we are happy to say that we remain on-track. The newsletter of proposed water/sewer rates was posted on our website and Facebook page, and mailed to residents/owners the very next week. We are monitoring social media and have received three protest letters to date. In response to recent inquiries, staff has developed a visual representation of District expenditures by percentage (See attached).
- In the Financial section of the Board packet, Trish has provided us with a chart for tracking delinquencies. Total past due accounts as of October 31 was \$145,737, a slight dip from September's figure of \$151,860.



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- The State Water Resources Control Board, Department of Water Resources (SWRCB DWR) has selected HVLCS D to participate in a survey. This survey is focused on learning the financial impact of COVID-19 on water systems.

“The survey data will support the State Water Board’s (Board) efforts to understand the distribution and magnitude of unpaid water bills and their effect on the financial health of water systems across the state. The Board will use the aggregated data to assist policymakers in consideration of financial and other assistance options for water systems and households with water bill debt.”

We are encouraged that DWR is reaching out and are optimistic that our voices will be heard.

### **Personnel: Plus -Recruitment, Job Descriptions, Total Compensations Study etc.**

- Thanks to all Directors for the approval of the updated Job Descriptions. It is a relief to know this task is now behind us, and we can focus on our public outreach goals for the proposed rates in the upcoming months.
- Unfortunately, we had to say goodbye to Cody L on 11/3. We wish him the best. The consequential job opening was met with some great interest and very qualified candidates. We are happy to report that Donna M has accepted our offer. Welcome Donna! The Account Representatives fill a vital role in our organization, and we feel fortunate that we have been able to fill the position quickly. Special thanks are in order for our Accounting Supervisor, Trish, for spearheading this hiring effort, while simultaneously supporting Marty up front. This is no small task!

### **Major Projects**

- Valley Oaks
  - The second plan check by Coastland is complete, and KimCo has covered the plan check fees.
  - KimCo is now current with the temporary construction meter fees, and will be billed monthly in accordance with the mobile meter use policy and procedure.
  - Construction of one anchor store, Grocery Outlet appears to be coming to a close.
- Tank 9
  - The easements have been appropriately signed by our Board President, and by myself. The next step will be for the Association to provide their corresponding signatures. This item has been agend-ized in the Association’s Board Meeting of 11/14/20. Once this task is completed, we can check this item off the list of pre-requisites to this project.





**Hidden Valley Lake  
Community Services District**  
19400 Hartmann Road  
Hidden Valley Lake, CA 95467  
707.987.9201  
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- Staff is considering submitting a funding application for fuels reduction in this newly acquired easement. The creation of defensible space around infrastructure is another pre-requisite to the tank replacement project.
  
- OSHA
  - A significant change to our Management of Change (MOC) procedure was added to the abatement list. This change received final approval on 10/27. The RMP and document reference changes were complete by 10/29 and submitted to the County's Environmental Health Services Department (EHS). A MOC checklist was completed for the new installation of a chlorine sensor.
  - On 11/9, our OSHA representative, Supinda Wadsantad, conducted a closing conference call with myself and Alyssa. We are grateful to have had this opportunity to improve our safety methods for staff, and also VERY grateful to be done!
  - SCBA fit test results were sent to OSHA last week, and we have one last visit from the Industrial Hygienists scheduled for 11/20. Supinda would like us to keep her informed of the air monitoring results moving forward.
  
- WWTP Access Road Repair
  - Due to PSPS delays, this project did not start until 10/29, but was complete by 11/4. The road looks great, and we are also in discussions with the new Crazy Creek owners for road maintenance moving forward.
  - All costs are in for this project, and for the Public Assistance on DR4434 (2019 Rains) as a whole. The reimbursement request for this project was submitted 11/10, and the PA closeout process is underway.
  
- I & I: Meadow View Easement
  - The contract was awarded to Piazza Construction at last month's Board Meeting. Subsequently bonds have been reviewed and the agreement has been signed. The next step will be to schedule a pre-construction meeting.
  - At the same time, final details have been completed for the IRWM Grant Award and Agreement, allowing for 50% reimbursement.
  
- SCADA, AMI, Generators
  - The District participated in a Demand Response event on 10/30. These events are designed to help offset the cost of a SCADA replacement project.
  - Staff was approached by representatives of the Clean Water State Revolving Fund (CWSRF) regarding the AMI application submitted in 2018. While the principal forgiveness program called the Green Project Reserve is no longer available on the clean water side, it is still available within the Drinking Water State Revolving Fund (DWSRF). Staff has submitted a pre-application to help DWSRF determine the best funding



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opportunity for this AMI project.

