



# Hidden Valley Lake Community Services District

## Regular Board Meeting

DATE: July 16, 2013  
TIME: 7:00 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) CONSENT CALENDAR
  - (A) MINUTES: Approval of the May 21, 2013 and June 18, 2013 Meeting  
Minutes of the Board of Directors is recommended
  - (B) WARRANTS: Approval of Warrant #030980 - #031055 for \$171,596.93 is recommended
  - (C) APPROVE BOARD MEMBER ATTENDANCE at July 19, 2013 ACWA  
(Association of California Water Agencies) Region 1 meeting in Santa Rosa
  - (D) ADOPTION OF RESOLUTION 2013-09: Declaring November 5, 2013 Board  
Member Election
  - (E) ADOPTION OF RESOLUTION 2013-10: Investment Policy for Fiscal Year 2013-2014
- 6) BOARD COMMITTEE REPORTS (for information only, no action anticipated)
  - Personnel Committee
  - Finance Committee
  - Security and Disaster Preparedness Program Committee
- 7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS (for information only,  
no action anticipated)
  - ACWA Region 1
  - ACWA State Legislative Committee
  - County OES
  - Other meetings attended
- 8) STAFF REPORTS (for information only, no action anticipated)
  - Accountant/Controller's Report
  - General Manager's Report
- 9) DISCUSSION AND POSSIBLE ACTION: California Special District Association  
(CSDA) Board Member Elections



# Hidden Valley Lake Community Services District

## Regular Board Meeting Minutes

DATE: May 21, 2013  
TIME: 7:00 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on May 21, 2013 at the hour of 7:00 p.m. by President Mirbegian at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

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

4) APPROVAL OF AGENDA:

Director Lieberman moved, Director Freeman seconded to approve the May 21, 2013 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

A. MINUTES: April 16, 2013 regular board meeting minutes.

B. WARRANTS: Approved warrants #030833 - 030901 for \$1,229,670.92.

C. APPROVAL AND ACCEPTANCE OF THE 2011-2012 AUDIT REPORT

Director Graham moved, Director Herndon seconded to approve the Consent Calendar.

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee – Director Herndon reported there was nothing to add to the written report. Director Mirbegian stated that the Personnel Committee will not meet in June but will meet in July to discuss policy process.

Finance Committee Report – Director Freeman had nothing to add to the written report that was enclosed in the May 21, 2013 agenda board meeting packet.

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

Policy Review Ad Hoc Committee – Director Mirbegian had nothing to add to the written report that was enclosed in the May 21, 2013 agenda board meeting packet.

7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

ACWA Region 1 – Director Mirbegian  
ACWA State Legislative Committee  
County OES  
Other meetings attended

8.) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

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

General Manager's Report:

General Manager Roland Sanford had nothing to add to the written report. Director Mirbegan congratulated employee Sam Garcia for passing the Wastewater Grade I test and commented on the more user friendly version of the financial reports. Director Lieberman commented on the access road and a potential for share cost with the Glider Port.

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

Director Mirbegan opened the hearing at 7:20 p.m. for public comments, there were no public comments, and the hearing was closed at 7:21 p.m.

10) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-06 confirming default balances and directing staff to file liens on real property

After discussion, Director Herndon moved, Director Lieberman seconded to approve Resolution 2013-05, a Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit and Directing Staff to File a Lien on Said Property

Resolution approved by unanimous vote.

11) DISCUSSION AND POSSIBLE ACTION: Adoption of Ordinance 53 Amending Capital Facilities Fee

Director Mirbegan opened the hearing at 7:22 p.m. for any public comments and the hearing was close at 7:23 p.m. There were no public comments.

Director Lieberman moved, Director Freeman seconded to approve Ordinance 53, an Ordinance Amending Capital Facilities Fees.

Ordinance approved by unanimous vote.

12) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-07 authorizing District's participation and support for Water Bond Coalition

After discussion, Director Lieberman moved, Director Herndon seconded to approve Resolution 2013-07, a Resolution of the Hidden Valley Lake Community Services District agreeing to participate in the Water Bond Coalition, Supporting the Activities of the Coalition, Endorsing Efforts of the Coalition to Advocate for the Fair and Equitable Distribution of State Water Bond Funds for Projects that will Benefit the Hidden Valley Lake Community Services District and other Entities Throughout Northern and Coastal California, and Designating Roland Sanford as the Official Representative for the Hidden Valley Lake Community Services District to the Water Bond Coalition.

Resolution approved by unanimous vote.

- 13) DISCUSSION AND POSSIBLE ACTION: Retention of accounting firm to perform 2012-2013 audit

Director Freeman moved, Director Herndon seconded to retain Smith and Newell's services for the 2012-2013 fiscal year audit.

Motion approved by unanimous vote.

- 14) DISCUSSION AND POSSIBLE ACTION: Status of 6-month work priorities

Mr. Sanford reviewed the status of District's progress made toward the completion of the 6 month work priorities identified at the March 19, 2013 Board of Directors meeting. He noted that in some instances little progress had been made due to other staff commitments.

After discussion Director Graham moved, Director Freeman seconded to suspend the policy making duties of the committees until October to accommodate the General Manager to complete priority tasks.

Motion approved by unanimous vote.

- 15) DISCUSSION AND POSSIBLE ACTION: Adoption of revised Personnel Committee Policy

After discussion, Director Lieberman moved, Director Graham seconded to approve the revised Personnel Committee Policy.

Motion approved by unanimous vote.

- 16) DISCUSSION AND POSSIBLE ACTION: Adoption of Resolution 2013-08 nominating a HVLCSD candidate for the 2014-2015 Region 1 Board

Director Lieberman moved, Director Freeman seconded to approve Resolution 2013-08, A Resolution of the Hidden Valley Lake Community Services District Placing in Nomination a Candidate as a Member of the Association of California Water Agencies Region 1 Board, nominating Judy Mirbegian.

Resolution approved by unanimous vote.

- 17) PUBLIC COMMENTS:

Property owner commented on how efficient the board meeting was.

- 18) BOARD MEMBER COMMENT:

Director Graham commented on the Upper Putah Creek Stewardship (UPCS) group's recent Putah Creek field trip for the students at Coyote Valley Elementary school and suggested CSD to consider partnering with the UPCS on similar outreach efforts as part of the District's Water Conservation Program.

- 19) ADJOURNMENT: The meeting was adjourned at 8:07 p.m. on motion by Director Graham, seconded by Director Freeman, and unanimously carried.

\_\_\_\_\_  
Roland Sanford      Date  
General Manager/Secretary to the Board

\_\_\_\_\_  
Judy Mirbegian      Date  
President of the Board



# Hidden Valley Lake Community Services District

## Regular Board Meeting Minutes

DATE: June 18, 2013  
TIME: 7:00 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on June 18, 2013 at the hour of 7:00 p.m. by President Mirbegan at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Herndon, Lieberman, and Mirbegan. Also present: General Manager Roland Sanford, Administrative Assistant Tami Ipsen, Accountant/Controller Tasha Klewe.

Absent – Director Graham.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Lieberman seconded to approve the June 18, 2013 Agenda.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

A. WARRANTS: Approved warrants #030902 - 030979 for \$227,987.98.

Director Herndon moved, Director Lieberman moved to approve the Consent Calendar.

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee – There was no report.

Finance Committee Report – Director Freeman reported the Finance Committee met on May 30, 2013 and June 10, 2013 to discuss the 2013-2014 budget.

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

7) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS:

ACWA Region 1 – Director Mirbegan had nothing to add to the written material included in the board packet.

ACWA State Legislative Committee – Director Herndon reviewed pending litigation regarding the Water Bond measure that is expected to be on the November ballot.

County OES – Director Lieberman commented on the new Chairperson for the Lake County Area OES Committee .

Other meetings attended – There were none.

8) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report:

Report enclosed in board packet. Tasha Klewe had nothing to add to the written report.

General Manager's Report:

In addition to General Manager Roland Sanford's written report, he reported that Field Operations received over \$1,000 from commercial recycling for scrap metal that had accumulated at the Water Reclamation Plant and the Water Quality Report (Consumer Confidence Report) was being printed for distribution in the District's newsletter.

9) FY 2013-2014 Budget Workshop

Mr. Sanford presented historical revenue and expense data, and provided a brief overview of the budget. He noted under the best of circumstances the projected 2010-2014 Water Fund revenue were substantially less than corresponding expenses and as a result it would be necessary to borrow from the Sewer Fund in order to achieve a balanced Water Fund budget in the 2013-2014 fiscal year.

10) PUBLIC COMMENTS:

There was an inquiry regarding if the salary survey included benefits or is it just base salary. Mr. Sanford confirmed it as a base salary survey

11) BOARD MEMBER COMMENT:

There were none.

12) ADJOURNMENT: The meeting was adjourned at 9:04 p.m. on motion by Director Freeman, seconded by Director Lieberman, and unanimously carried.

\_\_\_\_\_  
Roland Sanford      Date

\_\_\_\_\_  
Judy Mirbegian      Date  
President of the Board

**Hidden Valley Lake CSD  
Warrant Summary Report  
June 30, 2013**

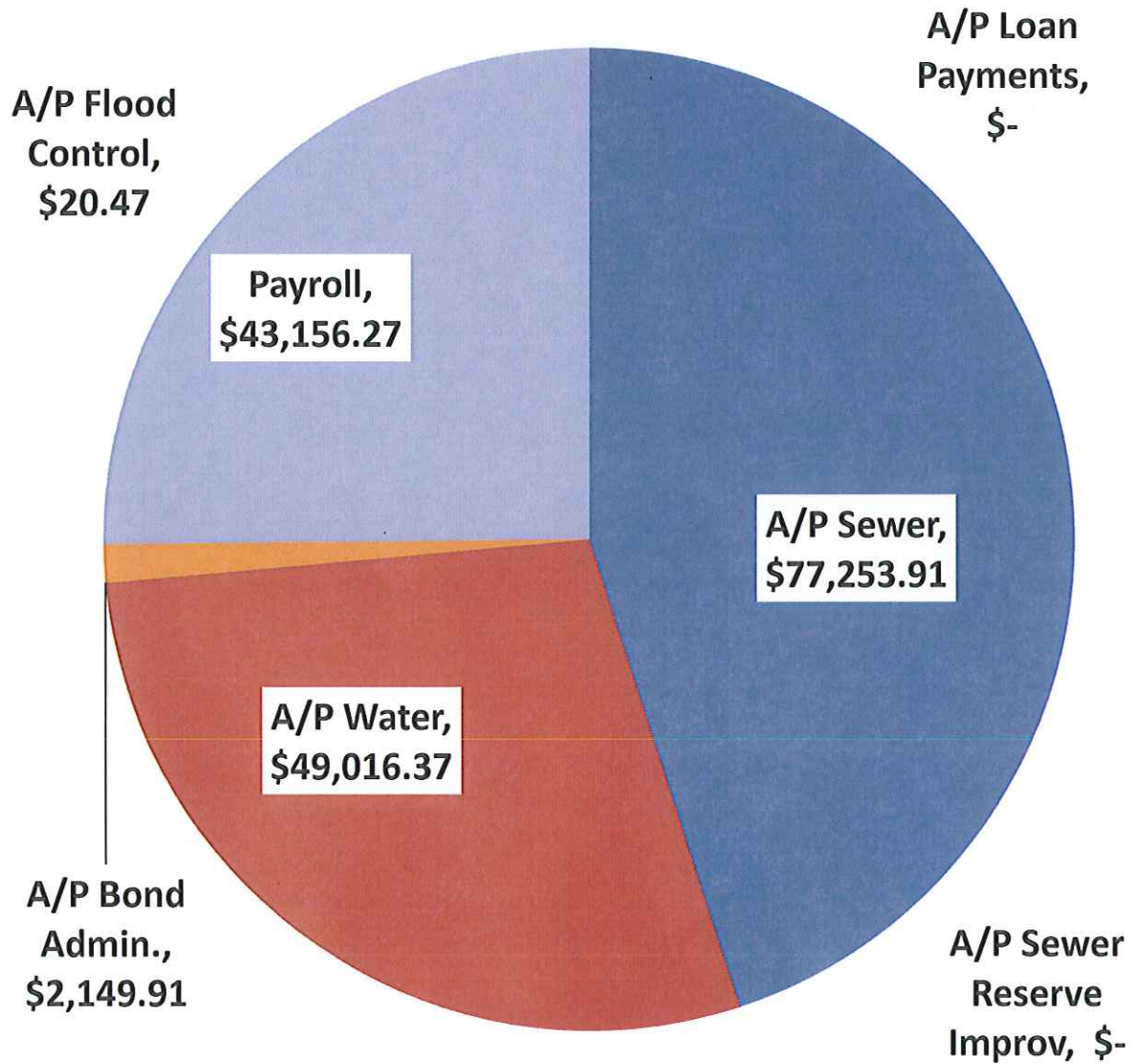
**HVLCSD Deposit Summary**

<b>Cash</b>	<b>\$ 113,244.79</b>
<b>Transfers:</b>	
<b>Money Market</b>	<b>\$ -</b>
<b>Total Deposits</b>	<b>\$ 113,244.79</b>

**HVLCSD Expenditure Summary**

<b>Accounts Payable</b>	
<b>120 - Sewer</b>	<b>\$ 77,253.91</b>
<b>130 - Water</b>	<b>\$ 49,016.37</b>
<b>140 - Flood Control</b>	<b>\$ 20.47</b>
<b>175 - FEMA Fund</b>	<b>\$ -</b>
<b>215 - USDA Sewer Bond</b>	<b>\$ -</b>
<b>217 - State Loan</b>	<b>\$ -</b>
<b>218 - CIEDB</b>	<b>\$ -</b>
<b>219 - USDA Solar Project</b>	<b>\$ -</b>
<b>375 - Sewer Reserve Improvement</b>	<b>\$ -</b>
<b>711 - Bond Administration</b>	<b>\$ 2,149.91</b>
<b>Total AP</b>	<b>\$ 128,440.66</b>
<b>Payroll</b>	<b>\$ 43,156.27</b>
<b>Total Warrants</b>	<b>\$ 171,596.93</b>

**Hidden Valley Lake CSD  
Warrants  
June 30, 2013  
\$171,597**



- A/P Sewer
- A/P Water
- A/P Flood Control
- A/P Loan Payments
- A/P Sewer Reserve Improv
- A/P Bond Admin.
- Payroll



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

CHECK DATE: 6/01/2013 THRU 6/30/2013  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

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<b>BANK DRAFT:</b>								
1010	6/14/2013	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	4,979.33CR	POSTED	A	6/14/2013
1010	6/28/2013	BANK-DRAFT		US DEPARTMENT OF THE TREASURY	4,963.35CR	POSTED	A	6/28/2013
1010	6/28/2013	BANK-DRAFT	000001	US DEPARTMENT OF THE TREASURY	15.30CR	POSTED	A	6/21/2013
<b>CHECK:</b>								
1010	6/07/2013	CHECK	030980	ARMED FORCE PEST CONTROL, INC.	180.00CR	POSTED	A	6/10/2013
1010	6/07/2013	CHECK	030981	CHASE CARD SERVICES UNITED MIL	25.00CR	POSTED	A	6/12/2013
1010	6/07/2013	CHECK	030982	EILEEN LUNA-FIREBAUGH	150.00CR	CLEARED	A	7/05/2013
1010	6/07/2013	CHECK	030983	GHD	2,280.36CR	POSTED	A	6/13/2013
1010	6/07/2013	CHECK	030984	KAREN JENSEN	47.46CR	POSTED	A	6/07/2013
1010	6/07/2013	CHECK	030985	MERRILL, ARNONE & JONES, LLP	1,722.00CR	POSTED	A	6/11/2013
1010	6/07/2013	CHECK	030986	OFFICE DEPOT	88.23CR	POSTED	A	6/11/2013
1010	6/07/2013	CHECK	030987	PATRICIA WILKINSON	88.14CR	POSTED	A	6/07/2013
1010	6/07/2013	CHECK	030988	QSI 2011, INC.	2,099.65CR	POSTED	A	6/18/2013
1010	6/07/2013	CHECK	030989	RICOH AMERICAS CORPORATION	149.72CR	POSTED	A	6/11/2013
1010	6/07/2013	CHECK	030990	TYLER TECHNOLOGY	6,351.91CR	POSTED	A	6/11/2013
1010	6/07/2013	CHECK	030991	RAMIREZ, SONIA	157.14CR	POSTED	A	6/17/2013
1010	6/07/2013	CHECK	030992	ABRAO, EDDIE W JR	81.69CR	POSTED	A	6/21/2013
1010	6/14/2013	CHECK	030993	NORMAN, ROGERS	802.23CR	POSTED	P	6/21/2013
1010	6/14/2013	CHECK	030994	PAOLINI, ROBERT	17.45CR	POSTED	A	6/17/2013
1010	6/14/2013	CHECK	030995	ACWA/JPIA	1,097.68CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	030996	AT&T	974.93CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	030997	CSG SYSTEMS	1,312.99CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	030998	OFFICE DEPOT	77.43CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	030999	SPECIAL DISTRICT RISK MANAGEME	23,703.69CR	POSTED	A	6/20/2013
1010	6/14/2013	CHECK	031000	TYLER TECHNOLOGY	121.00CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	031001	ANALYTICAL SCIENCES	1,609.50CR	POSTED	A	6/21/2013
1010	6/14/2013	CHECK	031002	BRELJE AND RACE LABS, INC.	748.20CR	POSTED	A	6/20/2013
1010	6/14/2013	CHECK	031003	CLEARLAKE LAVA, INC.	2,929.39CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	031004	DNA Ridge Rock	42.96CR	OUTSTND	A	0/00/0000
1010	6/14/2013	CHECK	031005	DNA Ridge Rock	68.05CR	OUTSTND	A	0/00/0000
1010	6/14/2013	CHECK	031006	EEL RIVER FUELS, INC.	1,286.98CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	031007	Fred Waldon & Family Trucking	930.00CR	CLEARED	A	7/01/2013
1010	6/14/2013	CHECK	031008	HARDESTER'S MARKETS & HARDWARE	268.60CR	POSTED	A	6/19/2013
1010	6/14/2013	CHECK	031009	INDUSTRIAL ELECTRIC MOTORS	776.28CR	POSTED	A	6/18/2013
1010	6/14/2013	CHECK	031010	JAMES DAY CONSTRUCTION, INC.	82.70CR	POSTED	A	6/20/2013
1010	6/14/2013	CHECK	031011	LAKE LABS	2,322.00CR	POSTED	A	6/20/2013
1010	6/14/2013	CHECK	031012	NAPA AUTO PARTS	847.63CR	POSTED	A	6/19/2013
1010	6/14/2013	CHECK	031013	PUBLIC SERVICE DEPARTMENT	10.08CR	POSTED	A	6/19/2013
1010	6/14/2013	CHECK	031014	SHAPE INCORPORATED	1,200.00CR	POSTED	A	6/19/2013
1010	6/14/2013	CHECK	031015	WORK WORLD	184.83CR	POSTED	A	6/24/2013
1010	6/14/2013	CHECK	031016	CALIFORNIA PUBLIC EMPLOYEES RE	7,498.55CR	POSTED	A	6/19/2013
1010	6/14/2013	CHECK	031017	STATE OF CALIFORNIA EMPLOYMENT	1,384.06CR	POSTED	A	6/17/2013
1010	6/14/2013	CHECK	031018	VARIABLE ANNUITY LIFE INSURANC	250.00CR	POSTED	A	6/18/2013