- At the Special Meeting on 10/22, staff was given direction to move forward with applying for funding from the PSPS Community Resilience Grant Program sponsored by CalOES. The application was submitted on 10/23. No word yet on our status. Staff has also reached out to Coastland Engineering to revise the full generator project that was submitted to the HMG Program. The general request is to pare down the costs from \$2.4M to \$1.4M. Coastland expects to have this ready by the January Board Meeting.
- Further activity on these projects are pending the results of the NBS Revised Rate Study, the Prop 218 process, and the consequential rate changes.
- **Trane - Water Supply and Wildfire Mitigation**
  - Thanks to all Directors for the selection of Trane as an ESCO partner. A kick-off meeting was held on 10/30, where we discussed how to align milestones with Board Meetings. In the near term, we are potentially looking at a workshop on December 4, a financial workshop in early January, with a goal of producing a Term Sheet by the January Board Meeting.
- **LNU Complex Fire**
  - The District has been assigned a Program Delivery Manager (PDMG) to assist in the reimbursement process for the LNU Complex Fire expenses. The project structure is shaping up to be two projects under Category A (Debris Removal), and two projects under Category B (Continuity of Operations).
- **Potential projects**
  - LNU Fire de-briefing: While we engaged in some discussion at the last board meeting, we continue to keep in mind the need for a more comprehensive discussion with key stakeholders such as CalFire, County EOC, Supervisors.
  - Leak adjustment policy: We also discussed the possibility of re-implementing a revised version of the leak adjustment policy at the last Board Meeting. We have had some interesting discussions with a company called Serveline, that specializes in offering leak adjustment insurance. We hope to have this agenda-ized for the December Board Meeting.
  - The Hazard Mitigation funding opportunity resulting from the LNU Complex fire and others (DR4558) begins with the submitted of a Notice of Intent (NOI) by agencies wishing to pursue project funding. Staff is currently planning to submit three (3) NOIs through this funding mechanism; Fuels Mitigation, Tank 4 Replacement, and Water Distribution Mitigation. The website for downloading and uploading forms



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is not currently operable, but we hope to be able to download the NOI form soon, in order to make the 11/20 deadline.

- Staff attended a webinar hosted by the EPA regarding the America's Water Infrastructure Act of 2018. This law requires small water agencies to provide a Risk and Resilience Assessment (RRA) by 6/1/2021, and an Emergency Response Plan (ERP) within six (6) months of the RRA submittal.
- The Sustainable Groundwater Management Act of 2014 provides a path for agencies to preserve their authority in the management of their local aquifer. The Groundwater Sustainability Agency (GSA) project has yet to be started or funded.

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

**DATE:** November 17, 2020

**AGENDA ITEM:** Discussion and possible action: HVAC cleaning form to remove smoke, soot, and ash deposits in three buildings

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**RECOMMENDATIONS:** Authorize General Manager to facilitate HVAC Cleaning

---

**FINANCIAL IMPACT:** \$38,167.20 (KleenAir) / \$128,491.03 (ServePro)

**FUND/Dept/Acct:** 120/130 5-60-6011

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**BACKGROUND:** On October 23 and 26<sup>th</sup>, the District’s Admin, Plant, and Lab buildings were inspected by two HVAC companies, KleenAir, and ServePro. Because of the close proximity of the LNU Complex fire to the District buildings, smoke, soot and ash deposits are of concern for the health and safety of employees. Two estimates for cleaning are presented in this packet. It should be noted that the scope of the ServePro quote does include cleaning of outside buildings and structures. The District’s Program Delivery Manager (PDMG) for Disaster Public Assistance confirms that this is a common activity in the wake of a wildfire.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on November 17, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board



**KleenAir Heating & Air Conditioning**  
1657 Silica Avenue  
Sacramento, CA 95815



## PROPOSAL

**Presented to:**

**HiddenValley Lake Comm. Services District**  
19400 Hartmann Rd  
Hidden Valley Lake, CA 95467

**Job #** 9135  
**Job Name** Smoke Inspection  
**Proposal #** P-9135-1  
**Technician** Jeff Wilson  
**Issue Date** Oct 23 2020

**Customer Contact:**

H: (707) 987-9201  
M: (707) 533-9073  
E: [dwhite@hvlcsd.org](mailto:dwhite@hvlcsd.org)

**Location Address:**

19400 Hartmann Rd  
Hidden Valley Lake, CA 95467

**Your Price: \$19,543.30**

**HVAC Cleaning**

[31650] Clean all 4 heatpump air handlers in attic including Evaporative Coils blower assembly, drain pans ,drip lines and plenums. Attached supply and return ducts grills disinfect and deodorize entire hvac system to nadca standards . Price includes labor at prevailing wages and materials. Job will be done after hours as to not interrupt normal trend of operation.

1

\$19,543.30

**Your Price**

**\$19,543.30**

**Customer Approval:**

**I accept this proposal and agree to the terms and conditions.**

**Equipment List:**

<i>Name</i>	<i>Model #</i>	<i>Manufacturer</i>	<i>Serial #</i>	<i>Warranty</i>
HVAC Cleaning_ALL-PARTS				

**Contractor Warranties:**

**Contract Terms:**

I authorize KleenAir to perform the agreed upon work for the price presented in the above proposal. I have also read and accept the following payment terms: Payment is due in full upon completion of services unless otherwise agreed to in advance by both parties. Unpaid invoices will be subject to 5% interest after 30 days and an additional 10% after 60 days. Invoices more than 90 days past due will be immediately forwarded to collection with any additional fees incurred being the customer's responsibility.

**KleenAir Heating & Air Conditioning**  
1657 Silica Avenue  
Sacramento, CA 95815



# PROPOSAL

**Presented to:**

**HiddenValley Lake Comm. Services District**  
19400 Hartmann Rd  
Hidden Valley Lake, CA 95467

**Job #** 9136  
**Job Name** Smoke Inspection  
**Proposal #** P-9136-1  
**Technician** Jeff Wilson  
**Issue Date** Oct 23 2020

**Customer Contact:**

H: (707) 987-9201  
M: (707) 533-9073  
E: [dwhite@hvlcsd.org](mailto:dwhite@hvlcsd.org)

**Location Address:**

18896 Grange Rd  
Middletown, CA 95461

**Your Price: \$18,623.90**

**HVAC Cleaning**

[31650] Cleaning 3 HVAC systems and attached ductwork, grills, plenums and condensers at waste water treatment facility in 2 separate buildings work will be performed after hours as not to interfere with normal operations price includes labor at prevailing wages and materials.

1

\$18,623.90

**Your Price**

**\$18,623.90**

**Customer Approval:**

I accept this proposal and agree to the terms and conditions.

**Equipment List:**

<i>Name</i>	<i>Model #</i>	<i>Manufacturer</i>	<i>Serial #</i>	<i>Warranty</i>
HVAC Cleaning_ALL-PARTS				

**Contractor Warranties:**

**Contract Terms:**

Payment is due in full upon completion of services unless otherwise agreed to in advance by both parties. Unpaid invoices will be subject to 5% interest after 30 days and an additional 10% after 60 days. Invoices more than 90 days past due will be immediately forwarded to collection with any additional fees incurred being the customer's responsibility.



## Servpro West Coast Extreme Response Team - Elite Designation

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Tel: 831.275.1762  
Servpro West Coast - Regional Disaster Response Team  
Tax ID 47-5185722  
CSLB #1026761

Client: Hidden Valley  
Property: 19400 Hartmann Rd.  
Hidden Valley Lake, CA 95467

Operator: ARMANDO

Estimator: Paul Catilo

Business: (831) 275-2049

E-mail: paul@servprowestcoast.com

Type of Estimate: Lightning Complex Fire

Date Entered: 10/12/2020

Date Assigned:

Price List: CASW8X\_OCT20

Labor Efficiency: Restoration/Service/Remodel

Estimate: HIDDEN-VALLEY-LCF

Tax ID 47-5185722

**Our SERVPRO team is strictly adhering to IICRC GUIDELINES and best practices in relation to Complex Wildfire Remediation efforts. S**

1. Interior Structure Cleaning
2. Exterior Pressure Washing
3. Solar Panel Cleaning
4. HVAC Cleaning

\*Our technicians follow COVID-19 guidelines. Masks, gloves, booties/shoe covers to be worn at all times. Technicians temperature check is taken daily prior to performing work.

For further questions, please contact our office for assistance. Thank you for allowing SERVPRO to assist with your remediation project. We are committed to helping you.

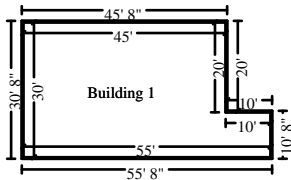


# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761

## HIDDEN-VALLEY-LCF

### Level 2



### Building 1

Height: 14'

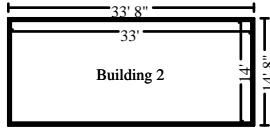
2,380.00 SF Walls	1,450.00 SF Ceiling
3,830.00 SF Walls & Ceiling	1,450.00 SF Floor
161.11 SY Flooring	170.00 LF Floor Perimeter
170.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
1. HEPA Vacuuming - Detailed - (PER SF)	1,450.00 SF	0.00	0.90	0.00	1,305.00
2. Clean the ceiling - Heavy	1,450.00 SF	0.00	0.76	1.05	1,103.05
<b>Walls</b>					
3. HEPA Vacuuming - Detailed - (PER SF)	2,380.00 SF	0.00	0.90	0.00	2,142.00
4. Clean the walls - Heavy	2,380.00 SF	0.00	0.76	1.73	1,810.53
5. Clean baseboard	170.00 LF	0.00	0.60	0.00	102.00
<b>Floor</b>					
6. HEPA Vacuuming - Detailed - (PER SF)	1,450.00 SF	0.00	0.90	0.00	1,305.00
7. Clean the floor - Heavy	1,450.00 SF	0.00	0.76	1.05	1,103.05
<b>Additional Items</b>					
8. Cleaning Technician - per hour	8.00 HR	0.00	76.50	0.00	612.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
9. Carbon vapor filter (for air scrubber) - 16" x 16"	2.00 EA	0.00	74.42	8.27	157.11
10. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 2 air scrubbers for 3 days	6.00 DA	0.00	120.00	0.00	720.00
<b>Totals: Building 1</b>				12.10	10,359.74



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## Building 2

Height: 14'

1,316.00 SF Walls	462.00 SF Ceiling
1,778.00 SF Walls & Ceiling	462.00 SF Floor
51.33 SY Flooring	94.00 LF Floor Perimeter
94.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
11. HEPA Vacuuming - Detailed - (PER SF)	462.00 SF	0.00	0.90	0.00	415.80
12. Clean the ceiling - Heavy	462.00 SF	0.00	0.76	0.33	351.45
<b>Walls</b>					
13. HEPA Vacuuming - Detailed - (PER SF)	1,316.00 SF	0.00	0.90	0.00	1,184.40
14. Clean the walls - Heavy	1,316.00 SF	0.00	0.76	0.95	1,001.11
15. Clean baseboard	94.00 LF	0.00	0.60	0.00	56.40
<b>Floor</b>					
16. HEPA Vacuuming - Detailed - (PER SF)	462.00 SF	0.00	0.90	0.00	415.80
17. Clean the floor - Heavy	462.00 SF	0.00	0.76	0.33	351.45
<b>Additional Items</b>					
18. Cleaning Technician - per hour	4.00 HR	0.00	76.50	0.00	306.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
19. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
20. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00
<b>Totals: Building 2</b>				<b>5.74</b>	<b>4,520.96</b>
<b>Total: Level 2</b>				<b>17.84</b>	<b>14,880.70</b>