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

CHECK DATE: 6/01/2013 THRU 6/30/2013  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
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1010	6/21/2013	CHECK	031019	ADTS, INC	30.00CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031020	CARDMEMBER SERVICE	1,968.39CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031021	GEORGIA HOUSE GRAPHICS	1,474.42CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031022	MICHELLE HAMILTON	625.00CR	CLEARED	A	7/01/2013
1010	6/21/2013	CHECK	031023	OFFICE DEPOT	169.81CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031024	POLESTAR COMPUTERS	192.00CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031025	REDFORD SERVICES	950.00CR	CLEARED	A	7/01/2013
1010	6/21/2013	CHECK	031026	SOUTH LAKE REFUSE COMPANY	158.44CR	POSTED	A	6/24/2013
1010	6/21/2013	CHECK	031027	SPECIAL DISTRICT RISK MANAGEME	5,983.00CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031028	CLEARLAKE LAVA, INC.	633.32CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031029	EEL RIVER FUELS, INC.	1,381.84CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031030	HERTZ EQUIPMENT RENTAL	743.92CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031031	MENDO MILL CLEARLAKE	124.68CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031032	NAPA AUTO PARTS	59.39CR	POSTED	A	6/28/2013
1010	6/21/2013	CHECK	031033	NORMAN ROGERS	161.24CR	POSTED	A	6/24/2013
1010	6/21/2013	CHECK	031034	NORTHERN SAFETY CO, INC.	409.65CR	OUTSTND	A	0/00/0000
1010	6/21/2013	CHECK	031035	PACE SUPPLY CORP	499.66CR	POSTED	A	6/25/2013
1010	6/21/2013	CHECK	031036	USA BLUE BOOK	254.56CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031037	VERIZON WIRELESS	1,451.44CR	POSTED	A	6/26/2013
1010	6/21/2013	CHECK	031038	JACKSON, WILLIAM	127.77CR	CLEARED	A	7/01/2013
1010	6/28/2013	CHECK	031039	NORMAN, ROGERS	868.38CR	CLEARED	P	7/01/2013
1010	6/28/2013	CHECK	031040	NBS GOVERNMENT FINANCE GROUP	2,149.91CR	CLEARED	A	7/03/2013
1010	6/28/2013	CHECK	031041	NICHOLAS & JAMIE LUTZ	150.00CR	CLEARED	A	7/03/2013
1010	6/28/2013	CHECK	031042	PAUL SILVA	117.05CR	POSTED	A	6/28/2013
1010	6/28/2013	CHECK	031043	SUCCEED.NET	99.34CR	CLEARED	A	7/09/2013
1010	6/28/2013	CHECK	031044	TAMI IPSEN	231.67CR	CLEARED	A	7/01/2013
1010	6/28/2013	CHECK	031045	EEL RIVER FUELS, INC.	573.55CR	CLEARED	A	7/02/2013
1010	6/28/2013	CHECK	031046	FOXCROFT EQUIPMENT & SERVICES	172.54CR	CLEARED	A	7/05/2013
1010	6/28/2013	CHECK	031047	HACH COMPANY	128.83CR	CLEARED	A	7/02/2013
1010	6/28/2013	CHECK	031048	MENDO MILL CLEARLAKE	46.68CR	CLEARED	A	7/05/2013
1010	6/28/2013	CHECK	031049	PARKSON CORPORATION	1,254.10CR	CLEARED	A	7/02/2013
1010	6/28/2013	CHECK	031050	SHAPE INCORPORATED	20,560.02CR	CLEARED	A	7/03/2013
1010	6/28/2013	CHECK	031051	USA BLUE BOOK	1,771.57CR	CLEARED	A	7/08/2013
1010	6/28/2013	CHECK	031052	CALIFORNIA PUBLIC EMPLOYEES RE	7,498.55CR	CLEARED	A	7/03/2013
1010	6/28/2013	CHECK	031053	STATE OF CALIFORNIA EMPLOYMENT	1,414.06CR	CLEARED	A	7/01/2013
1010	6/28/2013	CHECK	031054	VARIABLE ANNUITY LIFE INSURANC	250.00CR	CLEARED	A	7/05/2013
1010	6/28/2013	CHECK	031055	U S POSTMASTER	1,500.00CR	CLEARED	A	7/03/2013

DEPOSIT:	-----							
1010	6/03/2013	DEPOSIT		CREDIT CARD 6/03/2013	1,387.05	POSTED	C	6/06/2013
1010	6/03/2013	DEPOSIT	000001	CREDIT CARD 6/03/2013	81.69	POSTED	C	6/06/2013
1010	6/03/2013	DEPOSIT	000002	CREDIT CARD 6/03/2013	2,130.74	POSTED	C	6/06/2013
1010	6/03/2013	DEPOSIT	000003	REGULAR DAILY POST 6/03/2013	9,186.30	POSTED	C	6/04/2013
1010	6/04/2013	DEPOSIT		CREDIT CARD 6/04/2013	465.87	POSTED	C	6/10/2013

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

CHECK DATE: 6/01/2013 THRU 6/30/2013  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	6/04/2013	DEPOSIT	000001	CREDIT CARD 6/04/2013	155.95	POSTED	C	6/12/2013
1010	6/04/2013	DEPOSIT	000002	REGULAR DAILY POST 6/04/2013	2,032.18	POSTED	C	6/05/2013
1010	6/05/2013	DEPOSIT		CREDIT CARD 6/05/2013	384.18	POSTED	C	6/07/2013
1010	6/05/2013	DEPOSIT	000001	CREDIT CARD 6/05/2013	465.87	POSTED	C	6/12/2013
1010	6/05/2013	DEPOSIT	000002	CREDIT CARD 6/05/2013	331.31	POSTED	C	6/10/2013
1010	6/05/2013	DEPOSIT	000003	REGULAR DAILY POST 6/05/2013	825.74	POSTED	C	6/06/2013
1010	6/06/2013	DEPOSIT		CREDIT CARD 6/06/2013	81.69	POSTED	C	6/10/2013
1010	6/06/2013	DEPOSIT	000001	CREDIT CARD 6/06/2013	568.45	POSTED	C	6/11/2013
1010	6/06/2013	DEPOSIT	000002	REGULAR DAILY POST 6/06/2013	1,432.18	POSTED	C	6/07/2013
1010	6/06/2013	DEPOSIT	000003	CREDIT CARD 6/06/2013	273.78	POSTED	C	6/06/2013
1010	6/07/2013	DEPOSIT		CREDIT CARD 6/07/2013	81.69	POSTED	C	6/06/2013
1010	6/07/2013	DEPOSIT	000001	CREDIT CARD 6/07/2013	200.98	POSTED	C	6/11/2013
1010	6/07/2013	DEPOSIT	000002	CREDIT CARD 6/07/2013	832.32	POSTED	C	6/11/2013
1010	6/07/2013	DEPOSIT	000003	REGULAR DAILY POST 6/07/2013	1,229.70	POSTED	C	6/10/2013
1010	6/10/2013	DEPOSIT		CREDIT CARD 6/10/2013	1,352.02	POSTED	C	6/12/2013
1010	6/10/2013	DEPOSIT	000001	CREDIT CARD 6/10/2013	81.69	POSTED	C	6/11/2013
1010	6/10/2013	DEPOSIT	000002	CREDIT CARD 6/10/2013	1,068.76	POSTED	C	6/17/2013
1010	6/10/2013	DEPOSIT	000003	REGULAR DAILY POST 6/10/2013	2,930.17	POSTED	C	6/11/2013
1010	6/11/2013	DEPOSIT		CREDIT CARD 6/11/2013	273.78	POSTED	C	6/11/2013
1010	6/11/2013	DEPOSIT	000001	CREDIT CARD 6/11/2013	777.93	POSTED	C	6/14/2013
1010	6/11/2013	DEPOSIT	000002	REGULAR DAILY POST 6/11/2013	2,840.74	POSTED	C	6/12/2013
1010	6/12/2013	DEPOSIT		CREDIT CARD 6/12/2013	81.69	POSTED	C	6/13/2013
1010	6/12/2013	DEPOSIT	000001	CREDIT CARD 6/12/2013	81.69	POSTED	C	6/18/2013
1010	6/12/2013	DEPOSIT	000002	CREDIT CARD 6/12/2013	449.00	POSTED	C	6/17/2013
1010	6/12/2013	DEPOSIT	000003	REGULAR DAILY POST 6/12/2013	1,625.95	POSTED	C	6/13/2013
1010	6/13/2013	DEPOSIT		CREDIT CARD 6/13/2013	192.09	POSTED	C	6/18/2013
1010	6/13/2013	DEPOSIT	000001	CREDIT CARD 6/13/2013	448.40	POSTED	C	6/18/2013
1010	6/13/2013	DEPOSIT	000002	REGULAR DAILY POST 6/13/2013	2,579.37	POSTED	C	6/14/2013
1010	6/14/2013	DEPOSIT		CREDIT CARD 6/14/2013	2,576.04	POSTED	C	6/18/2013
1010	6/14/2013	DEPOSIT	000001	REGULAR DAILY POST 6/14/2013	6,532.63	POSTED	C	6/17/2013
1010	6/14/2013	DEPOSIT	000002	CREDIT CARD 6/14/2013	355.47	POSTED	C	6/14/2013
1010	6/17/2013	DEPOSIT		CREDIT CARD 6/17/2013	473.33	POSTED	C	6/21/2013
1010	6/17/2013	DEPOSIT	000001	CREDIT CARD 6/17/2013	273.78	POSTED	C	6/20/2013
1010	6/17/2013	DEPOSIT	000002	CREDIT CARD 6/17/2013	81.69	POSTED	C	6/20/2013
1010	6/17/2013	DEPOSIT	000003	CREDIT CARD 6/17/2013	3,407.14	POSTED	C	6/20/2013
1010	6/17/2013	DEPOSIT	000004	REGULAR DAILY POST 6/17/2013	27,055.71	POSTED	C	6/18/2013
1010	6/18/2013	DEPOSIT		CREDIT CARD 6/18/2013	838.40	POSTED	C	6/21/2013
1010	6/18/2013	DEPOSIT	000001	CREDIT CARD 6/18/2013	2,804.06	POSTED	C	6/21/2013
1010	6/18/2013	DEPOSIT	000002	REGULAR DAILY POST 6/18/2013	5,457.48	POSTED	C	6/19/2013
1010	6/19/2013	DEPOSIT		CREDIT CARD 6/19/2013	332.09	POSTED	C	6/21/2013
1010	6/19/2013	DEPOSIT	000001	CREDIT CARD 6/19/2013	82.49	POSTED	C	6/24/2013
1010	6/19/2013	DEPOSIT	000002	CREDIT CARD 6/19/2013	2,006.65	POSTED	C	6/24/2013
1010	6/19/2013	DEPOSIT	000003	REGULAR DAILY POST 6/19/2013	2,497.56	POSTED	C	6/20/2013
1010	6/19/2013	DEPOSIT	000004	CREDIT CARD 6/19/2013	75.00	POSTED	C	6/24/2013

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

CHECK DATE: 6/01/2013 THRU 6/30/2013  
 CLEAR DATE: 0/00/0000 THRU 99/99/9999  
 STATEMENT: 0/00/0000 THRU 99/99/9999  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
<b>DEPOSIT:</b>								
1010	6/20/2013	DEPOSIT		REGULAR DAILY POST 6/20/2013	451.18	POSTED	C	6/21/2013
1010	6/21/2013	DEPOSIT		CREDIT CARD 6/21/2013	157.09	POSTED	C	6/28/2013
1010	6/21/2013	DEPOSIT	000001	REGULAR DAILY POST 6/21/2013	481.29	POSTED	C	6/24/2013
1010	6/21/2013	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	209.71CR	POSTED	U	6/21/2013
1010	6/24/2013	DEPOSIT		CREDIT CARD 6/24/2013	1,031.17	POSTED	C	6/27/2013
1010	6/24/2013	DEPOSIT	000001	REGULAR DAILY POST 6/24/2013	2,133.44	POSTED	C	6/25/2013
1010	6/24/2013	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	192.09CR	POSTED	U	6/24/2013
1010	6/25/2013	DEPOSIT		CREDIT CARD 6/25/2013	350.00	POSTED	C	6/28/2013
1010	6/25/2013	DEPOSIT	000001	REGULAR DAILY POST 6/25/2013	165.87	POSTED	C	6/26/2013
1010	6/25/2013	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	232.09CR	POSTED	U	6/25/2013
1010	6/26/2013	DEPOSIT		CREDIT CARD 6/26/2013	240.44	CLEARED	C	7/01/2013
1010	6/26/2013	DEPOSIT	000001	REGULAR DAILY POST 6/26/2013	15,054.73	POSTED	C	6/27/2013
1010	6/26/2013	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	17.47CR	POSTED	U	6/26/2013
1010	6/27/2013	DEPOSIT		REGULAR DAILY POST 6/27/2013	684.27	POSTED	C	6/28/2013
1010	6/28/2013	DEPOSIT		CREDIT CARD 6/28/2013	473.40	CLEARED	C	7/02/2013
1010	6/28/2013	DEPOSIT	000001	REGULAR DAILY POST 6/28/2013	892.80	CLEARED	C	7/01/2013
<b>MISCELLANEOUS:</b>								
1010	6/14/2013	MISC.		PAYROLL DIRECT DEPOSIT	20,673.43CR	POSTED	P	6/14/2013
1010	6/20/2013	MISC.		PAYROLL DIRECT DEPOSIT	92.35CR	POSTED	P	6/20/2013
1010	6/28/2013	MISC.		PAYROLL DIRECT DEPOSIT	20,719.88CR	POSTED	P	6/28/2013
<b>SERVICE CHARGE:</b>								
1010	6/04/2013	SERV-CHG		May 2013 ETS Fees	419.90CR	POSTED	G	6/04/2013
1010	6/04/2013	SERV-CHG	000001	May 2013 ETS Fees	283.01CR	POSTED	G	6/04/2013
1010	6/04/2013	SERV-CHG	000002	May 2013 ETS Fees	164.45CR	POSTED	G	6/04/2013
1010	6/04/2013	SERV-CHG	000003	May 2013 Analysis Fees	387.43CR	POSTED	G	6/17/2013
<b>TOTALS FOR ACCOUNT 1010</b>				CHECK	TOTAL:	120,153.29CR		
				DEPOSIT	TOTAL:	113,244.79		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	41,485.66CR		
				SERVICE CHARGE	TOTAL:	1,254.79CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	9,957.98CR		
<b>TOTALS FOR POOLED CASH FUND</b>				CHECK	TOTAL:	120,153.29CR		
				DEPOSIT	TOTAL:	113,244.79		
				INTEREST	TOTAL:	0.00		
				MISCELLANEOUS	TOTAL:	41,485.66CR		
				SERVICE CHARGE	TOTAL:	1,254.79CR		
				EFT	TOTAL:	0.00		
				BANK-DRAFT	TOTAL:	9,957.98CR		

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1722	US DEPARTMENT OF THE TREA	000000	9,957.98	N	120 2091	FIT PAYABLE	3,691.47
					120 2093	SOCIAL SECURITY PAYABL	166.91
					120 2094	MEDICARE PAYABLE	447.19
					120 5-00-5010	SALARY & WAGES	0.67
					120 5-10-5010	SALARIES & WAGES	283.75
					120 5-20-5010	SALARIES & WAGES	47.83
					120 5-30-5010	SALARIES & WAGES	278.45
					120 5-40-5010	DIRECTORS COMPENSATION	3.44
					130 2091	FIT PAYABLE	3,835.83
					130 2093	SOCIAL SECURITY PAYABL	167.54
					130 2094	MEDICARE PAYABLE	433.70
					130 5-00-5010	SALARY & WAGES	0.69
					130 5-10-5010	SALARIES & WAGES	283.73
					130 5-20-5010	SALARIES & WAGES	47.83
					130 5-30-5010	SALARIES & WAGES	264.74
					130 5-40-5010	DIRECTORS COMPENSATION	4.21
01-2283	ARMED FORCE PEST CONTROL,	030980	180.00	N	120 5-00-5155	MAINT BLDG & GROUNDS	90.00
					130 5-00-5155	MAINT BLDG & GROUNDS	90.00
01-2197	CHASE CARD SERVICES UNITE	030981	25.00	N	120 5-00-5080	MEMBERSHIP & SUBSCRIPT	12.50
					130 5-00-5080	MEMBERSHIP & SUBSCRIPT	12.50
01-1	MISCELLANEOUS VENDOR	030982	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00
01-2788	GHD	030983	2,280.36	N	130 5-00-5122	ENGINEERING SERVICES	2,280.36
01-2302	KAREN JENSEN	030984	47.46	N	120 5-20-5170	TRAVEL MILEAGE	23.73
					130 5-20-5170	TRAVEL MILEAGE	23.73
01-2754	MERRILL, ARNONE & JONES,	030985	1,722.00	Y	120 5-00-5121	LEGAL SERVICES	861.00
					130 5-00-5121	LEGAL SERVICES	861.00
01-2684	OFFICE DEPOT	030986	88.23	N	120 5-10-5090	OFFICE SUPPLIES	24.70
					120 5-30-5090	OFFICE SUPPLIES	19.42
					130 5-10-5090	OFFICE SUPPLIES	24.69
					130 5-30-5090	OFFICE SUPPLIES	19.42
01-2607	PATRICIA WILKINSON	030987	88.14	N	120 5-20-5170	TRAVEL MILEAGE	44.07
					130 5-20-5170	TRAVEL MILEAGE	44.07
01-2054	QSI 2011, INC.	030988	2,099.65	N	120 5-00-5110	CONTRACTUAL SERVICES	1,049.83
					130 5-00-5110	CONTRACTUAL SERVICES	1,049.82
01-2638	RICOH AMERICAS CORPORATIO	030989	149.72	N	120 5-10-5090	OFFICE SUPPLIES	74.86
					130 5-10-5090	OFFICE SUPPLIES	74.86
01-2585	TYLER TECHNOLOGY	030990	6,351.91	N	120 5-00-5110	CONTRACTUAL SERVICES	3,175.96
					130 5-00-5110	CONTRACTUAL SERVICES	3,175.95
01-1	MISCELLANEOUS VENDOR	030991	157.14		130 1052	ACCTS REC WATER USE	157.14
01-1	MISCELLANEOUS VENDOR	030992	81.69		130 1052	ACCTS REC WATER USE	81.69