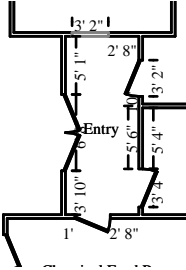
## Level 3





# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Entry

Height: 10'

310.56 SF Walls	99.99 SF Ceiling
410.55 SF Walls & Ceiling	99.99 SF Floor
11.11 SY Flooring	24.58 LF Floor Perimeter
44.00 LF Ceil. Perimeter	

<b>Door</b>	<b>3' 4" X 6' 8"</b>	<b>Opens into LOCKERS</b>
<b>Door</b>	<b>3' 1" X 6' 8"</b>	<b>Opens into CHEMICAL_FEE</b>
<b>Door</b>	<b>6' 8" X 6' 8"</b>	<b>Opens into Exterior</b>
<b>Missing Wall - Goes to Floor</b>	<b>3' 2" X 6' 8"</b>	<b>Opens into CONTROL_ROOM</b>
<b>Door</b>	<b>3' 2" X 6' 8"</b>	<b>Opens into SHOP</b>

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
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### Ceiling

31. HEPA Vacuuming - Detailed - (PER SF)	99.99 SF	0.00	0.90	0.00	89.99
32. Clean the ceiling - Heavy	99.99 SF	0.00	0.76	0.07	76.06

### Walls

33. HEPA Vacuuming - Detailed - (PER SF)	310.56 SF	0.00	0.90	0.00	279.50
34. Clean the walls - Heavy	310.56 SF	0.00	0.76	0.23	236.26
35. Clean baseboard	24.58 LF	0.00	0.60	0.00	14.75

### Floor

36. HEPA Vacuuming - Detailed - (PER SF)	99.99 SF	0.00	0.90	0.00	89.99
37. Clean the floor - Heavy	99.99 SF	0.00	0.76	0.07	76.06

### Additional Items

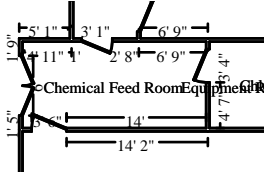
38. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
39. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
40. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00

Totals: Entry				4.50	1,377.66
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Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761

## Chemical Feed Room

Height: 10'



435.56 SF Walls	159.61 SF Ceiling
595.17 SF Walls & Ceiling	159.61 SF Floor
17.73 SY Flooring	38.25 LF Floor Perimeter
54.17 LF Ceil. Perimeter	

<b>Door</b>	<b>3' 4" X 6' 8"</b>	<b>Opens into EQUIPMENT_RO</b>
<b>Door</b>	<b>3' 1" X 6' 8"</b>	<b>Opens into ENTRY</b>
<b>Door</b>	<b>6' X 6' 8"</b>	<b>Opens into Exterior</b>
<b>Door</b>	<b>3' 6" X 6' 8"</b>	<b>Opens into BLOWER_ROOM</b>

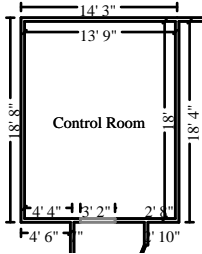
DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
41. HEPA Vacuuming - Detailed - (PER SF)	159.61 SF	0.00	0.90	0.00	143.65
42. Clean the ceiling - Heavy	159.61 SF	0.00	0.76	0.12	121.42
<b>Walls</b>					
43. HEPA Vacuuming - Detailed - (PER SF)	435.56 SF	0.00	0.90	0.00	392.00
44. Clean the walls - Heavy	435.56 SF	0.00	0.76	0.32	331.35
45. Clean baseboard	38.25 LF	0.00	0.60	0.00	22.95
<b>Floor</b>					
46. HEPA Vacuuming - Detailed - (PER SF)	159.61 SF	0.00	0.90	0.00	143.65
47. Clean the floor - Heavy	159.61 SF	0.00	0.76	0.12	121.42
<b>Additional Items</b>					
48. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
49. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
50. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
Totals: Chemical Feed Room				4.69	1,791.49





# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Control Room

**Height: 10'**

613.89 SF Walls	247.50 SF Ceiling
861.39 SF Walls & Ceiling	247.50 SF Floor
27.50 SY Flooring	60.33 LF Floor Perimeter
63.50 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

3' 2" X 6' 8"