ACCOUNTS PAYABLE  
 DISBURSEMENT REPORT

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR	030994	17.45		130 1052	ACCTS REC WATER USE	17.45
01-1961	ACWA/JPIA	030995	1,097.68	N	120 5-10-5020	EMPLOYEE BENEFITS	164.70
					120 5-20-5020	EMPLOYEE BENEFITS	95.85
					120 5-30-5020	EMPLOYEE BENEFITS	219.76
					130 5-10-5020	EMPLOYEE BENEFITS	185.98
					130 5-20-5020	EMPLOYEE BENEFITS	117.13
					130 5-30-5020	EMPLOYEE BENEFITS	314.26
01-8	AT&T	030996	974.93	N	120 5-00-5191	TELEPHONE	487.47
					130 5-00-5191	TELEPHONE	487.46
01-2111	CSG SYSTEMS	030997	1,312.99	N	120 5-00-5110	CONTRACTUAL SERVICES	656.50
					130 5-00-5110	CONTRACTUAL SERVICES	656.49
01-2684	OFFICE DEPOT	030998	77.43	N	120 5-10-5090	OFFICE SUPPLIES	12.35
					120 5-30-5090	OFFICE SUPPLIES	26.37
					130 5-10-5090	OFFICE SUPPLIES	12.34
					130 5-30-5090	OFFICE SUPPLIES	26.37
01-1705	SPECIAL DISTRICT RISK MAN	030999	23,703.69	N	120 5-00-5025	RETIREE HEALTH BENEFIT	849.92
					120 5-10-5020	EMPLOYEE BENEFITS	1,469.91
					120 5-20-5020	EMPLOYEE BENEFITS	1,469.91
					120 5-30-5020	EMPLOYEE BENEFITS	3,259.30
					120 5-40-5020	EMPLOYEE BENEFITS	3,486.02
					130 5-00-5025	RETIREE HEALTH BENEFIT	849.91
					130 5-10-5020	EMPLOYEE BENEFITS	2,089.74
					130 5-20-5020	EMPLOYEE BENEFITS	2,089.74
					130 5-30-5020	EMPLOYEE BENEFITS	4,633.68
					130 5-40-5020	EMPLOYEE BENEFITS	3,486.01
					140 5-10-5020	EMPLOYEE BENEFITS	4.64
					140 5-20-5020	EMPLOYEE BENEFITS	4.64
					140 5-30-5020	EMPLOYEE BENEFITS	10.27
01-2585	TYLER TECHNOLOGY	031000	121.00	N	120 5-00-5110	CONTRACTUAL SERVICES	60.50
					130 5-00-5110	CONTRACTUAL SERVICES	60.50
01-2101	ANALYTICAL SCIENCES	031001	1,609.50	Y	120 5-00-5195	ENV/MONITORING	1,609.50
01-47	BRELJE AND RACE LABS, INC	031002	748.20	N	120 5-00-5195	ENV/MONITORING	748.20
01-1479	CLEARLAKE LAVA, INC.	031003	2,929.39	N	120 5-00-5150	REPAIR & REPLACE	2,929.39
01-1	MISCELLANEOUS VENDOR	031004	42.96	N	120 5-00-5155	MAINT BLDG & GROUNDS	42.96
01-1	MISCELLANEOUS VENDOR	031005	68.05	N	120 5-00-5150	REPAIR & REPLACE	68.05
01-112	EEL RIVER FUELS, INC.	031006	1,286.98	N	120 5-00-5060	GASOLINE, OIL & FUEL	643.49
					130 5-00-5060	GASOLINE, OIL & FUEL	643.49
01-1	MISCELLANEOUS VENDOR	031007	930.00	N	120 5-00-5150	REPAIR & REPLACE	930.00
01-2538	HARDESTER'S MARKETS & HAR	031008	268.60	N	120 5-00-5150	REPAIR & REPLACE	74.92
					130 5-00-5150	REPAIR & REPLACE	193.68

ACCOUNTS PAYABLE  
DISBURSEMENT REPORT

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2787	INDUSTRIAL ELECTRIC MOTOR	031009	776.28	N	120 5-00-5150	REPAIR & REPLACE	776.28
01-111	JAMES DAY CONSTRUCTION, I	031010	82.70	N	130 5-00-5150	REPAIR & REPLACE	82.70
01-129	LAKE LABS	031011	2,322.00	Y	120 5-00-5195 130 5-00-5195	ENV/MONITORING ENV/MONITORING	1,302.00 1,020.00
01-2749	NAPA AUTO PARTS	031012	847.63	N	120 5-00-5061	VEHICLE MAINT	847.63
01-2667	PUBLIC SERVICE DEPARTMENT	031013	10.08	N	120 5-00-5155	MAINT BLDG & GROUNDS	10.08
01-2639	SHAPE INCORPORATED	031014	1,200.00	N	120 5-00-5150	REPAIR & REPLACE	1,200.00
01-2714	WORK WORLD	031015	184.83	N	120 5-30-5020 130 5-30-5020 140 5-30-5020	EMPLOYEE BENEFITS EMPLOYEE BENEFITS EMPLOYEE BENEFITS	91.49 92.42 0.92
01-21	CALIFORNIA PUBLIC EMPLOYE	031016	7,498.55	N	120 2088 120 2090 120 5-00-5021 120 5-10-5021 120 5-20-5021 120 5-30-5021 130 2088 130 2090 130 5-00-5021 130 5-10-5021 130 5-20-5021 130 5-30-5021	SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS	5.53 1,255.78 2.53 1,067.42 313.80 1,104.16 5.63 1,255.81 2.54 1,067.39 313.79 1,104.17
01-11	STATE OF CALIFORNIA EMPLO	031017	1,384.06	N	120 2092 120 2095 120 5-30-5020 130 2092 130 2095 130 5-30-5020	CIT PAYABLE S D I PAYABLE EMPLOYEE BENEFITS CIT PAYABLE S D I PAYABLE EMPLOYEE BENEFITS	507.15 152.90 11.09 552.02 149.80 11.10
01-1530	VARIABLE ANNUITY LIFE INS	031018	250.00	N	120 2099 130 2099	DEFERRED COMP - 457 PL DEFERRED COMP - PLAN 4	125.00 125.00
01-2672	ADTS, INC	031019	30.00	N	120 5-00-5179 130 5-00-5179	ADM MISC EXPENSE ADM MISC EXPENSE	15.00 15.00
01-2816	CARDMEMBER SERVICE	031020	1,968.39	N	120 5-00-5020 120 5-00-5061 120 5-00-5150 120 5-00-5155 120 5-10-5080 120 5-10-5090 120 5-30-5090 130 5-00-5020 130 5-10-5080 130 5-10-5090 130 5-10-5175	EMPLOYEE BENEFITS VEHICLE MAINT REPAIR & REPLACE MAINT BLDG & GROUNDS MEMBERSHIP & SUBSCRIPT OFFICE SUPPLIES OFFICE SUPPLIES EMPLOYEE BENEFITS MEMBERSHIP & SUBSCRIPT OFFICE SUPPLIES EDUCATION / SEMINARS	62.15 39.95 25.24 43.92 600.60 34.62 9.95 62.15 600.60 34.61 522.76

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2816	CARDMEMBER SERVICE	031020	1,968.39	N	** (CONTINUED) **		
					130 5-30-5090	OFFICE SUPPLIES	9.95
					130 5-30-5175	EDUCATION / SEMINARS	78.11CR
01-1	MISCELLANEOUS VENDOR	031021	1,474.42	N	120 5-10-5090	OFFICE SUPPLIES	737.21
					130 5-10-5090	OFFICE SUPPLIES	737.21
01-2699	MICHELLE HAMILTON	031022	625.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	312.50
					130 5-00-5110	CONTRACTUAL SERVICES	312.50
01-2684	OFFICE DEPOT	031023	169.81	N	120 5-10-5090	OFFICE SUPPLIES	84.91
					130 5-10-5090	OFFICE SUPPLIES	84.90
01-2533	POLESTAR COMPUTERS	031024	192.00	N	120 5-30-5090	OFFICE SUPPLIES	96.00
					130 5-30-5090	OFFICE SUPPLIES	96.00
01-2700	REDFORD SERVICES	031025	950.00	Y	120 5-00-5110	CONTRACTUAL SERVICES	475.00
					130 5-00-5110	CONTRACTUAL SERVICES	475.00
01-1579	SOUTH LAKE REFUSE COMPANY	031026	158.44	Y	120 5-00-5155	MAINT BLDG & GROUNDS	79.22
					130 5-00-5155	MAINT BLDG & GROUNDS	79.22
01-1705	SPECIAL DISTRICT RISK MAN	031027	5,983.00	N	120 5-00-5020	EMPLOYEE BENEFITS	3,111.16
					130 5-00-5020	EMPLOYEE BENEFITS	2,871.84
01-1479	CLEARLAKE LAVA, INC.	031028	633.32	N	120 5-00-5160	SLUDGE DISPOSAL	633.32
01-112	EEL RIVER FUELS, INC.	031029	1,381.84	N	120 5-00-5060	GASOLINE, OIL & FUEL	690.92
					130 5-00-5060	GASOLINE, OIL & FUEL	690.92
01-1920	HERTZ EQUIPMENT RENTAL	031030	743.92	Y	120 5-00-5150	REPAIR & REPLACE	743.92
01-2541	MENDO MILL CLEARLAKE	031031	124.68	N	130 5-00-5150	REPAIR & REPLACE	124.68
01-2749	NAPA AUTO PARTS	031032	59.39	N	120 5-00-5061	VEHICLE MAINT	59.39
01-1	MISCELLANEOUS VENDOR	031033	161.24	N	120 5-00-5150	REPAIR & REPLACE	161.24
01-2624	NORTHERN SAFETY CO, INC.	031034	409.65	N	120 5-00-5315	SAFETY EQUIPMENT	409.65
01-2702	PACE SUPPLY CORP	031035	499.66	N	130 5-00-5150	REPAIR & REPLACE	499.66
01-1751	USA BLUE BOOK	031036	254.56	N	120 5-00-5020	EMPLOYEE BENEFITS	32.95
					120 5-00-5315	SAFETY EQUIPMENT	221.61
01-2598	VERIZON WIRELESS	031037	1,451.44	N	120 5-00-5191	TELEPHONE	725.73
					130 5-00-5191	TELEPHONE	725.71
01-1	MISCELLANEOUS VENDOR	031038	127.77		130 1052	ACCTS REC WATER USE	127.77
01-19	NBS GOVERNMENT FINANCE GR	031040	2,149.91	N	711 5-00-5110	CONTRACTUAL SERVICES	2,149.91
01-1	MISCELLANEOUS VENDOR	031041	150.00	N	130 5-00-5505	WATER CONSERVATION	150.00



ACCOUNTS PAYABLE  
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SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
01-2703	PAUL SILVA	031042	117.05	N	130 5-30-5175	EDUCATION / SEMINARS	117.05
01-2784	SUCCEED.NET	031043	99.34	Y	120 5-00-5110 130 5-00-5110	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	49.67 49.67
01-1652	TAMI IPSEN	031044	231.67	N	130 5-00-5505	WATER CONSERVATION	231.67
01-112	EEL RIVER FUELS, INC.	031045	573.55	N	120 5-00-5060 130 5-00-5060	GASOLINE, OIL & FUEL GASOLINE, OIL & FUEL	286.78 286.77
01-2706	FOXCROFT EQUIPMENT & SERV	031046	172.54	N	120 5-00-5150	REPAIR & REPLACE	172.54
01-1023	HACH COMPANY	031047	128.83	N	120 5-00-5310	EQUIPMENT - FIELD	128.83
01-2541	MENDO MILL CLEARLAKE	031048	46.68	N	130 5-00-5150	REPAIR & REPLACE	46.68
01-1122	PARKSON CORPORATION	031049	1,254.10	N	120 5-00-5150	REPAIR & REPLACE	1,254.10
01-2639	SHAPE INCORPORATED	031050	20,560.02	N	120 1286	FIELD EQUIPMENT	20,560.02
01-1751	USA BLUE BOOK	031051	1,771.57	N	120 5-00-5150 120 5-00-5315	REPAIR & REPLACE SAFETY EQUIPMENT	895.40 876.17
01-21	CALIFORNIA PUBLIC EMPLOYE	031052	7,498.55	N	120 2088 120 2090 120 5-00-5021 120 5-10-5021 120 5-20-5021 120 5-30-5021 130 2088 130 2090 130 5-00-5021 130 5-10-5021 130 5-20-5021 130 5-30-5021	SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS SURVIVOR BENEFITS - PE PERS PAYABLE RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS RETIREMENT BENEFITS	5.70 1,294.96 6.26 1,067.42 310.08 1,197.22 5.46 1,216.63 6.24 1,067.39 310.08 1,011.11
01-11	STATE OF CALIFORNIA EMPLO	031053	1,414.06	N	120 2092 120 2095 120 5-30-5020 130 2092 130 2095 130 5-30-5020	CIT PAYABLE S D I PAYABLE EMPLOYEE BENEFITS CIT PAYABLE S D I PAYABLE EMPLOYEE BENEFITS	513.83 155.01 12.57 571.30 148.78 12.57
01-1530	VARIABLE ANNUITY LIFE INS	031054	250.00	N	120 2099 130 2099	DEFERRED COMP - 457 PL DEFERRED COMP - PLAN 4	125.00 125.00
01-981	U S POSTMASTER	031055	1,500.00	N	120 5-00-5092 130 5-00-5092 130 5-00-5505	POSTAGE & SHIPPING POSTAGE & SHIPPING WATER CONSERVATION	562.50 562.50 375.00

ACCOUNTS PAYABLE  
DISBURSEMENT REPORT

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

SORTED BY CHECK

VENDOR	NAME	CHECK #	TOTAL AMOUNT	1099	G/L ACCT NO#	G/L NAME	G/L AMOUNT
	1099 ELIGIBLE	8	8,230.20				
	1099 EXEMPT	67	<u>120,210.46</u>				
***	REPORT TOTALS	*** 75	128,440.66				

\*G / L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 1286	FIELD EQUIPMENT	20,560.02
120 2088	SURVIVOR BENEFITS - PERS	11.23
120 2090	PERS PAYABLE	2,550.74
120 2091	FIT PAYABLE	3,691.47
120 2092	CIT PAYABLE	1,020.98
120 2093	SOCIAL SECURITY PAYABLE	166.91
120 2094	MEDICARE PAYABLE	447.19
120 2095	S D I PAYABLE	307.91
120 2099	DEFERRED COMP - 457 PLAN	250.00
120 5-00-5010	SALARY & WAGES	0.67
120 5-00-5020	EMPLOYEE BENEFITS	3,206.26
120 5-00-5021	RETIREMENT BENEFITS	8.79
120 5-00-5025	RETIREE HEALTH BENEFITS	849.92
120 5-00-5060	GASOLINE, OIL & FUEL	1,621.19
120 5-00-5061	VEHICLE MAINT	946.97
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	12.50
120 5-00-5092	POSTAGE & SHIPPING	562.50
120 5-00-5110	CONTRACTUAL SERVICES	5,779.96
120 5-00-5121	LEGAL SERVICES	861.00
120 5-00-5150	REPAIR & REPLACE	9,231.08
120 5-00-5155	MAINT BLDG & GROUNDS	266.18
120 5-00-5160	SLUDGE DISPOSAL	633.32
120 5-00-5179	ADM MISC EXPENSE	15.00
120 5-00-5191	TELEPHONE	1,213.20
120 5-00-5195	ENV/MONITORING	3,659.70
120 5-00-5310	EQUIPMENT - FIELD	128.83
120 5-00-5315	SAFETY EQUIPMENT	1,507.43
120 5-10-5010	SALARIES & WAGES	283.75
120 5-10-5020	EMPLOYEE BENEFITS	1,634.61
120 5-10-5021	RETIREMENT BENEFITS	2,134.84
120 5-10-5080	MEMBERSHIP & SUBSCRIPTION	600.60

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

SORTED BY CHECK

## \*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 5-10-5090	OFFICE SUPPLIES	968.65
120 5-20-5010	SALARIES & WAGES	47.83
120 5-20-5020	EMPLOYEE BENEFITS	1,565.76
120 5-20-5021	RETIREMENT BENEFITS	623.88
120 5-20-5170	TRAVEL MILEAGE	67.80
120 5-30-5010	SALARIES & WAGES	278.45
120 5-30-5020	EMPLOYEE BENEFITS	3,594.21
120 5-30-5021	RETIREMENT BENEFITS	2,301.38
120 5-30-5090	OFFICE SUPPLIES	151.74
120 5-40-5010	DIRECTORS COMPENSATION	3.44
120 5-40-5020	EMPLOYEE BENEFITS	3,486.02
	** FUND TOTAL **	77,253.91
130 1052	ACCTS REC WATER USE	384.05
130 2088	SURVIVOR BENEFITS - PERS	11.09
130 2090	PERS PAYABLE	2,472.44
130 2091	FIT PAYABLE	3,835.83
130 2092	CIT PAYABLE	1,123.32
130 2093	SOCIAL SECURITY PAYABLE	167.54
130 2094	MEDICARE PAYABLE	433.70
130 2095	S D I PAYABLE	298.58
130 2099	DEFERRED COMP - PLAN 457 PAYAB	250.00
130 5-00-5010	SALARY & WAGES	0.69
130 5-00-5020	EMPLOYEE BENEFITS	2,933.99
130 5-00-5021	RETIREMENT BENEFITS	8.78
130 5-00-5025	RETIREE HEALTH BENEFITS	849.91
130 5-00-5060	GASOLINE, OIL & FUEL	1,621.18
130 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	12.50
130 5-00-5092	POSTAGE & SHIPPING	562.50
130 5-00-5110	CONTRACTUAL SERVICES	5,779.93
130 5-00-5121	LEGAL SERVICES	861.00
130 5-00-5122	ENGINEERING SERVICES	2,280.36
130 5-00-5150	REPAIR & REPLACE	947.40
130 5-00-5155	MAINT BLDG & GROUNDS	169.22
130 5-00-5179	ADM MISC EXPENSE	15.00
130 5-00-5191	TELEPHONE	1,213.17
130 5-00-5195	ENV/MONITORING	1,020.00
130 5-00-5505	WATER CONSERVATION	906.67
130 5-10-5010	SALARIES & WAGES	283.73
130 5-10-5020	EMPLOYEE BENEFITS	2,275.72
130 5-10-5021	RETIREMENT BENEFITS	2,134.78
130 5-10-5080	MEMBERSHIP & SUBSCRIPTION	600.60
130 5-10-5090	OFFICE SUPPLIES	968.61
130 5-10-5175	EDUCATION / SEMINARS	522.76
130 5-20-5010	SALARIES & WAGES	47.83
130 5-20-5020	EMPLOYEE BENEFITS	2,206.87
130 5-20-5021	RETIREMENT BENEFITS	623.87

ACCOUNTS PAYABLE  
DISBURSEMENT REPORT

SORTED BY CHECK

\*G/L EXPENSE DISTRIBUTION\*

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
130 5-20-5170	TRAVEL MILEAGE	67.80
130 5-30-5010	SALARIES & WAGES	264.74
130 5-30-5020	EMPLOYEE BENEFITS	5,064.03
130 5-30-5021	RETIREMENT BENEFITS	2,115.28
130 5-30-5090	OFFICE SUPPLIES	151.74
130 5-30-5175	EDUCATION / SEMINARS	38.94
130 5-40-5010	DIRECTORS COMPENSATION	4.21
130 5-40-5020	EMPLOYEE BENEFITS	3,486.01
	** FUND TOTAL **	49,016.37
140 5-10-5020	EMPLOYEE BENEFITS	4.64
140 5-20-5020	EMPLOYEE BENEFITS	4.64
140 5-30-5020	EMPLOYEE BENEFITS	11.19
	** FUND TOTAL **	20.47
711 5-00-5110	CONTRACTUAL SERVICES	2,149.91
	** FUND TOTAL **	2,149.91

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 \*\* TOTAL \*\* 128,440.66

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	: 6/01/2013 THRU 6/30/2013	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

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

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# Hidden Valley Lake Community Services District

## Finance Committee Report

DATE: July 9, 2013  
TIME: 6:30 p.m.  
PLACE: Hidden Valley Lake CSD  
Administration Office, Boardroom  
19400 Hartmann Road  
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Finance Committee called to order on July 9, 2013 at the hour of 6:30 p.m. by Director Freeman at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Graham and Freeman. Also present: General Manager Roland Sanford, Administrative Assistant Tami Ipsen and Accountant/Controller Tasha Klewe.

4) APPROVAL OF AGENDA:

Director Graham moved, Director Freeman seconded to approve the July 9, 2013 agenda.

Motion approved by unanimous vote.

5) REVIEW OF PROJECTED REVENUE AND EXPENSE FOR FY 2013-2014

The committee discussed the results of the CPS HR Consulting Salary Survey and reviewed various health care plan options and their associated costs, as well as two potential scenarios (Budget Version 8 and Budget Version 9) for reallocating funds.

6) DEVELOPMENT OF FY 2013-2014 BUDGET RECOMMENDATION

The committee will recommend Budget Version 8 for the FY 2013-2014 Budget at the July 16, 2013 and will also recommend Board approval of the Investment Policy for FY 2013-2014.

7) PUBLIC COMMENT

Mr. Sanford gave a DRAFT copy of the budget narrative to the committee for review.

8) ADJOURNMENT:

The meeting was adjourned at 7:30 p.m. on motion by Director Graham, seconded by Director Freeman, and unanimously carried.

## Tami Ipsen

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**Subject:** FW: Region Chair Report  
**Attachments:** untitled-[2].htm

Aldaron Laird, Region 1 Chair Report: July 2013, \*\*\*\*

· The 2014 Water Bond's IRWMP allocation has raised concerns with Region 1 ACWA members, most of who have been active in the North Coast IRWMP, and a Water Bond Coalition initially formed by the Sonoma County Water Agency back in 2006, and currently being revitalized, to support the passage and equitable distribution of IRWMP funds in Prop 84 and subsequent water bonds. Chapter 6, the Water Supply Reliability element of the Bond covers projects in 13 different regions of the state. Unfortunately, in an effort to streamline communications, ACWA staff have lumped allocation for these regions into an urban or rural IRWMP category. This language has caused an undue amount of confusion in rural regions who back in 2006 were concerned enough about the lion's share of Prop 84 funds going to urban areas at the expense of rural regions that the Water Bond Coalition was formed to advocate for an equitable sharing of Bond funds with rural regions who have limited access to other sources of revenue for their infrastructure and capital improvement projects. ACWA's recommended allocation of Bond funds amongst the 13 regions has not changed. ACWA's recommended allocation in total for IRWMP support in the 2014 Bond at 1.1 billion is slightly higher than in 2009, and those member agencies who rely heavily on IRWMP funds are appreciative of ACWA's understanding of the infrastructure funding needs of rural regions. To avoid undue concern regarding the IRWMP allocation, Region 1 requests that ACWA drop the urban/rural categories and rename it Category 1: "Local Resources Development Support for IRWMPs" and refer to the more detailed allocation discussion in Chapter 6. \*\*\*\*

· On July 19th Region 1 will be promoting our famous local product: WATER, at its drink local water event the "Take it From the Tap" campaign in Santa Rosa. \*\*\*\*

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## **Proposed Principles for Developing a Water Bond**

**July 2, 2013**

- 1) Authorize bond funding for future state investment that accomplishes critical statewide water policy priorities, including:
    - a. Protect the Sacramento-San Joaquin Delta.
    - b. Increase regional self-reliance and diversification for water supply, and reduce reliance on water imported from other watersheds, using Integrated Regional Water Management as the instrument for achieving regional self-reliance.
    - c. Ensure that all Californians, especially disadvantaged communities, have access to clean and safe drinking water.
    - d. Restore the health of California's watersheds, to protect our important coastal and inland waterways, especially for salmon that depend on both.
    - e. Promote development of new water technology to support greater water conservation and water reuse.
    - f. Expand California water storage options, including surface storage, groundwater cleanup, and stormwater capture.
    - g. Strike a fair, intelligent balance between improvements and maintenance of existing infrastructure and construction of new infrastructure.
  - 2) Increase accountability for spending of State water bond funding, including:
    - a. Prohibit earmarks to specific water projects, and establish competitive processes for awarding water bond funding.
    - b. Make water investment decisions on a regional basis, through the Integrated Regional Water Management Program.
    - c. Set standards and performance indicators to demonstrate progress on water bond investments.
    - d. Leverage State bond funding with federal, regional and local funding sources.
    - e. Require beneficiaries to pay for their benefits, while the public pays for public benefits.
    - f. Repurpose currently authorized, but unspent water bond funding from past voter-approved water bond measures.
    - g. Acknowledge all California's needs for infrastructure bond funding, including funding needs for education and transportation, in developing a bond that authorizes a reasonable amount of funding for water needs.
  - 3) Respect existing California water rights, including area-of-origin protections.
  - 4) Retain policy prohibiting use of water bond funding for construction or mitigation of new water conveyance facilities in the Delta.
-



## **BACKGROUND: Principles for Developing a Water Bond**

**July 2, 2013**

The November 2014 ballot includes a measure asking the voters to authorize general obligation bond funding totaling \$11.14 billion for water infrastructure (2014 Water Bond). The Legislature originally approved this bond measure in 2009, for the November 2010 ballot. The proposed bond measure included, and still includes, funding for drought relief, integrated regional water management, the Sacramento-San Joaquin Delta (Delta), watershed protection, groundwater cleanup and water recycling.

In 2010, after certain initiatives qualified for the same ballot and polling showed flagging support for the water bond, the Legislature amended and postponed the bond measure to November 2012. Last year, polling showed that voters still would not support an \$11.14 billion water bond. Assembly Speaker John Pérez and Senate President Pro Tempore Darrell Steinberg convened water bond stakeholders to encourage them to discuss reducing the size of the proposed water bond. When stakeholders could not agree to how to reduce the bond and polling showed continued lagging voter support, the Legislature delayed the bond measure to 2014. The appropriate structure of a water bond on the 2014 ballot remains an issue for the Legislature.

### **I. 2009 Delta/Water Legislation – 7<sup>th</sup> Extraordinary Session**

The Legislature originally approved the current water bond measure in the context of a package of legislation related to the Delta and water policy, the 2009 Delta/Water Legislation. The Legislature had worked all year on the Delta and water issues, starting with the Administration's submission of a Strategic Plan for the Delta on January 3. In a unique process, the Legislature convened bi-partisan, bi-cameral briefings on a plan for the Delta and on Delta governance. Following those briefings, certain legislators and their staff developed bills related to the Delta and certain water issues. The Legislature held hearings on those bills during August 2009. During this same period, the Legislature considered competing measures on water conservation, arising out of Governor Schwarzenegger's proposal to reduce urban water use by 20% by 2020. Some discussions regarding a water bond also proceeded, based on a Schwarzenegger proposal that had been considered every year since 2006. On the last night of the regular session, Senator Steinberg compiled the water bills (except the water bond) into one bill, but that bill did not pass.

**Governor Threatens Veto of All Bills If No Bond.** In that final week of session and the week before the deadline for the Governor to sign or veto bills, Schwarzenegger threatened to veto all bills unless the Legislature passed a package of water bills that included a water bond. He convened “the Big 5” to discuss a water package. Just before the deadline, the leadership agreed, in concept, on a package. Legislative leaders agreed to take the proposal to their caucuses. Schwarzenegger decided on the other bills on their merits and called the 7<sup>th</sup> Extraordinary Session to address water. In the weeks that followed, the Legislature continued working on the package of water bills, including a water bond measure authored by Senator Dave Cogdill.

**Special Session Bond Bill.** On October 27, Senator Cogdill introduced Senate Bill 2 of the 7<sup>th</sup> Extraordinary Session (SB 2 X7), a \$9.4 billion bond measure. In the days that followed, Senator Cogdill and Assemblymember Anna Caballero worked with other legislators on negotiating a water bond. The Assembly convened on Sunday afternoon, November 1, to consider the 2009 Delta/Water Legislation. On November 2, Senator Cogdill amended his bond bill, to increase the amount to \$9.99 billion, and the Senate passed the bond to the Assembly. Late on November 3, the Assembly passed the Delta Reform Act (SB 1 X7). The Assembly then amended the bond bill two more times in the early morning of November 4, leading to a total of authorized bond funding of \$11.14 billion. The Assembly passed that bond bill before dawn on November 4.

**Water Policy Bills Independent of Water Bond Bill.** The 7<sup>th</sup> Extraordinary Session resulted in passage of a package of bills that comprehensively addressed the challenges California faced in shaping its water future. The package, which the Governor signed in the following weeks, included SB 1 X7 (Delta Reform Act); SB 2 X7 (water bond); SB 6 X7 (Groundwater Elevation Monitoring); and SB 7 X7 (Water Conservation/20x2020), and SB 8 X7 (Water Rights Reporting & Enforcement). Each bill explicitly subjected its enactment to enactment of the other bills. Those other bills, however, were not conditioned on the bond bill’s passage and enactment by the voters. The package and the bond bill passed independently of each other.

#### **A. SB 1 X7: Delta Reform Act**

SB 1 X7 (Simitian) included several segments – reform of the Delta Protection Commission, creation of the Delta Conservancy, and the Delta Reform Act of 2009 (Reform Act). The Reform Act created the Delta Stewardship Council and required the Council’s development of a Delta Plan to set the path forward for all state and local agencies in managing the Delta’s valuable resources. The bill also imposed conditions on state agencies adopting a “Bay-Delta Conservation Plan” (BDCP) involving new conveyance of water from the Sacramento River to the state and federal water projects export facilities in the South Delta. The Reform Act also included requirements for various actions by the State, to achieve the “Coequal Goals” of water supply reliability and Delta ecosystem restoration. Section 85054 defines the Coequal Goals as:

*the two goals of providing a more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. The coequal goals shall be achieved in a manner that protects and enhances the unique cultural, recreational, natural resource, and agricultural values of the Delta as an evolving place.*

The 2014 Water Bond includes \$2.25 billion for the Delta, including \$750 million for Delta counties and cities and \$1.5 billion for the Delta ecosystem. The Assembly floor analysis includes substantial description and analysis of SB 1 X7.

**B. SB 2 X7: The Water Bond**

SB 2 X7 (Cogdill) placed an \$11.14 billion bond measure on the November 2010 ballot. More information on the specific provisions of the bond can be found at the Assembly Water, Parks & Wildlife Committee's webpage – [Water Bond Reference Page](#).

**C. SB 6 X7: Statewide Groundwater Monitoring**

SB 6 X7 (Steinberg) created a statewide groundwater elevation program, relying on volunteer agencies overlying each aquifer to report the depth to groundwater. After Schwarzenegger vetoed several groundwater bills in the preceding years, SB 6 X7 represented the first statewide program to monitor groundwater supplies. It did not go as far as previous bills that the Governor had vetoed. It also included limitations on the groundwater monitoring program. SB 6 X7 established a program that, over the years, will create a foundation of information as to the conditions of California's groundwater aquifers.

**D. SB 7 X7: Water Conservation – 20 x 2020**

SB 7 X7 (Steinberg) culminated a multi-year effort to expand water conservation in California. In February 2008, Governor Schwarzenegger called for Californians to reduce their urban water use by 20% by 2020 (20x2020). Over the next year, bills by then-Assemblymen Laird and Feuer proposed to implement the Governor's call. The bill that passed adopted the 20x2020 objective for urban agencies and created an agricultural water management program. The 20x2020 program provided flexibility for urban water suppliers in achieving that objective, to allow for agencies' previous water conservation efforts. Since passage, several urban water agencies have reported that they already have complied with the 20x2020 objective, although the reasons for their success may not be related to water conservation efforts arising out of the legislation.

**E. SB 8 X7: Water Rights Reporting & Enforcement**

SB 8 X7 (Steinberg) addressed several issues related to water rights reporting and enforcement, as well as appropriated \$579 million from bond funding for actions in the Delta. On water use reporting, the bill removed a long-standing exemption for Delta water users to report their water users and imposed significant penalties for failure to report. These penalties resulted in many more water users across the state reporting their water use. The \$579-million appropriation directed state funding to Delta levees, drought response (through Integrated Regional Water Management), and development of BDCP.

## **II. Development of Principles for Developing a Water Bond**

After the Legislature postponed the election on the water bond to 2014, discussions among stakeholders about how to reformulate the water bond continued. This past winter, Senate committees held hearings on topics related to the water bond. In February, the Senate hearing addressed "California's Debt Condition: Priming the Pump for a Water Bond." In March, the hearing addressed "What's Changed Since the Legislature Passed the Safe, Clean, and Reliable Drinking Water Supply Act of 2010?" The Senate now has two water bond bills that remain in the Senate Natural Resources & Water Committee (SB 40/Pavley and SB 42/Wolk). The Assembly Water, Parks & Wildlife Committee authored a bill, AB 1331, requiring studies of the financial needs in three issue areas – the Delta, safe drinking water, and water infrastructure.

## **A. Water Bond Working Group – Member Briefings on Water**

In May, Assembly Speaker John Pérez appointed a working group in the Democratic caucus, to lead a program to brief Democratic Assemblymembers on the water bond and water issues generally. The Speaker also stated publicly that work on the water bond would not start until after passage of the budget. He appointed Assemblymember Anthony Rendon to chair the Water Bond Working Group (Working Group). Working Group members organized water policy briefings for their colleagues from their regions. Briefings included speakers and discussion about water policy and the potential needs for water bond funding.

## **B. Proposed Principles: Issues for Consideration**

Drawing on these briefings and discussions, the Water Bond Working Group began discussing principles for developing a water bond after passage of the State Budget. The Working Group then identified priorities and accountability measures for developing a water bond that would gain the support of 2/3 of the Legislature and the voters. The Working Group's proposed principles (the Principles) accompany this background paper and may be found at: <http://awpw.assembly.ca.gov/waterbondreferencedocuments>

The Principles raise issues for further consideration by the Legislature and stakeholders. They are intended to start a statewide discussion about the future of California water and how Californians finance the water infrastructure they need. Legislators may use the Principles as the foundation for a conversation with their constituents. The water community may use them to frame their discussions and their interaction with the Legislature. The Principles are the beginning of the discussion, not the conclusion.

### **1. Priorities for Water Bond Funding**

The Working Group identified priorities that have emerged as critical to California's water future. The Working Group's proposed priorities arise out of discussions in the Legislature, the water community and the state at large. Water community organizations have adopted water bond priorities. The Principles reflect some of the most important challenges and issues to building California's future for effective management of its water resources. These priorities include:

- The Delta
- Regional Self-Reliance/Integrated Regional Water Management
- Safe Drinking Water for All Californians (especially for disadvantaged communities)
- Health of California's Watersheds (especially for salmon)
- Water Conservation and Water Reuse
- Water Storage – surface and groundwater
- Balance Between Existing and New Infrastructure

These priorities may raise issues as to the amount of the need, their relative priority, and the structure of the funding allocations. The priorities also may raise questions as to the underlying policy. Discussions about the water bond – inside and outside the Capitol – have included many questions about what a new water bond might include and how it implements State water policy. In some cases, the 2009 Delta/Water Legislation may provide a policy framework. Or the underlying policy may have evolved since 2009. Policy may appear in the bond or may be developed in independent legislation. Any legislation signed by the Governor before the voters

approve the bond in November 2014 may provide the basis for interpreting the bond's language. Specifically, the priorities may raise the following questions:

- *The Delta:* How does the bond funding implement the 2009 Delta/Water Legislation, including the Coequal Goals? Does the bond fund ecosystem restoration connected to the BDCP (i.e. the required Natural Community Conservation Plan for the Delta tunnels)? Does bond funding support Delta County efforts to improve conditions in the Delta? Does the bond implement operational assurances for the Delta tunnels?
- *Regional Self-Reliance:* How does bond funding support state policy on reducing reliance on Delta water exports, in statute and in the new Delta Plan? Does bond funding support development of new technology and local water resources, such as stormwater capture? Does bond funding incentivize water agencies to collaborate in deciding water infrastructure funding priorities for their entire region?
- *Safe Drinking Water:* Can the bond funding clean up the unsafe drinking water suffered by the small, disadvantaged communities discussed in the Assembly in recent years? Which agency has responsibility for making this funding available to disadvantaged communities?
- *Health of California's Watersheds:* Does the bond protect the coastal and inland waterways on which the iconic salmon depend? Will the bond protect North Coast rivers from further diversions? Will the bond fund water infrastructure that addresses its effects on fishery habitat? Does bond funding support water management efforts in upper watersheds?
- *Water Conservation/Reuse:* Does the bond fund specific technology for increasing water-use efficiency? How do water conservation and reuse programs relate to regional water governance and self-reliance? How does bond funding relate to 20x2020?
- *Water Storage:* Do the terms of the current "Statewide Water System Operational Improvement" chapter, such as continuous appropriation, still apply? How does the bond define "public benefits" of water storage? Does the bond fund storage projects that partially benefit local or regional needs? Does the bond fund only "statewide" water storage? How does bond funding protect the State's interests in storage projects? Who controls the State's "public benefits?" How does bond funding improve regional governance and management of groundwater storage resources?
- *Existing/New Infrastructure:* Does the bond pay for rehabilitation or improvement of existing infrastructure? Does the bond fund existing regional water infrastructure?

These questions only begin the discussion about developing the water bond, but they reflect a different approach to the bond's development – a focus on the priorities for the future of California's water at the start of the process. The priorities and the questions they engender emphasize the ultimate objectives of water bond funding, not the specific projects that specific stakeholders request. As is often advocated in water debates, they "put policy before plumbing."

## 2. Accountability

The Working Group concluded that the next bond needs to be crafted to assure voters that the use of bond funding will be used carefully for the state's water needs. The 2009 water bond bill received public criticism for some of the specific allocations. The 2010 bill postponing the water bond bill deleted certain provisions from the bond. The Principles therefore start with a prohibition on earmarks to specific water infrastructure projects and a commitment to competitive processes for funding decisions. The accountability provisions also include a policy favoring regional water management, so that decisions as to funding priorities may be made among many agencies within each region. The Principles also propose to leverage other funding resources and repurpose authorized funding from previously approved water-related bonds.

### **3. Assurances**

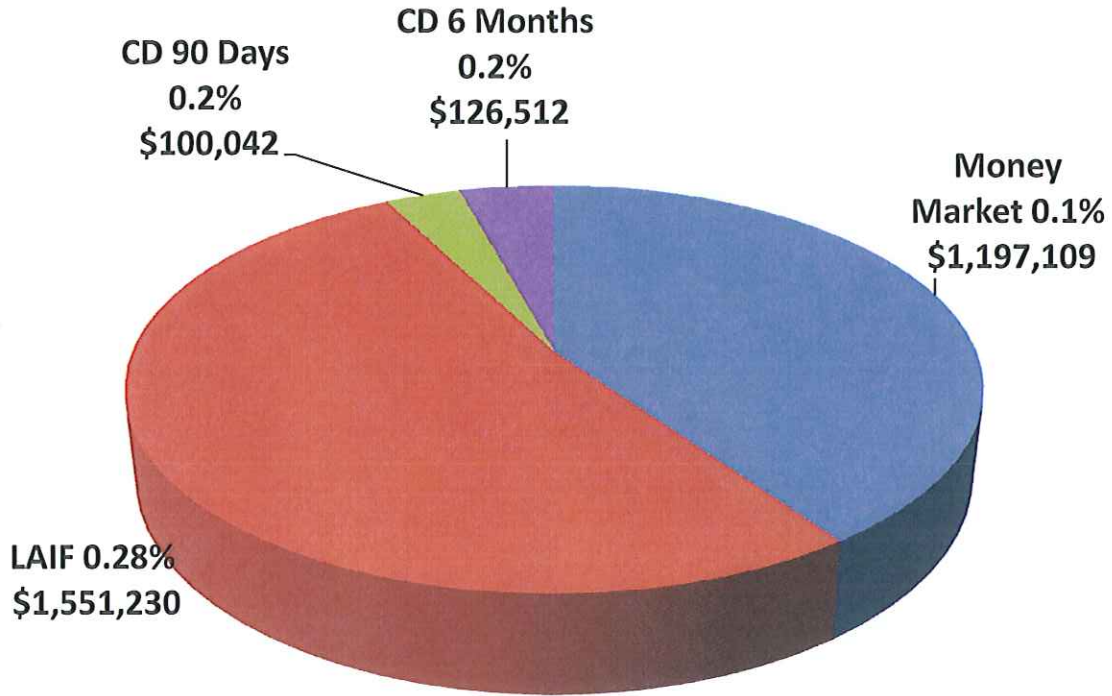
The 2014 Water Bond included several provisions that assured certain stakeholders as to how the bond funding may affect their interests. The Principles specify two of those assurances to be retained, as an important part of developing a new water bond:

- respect for existing water rights, including area-of-origin protections
- prohibition on bond funding for construction or mitigation of any new water conveyance facility in the Delta

**Hidden Valley Lake CSD  
Pooled Cash  
June 30, 2013**

<b>Beginning Balance</b>	<b>\$ 305,146.20</b>
<b>Deposits</b>	
Cash	\$ 113,244.79
Transfers	\$ -
<b>Total Deposits</b>	<b>\$ 113,244.79</b>
<b>Expenditures</b>	
Accounts Payable	\$ 128,440.66
Payroll	\$ 43,156.27
Bank Fees	\$ 1,254.79
<b>Total Expenditures</b>	<b>\$ 172,851.72</b>
<b>Ending Balance</b>	<b>\$ 245,539.27</b>