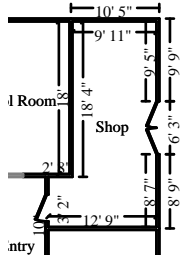
Opens into ENTRY

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
51. HEPA Vacuuming - Detailed - (PER SF)	247.50 SF	0.00	0.90	0.00	222.75
52. Clean the ceiling - Heavy	247.50 SF	0.00	0.76	0.18	188.28
<b>Walls</b>					
53. HEPA Vacuuming - Detailed - (PER SF)	613.89 SF	0.00	0.90	0.00	552.50
54. Clean the walls - Heavy	613.89 SF	0.00	0.76	0.45	467.01
55. Clean baseboard	60.33 LF	0.00	0.60	0.00	36.20
<b>Floor</b>					
56. HEPA Vacuuming - Detailed - (PER SF)	247.50 SF	0.00	0.90	0.00	222.75
57. Clean the floor - Heavy	247.50 SF	0.00	0.76	0.18	188.28
<b>Additional Items</b>					
58. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
59. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
60. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
<b>Totals: Control Room</b>				4.94	2,392.82



# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Shop

**Height: 10'**

677.22 SF Walls	257.24 SF Ceiling
934.47 SF Walls & Ceiling	257.24 SF Floor
28.58 SY Flooring	64.58 LF Floor Perimeter
74.00 LF Ceil. Perimeter	

**Door** **3' 2" X 6' 8"** **Opens into ENTRY**  
**Door** **6' 3" X 6' 8"** **Opens into Exterior**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
61. HEPA Vacuuming - Detailed - (PER SF)	257.24 SF	0.00	0.90	0.00	231.52
62. Clean the ceiling - Heavy	257.24 SF	0.00	0.76	0.19	195.69
<b>Walls</b>					
63. HEPA Vacuuming - Detailed - (PER SF)	677.22 SF	0.00	0.90	0.00	609.50
64. Clean the walls - Heavy	677.22 SF	0.00	0.76	0.49	515.18
65. Clean baseboard	64.58 LF	0.00	0.60	0.00	38.75
<b>Floor</b>					
66. HEPA Vacuuming - Detailed - (PER SF)	257.24 SF	0.00	0.90	0.00	231.52
67. Clean the floor - Heavy	257.24 SF	0.00	0.76	0.19	195.69
<b>Additional Items</b>					
68. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
69. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
70. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					

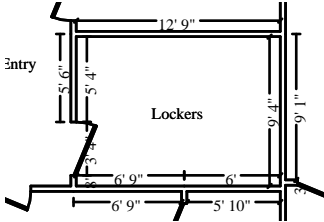
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Totals: Shop 5.00 2,532.90



# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Lockers

Height: 10'

419.44 SF Walls	119.00 SF Ceiling
538.44 SF Walls & Ceiling	119.00 SF Floor
13.22 SY Flooring	40.83 LF Floor Perimeter
44.17 LF Ceil. Perimeter	

**Door** **3' 4" X 6' 8"** **Opens into ENTRY**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
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**Ceiling**

71. HEPA Vacuuming - Detailed - (PER SF)	119.00 SF	0.00	0.90	0.00	107.10
72. Clean the ceiling - Heavy	119.00 SF	0.00	0.76	0.09	90.53

**Walls**

73. HEPA Vacuuming - Detailed - (PER SF)	419.44 SF	0.00	0.90	0.00	377.50
74. Clean the walls - Heavy	419.44 SF	0.00	0.76	0.30	319.07
75. Clean baseboard	40.83 LF	0.00	0.60	0.00	24.50

**Floor**

76. HEPA Vacuuming - Detailed - (PER SF)	119.00 SF	0.00	0.90	0.00	107.10
77. Clean the floor - Heavy	119.00 SF	0.00	0.76	0.09	90.53

**Additional Items**

78. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
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Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.

79. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
--	---------	------	-------	------	-------

80. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
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1 air scrubbers for 3 days

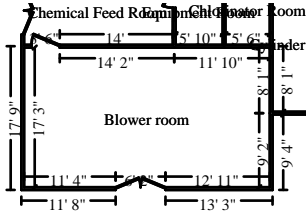
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Totals: Lockers		4.61	1,631.38
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# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Blower room

Height: 10'

889.56 SF Walls	525.71 SF Ceiling
1,415.26 SF Walls & Ceiling	525.71 SF Floor
58.41 SY Flooring	85.73 LF Floor Perimeter
95.40 LF Ceil. Perimeter	

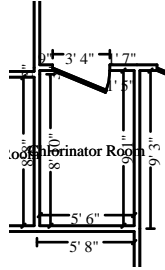
<b>Door</b>	<b>3' 6" X 6' 8"</b>	<b>Opens into CHEMICAL_FEE</b>
<b>Door</b>	<b>6' 2" X 6' 8"</b>	<b>Opens into Exterior</b>

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
81. HEPA Vacuuming - Detailed - (PER SF)	525.71 SF	0.00	0.90	0.00	473.14
82. Clean the ceiling - Heavy	525.71 SF	0.00	0.76	0.38	399.92
<b>Walls</b>					
83. HEPA Vacuuming - Detailed - (PER SF)	889.56 SF	0.00	0.90	0.00	800.60
84. Clean the walls - Heavy	889.56 SF	0.00	0.76	0.65	676.72
85. Clean baseboard	85.73 LF	0.00	0.60	0.00	51.44
<b>Floor</b>					
86. HEPA Vacuuming - Detailed - (PER SF)	525.71 SF	0.00	0.90	0.00	473.14
87. Clean the floor - Heavy	525.71 SF	0.00	0.76	0.38	399.92
<b>Additional Items</b>					
88. Cleaning Technician - per hour	6.00 HR	0.00	76.50	0.00	459.00
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
89. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
90. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 1 air scrubbers for 3 days	3.00 DA	0.00	120.00	0.00	360.00
<b>Totals: Blower room</b>				<b>5.54</b>	<b>4,172.43</b>



# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
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 Tax ID 47-5185722  
 CSLB #1026761



## Chlorinator Room

Height: 10'

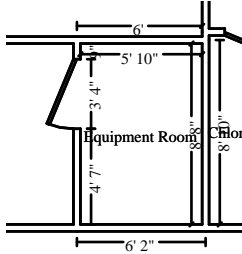
268.78 SF Walls	49.77 SF Ceiling
318.55 SF Walls & Ceiling	49.77 SF Floor
5.53 SY Flooring	25.77 LF Floor Perimeter
29.10 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	3' 4" X 6' 8"		TAX	TOTAL
			REPLACE	Opens into Exterior		
<b>Ceiling</b>						
91. HEPA Vacuuming - Detailed - (PER SF)	49.77 SF	0.00	0.90		0.00	44.79
92. Clean the ceiling - Heavy	49.77 SF	0.00	0.76		0.04	37.87
<b>Walls</b>						
93. HEPA Vacuuming - Detailed - (PER SF)	268.78 SF	0.00	0.90		0.00	241.90
94. Clean the walls - Heavy	268.78 SF	0.00	0.76		0.20	204.47
95. Clean baseboard	25.77 LF	0.00	0.60		0.00	15.46
<b>Floor</b>						
96. HEPA Vacuuming - Detailed - (PER SF)	49.77 SF	0.00	0.90		0.00	44.79
97. Clean the floor - Heavy	49.77 SF	0.00	0.76		0.04	37.87
<b>Additional Items</b>						
98. Cleaning Technician - per hour	1.00 HR	0.00	76.50		0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.						
99. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42		4.13	78.55
100. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00		0.00	360.00
1 air scrubbers for 3 days						
Totals: Chlorinator Room					4.41	1,142.20



## Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



### Equipment Room

Height: 10'

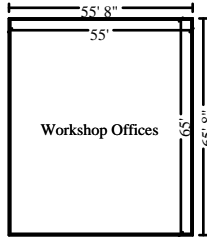
267.78 SF Walls	50.56 SF Ceiling
318.33 SF Walls & Ceiling	50.56 SF Floor
5.62 SY Flooring	25.67 LF Floor Perimeter
29.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	3' 4" X 6' 8" Door		TOTAL
			REPLACE	TAX	
<b>Opens into CHEMICAL_FEE</b>					
<b>Ceiling</b>					
101. HEPA Vacuuming - Detailed - (PER SF)	50.56 SF	0.00	0.90	0.00	45.50
102. Clean the ceiling - Heavy	50.56 SF	0.00	0.76	0.04	38.47
<b>Walls</b>					
103. HEPA Vacuuming - Detailed - (PER SF)	267.78 SF	0.00	0.90	0.00	241.00
104. Clean the walls - Heavy	267.78 SF	0.00	0.76	0.19	203.70
105. Clean baseboard	25.67 LF	0.00	0.60	0.00	15.40
<b>Floor</b>					
106. HEPA Vacuuming - Detailed - (PER SF)	50.56 SF	0.00	0.90	0.00	45.50
107. Clean the floor - Heavy	50.56 SF	0.00	0.76	0.04	38.47
<b>Additional Items</b>					
108. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
109. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
110. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit.	3.00 DA	0.00	120.00	0.00	360.00
1 air scrubbers for 3 days					
<b>Totals: Equipment Room</b>				4.40	1,143.09



# Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761



## Workshop Offices

Height: 20'

4,800.00 SF Walls	3,575.00 SF Ceiling
8,375.00 SF Walls & Ceiling	3,575.00 SF Floor
397.22 SY Flooring	240.00 LF Floor Perimeter
240.00 LF Ceil. Perimeter	

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Ceiling</b>					
111. HEPA Vacuuming - Detailed - (PER SF)	3,575.00 SF	0.00	0.90	0.00	3,217.50
112. Clean the ceiling - Heavy	3,575.00 SF	0.00	0.76	2.59	2,719.59
<b>Walls</b>					
113. HEPA Vacuuming - Detailed - (PER SF)	4,800.00 SF	0.00	0.90	0.00	4,320.00
114. Clean the walls - Heavy	4,800.00 SF	0.00	0.76	3.48	3,651.48
115. Clean baseboard	240.00 LF	0.00	0.60	0.00	144.00
<b>Floor</b>					
116. HEPA Vacuuming - Detailed - (PER SF)	3,575.00 SF	0.00	0.90	0.00	3,217.50
117. Clean the floor - Heavy	3,575.00 SF	0.00	0.76	2.59	2,719.59
<b>Additional Items</b>					
118. Cleaning Technician - per hour	1.00 HR	0.00	76.50	0.00	76.50
Technician(s) to clean doors, windows, light fixtures, sinks, cabinets, toilets, bath tub enclosures, railings, etc.					
119. Carbon vapor filter (for air scrubber) - 16" x 16"	1.00 EA	0.00	74.42	4.13	78.55
120. Neg. air fan/Air scrub.-Large (per 24 hr period)-No monit. 2 air scrubbers for 3 days	6.00 DA	0.00	120.00	0.00	720.00
Totals: Workshop Offices				12.79	20,864.71
Total: Level 3				<b>55.70</b>	<b>39,182.09</b>