**HIDDEN VALLEY LAKE CSD  
INVESTMENT REPORT  
June 30, 2013  
\$2,974,894**



Investment	Interest Rate	Interest Earned this Period		Funds Invested
Money Market	0.10%	\$	56.47	\$ 1,197,109
LAIF	0.28%		-	\$ 1,551,230
90 Day CD	0.20%		5.17	\$ 100,042
6 Month CD	0.20%		18.52	\$ 126,512
<b>Total Funds Invested</b>				<b>\$ 2,974,894</b>

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



HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
YEAR TO DATE JUNE 30, 2013

**120-SEWER ENTERPRISE FUND  
REVENUE**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 PERMIT & INSPECTION FEES	0.00	100.00	400.00	(400.00)	0.00%
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00%
120-4045 AVAILABILITY FEES	6,000.00	7.69	5,843.16	156.84	97.39%
120-4050 SALES OF RECLAIMED WATER	78,100.00	15,873.72	115,362.85	(37,262.85)	147.71%
120-4111 COMM SEWER USE	20,500.00	1,653.43	20,342.96	157.04	99.23%
120-4112 GOV'T SEWER USE	0.00	50.18	100.36	(100.36)	0.00%
120-4116 SEWER USE CHARGES	849,000.00	143,768.97	867,169.27	(18,169.27)	102.14%
120-4210 LATE FEE 10%	15,400.00	2,349.71	15,617.26	(217.26)	101.41%
120-4300 MISC INCOME	700.00	849.60	1,352.95	(652.95)	193.28%
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00%
120-4505 LEASE INCOME	8,400.00	59.28	1,248.88	7,151.12	14.87%
120-4550 INTEREST	0.00	0.00	(1.33)	1.33	0.00%
<b>TOTAL REVENUES</b>	<b>978,100.00</b>	<b>164,712.58</b>	<b>1,027,436.36</b>	<b>(49,336.36)</b>	<b>105.04%</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
YEAR TO DATE JUNE 30, 2013

**120-SEWER ENTERPRISE FUND**  
EXPENDITURES - ALL DEPTS

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5010 SALARY & WAGES	347,800.00	31,227.13	345,840.36	1,959.64	99.44%
120-5020 EMPLOYEE BENEFITS	123,000.00	(24,680.20)	90,500.06	32,499.94	73.58%
120-5021 RETIREMENT BENEFITS	57,000.00	6,022.32	56,245.21	754.79	98.68%
120-5025 RETIREE HEALTH BENEFITS	5,100.00	425.72	5,632.04	(532.04)	110.43%
120-5030 DIRECTOR BENEFITS	0.00	38,351.68	38,351.68	(38,351.68)	0.00%
120-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00%
120-5060 GASOLINE, OIL & FUEL	11,800.00	1,621.19	13,270.95	(1,470.95)	112.47%
120-5061 VEHICLE MAINT	8,000.00	946.97	6,346.62	1,653.38	79.33%
120-5062 TAXES & LIC	1,000.00	0.00	362.97	637.03	36.30%
120-5074 INSURANCE	17,700.00	0.00	14,547.15	3,152.85	82.19%
120-5075 BANK FEES	4,800.00	627.39	6,861.45	(2,061.45)	142.95%
120-5080 MEMBERSHIP & SUBSCRIPTIONS	3,600.00	613.10	5,669.66	(2,069.66)	157.49%
120-5090 OFFICE SUPPLIES	5,400.00	1,336.51	6,647.50	(1,247.50)	123.10%
120-5092 POSTAGE & SHIPPING	2,200.00	562.50	620.65	1,579.35	28.21%
120-5110 CONTRACTUAL SERVICES	29,000.00	7,221.86	44,928.64	(15,928.64)	154.93%
120-5121 LEGAL SERVICES	5,700.00	861.00	10,983.73	(5,283.73)	192.70%
120-5122 ENGINEERING SERVICES	7,500.00	0.00	0.00	7,500.00	0.00%
120-5123 OTHER PROFESSIONAL SERVICE	66,900.00	0.00	61,286.29	5,613.71	91.61%
120-5125 STRATEGIC PLANNING	5,000.00	0.00	0.00	5,000.00	0.00%
120-5130 PRINTING & PUBLICATION	600.00	0.00	281.69	318.31	46.95%
120-5135 NEWSLETTER	700.00	0.00	413.25	286.75	59.04%
120-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00%
120-5145 EQUIPMENT RENTAL	0.00	0.00	26.34	(26.34)	0.00%
120-5148 OPERATING SUPPLIES	8,800.00	107.46	11,522.31	(2,722.31)	130.94%
120-5150 REPAIR & REPLACE	72,500.00	(1,631.31)	64,953.19	7,546.81	89.59%
120-5155 MAINT BLDG & GROUNDS	5,700.00	282.73	4,973.37	726.63	87.25%
120-5160 SLUDGE DISPOSAL	22,600.00	633.32	20,541.32	2,058.68	90.89%
120-5170 TRAVEL & MEETINGS	2,500.00	115.26	677.74	1,822.26	27.11%
120-5175 EDUCATION / SEMINARS	11,900.00	0.00	8,893.41	3,006.59	74.73%
120-5176 DIRECTOR TRAINING	5,000.00	0.00	272.71	4,727.29	5.45%
120-5179 ADM MISC EXPENSE	0.00	15.00	510.52	(510.52)	0.00%
120-5191 TELEPHONE	9,500.00	1,213.20	11,295.36	(1,795.36)	118.90%
120-5192 ELECTRICITY	34,000.00	0.00	17,389.00	16,611.00	51.14%
120-5195 ENV/MONITORING	35,400.00	6,015.76	33,100.86	2,299.14	93.51%
120-5198 ANNUAL OPERATING FEES	3,200.00	0.00	2,845.76	354.24	88.93%
120-5310 EQUIPMENT - FIELD	2,300.00	308.83	834.05	1,465.95	36.26%
120-5311 EQUIPMENT - OFFICE	3,400.00	(2,034.44)	1,303.17	2,096.83	38.33%
120-5312 TOOLS - FIELD	1,800.00	0.00	1,895.28	(95.28)	105.29%
120-5315 SAFETY EQUIPMENT	900.00	1,507.43	1,507.43	(607.43)	167.49%
120-5545 RECORDING FEES	200.00	0.00	149.88	50.12	74.94%
120-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
120-5585 FLOOD CONTROL EXPENSE	0.00	0.00	129.27	(129.27)	0.00%
120-5590 NON-OPERATING OTHER	30,100.00	0.00	36,437.50	(6,337.50)	121.05%
120-5591 EXP APPLICABLE TO PRIOR YR	0.00	0.00	0.00	0.00	0.00%
120-5605 OPERATING CONTINGENCY	17,500.00	0.00	0.00	17,500.00	0.00%
120-5650 CAPITAL RESERVES	2,500.00	0.00	0.00	2,500.00	0.00%
<b>TOTAL COMBINED EXPENDITURES</b>	<b>972,600.00</b>	<b>71,670.41</b>	<b>928,048.37</b>	<b>42,051.63</b>	<b>95.42%</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
YEAR TO DATE JUNE 30, 2013

**130-WATER ENTERPRISE FUND  
REVENUES**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEES	13,000.00	1,170.00	10,990.00	2,010.00	84.54%
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00%
130-4039 WATER METER INST	0.00	100.00	500.00	(500.00)	0.00%
130-4040 RECORDING FEES INCOME	300.00	20.00	210.00	90.00	70.00%
130-4045 AVAILABILITY FEES	23,500.00	31.31	23,879.34	(379.34)	101.61%
130-4110 COMM WATER USE	13,800.00	1,151.03	13,812.36	(12.36)	100.09%
130-4112 GOV'T WATER USE	800.00	74.26	891.12	(91.12)	111.39%
130-4115 WATER USE CHARGES	1,024,800.00	172,161.14	1,036,692.23	(11,892.23)	101.16%
130-4117 WATER OVERAGE USE FEE	161,200.00	46,242.37	182,773.81	(21,573.81)	113.38%
130-4118 WATER OVERAGE COMM	7,400.00	1,851.42	12,240.26	(4,840.26)	165.41%
130-4210 LATE FEE 10%	21,800.00	3,258.56	23,004.83	(1,204.83)	105.53%
130-4215 RETURNED CHECK CHARGE	800.00	75.00	700.00	100.00	87.50%
130-4300 MISC INCOME	200.00	876.61	1,481.50	(1,281.50)	740.75%
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00%
130-4505 LEASE INCOME	0.00	586.88	7,151.12	(7,151.12)	0.00%
130-4550 INTEREST	100.00	10.17	35.67	64.33	35.67%
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL REVENUES</b>	<b>1,267,700.00</b>	<b>227,608.75</b>	<b>1,314,362.24</b>	<b>(46,662.24)</b>	<b>103.68%</b>

HIDDEN VALLEY LAKE CSD  
REVENUE & EXPENSE REPORT (UNAUDITED)  
YEAR TO DATE JUNE 30, 2013

**130-WATER ENTERPRISE FUND**  
**EXPENDITURES - ALL DEPTS**

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5010 SALARY & WAGES	377,300.00	30,453.21	336,615.60	40,684.40	89.22%
130-5020 EMPLOYEE BENEFITS	158,000.00	(22,385.31)	116,843.17	41,156.83	73.95%
130-5021 RETIREMENT BENEFITS	65,400.00	5,836.14	58,195.84	7,204.16	88.98%
130-5025 RETIREE HEALTH BENEFITS	6,300.00	425.70	5,631.87	668.13	89.39%
130-5030 DIRECTOR BENEFITS	0.00	38,351.93	38,351.93	(38,351.93)	0.00%
130-5040 ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00%
130-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00%
130-5060 GASOLINE, OIL & FUEL	11,800.00	1,621.18	12,599.48	(799.48)	106.78%
130-5061 VEHICLE MAINT	8,000.00	0.00	10,165.28	(2,165.28)	127.07%
130-5062 TAXES & LIC	1,000.00	0.00	632.45	367.55	63.25%
130-5074 INSURANCE	15,500.00	0.00	14,547.13	952.87	93.85%
130-5075 BANK FEES	4,800.00	627.40	6,861.50	(2,061.50)	142.95%
130-5080 MEMBERSHIP & SUBSCRIPTIONS	16,600.00	613.10	16,158.76	441.24	97.34%
130-5090 OFFICE SUPPLIES	5,400.00	1,336.46	6,570.05	(1,170.05)	121.67%
130-5092 POSTAGE & SHIPPING	2,200.00	562.50	620.64	1,579.36	28.21%
130-5110 CONTRACTUAL SERVICES	37,800.00	5,779.93	38,720.70	(920.70)	102.44%
130-5121 LEGAL SERVICES	5,700.00	861.00	10,983.73	(5,283.73)	192.70%
130-5122 ENGINEERING SERVICES	33,800.00	2,280.36	57,702.91	(23,902.91)	170.72%
130-5123 OTHER PROFESSIONAL SERVICE	75,900.00	0.00	118,110.08	(42,210.08)	155.61%
130-5124 WATER RIGHTS	14,700.00	0.00	15,265.37	(565.37)	103.85%
130-5125 STRATEGIC PLANNING	5,000.00	0.00	0.00	5,000.00	0.00%
130-5130 PRINTING & PUBLICATION	600.00	0.00	281.68	318.32	46.95%
130-5135 NEWSLETTER	700.00	0.00	413.25	286.75	59.04%
130-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00%
130-5145 EQUIPMENT RENTAL	0.00	0.00	1,779.92	(1,779.92)	0.00%
130-5148 OPERATING SUPPLIES	1,000.00	0.00	1,610.89	(610.89)	161.09%
130-5150 REPAIR & REPLACE	60,000.00	1,825.84	67,057.67	(7,057.67)	111.76%
130-5155 MAINT BLDG & GROUNDS	2,500.00	185.78	4,084.57	(1,584.57)	163.38%
130-5170 MILEAGE	4,000.00	115.26	1,947.84	2,052.16	48.70%
130-5175 EDUC / SEMINARS	14,400.00	561.70	8,404.52	5,995.48	58.36%
130-5176 DIRECTOR TRAINING	5,000.00	0.00	949.92	4,050.08	19.00%
130-5179 ADM MISC EXPENSE	0.00	15.00	474.36	(474.36)	0.00%
130-5191 TELEPHONE	9,500.00	1,213.17	11,289.21	(1,789.21)	118.83%
130-5192 ELECTRICITY	108,500.00	19,847.86	171,553.24	(63,053.24)	158.11%
130-5195 ENV/MONITORING	6,200.00	3,687.50	10,134.00	(3,934.00)	163.45%
130-5198 ANNUAL OPERATING FEES	13,100.00	0.00	22,216.76	(9,116.76)	169.59%
130-5310 EQUIPMENT - FIELD	1,400.00	0.00	566.37	833.63	40.46%
130-5311 EQUIPMENT - OFFICE	3,400.00	(2,034.43)	798.94	2,601.06	23.50%
130-5312 TOOLS - FIELD	2,100.00	0.00	1,246.62	853.38	59.36%
130-5315 SAFETY EQUIPMENT	900.00	0.00	0.00	900.00	0.00%
130-5505 WATER CONSERVATION	10,000.00	1,056.67	9,600.42	399.58	96.00%
130-5545 RECORDING FEES	400.00	0.00	208.12	191.88	52.03%
130-5580 TRANSFERS OUT (CIEDB)	173,300.00	0.00	173,018.05	281.95	99.84%
130-5585 FLOOD CONTROL	0.00	0.00	94.92	(94.92)	0.00%
130-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00%
130-5591 EXP APPLICABLE TO PRIOR YEAR	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,262,200.00</b>	<b>92,837.95</b>	<b>1,352,307.76</b>	<b>(90,107.76)</b>	<b>107.14%</b>

Board of Directors

JIM FREEMAN  
CAROLYN GRAHAM  
LINDA HERNDON  
JIM LIEBERMAN  
JUDY MIRBEGIAN



General Manager  
ROLAND SANFORD

Administrative Assistant  
TAMI IPSEN

Accountant/Controller  
TASHA KLEWE

*Hidden Valley Lake  
Community Services District*

## Memo

To: HVLCSD Board of Directors  
From: Roland Sanford, General Manager  
Date: July 11, 2013  
RE: General Manager's Monthly Report

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This month's regular monthly Board meeting will be largely devoted to the development and adoption of the FY 2013-2014 budget. Since the last Board meeting staff has received CPS HR Consulting's draft base salary study report. Staff and the Finance Committee met on July 9, 2013 to review budget data and the financial aspects of the base salary study, and have prepared a draft budget for Board consideration. The Finance Committee's recommended FY 2013-2014 budget and supporting information are included in the Board packet.

There has been considerable discussion throughout the state regarding pending legislation (AB 145) that as presently crafted would move the entire drinking water program from the California Department of Public Health to the State Water Resources Control Board. As usual, the "devil is in the details". Since the last Board meeting the District has, along with many other members of the Association of California Water Agencies, submitted letters opposing AB 145. A copy of the District's opposition letter is attached.

On July 2, 2013 a small quantity of water was observed seeping from the hillside downslope of Knollview Drive, near Hidden Valley Lake but well away from the dam and spillway, and downslope of any houses. Curiously, the seepage stopped the following day and there have been no reports of seepage occurring since then. Staff continues to monitor flows through the District's water mains and test for leaks. No leaks or flow abnormalities have been observed to date. Because the hillside grass at and in the vicinity of the point of seepage is for the most part dry and dead, it appears that the leak, from whatever the source, occurred for a relatively brief period of time.

Pursuant to the terms of the District's appropriative water right permit and license, supplemental stream flow releases to Putah Creek will begin on July 14, and in view of the preceding abbreviated rainy season, will most likely continue into October. The cost of providing and monitoring the supplemental stream flow releases are shared by the District and the Callayomi County Water District in accordance with the February 1998 cost sharing agreement between the two organizations. Last month staff and representatives of the Callayomi County Water District met to review the cost sharing agreement and discuss opportunities for collaborative projects. It is anticipated that a revised cost sharing agreement will be available, for Board consideration, at the regularly scheduled August or September Board meeting.

The California Department of Public Health is expected to finally propose a long anticipated a drinking water standard for hexavalent chromium. Currently, there is a drinking water standard for "total chromium", which includes hexavalent chromium and all other forms of chromium. The District routinely samples for total chromium and to date there have been no instances where total chromium concentrations in the District's water supply have exceeded State or Federal standards. However, because the underlying geology of the Upper Putah Creek watershed contains chromium in its various forms, and it is widely believed that the forthcoming drinking water standard for hexavalent chromium will be quite stringent, the possibility exists that the District will at some point need to enhance its water treatment processes in order to remain in compliance with drinking water regulations.

Staff is in the midst of "closing the books" on FY 2012-2013. Preliminary data are included in the Board packet. The excessive heat experienced much of June, while uncomfortable from at least one perspective, did result in higher than anticipated water sales – and revenue – over the last billing cycle. A summary of water revenues, by month is attached.

Finally, a status summary of the more notable ongoing projects is as follows:

#### District Website

Staff and the consultant, KM Creative of Rocklin, continue to add narrative content and it is now anticipated that the final version of the new website will be online later this month.

#### Financial Wellness Evaluation

NHA Advisors of San Rafael, California has been retained to evaluate the financial position of the District vis-à-vis future borrowing for construction of capital improvement projects. A kick-off meeting was held in late April to discuss the scope of work and to provide NHA Advisors with additional information regarding the District's finances. NHA Advisors is reviewing the District's most recent financial audit report and is tentatively scheduled to meet with staff in July to finalize the scope of work and project timeline.

#### Water Master Plan/Capital Improvement Plan

Staff met with GHD last month to discuss the revised scope of work for the District's Water Master Plan/Capital Improvement Plan. Initially it was anticipated that the effort would be focused on revisions to the June 2001 Water Master Plan document. The effort has now been expanded to include a separate, "stand alone" Sewer Master Plan/Capital Improvement Plan. Staff is anticipating receipt of a final scope of work and cost estimate from GHD later this month.

#### Water Rights Petition for Change

Staff has initiated a stream flow monitoring program that will provide additional information for the District's forthcoming Water Rights Petition for Change Environmental Impact Report (EIR). Riparian habitat data – condition of riparian vegetation and aquatic life – is also being collected by the District's consultant, and will also be incorporated into the forthcoming EIR. Preparation of the EIR is scheduled to begin in FY 2014-2015.

#### Treatment Plant Access Road Repair

Project completed.

#### Sewer Lift Station Backup Generator and Installation

No change from June report, the project is temporarily on hold pending completion of other high priority projects.

#### Sewer Lift Station Pump Replacement

New sewer lift station pumps have now been installed at lift stations 1, 4, and 5, and the old pumps refurbished. Staff is proposing to replace additional sewer lift station pumps in FY 2013-2014.

#### Strategic Planning

Due to unforeseen circumstances the consultant selected to write the draft strategic plan will be unable to do so until at least September. Another consultant has been identified and it is anticipated that preparation of the draft strategic plan document will resume mid July.

#### Crazy Creek Development/LAFCO MSR

No activity since May 2012. Staff has not heard from the developer or his consultants since May 2012 and it is presumed that the project will not move forward as currently conceived.

#### Sewer System Management Plan Update

Preparation of the Sewer System Management Plan Update is now 25 percent complete.

Board of Directors

JIM FREEMAN

CAROLYN GRAHAM

LINDA HERNDON

JIM LIEBERMAN

JUDY MIRBEGIAN



General Manager  
ROLAND SANFORD

Administrative Assistant  
TAMI IPSEN

Accountant/Controller  
TASHA KLEWE

June 25, 2013

Senator Ed Hernandez  
Chair, Senate Committee on Health  
State Capitol Room 2080  
Sacramento, CA 95814

Subject: Oppose AB 145 (Perea) as presently drafted

Dear Senator Ed Hernandez:

On behalf of the Hidden Valley Lake Community Services District (District), I am writing to express the District's reservations regarding AB 145 (Perea), as presently written, and by way of this letter, urge you and your colleagues to oppose AB 145 unless amended.

The District is located in Lake County and provides drinking water and sewer services to approximately 6,000 individuals. Lake County is home to a number of economically disadvantaged communities and the County as a whole is typically characterized as an economically disadvantaged community. While the District recognizes and applauds Assembly Member Perea's intent to assist disadvantaged communities with the acquisition and protection of drinking water supplies, the District, through its own experiences with both the California Department of Public Health (CDPH) and the State Water Resources Control Board (SWRCB), believes that AB 145, as presently written, applies a "sledgehammer" approach to a problem that is most appropriately remedied through the application of more sophisticated and focused solutions.

Based on our own experiences with the two organizations, we are deeply concerned that the proposed transfer of the entire drinking water program from the CDPH to the SWRCB, an organization that is already tasked with and at times consumed by a myriad of complex and extremely important issues - Bay-Delta, water rights permitting, wastewater regulation, non-point pollution, and water quality enforcement throughout the State -- would create more problems than it would solve. Transferring the drinking water program to the SWRCB would force this important program to compete with existing priorities already before the SWRCB, and we believe, undermine the program's public health focus.

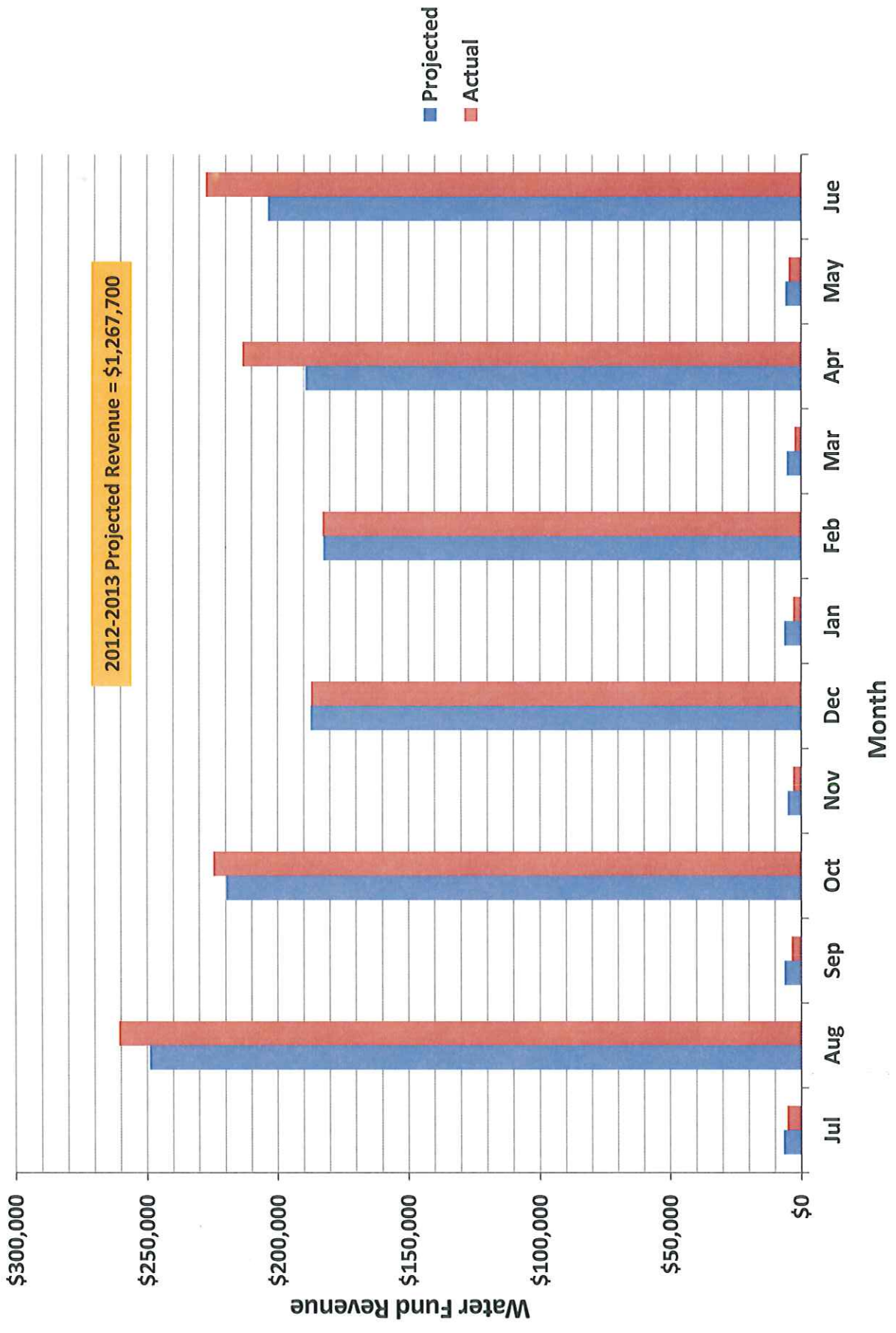
A more practical approach is to specifically target the principal issue, the CDPH's performance vis-à-vis the disbursement of funds from the drinking water State Revolving Fund. Rather than move the entire drinking water program to the SWRCB, the District believes that either the CDPH's administrative processes should be recast to improve the flow of funds, or the administration of the drinking water State Revolving Fund be transferred to the SWRCB.

Sincerely,

Roland A. Sanford  
General Manager



# Actual vs. Projected 2012-2013 Monthly Water Fund Revenue

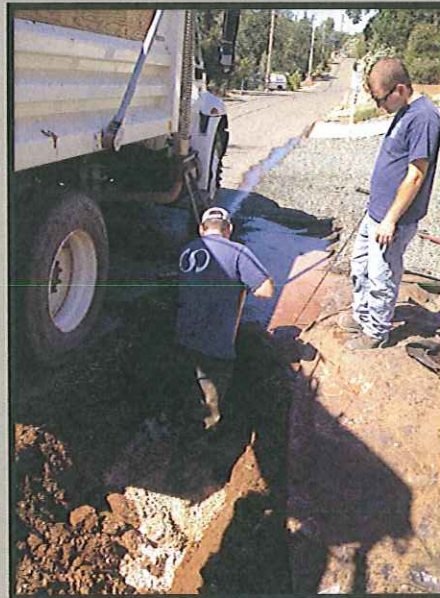
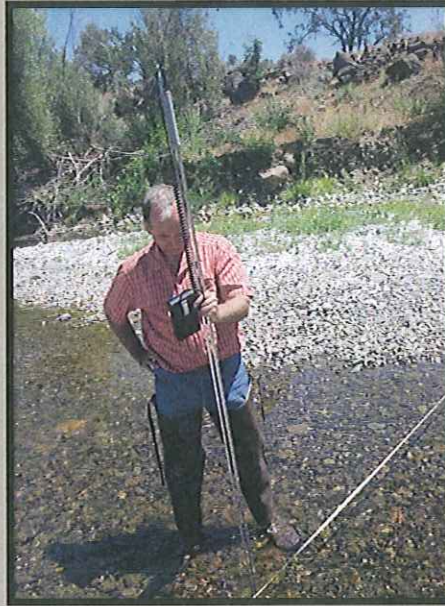




# Hidden Valley Lake Community Services District

## June 2013 Report

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# June 2013

## Wastewater Operations and Maintenance Report

### Wastewater:

Continued dosing Lift Stations 4 & 5 with bioxide, and formula 52.

We faced numerous power imbalances at our Lift Stations during the extreme hot weather. This effects our pump motors and controls, so the emergency generators had to be used periodically to get through this, and during a brief power outage.

Telstar installed a bed level Indicator on the clarifier for monitoring solids. It will be tied to the plant lift station VFD's, and linked to the SCADA system for better control in high flow conditions.

Maintenance was performed on the Lift Station 5 chemical vault doors to help dampen the noise created when traffic crossed them.

Case Excavation dug up and exposed a manhole that had been damaged when paved over, replaced damaged components, and reset to paved grade.

Grease control at Lift Station 3.

Routine activities and maintenance.

### Wastewater Treatment Plant:

Gopher control was performed around the reclaimed water Levee.

Solectra Tech's are still trying to figure out why the solar inverter keeps dropping out in the morning hours.

The sludge beds are requiring added attention while maintaining daily conditions and incorporating the geotubes solids into the staging bed.

Shape replaced our sludge bed wet well pumps after repairs. The Water Reclamation Plant Lift Station pumps were also repaired in the field, and the new spare was delivered.

Eff Pond level – 14.48'

Plant Influent – 4.828 MG



Lift Station 5 vault door



Manhole that was buried.



Spare lift station pump  
for the plant.

# June 2013

## Water Operations and Maintenance Report

### Water

The District completed the Water Quality Report (AKA: Consumer Confidence Report) and delivered to all residents and property owners through the District's newsletter.

Meter reads , three day notices and disconnects occurred during this month.

Field staff performed annual maintenance to Unit 9 tank & building. Tasks included pressure washing and linseed oiling the redwood water storage tank, tightening bands, fixing leaks and painting the motors in the building.

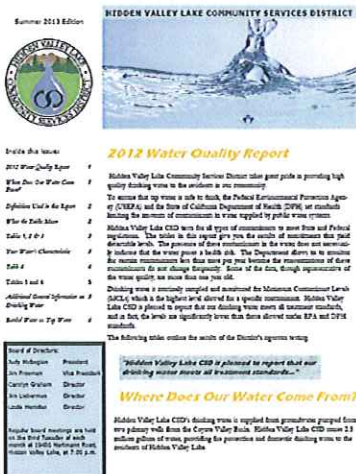
Continued with weed abatement at the Water Reclamation Plant and inside the Hidden Valley Lake subdivision.

Field staff responded to a service line leak on Greenridge.

New blue markers for the hydrants were replaced.

Monthly drawdown's, daily rounds and service orders were completed.

A meter bench testing project was started. The project will help determine how accurate some of the old meters are in the distribution system and assist staff with a meter replacement program.



Unit 9 building before work was performed.



Unit 9 building after work was performed.





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

**DATE:** July 16, 2013

**AGENDA ITEM:** Authorization for Board Member Attendance at July 19, 2013 ACWA Region 1 Program in Santa Rosa, California

---

**RECOMMENDATIONS:**

Authorize Directors Graham, Lieberman and Mirbegian to attend the July 19, 2013 AWCA Region 1 Program on behalf of the District

**FINANCIAL IMPACT:**

Approximately \$75. Sufficient funding is available in the Director Training accounts (120-5176 and 130-5176)

**BACKGROUND:**

Region 1 of the Association of California Water Agencies (ACWA) will be hosting a one-day program in Santa Rosa on July 19, 2013 (see attached program agenda). Directors Graham, Lieberman and Mirbegian are requesting authorization to attend the ACWA Region 1 program on behalf of the District.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, \_\_\_\_\_, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board



**Santa Rosa  
Utilities Field Office**  
35 Stony Point Road  
Santa Rosa, CA 95401

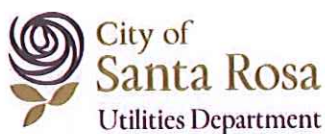


This event is underwritten by  
ACWA Region 1



Sponsored by  
**WEST YOST**  
  
**ASSOCIATES**  
Consulting Engineers

In Cooperation With



Questions? Contact ACWA  
Regional Affairs Representative  
Katie Dahl at (916) 441-4545 or  
[katied@acwa.com](mailto:katied@acwa.com).

ACWA Region 1 Program  
***Take it From the Tap:***  
***Promoting Drink Local Campaigns***

July 19, 2013 | 10 a.m. – 2:30 p.m.

**PRELIMINARY PROGRAM AGENDA**

- 9:30 a.m. Onsite Registration & Check-in
- 10:00 a.m. Welcome  
**Tim Quinn**, Executive Director, Association of California Water Agencies  
**Aldaron Laird**, Chair, ACWA Region 1  
Director, Humboldt Bay Municipal Water District
- 10:15 a.m. *Take it From the Tap* – Program Update  
**Elise Howard**, Research and Program Coordinator,  
City of Santa Rosa Utilities Project Development
- 10:35 a.m. *Drink Local Campaigns*
- Sonoma County Public Awareness Campaign - **Brad Sherwood**, Principal Program Specialist, Sonoma County Water Agency, Community & Government Affairs
  - Sonoma & Marin's Water Saving Partnership – **Chris DeGabriele**, General Manager, North Marin Water District & **Carrie Pollard**, Principal Programs Specialist, Sonoma County Water District
- 11:30 a.m. Lunch
- 12:10 p.m. Lunch Presentation: *Take it From the Tap's* Regional Campaign
- 12:30 p.m. *Hydration Stations*
- Hydration Station Options – **Aldaron Laird**
  - Product Presentation – **Michael Davis**, President, US Pure Water
  - Drink Tap in San Francisco – **Laura Page**, Arts & Educational Initiatives Analyst, San Francisco Public Utilities Commission
- 1:30 p.m. *Take it to the Schools*
- Regional Study of Fountains in the Schools – **Jennifer McClendon**, Project Director, Network for a Healthy California & **Tricia Goldberg**, Outreach Specialist, Network for a Healthy California
  - Sonoma County Water Education Program – **Kory Hebner**, Program Specialist – Water Education, Sonoma County Water Agency
  - Hydration Stations at Humboldt State University – **Aldaron Laird**
- 2:30 p.m. Program Concludes

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

**DATE:** July 16, 2013

**AGENDA ITEM:** Adoption of Resolution 2013-09 Declaring November 5, 2013 HVLCSD Board member election

---

**RECOMMENDATIONS:**

Adopt Resolution 2013-09 declaring November 5, 2013 HVLCSD Board member election and authorizing the County of Lake to consolidate the November 5, 2013 HVLCSD Board member election with any other elections to be held on the same day, in or partially within the same geographic territory.

**FINANCIAL IMPACT:**

The County charges the District a fee (approximately \$600 per candidate) to conduct the election. The proposed FY 2013-2014 budget includes a \$5,000 allocation (\$2,500 in 120-5040; \$2,500 in 130-5040) for election fees.

**BACKGROUND:**

Two positions on the District's five-member Board are up for election this fall. As in the past, the County will conduct the District Board election as part of the County/State election to be held on November 5, 2013. Individuals wishing to run for a position on the District Board must formally declare their candidacy by 5 pm on August 9, 2013 (candidates must submit a Declaration of Candidacy with the Lake County Registrar of Voters). The attached Resolution authorizes the County to conduct the election on behalf of the District.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, \_\_\_\_\_, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board





Resolution 2013-09

RESOLUTION OF THE HIDDEN VALLEY LAKE COMMUNITY SERVICES  
DISTRICT BOARD OF DIRECTORS DECLARING NOVEMBER 5, 2013  
BOARD MEMBER ELECTION

WHEREAS, the Hidden Valley Lake Community Services District is governed by five Directors elected by the registered voters of the District, and

WHEREAS, two offices of Director will expire on December 6, 2013, and

WHEREAS, pursuant to Section 10400 et seq. of the Elections Code, State of California, the Hidden Valley Lake Community Services District election may be consolidated with elections to be held on the same day as the General District Election by other political subdivisions, in the same territory, or in territory that is in part the same.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Lake County Board of Supervisors and the Registrar of Voters are requested to consent to and order the consolidation of said election with such other elections as may be held on Tuesday, November 5, 2013, anywhere within the territory of the District.

2. All voting places, precincts, and election officials within the boundaries of the Hidden Valley Lake Community Services District shall be the same as those for the General District Election.

**PASSED AND ADOPTED** on July 16, 2013 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

Judy Mirbegian  
President of the Board of Directors

**ATTEST:**

---

Roland Sanford  
General Manager/Secretary to the Board of Directors

## DECLARATION OF CANDIDACY/OFFICIAL FILING PETITION

Each candidate will be required to complete a Declaration of Candidacy between these dates:

**July 15  
(E113)  
thru  
Aug 9  
(E88)**

(a) **AVAILABLE** and shall be obtained from the office of the Registrar of Voters, 255 N Forbes Street, Room 209, Lakeport.

(b) **FILED** in the office of the Registrar of Voters during regular office hours (8:00 am to 5:00 pm), or filed by certified mail so that the forms reach the Registrar's Office no later than the filing deadline.

(c) **WITHDRAWAL:** Last day is August 9th at 5 pm if the nomination period is not extended. However, if there is a time extension because an incumbent fails to file, then a candidate has until August 14, 2013 at 5:00 pm to withdraw his/her declaration of candidacy.

**Aug 14  
(E83)**

(d) **EXTENSION:** If an incumbent elective officer does not file within these inclusive dates, any person other than the person who was the incumbent on the 88th day (*August 9<sup>th</sup>*) shall have until 5 pm on the 83rd day (*August 14<sup>th</sup>*) before the election to file a declaration of candidacy for the elective office. (There is no extension when there is no incumbent eligible to be elected).

(e) **STATEMENT OF ECONOMIC INTERESTS:** No later than the final filing date for the Declaration of Candidacy, all candidates for local elective office shall file a Statement of Economic Interests (Form 700) as required by the District's Conflict of Interest Code for the elected position.

(f) **CANDIDATE'S STATEMENT OF QUALIFICATIONS:** If a candidate elects to prepare a statement, it must be filed with the Registrar of Voters no later than the last day to file the declaration of candidacy form.

The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 pm of the next working day after the close of the nomination period.

§10510, 10516, 13307

## QUALIFICATIONS FOR DIRECTOR

### Community Services District:

► Voter of said district; "voter" means any elector who is registered under this code.

Gov C §61040

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

**DATE:** July 16, 2013

**AGENDA ITEM:** Adoption of Resolution 2013-11 approving Investment Policy for Fiscal Year 2013-2014

---

**STAFF RECOMMENDATION:**

Approve Investment Policy for fiscal year 2013-2014 via adoption of Resolution 2013-11

**FINANCIAL IMPACT:**

None

**BACKGROUND:**

Each year the Board adopts an Investment Policy in conjunction with adoption of the fiscal year budget. The Investment policy defines the parameters within which the District's funds are to be managed. Last year the Finance Committee spent considerable time reviewing the District's long-standing Investment Policy, and a revised Investment Policy was subsequently adopted in October 2012 (copy attached). The Finance Committee recommends that the Board adopt the current Investment Policy (the October 2012 version) for the 2013-2014 fiscal year.

---

<input style="width: 40px; height: 20px;" type="checkbox"/>	APPROVED AS RECOMMENDED	<input style="width: 40px; height: 20px;" type="checkbox"/>	OTHER (SEE BELOW)
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---

Modification to recommendation and/or other actions:

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I, \_\_\_\_\_, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on (DATE) by the following vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

---

Secretary to the Board



RESOLUTION NO. 2013-10

A RESOLUTION APPROVING AND ADOPTING  
INVESTMENT POLICY FOR FISCAL YEAR 2013/2014

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESOLVED, by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California, that certain Investment Policy for Fiscal Year 2013/2014, attached hereto and setting forth the policy for investment of District's funds for said Fiscal Year, be and it is hereby, approved and adopted as the Official Investment Policy of this District for Fiscal Year 2013/2014.