## Exterior

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
121. Clean with pressure/chemical spray - Heavy	43,750.00 SF	0.00	0.43	31.72	18,844.22



## Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761

### CONTINUED - Exterior

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Solar Panels</b>					
122. Clean with pressure/chemical spray - Heavy	7,223.16 SF	0.00	1.50	5.24	10,839.98
<b>Roof</b>					
123. Clean with pressure/chemical spray - Heavy	11,267.07 SF	0.00	1.50	8.17	16,908.78
<b>Exterior walls</b>					
124. Boom lift - 50'-60' reach (per day)	6.00 DA	0.00	445.00	0.00	2,670.00
125. Fall protection harness and lanyard - per day	6.00 DA	0.00	8.00	0.00	48.00
126. Rental equipment delivery / mobilization / pick up (Bid item)	1.00 EA	0.00	900.00	0.00	900.00
<b>Totals: Exterior</b>				45.13	50,210.98

### HVAC Cleaning

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
127. Heat, Vent, & Air Conditioning (Bid Item)	3.00 EA	0.00	3,685.00	0.00	11,055.00
This is to clean interior air ducting furnace, compressor, etc.					
<b>Totals: HVAC Cleaning</b>				0.00	11,055.00

### General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
<b>Labor</b>					
128. Cleaning - Supervisory/Administrative - per hour	30.00 HR	0.00	76.49	0.00	2,294.70
129. Mobilization	1.00 EA	0.00	2,000.00	0.00	2,000.00
130. Equipment setup, take down, and monitoring (hourly charge)	16.00 HR	0.00	76.49	0.00	1,223.84
To perform initial inspection, photos, dry sponge sampling. light to moderate smoke. Install Hepa air filtration devices with activated charcoal filters. This Charge also accounts for the removal of all Hepa air filtration devices					
131. Personal protective mask (N-95)	24.00 EA	0.00	5.90	10.27	151.87
132. Personal protective gloves - Disposable (per pair)	96.00 EA	0.00	0.39	2.71	40.15





## Servpro West Coast Extreme Response Team - Elite Designation

Tel: 831.275.1762  
 Servpro West Coast - Regional Disaster Response Team  
 Tax ID 47-5185722  
 CSLB #1026761

### CONTINUED - General Conditions

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
133. Eye protection - plastic goggles - Disposable	8.00 EA	0.00	9.69	5.62	83.14
134. Add for HEPA filter (for negative air exhaust fan)	14.00 EA	0.00	192.42	177.63	2,871.51
135. Add for HEPA filter (for canister/backpack vacuums)	5.00 EA	0.00	57.42	14.50	301.60
136. Equipment decontamination charge - per piece of equipment 14 air scrubbers + 5 HEPA vacuums	19.00 EA	0.00	49.03	5.21	936.78
137. Single axle dump truck - per load - including dump fees	1.00 EA	258.23	0.00	0.00	258.23
138. Demobilization	1.00 EA	0.00	2,000.00	0.00	2,000.00
139. Cargo van and equipment - per day	9.00 EA	0.00	111.16	0.00	1,000.44
Totals: General Conditions				215.94	13,162.26
<b>Line Item Totals: HIDDEN-VALLEY-LCF</b>				<b>334.61</b>	<b>128,491.03</b>

### Grand Total Areas:

12,883.22 SF Walls	7,223.16 SF Ceiling	20,106.38 SF Walls and Ceiling
7,223.16 SF Floor	802.57 SY Flooring	915.42 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	998.17 LF Ceil. Perimeter
7,223.16 Floor Area	7,512.48 Total Area	12,883.22 Interior Wall Area
11,267.07 Exterior Wall Area	732.40 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



## Servpro West Coast Extreme Response Team - Elite Designation

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Tel: 831.275.1762  
Servpro West Coast - Regional Disaster Response Team  
Tax ID 47-5185722  
CSLB #1026761

### Summary for Dwelling

Line Item Total	128,156.42
Material Sales Tax	334.61
<b>Replacement Cost Value</b>	<b>\$128,491.03</b>
<b>Net Claim</b>	<b>\$128,491.03</b>

---

Paul Catilo

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

**DATE:** November 17, 2020

**AGENDA ITEM:** Discussion and possible action: Authorize the General Manager to accept Smith Construction’s estimate for chipping and spreading in the firebreak area

---

**RECOMMENDATIONS:** Authorize General Manager to facilitate chipping and spreading in the firebreak area

---

**FINANCIAL IMPACT:** \$16,000.00 per week

**Fund/Dept/Acct:** 120/130 5-60-6010

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**BACKGROUND:** In August 2020, the LNU Lightning Complex Fire was moving dangerously close to the Hidden Valley Lake Community. Upon recommendation from CalFire officials, the District built a firebreak to protect the health and safety of the public, and the integrity of its infrastructure. This firebreak activity removed trees, brush, and grasses in an area totaling 1.39million acres. As the high fire season wanes, and the rainy season approaches, this expanse of soil remains exposed to the elements. Much of the vegetation remains adjacent to the fire break. The attached quote represents the removal of this vegetation by chipping, which will be spread back on the exposed soil. The District’s Program Delivery Manager (PDMG) for Disaster Public Assistance believes this to be a Category A type of activity, defined as debris removal.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on November 17, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent

\_\_\_\_\_  
Secretary to the Board

**PROPOSAL**  
**Smith Construction & General Engineering, Inc.**

License# 731235  
P.O. Box 1056  
Middletown, CA 95461  
(707) 237-1293

DATE: <b>November 6 2020</b>			
<b>PROPOSAL SUBMITTED TO:</b>			
NAME: <b>HVL Community Service District</b>		JOB NAME: <b>Chipping - HVL</b>	
MAILING ADDRESS: <b>19400 Hartmann Road</b>		STREET:	
CITY: <b>Hidden Valley Lake</b>		CITY: <b>Hidden Valley Lake</b>	
STATE: <b>California</b>	ZIP: <b>95467</b>	STATE: <b>California</b>	ZIP: <b>95467</b>
PHONE: <b>707 987-9201</b>		Email: <b>info@hiddenvalleylakecsd.com</b>	

Smith Construction & General Engineering, Inc. proposes to furnish equipment and labor to complete the Chipping within Hidden Valley Lake as requested:  
Using three or four laborers with a small excavator, tractor and chipping machine.

Smith Construction & General Engineering, Inc. hereby proposes to furnish labor and equipment to complete in accordance with the above specifications, for the sum of sixteen thousand dollars (\$16,000.00) per week, with payment to be made in full upon completion.

All work to be completed in a manner according to standard practices. Required permits are to be obtained by landowner. Any alteration or deviation from above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the proposal. All agreements are contingent upon strikes, accident, or delays beyond our control. This proposal subject to acceptance within 15 days or is void thereafter at the option of the undersigned.

Authorized Signature: Kevin Smith

**ACCEPTANCE OF PROPOSAL**

The above proposal price, specifications, and conditions are hereby accepted. Upon signature below you are hereby authorizing Smith Construction & General Engineering, Inc. to complete work as specified, payment will be made as outlined above.

ACCEPTED:  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

**DATE:** November 17, 2020

**AGENDA ITEM:** Discussion and possible action: Approve and Adopt Resolution 2020-16 in support of Trane Preliminary Assessment, and Term Sheet

---

**RECOMMENDATIONS:** Approve and Adopt Resolution 2020-16 in support of Trane Preliminary Assessment, and Term Sheet

---

**FINANCIAL IMPACT:** None. No cost, non-binding

**FUND/Dept/Acct:**

---

**BACKGROUND:** On October 20, the Board of Directors selected Trane as a partner for finding water supply and wildfire resilience solutions. The following Resolution represents the commitment from both parties and the mutually agreed upon structure needed to facilitate the needs assessment process.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, Dennis White, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on November 17, 2020 by the following vote:

Ayes:

Noes:

Abstain:

Absent

\_\_\_\_\_  
Secretary to the Board



## RESOLUTION 2020-15

### **A RESOLUTION OF THE BOARD OF DIRECTIONS OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT, AUTHORIZING THE GENERAL MANAGER TO PROCEED WITH TRANE TO CONDUCT A PRELIMINARY ASSESSMENT AND TERM SHEET**

**WHEREAS**, Hidden Valley Lake Community Services District (HVLCS D) is interested in exploring the opportunity to improve its infrastructure and resilience; and

**WHEREAS**, HVLCS D conducted a competitive Request for Qualifications solicitation to find a Design-Build partner to help analyze and construct resilience and other energy related energy projects; and

**WHEREAS**, HVLCS D reviewed all responses to the solicitation and determined that Trane was the best fit to help HVLCS D identify, analyze, and construct resilience and other energy related projects; and

**WHEREAS**, Some energy market opportunities may be time sensitive in nature, and thus may require a relatively fast response in order to be captured; and

**WHEREAS**, Trane has specialized capabilities in the examination of infrastructure improvement projects, particularly in relation to interactions with evolving opportunities in the California electricity market; and

**WHEREAS**, Trane has expressed interest in performing a Preliminary Assessment of the opportunities for HVLCS D at no cost or obligation to the District as part of looking at a potential future Energy Services Performance Contract; and

**WHEREAS**, Trane has identified several possible grant opportunities, and offered to help HVLCS D develop grant proposals related to resilience related energy projects as part of the Design-Build process;

**WHEREAS**, HVLCS D is also interested in potentially moving forward with an Energy Services Performance Contract under California Government Code §4217, but needs the additional data that would come from a Preliminary Assessment in order to evaluate the opportunity.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Hidden Valley Lake Community Services District as follows:

1. The above recitals are true and correct and are hereby incorporated into this Resolution as findings of the Board of Directors of the Hidden Valley Lake Community Services District.
2. The General Manager is hereby directed to execute a non-binding Letter to Proceed with Trane to begin a Preliminary Assessment.
3. The General Manager is hereby directed to work with Trane in the development of a potential project Term Sheet
4. The General Manager is hereby directed to inform the Board of Directors of the Hidden Valley Lake Community Services District at a regularly scheduled board meeting or special meeting the results of the completed Trane Preliminary Assessment.
5. This Resolution shall become effective immediately.

I hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors of the Hidden Valley Lake Community Services District, at a meeting thereof held on the 17<sup>th</sup> day of November 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Jim Lieberman  
President of the Board

---

Dennis White  
General Manager/Secretary to the Board