\* \* \* \* \*

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, Lake County, California, at a meeting thereof held on the 16th day of July, 2013, by the following vote:

**AYES,**

**NOES,**

**ABSENT,**

**ABSTAIN,**

\_\_\_\_\_  
Judy Mirbegian  
President of the Board

\_\_\_\_\_  
Roland Sanford  
General Manager/Secretary to the Board



## HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT INVESTMENT POLICY

Except for immediate cash requirement or pursuant to specific action by the Board of Directors, the District shall invest all of its surplus funds with the Local Agency Investment Fund, administered by the Treasurer of the State of California, or in a money market fund held with the District's Service Bank to assure in priority order; Safety; Liquidity and Yield with minimum risk and administrative cost.

Upon a positive vote by the Board, the District may invest in other securities and instruments as noted in Appendix A within the limitations indicated.

### Reporting

District Staff shall prepare a monthly report titled "Investment Report", for review by the Board at its regular monthly meetings. This report shall display:

1. Monthly investments by the District
2. Rate of return and yield by item
3. Total interest income for the period

Total interest income earned for the period shall agree with the District's monthly financial reports.

The report shall include the type of investment, issuer, and account balance. For investments in the Local Agency Investment Fund, in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, or in a county investment pool, the report may instead attach the most recent statement received from the institutions. The monthly report shall state that the portfolio complies with this Investment Policy or the manner in which the portfolio is not in compliance. Monies not required for immediate needs shall be considered surplus funds and shall be invested to provide the highest yield and liquidity at the minimum level of risk, until needed for payment of District obligations.

The Controller, or designee, shall present the Investment Report to the Board of Directors for consideration at the District's regular monthly meetings.

### Service Bank

The Board shall designate a State or Federally chartered bank, operating within the State of California, to serve as the District's primary service bank, and the District shall use said bank as a clearing house for all funds.

### Safekeeping Account

When practical all negotiable securities shall be held in a safekeeping account at the Trust Department of the designated District Service Bank.

### Investment Documentation and Review

Each investment transaction must be duly documented. All dealer and safekeeping confirmations are to be reviewed by a person other than the person initiating the transaction. Any discrepancies must be resolved immediately and a new confirmation issued.

### Audit

The Board shall establish an annual process of independent review by an external auditor. This review shall provide internal control by assuring compliance with policies and procedures. The external auditor shall submit a report of his/her findings for consideration by the Board. Upon deliberation, the Board shall consider the report and by official action accept or reject it.

### Policy Review

The Hidden Valley Lake Community Services District's Investment Policy shall be adopted by resolution of the Board of Directors on an annual basis. This Investment Policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation to principal, liquidity and yield, and its compliance with current law and relation to financial and economic trends. Any amendments to the policy shall be forwarded to the Board of Directors for approval.

### Standard of Care (Prudent Investor Standard)

The standard of care to be used in investing District funds shall be the prudent investor standard described in Government Code section 53600.3 and shall be applied in the context of managing an overall portfolio. The Board, acting in accordance with written procedures and this Investment Policy, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

### Legislative Changes

Any State of California legislative action that further restricts allowable maturities, investment type or percentage allocations will be incorporated into the Hidden Valley Lake Community Services District's Investment Policy and supersedes any and all previous applicable language.

### Interest Earnings

All monies earned and collected from investments authorized in this policy shall be allocated monthly to various fund accounts based on the cash balance in each fund as a percentage of the entire pooled portfolio.



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT  
INVESTMENT POLICY

APPENDIX A

Authorized Investments

Investments of District Funds are governed by the California Government Code Sections 53600 et seq. Within the context of those limitations, the following investments are authorized as further limited herein:

<u>INSTRUMENT</u>	<u>PERCENTAGE OF PORTFOLIO</u>
Repurchase Agreements	0 to 100%
Local Agency Investment Fund	0 to 100%
U.S. Treasury Bonds/Notes/Bills	0 to 100%
U.S. Government Agency Obligations	0 to 100%
Bankers' Acceptances	0 to 40%
Commercial Paper	0 to 15%
Negotiable Certificates of Deposit	0 to 30%
Time Certificates of Deposit	0 to 25%
Reverse Repurchase Agreements	0 to 20%

1. United States Treasury Bills, Bonds, Notes or certificates of indebtedness or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio which can be invested in this category, although a five year maturity limitation is applicable.

2. Obligations issued by the Government National Mortgage Association (GNMA), the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank Board (FHLB), the Federal Farm Credit System (FFCB), and the Federal Home Loan Mortgage Association (FHLMC). There is no percentage limitation of the portfolio which can be invested in this category, although a five year maturity limitation is applicable.

Investments detailed in items 3 through 10 are further restricted to percentage of the cost value of the portfolio in any one user name to a maximum of 15%. The total value invested in any one issuer shall not exceed 5% of the issuer's net worth. Again, a five year maximum maturity limitation is applicable unless further restricted by this policy.

3. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise as Bankers' Acceptances. Bankers' Acceptances purchased may not exceed 270 days maturity or 40% of the cost value of the portfolio. Bankers' Acceptances may only be purchased from the top 100 Banks of the World as compiled by American Banker from Merrill Lynch.

4. Commercial paper ranked P1 by Moody's Investor Services or A1+ by Standard & Poor's, and issued by domestic corporations having assets in excess of \$500,000,000 and having an AA or better rating on its' long term debentures as provided by Moody's or Standard and Poor's. Purchases of eligible commercial paper may not exceed 180 days to maturity nor represent more than 10% of the outstanding paper if the issuing corporation. Purchases of commercial paper may not exceed 15% of the cost value of the portfolio.

5. Negotiable Certificates of Deposit will be issued by nationally or state chartered banks or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.

6. Repurchase agreements which specify terms and conditions may be transacted with banks and broker dealers. The maturity of the repurchase agreements shall not exceed 90 days. The market value of the securities used as collateral for the repurchase agreements shall be monitored by the investment staff and shall not be allowed to fall below 102% of the value of the repurchase agreement.

7. Reverse repurchase agreements which specifies terms and conditions may be transacted with broker dealers and financial institutions but cannot exceed 20% of the portfolio value on the date entered into. The District may enter into reverse repurchase agreements only to fund short term liquidity needs. The term of reverse repurchase agreements may not exceed 92 days. Prior approval by the Board is required. The underlying securities must have been owned by the District at least 30 days before sale.

8. Local Agency Investment Fund (LAIF) which is a State of California managed investment pool may be used up to the maximum permitted by California State Law.

9. Time deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 25% of the investment portfolio may be invested in this investment type.

10. Moneys held by a trustee or fiscal agent and pledged to the payment or security of notes, bonds, or other indebtedness, or obligations under a lease, installment sale, or other agreement, or certificates of participation in such obligations (collectively "debt obligation"), may be invested in accordance with the statutory provisions governing the issuance of those debt obligations or in accordance with the ordinance, resolution, indenture, or agreement providing for their issuance.

**AUTHORIZED BROKERS:** Purchases and sales of securities shall be made through firms designated as Primary Dealers by the Federal Reserve Board; furthermore, the firm must operate from an office within this state.

**INVESTMENT PURCHASES:** Purchases shall attempt to be made in minimum amounts of \$1,000, par value. When practical, a minimum of three bids shall be obtained to insure competitive pricing. Investments shall be held in the safekeeping account with the exception that Time Certificates of Deposit shall be delivered to the District's vault and held until maturity. All transactions will be settled on payment vs. delivery.



**INVESTMENT SALES:** Securities may be sold prior to maturity to provide for cash flow needs. Securities shall not be sold for less than cost plus accrued interest without prior approval of the Board. Three bids should, when possible, be obtained to insure competitive pricing. Settlement shall be on a payment vs. delivery basis.

**SWAP TRADES:** The concurrent sale of an owned investment and purchase of a substitute investment may be performed provided the transaction results in a minimum gain of \$600.00. Normally, the maturity of the new investment should be within two weeks in either direction of the maturity of the security sold.

**REPURCHASE AGREEMENT:** Repo's shall be collateralized by Government Securities, Bankers' Acceptance, Commercial Paper or Negotiable Certificates of Deposit. Collateral will be included in percentage limitations under authorized investments. The market value plus accrued interest of the collateral must equal or exceed 102% of the repo cost at all times. All collateral shall be delivered to the safekeeping account or to the District.

**REVERSE REPURCHASE AGREEMENT:** Securities may be sold under an agreement to repurchase only when necessary to fund short term cash flow needs. However, each such transaction must be approved in advanced by the Board. Securities sold under such agreement to repurchase shall at no time be in excess of \$300,000, nor for a longer period than 92 days.

**CREDIT REQUIREMENTS:** For the purpose of this Policy, all Domestic Banks are limited to those with a current Thomson Bank Watch Inc. rating of "B/C" or better and a TBW-1 short term rating. The Investment Group is granted the authority to specify approved California Banks with a Thomson Bank Watch Inc. rating of "C" or better and TBW-2 rating where appropriate. Foreign Banks with domestic licensed offices must be AAA for country risk and "B" or better and a TBW-1 short term for the company by Thomson Bank Watch Inc. Domestic Savings Banks must be rated "B/C" or better and a TBW-1 short term rating by Thomson Bank Watch Inc.

Board approved July 16, 2013

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

**DATE:** July 16, 2013

**AGENDA ITEM:** DISCUSSION AND POSSIBLE ACTION: California Special District Association (CSDA) Board member elections

---

**RECOMMENDATIONS:**

Cast vote for one of the following three candidates; Sherry Sterrett, Terry Riddle, or Kathryn Slater-Cater, to represent the District on the CSDA Board of Directors.

**FINANCIAL IMPACT:**

None

**BACKGROUND:**

The CSDA is requesting that the District vote for one of three registered candidates to represent the District and surrounding CSDA Region (Seat B) on the CSDA Board of Directors. Information regarding the election and candidates is attached.

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, \_\_\_\_\_, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board



California Special  
Districts Association  
*Districts Stronger Together*

RECEIVED

JUN 10 2013

## CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

### 2013 BOARD ELECTIONS

#### MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat B. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat B and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 2, 2013**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**

**Attn: 2012 Board Elections**

**1112 I Street, Suite 200**

**Sacramento, CA 95814**

Please contact Charlotte Lowe toll-free at 877.924.CSDA or [charlottel@csda.net](mailto:charlottel@csda.net) with any questions.

# Sherry M. Sterrett

Candidate CSDA Board of Directors – Region 3

## Please consider voting for me!

**Why?** I am a strong believer in “Special Districts” and have a track record to prove it.

**Why?** Because I believe experience counts:

- 2009 Elected President of the Pleasant Hill Recreation and Park District Board of Directors
- 2008 Chair of CSDA Education Committee
- 2007 Appointed to Fiscal Committee
- 2006 President of the CSDA/SDRMA/FC Alliance Council
- 2005 Re-elected President of CSDA
- 2004 Elected President of CSDA

I am a graduate of the CSDA Leadership Academy and my district was the first recreation and park district to earn a “District of Distinction” award from the Special District Leadership Foundation. The California Association of Recreation and Park Districts selected me as the “Outstanding Board Member of the Year” in 2003. In 2007, CSDA honored me as their “Board President of the Year”.

I am a very active CSDA Board Member and have served in many leadership positions. They include the Membership Committee, the Local Chapter Committee, the Conference Committee, the Budget/Finance Committee, Elections/Bylaws Committee, the Education Committee and the CSDA Executive Committee which included two terms as CSDA President.

In my community, I am an active and effective leader with the Contra Costa County Chapter of the Special District Association. I have also served on the Mt. Diablo School Board (1980-1987), the Pleasant Hill City Council (1987-1995) and a trustee on the Pleasant Hill Recreation and Park District (1996-current).

“As your Director from Region 3, I will continue to work hard for you. Together we will continue to educate Sacramento on the value and importance of Special Districts.” You may contact me by e-mail at [sherrysterrett@att.net](mailto:sherrysterrett@att.net)

**Please vote for me, Sherry Sterrett.**

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

**DATE:** July 16, 2013

**AGENDA ITEM:** Adoption of Fiscal Year 2013-2014 Budget pursuant to Government Code 61110 (a) (e)

---

**RECOMMENDATIONS:**

- 1) Hear Finance Committee report regarding recommended fiscal year 2013-2014 budget.
- 2) Conduct public hearing to receive public comment on recommended fiscal year 2013-2014 budget.
- 3) Adopt fiscal year 2013-2014 budget as recommended by the Finance Committee or subsequently modified following public and/or Board member comment, through adoption of Resolution 2013-11.

**FINANCIAL IMPACT:**

Establishes budget for fiscal year 2013-2014.

**BACKGROUND:**

The Finance Committee is recommending that the Board consider adoption of the attached fiscal year 2013-2014 budget (aka Budget Version 8). Background information regarding the recommended budget is provided in the attached memo prepared by Roland Sanford. Pursuant to Government Code 61110, the Board must conduct a hearing to provide the public with an opportunity to comment on the proposed budget. Following the public hearing and Board discussion, staff recommends the Board adopt the fiscal year 2013-2014 budget by way of resolution (proposed resolution attached).

APPROVED  
AS RECOMMENDED

OTHER  
(SEE BELOW)

---

Modification to recommendation and/or other actions:

---

I, \_\_\_\_\_, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on (DATE) by the following vote:

Ayes:

Noes:

Abstain:

Absent

---

Secretary to the Board

*Board of Directors*

JIM FREEMAN  
CAROLYN GRAHAM  
LINDA HERNDON  
JIM LIEBERMAN  
JUDY MIRBEGIAN



*General Manager*  
ROLAND SANFORD

*Administrative Assistant*  
TAMI IPSEN

*Accountant/Controller*  
TASHA KLEWE

## Memo

To: HVLCSD Board of Directors

From: Roland Sanford, General Manager

Date: July 12, 2013

RE: Finance Committee's recommended FY 2013-2014 Budget

---

### Summary

The Finance Committee is recommending a FY 2013-2014 budget (Budget Version 8) that closely resembles the "bare bones" budget scenario (Budget Version 3) discussed at the June 18, 2013 Board meeting and includes a reallocation of approximately \$25,000 toward the base salaries of hourly employees. The recommended budget is balanced as a whole, but not without borrowing \$97,300 from the Sewer Fund. Monies from the Sewer Fund are available as a result of greater Sewer Fund cost savings in FY 2012-2013, and to a lesser degree greater revenues, than initially anticipated. The FY 2012-2013 Sewer Fund budget is currently projected to close with approximately a \$100,000 surplus.

The Finance Committee's recommended budget (Budget Version 8) differs from the Budget Version 3 scenario as follows:

- a) Cost of monitoring groundwater wells near the Reclamation Plant's storage reservoir ("Engineering Services" line item) is reduced by \$12,000 in the Water Fund and increased by \$12,000 in the Sewer Fund. In the past the entire cost was borne by the Water Fund.
- b) The "Other Professional Service" line item of the Sewer Fund has been reduced by \$5,000.
- c) The "Repair and Replace" line item of the Sewer Fund has been reduced by \$7,600.

- d) The Medical Health Plan for Employees and Directors has been changed from the current "EPO" plan to the "Gold" plan. The resulting savings (\$26,731) has been reallocated to "Salary and Wages" to allow for adjustment of base salaries for hourly positions, and to pay for Vision Insurance for all employees, beginning in January 2014 (approximately \$1,500 for FY 2013-2014).

### **Background**

In formulating a final budget recommendation, the Finance Committee sought to address employee compensation vis-à-vis the June 21, 2013 Draft CPS Consulting Base Salary Study Report (copy attached) within the financial constraints largely imposed by the current condition of the Water Fund. The CPS study indicates that as a whole, the base salaries of the District's hourly employees are significantly below the market median for the surrounding region. In terms of dollars, collectively the current hourly non-management District employees are paid \$91,000 less per year than the corresponding market median. This figure does not include hourly management positions. Overall, according to the draft CPS study, District hourly employees are paid approximately \$120,000 less per year than the corresponding market median.

The Finance Committee, recognizing the preliminary nature of the information (the CPS study report is, as noted earlier, a draft report and is limited to the analysis of base salaries as opposed to total compensation – i.e. salary and benefits) and the fact that current financial conditions preclude any immediate complete resolution of the compensation issue, is recommending that a first step be taken to adjust base salaries using a portion of the funds – approximately 10 percent - initially programed for health insurance.

Currently and at least for the balance of the calendar year, the District is subscribing to SDRMA's "EPO" health care plan. During "open enrollment", which will occur this fall, the District has the option of switching health care plans. As indicated in the attached table, switching to SDRMA's "Gold" health care plan in January would save \$26,731 in the 2013-2014 fiscal year without substantially changing the degree of health care coverage (see attached summary of benefits).

Arguably the entire \$26,731 could be reallocated toward base salaries. However, staff has expressed interest in obtaining vision insurance and note that an affordable plan – approximately \$3,000 per year to cover all employees - is available through ACWA (see attached summary of vision plans). Staff is requesting that a portion of the \$26,731 savings be directed toward the purchase of vision insurance with the understanding that the vision insurance would be obtained in January 2014, in conjunction with the shift from SDRMA's EPO to Gold health care plan. The total cost of employee vision insurance for the 2013-2014 fiscal year would be approximately \$1,500, leaving about \$25,000 for the adjustment of base salaries. Based on an informal poll of staff it appears likely that the vision plan will be heavily used by staff and is likely to provide a more meaningful benefit than the incremental benefits provided by the EPO versus

Gold health care plan. In more succinct terms – a more intelligent use of health benefit dollars.

**Next Steps**

As noted above, the recommended budget incorporates a first step toward the resolution of the employee compensation issue. The draft CPS study report identifies market median salaries that may or may not be relevant when considered in the context of the District's total compensation package and the specific job duties. Additional time and analysis is needed to digest the available information and confirm the specific desired "salary targets" – the appropriate base salaries - and the time-table for achieving those salary targets. The Finance Committee recommends that the Board direct staff to conduct said analysis and provide recommended salary targets for Board consideration, for all hourly positions, at or before the regular October Board meeting (October 15, 2013). Following the identification of appropriate base salaries, it is recommended that the Board direct staff and the Finance Committee to formulate a schedule, by January 1, 2013, for achieving the established salary target for each hourly position.



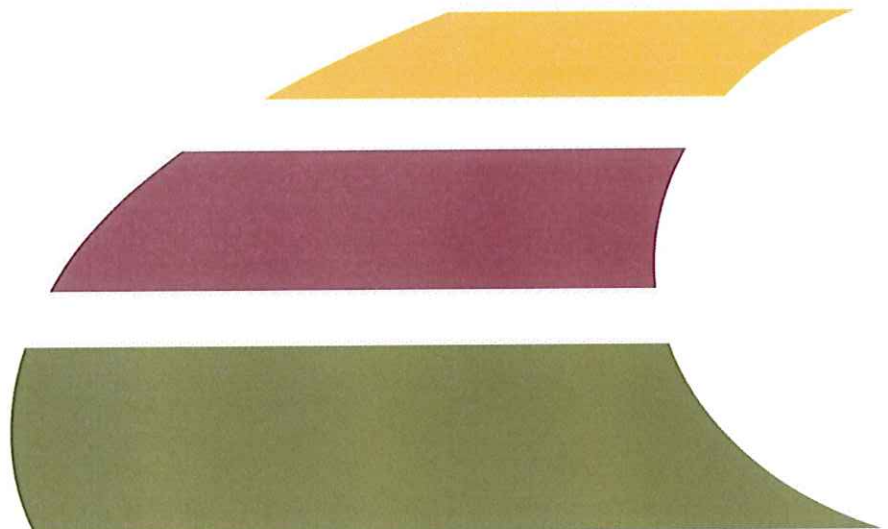
June 21, 2013

# Hidden Valley Lake Community Services District

## Draft Report Base Salary Study

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Appendix A – Labor Market Data Sheets

## I. Introduction

CPS HR Consulting [“CPS HR”] was retained by the Hidden Valley Lake Community Services District [the “District”] to conduct a base salary survey for eight of the District’s classifications. The objective of this study was to determine how competitive the District is in its labor market by collecting and analyzing maximum monthly base salary for these eight classifications. This Draft Report outlines the project scope and work plan, the methodologies utilized in data collection and analysis, and an overview of the results of the base salary study.

## II. Project Scope and Work Plan

In order to complete the study, the following tasks were completed for each phase:

- Confirmation of the project scope including the identification of survey classes and the labor market agencies to be surveyed [completed]
- Development of the compensation survey parameters and survey instrument. The survey instrument was developed to collect base salary information [completed]
- The collection of base salary data from the identified labor market agencies. CPS HR validated the data provided in the survey responses. In the instances where a surveyed agency did not directly respond to the survey, CPS HR collected the data from the agencies’ website and validated the requested data directly with the agencies [completed]
- Preparation of a Draft Report for Board of Director review and comments [completed]
- Review and resolution of issues arising from Board review of the draft report
- Preparation of the Final Base Salary Study Report

## III. Compensation Study Parameters

The first step in conducting a compensation survey is to determine the basic parameters for the survey. These parameters include:

- Labor market agencies
- Labor market position
- Survey classifications
- Scope of data collection

## Labor Market Agencies

CPS HR utilized the labor market that had been developed and utilized in a recent base salary study conducted by the District. The District’s labor market consists of the following eleven agencies.

TABLE 1 Hidden Valley Lake Community Services District Base Salary Study Labor Market Agencies
Clearlake Oaks Community Water District <sup>1</sup> City of Calistoga City of Healdsburg City of Lakeport City of Napa City of Santa Rosa City of Sonoma Lake County North Marin Water District Town of Windsor Valley of the Moon Water District <sup>1</sup>

*1- At the time of this draft report CPS HR had not received survey information from either Clearlake Oaks Community Water District or Valley of the Moon Water District. Unless otherwise directed by the District, CPS HR will continue to follow-up with these districts with the hope of including their data within the final report.*

## Labor Market Position

The decision on what point within the market the District intends to set salaries , e.g. at the mean (average of all agencies), median (50th percentile, or middle of all agencies), 75th percentile (top 25% of market payers) or other point is an important policy decision for the District and some key considerations for the District when making this decision are:

- What is the most defensible and fiscally prudent course of action for the District to take in terms of compensating employees fairly, while also meeting its obligations to their rate payers?
- Is the District experiencing difficulties in recruiting and retaining qualified staff and/or do they anticipate future difficulties?
- What can the District afford to pay in a sustainable manner?

A commonly used market position is the labor market median. The median is that point within the market wherein half of the data is above the District’s range maximum for the survey classification, and half of the data is below the District’s range maximum for the survey classification. The mean of the market is the average of all reported range maximum data points. In both cases, the District’s salary range maximum is not included within the data array since it is the point to which the market median or mean is being compared. In general terms, the differences between the median and mean of the market is that the median of the market is less influenced by data variances of higher and lower paying agencies than the mean, which is an average of all data points. In effect, when utilizing the median, you could eliminate both the highest amount and the lowest amount reported in a data set with no impact on the median amount. For purpose of the initial analysis, CPS HR conducted analyses relative to the median of the market.

**Survey Classifications**

The following classifications were identified by the District to be included within the compensation survey.

TABLE 2 Hidden Valley Lake Community Services District Base Salary Study Survey Classifications
Assistant to Field Operations
Lead Wastewater Operator
Lead Water Operator
Operator I
Operator II
Senior Account Representative
Utility Worker I
Utility Worker II

**Scope of Data Collection**

Since this is a base salary study only, the minimum and maximum salary range for each matched classification was collected and reported.

The information presented in this report was collected effective June 1, 2013.

## IV. Survey Results

As indicated in the previous section, the survey involved the collection of base salary data from each of the selected labor market agencies. These results are presented in the labor market data sheets in Appendix A. To facilitate data collection, CPS HR reviewed each agency's salary schedules, classification specifications, position description documents [where available] and other documentation from the labor market agencies to compile the survey data, and then asked clarifying questions of the agencies to ensure the most appropriate matching.

If a review of the duties and responsibilities assigned to the labor market agency's classification indicated that it was not comparable, the designation of "No Comparable Class" was utilized. In some instances you will see a designation of "Unable to Participate" for two agencies that were unable to provide us with the documentation necessary to conduct the study, [the Clearlake Oaks Community Water District and the Valley of the Moon Water District].

When conducting a salary survey, the intent is to provide general market trends by comparing the span of control, duties and responsibilities, and knowledge, skill and ability requirements to determine whether these are comparable enough to utilize as a match. With a balanced labor market and the use of whole job analysis, it is reasonable to assume that while some matches will have slightly higher responsibilities and some matches will have slightly lower responsibilities, the overall scope of duties and responsibilities of the combined matches will be balanced. The use of the labor market median as the market comparison point further minimizes the possibility of data being skewed by higher, or lower, paying agencies.

For this study, CPS HR did match jobs broadly to ensure sufficient labor market data in acknowledgement of the varied duties incumbents within each of the study classifications performed. When reviewing the attached data sheets the District should be aware of the following:

The term "Market Check" indicates that while the data from the survey classifications may be helpful in setting salary levels, we do not consider the identified classifications to be directly comparable to the District's classification.

- **Assistant to Field Operations** – Matches reflect the administrative support level assigned within the surveyed agencies' water operations divisions. Given organization structure differences in several instances, this work is often assigned to an Administrative Secretary supporting management within the water division.
- **Lead Wastewater Operator (Market Check)** – Data for this classification has been presented as market check given significant differences in the size of operations and reporting relationships within the labor market. Matches reflect the first supervisory

level within the surveyed agencies over wastewater operations. CPS HR did not take into consideration certification levels when evaluating the identified comparables, but rather matched broadly in order to be able to provide sufficient comparable data. In instances where no comparable was identified this is the result of the agency not having a supervisory level, but rather a full managerial level, or the agency have both Water and Wastewater overseen by one position.

- **Lead Water Operator (Market Check)** – Data for this classification has been presented as market check given significant differences in the size of operations and reporting relationships within the labor market. Matches reflect the first supervisory level within the surveyed agencies over water operations. CPS HR did not take into consideration certification levels when evaluating the identified comparables, but rather matched broadly in order to be able to provide sufficient comparable data. In instances where no comparable was identified this is the result of the agency not having a supervisory level, but rather a full managerial level, or the agency have both Water and Wastewater overseen by one position.
- **Operator I** – Matches reflect the entry level water/wastewater operator work performed within the surveyed classifications. Given differences in plant requirements, CPS HR did not take into consideration certification levels required when evaluating the identified comparables, but rather matched broadly in order to be able to provide sufficient comparable data.
- **Operator II** – Matches reflect the journey level water/wastewater operator work performed within the surveyed classifications. Given differences in plant requirements CPS HR did not take into consideration certification levels required when evaluating the identified comparables, but rather matched broadly in order to be able to provide sufficient comparable data.
- **Senior Account Representative** – Matches reflect the paraprofessional level assigned the utility billing function within each of the surveyed agencies. In many of the surveyed agencies this work is assigned to an Accounting Technician level and although these comparables may also be performing broader paraprofessional accounting work than the District's Senior Account Representative the matches reflect where the core utility billing work is performed within each of the surveyed agencies.
- **Utility Worker I** – Matches reflect the entry level unskilled and skilled general maintenance work performed within each of the agencies water operations.
- **Utility Worker II** – Matches reflect the journey level unskilled and skilled general maintenance work performed within each of the agencies water operations.

In order to provide the District with a summary of study results, Table 2 displays the following information:

- The title of the District's survey classification.

- The current District maximum monthly salary for the survey classification.
- The number of comparable classifications identified within the analysis.
- The labor market median monthly maximum salary – this calculation is based upon the maximum monthly salary for each of the comparable classifications; the middle of that range of data is then computed to provide the median amount.
- The percentage the District’s maximum monthly salary for the survey classification is above or below the median of the labor market; this number indicates what percentage of the District’s salary is required to move it up or down to match the market median.

<b>TABLE 3</b> <b>Hidden Valley Lake Community Services District</b> <b>Base Salary Study</b> <b>Base Salary Survey Results</b>				
Classification	District Maximum Base Salary	# of matches	Labor Market Median	% the District Above or Below Labor Market Median
Assistant to Field Operations	\$3,548	8	\$4,742	-33.65%
Lead Wastewater Operator – Market Check	\$5,746	5	\$7,045	N/A
Lead Water Operator – Market Check	\$5,746	7	\$6,922	N/A
Operator I	\$3,913	5	\$4,418	-12.91%
Operator II	\$5,051	8	\$5,372	-6.35%
Senior Account Representative	\$3,548	9	\$4,649	-31.04%
Utility Worker I	N/A	8	\$4,235	N/A
Utility Worker II	\$2,848	9	\$4,658	-63.56%

Per the District’s request CPS HR has surveyed both the entry and journey levels for the Operator and Utility Worker classification series. However, as is apparent from the number of matches identified for the entry level classifications, versus the journey level, several of the surveyed organizations only have one level performing comparable work, which has been reflected as comparable to the journey level. For this reason when looking to evaluate the data for salary setting purposes CPS HR encourages the District to evaluate the data collected for the



journey level, or Operator II and Utility Worker II, and then set the salaries for the Operator I and Utility Worker I based on internal alignment.

## **V. Summary**

The above sections of this report provide detailed information concerning the scope of the project, the methodology used to complete the base salary study, as well as the results of the study, which show where the District stands in comparison to the labor market. Should you require any further information on the contents of this Draft Report, please contact Ms. Debbie Owen on [916] 471-3122.

**Appendix A  
Data Sheets**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Assistant to Field Operations</i>	<i>\$2,919</i>	<i>\$3,548</i>
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Administrative Secretary	\$3,259	\$3,964
City of Healdsburg	Administrative Specialist	\$4,886	\$5,962
City of Lakeport	Department Secretary II	\$3,075	\$3,896
City of Napa	Secretary	\$4,207	\$5,081
City of Santa Rosa	Administrative Secretary	\$3,967	\$4,811
City of Sonoma Water	Administrative Assistant	\$3,844	\$4,672
Lake County	Customer Services Technician II	\$2,063	\$2,764
North Marin Water District	No Comparable Class		
Town of Windsor	Senior Administrative Assistant	\$4,161	\$5,197
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		\$4,742
	Base Salary Mean		\$4,543
	Percentage Above or Below Median		-33.65%
	Percentage Above or Below Mean		-28.06%

**Lead Wastewater Operator**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Lead Wastewater Operator (Market Check)</i>	<i>\$5,139</i>	<i>\$5,746</i>
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	No Comparable Class		
City of Healdsburg	Wastewater Utility Foreman	\$6,652	\$8,116
City of Lakeport	Wastewater Facilities Operator Supervisor	\$3,647	\$4,606
City of Napa	No Comparable Class		
City of Santa Rosa	Utility System Supervisor	\$5,915	\$7,045
City of Sonoma Water	No Comparable Class		
Lake County	Utility Area Superintendent	\$4,185	\$5,088
North Marin Water District	No Comparable Class		
Town of Windsor	Wastewater System Supervisor	\$6,616	\$8,263
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		<b>\$7,045</b>
	Base Salary Mean		<b>\$6,624</b>

**Lead Water Operator**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Lead Water Operator (Market Check)</i>	\$5,139	\$5,746
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	No Comparable Class		
City of Healdsburg	Water Utility Foreman	\$6,652	\$8,116
City of Lakeport	Water Facilities Operator Supervisor	\$3,647	\$4,606
City of Napa	No Comparable Class		
City of Santa Rosa	Utility System Supervisor	\$5,915	\$7,045
City of Sonoma Water	No Comparable Class		
Lake County	Utility Area Superintendent	\$4,185	\$5,088
North Marin Water District	Senior Treatment Plant Operator	\$5,592	\$6,798
Town of Windsor	Water System Supervisor	\$6,301	\$7,870
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		\$6,922
	Base Salary Mean		\$6,587

**Operator I**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Operator I</i>	\$3,218	\$3,913
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Plant Operator I	\$3,259	\$3,964
City of Healdsburg	No Comparable Class		
City of Lakeport	No Comparable Class		
City of Napa	No Comparable Class		
City of Santa Rosa	Utility System Operator I	\$3,631	\$4,418
City of Sonoma Water	No Comparable Class		
Lake County	Water-Wastewater Treatment Plant Operator I	\$2,833	\$3,444
North Marin Water District	Assistant Water Distribution and Treatment Plant Operator	\$4,181	\$5,081
Town of Windsor	Water System Operator I	\$3,868	\$4,831
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		\$4,418
	Base Salary Mean		\$4,348
	Percentage Above or Below Median		-12.91%
	Percentage Above or Below Mean		-11.11%

**Operator II**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Operator II</i>	<b>\$4,156</b>	<b>\$5,051</b>
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Plant Operator II	\$3,595	\$4,369
City of Healdsburg	Utility Operator	\$6,022	\$7,347
City of Lakeport	Operator/MW I	\$2,517	\$3,181
City of Napa	Water Treatment Facility Operator	\$5,080	\$6,137
City of Santa Rosa	Utility System Operator II	\$4,007	\$4,872
City of Sonoma Water	No Comparable Class		
Lake County	Water-Wastewater Treatment Plant Operator II	\$3,124	\$3,797
North Marin Water District	Water Distribution and Treatment Plant Operator	\$5,201	\$6,322
Town of Windsor	Wastewater System Operator II <sup>1</sup>	\$4,702	\$5,872
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		<b>\$5,372</b>
	Base Salary Mean		<b>\$5,237</b>
	Percentage Above or Below Median		<b>-6.35%</b>
	Percentage Above or Below Mean		<b>-3.68%</b>

1 - Have separate System Operator classifications. We have matched the higher paid, the Water System Operator II is paid \$4,265 - \$5,326 monthly

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Senior Account Representative</i>	<i>\$2,919</i>	<i>\$3,548</i>
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Senior Account Clerk	\$3,421	\$4,162
City of Healdsburg	Accounting Clerk II	\$3,810	\$4,649
City of Lakeport	Accounting Technician	\$2,943	\$3,732
City of Napa	Accounting Technician	\$4,444	\$5,370
City of Santa Rosa	Customer Service Representative	\$3,499	\$4,253
City of Sonoma Water	Accounting Technician	\$4,202	\$5,108
Lake County	Accounting Technician	\$2,274	\$2,764
North Marin Water District	Account/Credit Clerk II	\$4,090	\$4,971
Town of Windsor	Senior Utility Billing Representative	\$3,963	\$4,949
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		\$4,649
	Base Salary Mean		\$4,440
	Percentage Above or Below Median		-31.04%
	Percentage Above or Below Mean		-25.14%



Utility Worker I

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Utility Worker I - Market Check</i>		
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Maintenance Technician I	\$3,106	\$3,774
City of Healdsburg	Utility Worker I	\$3,810	\$4,649
City of Lakeport	Public Works Maintenance Worker I	\$2,414	\$3,053
City of Napa	Water Facilities Worker I	\$3,656	\$4,417
City of Santa Rosa	No Comparable Class		
City of Sonoma Water	Maintenance Worker I	\$3,505	\$4,260
Lake County	Utility Worker I	\$2,509	\$3,049
North Marin Water District	Laborer	\$3,463	\$4,209
Town of Windsor	Utility Maintenance Worker I	\$3,684	\$4,601
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		\$4,235
	Base Salary Mean		\$4,002

**Utility Worker II**

Surveyed Agency	Classification Title	Monthly Min.	Monthly Max.
<i>Hidden Valley Lake Community Services District</i>	<i>Utility Worker II</i>	<b>\$2,412</b>	<b>\$2,848</b>
Clearlake Oaks Community Water District	Unable to Participate		
City of Calistoga	Maintenance Technician II	\$3,421	\$4,162
City of Healdsburg	Utility Worker II	\$4,251	\$5,187
City of Lakeport	Public Works Maintenance Worker II	\$2,943	\$3,732
City of Napa	Water Facilities Worker II	\$4,155	\$5,020
City of Santa Rosa	Skilled Maintenance Worker	\$3,770	\$4,488
City of Sonoma Water	Maintenance Worker II	\$3,832	\$4,658
Lake County	Utility Worker II	\$2,766	\$3,362
North Marin Water District	Pipe Worker	\$4,561	\$5,543
Town of Windsor	Utility Maintenance Worker II	\$4,062	\$5,073
Valley of the Moon Water District	Unable to Participate		
	Base Salary Median		<b>\$4,658</b>
	Base Salary Mean		<b>\$4,581</b>
	Percentage Above or Below Median		<b>-63.56%</b>
	Percentage Above or Below Mean		<b>-60.84%</b>



**Plan Summary - Blue Shield**

Deductibles/Co-Insurance	Gold PPO		Platinum PPO		EPO
Calendar Year Deductible(s) (Individual / Family)	\$500 / \$1,000		\$300 / \$600		\$300 / \$600
Maximum* Co-Insurance (Individual / Family)	\$1,500 / \$3,000		\$1,000 / \$3,000		\$1,000 / \$2,000
*Co-Insurance is the member's responsibility to pay when the plan is paying less than 100% (i.e. plan pays 80%, member pays the other 20%)	Once the member's co-insurance totals the maximum, the plan will pay 100% of the allowable amount for the remainder of the calendar year.		Once the member's co-insurance totals the maximum, the plan will pay 100% of the allowable amount for the remainder of the calendar year.		Once the member's co-insurance totals the maximum, the plan will pay 100% of the allowable amount for the remainder of the calendar year.
Services/Coverages	Participating Providers	Non-Participating Providers	Participating Providers	Non-Participating Providers	Participating Providers
Inpatient Hospital Room, Board & Support Services (prior authorization required)	80%	50% up to \$600 per day	90%	50% up to \$600 per day	No Charge after Deductible
Ambulatory Surgery Center	80%	50% up to \$350 per day	90%	50% up to \$350 per day	No Charge after Deductible
Emergency Room					
Visit Results in Admission as Inpatient	80% - Deductible Applies		90% - Deductible Applies		No Charge after Deductible
Visit Does Not Result in Admission	80% - Deductible Applies \$100 co-pay		90% - Deductible Applies \$100 co-pay		Deductible Applies \$100 co-pay
Physician Benefits (office visits)	Deductible Waived \$20 co-pay	50%	Deductible Waived \$20 co-pay	50%	Deductible Waived - \$30 co-pay
Preventative Care	No Charge	Not Covered	No Charge	Not Covered	No Charge
Rehabilitation Service (in an office location)	80%	50%	90%	50%	\$30 co-pay
Acupuncture (26 visits per calendar year/combined with Chiropractic)	80%	80%	90%	90%	\$30 co-pay After Deductible Met Deductible Applies
Durable Medical Equipment	80%	50%	90%	50%	80%
Prosthetics and Orthotics	80%	50%	90%	50%	80%
Hospice	80%	Not Covered without prior authorization	90%	Not Covered without prior authorization	No Charge
Ambulance	80%		90%		\$50
Home Health Care 100 visits/year (prior authorization required)	80%	Not Covered without prior authorization	90%	Not Covered without prior authorization	\$30 co-pay (100 visits/year)
Chiropractic Services (26 visits per calendar year/combined with Acupuncture)	80% up to \$50 per visit	50% up to \$25 per visit	90% up to \$50 per visit	50% up to \$25 per visit	\$30 co-pay After Deductible Met Deductible Applies
Prescription Drugs	Medco		Medco		Medco
(At Participating Pharmacies only)	Generic / Brand / Non-Formulary / Specialty		Generic / Brand / Non-Formulary / Specialty		Generic / Brand / Non-Formulary / Specialty
Retail - 30 day supply	\$5 / \$30 / \$45 / 30% (max co-pay \$150)		\$5 / \$30 / \$45 / 30% (max co-pay \$150)		\$10 / \$20 / \$45 / 30% (max co-pay \$150)
Mail Order - 90 day supply	\$10 / \$75 / \$112.50 / 30% (max co-pay \$300)		\$10 / \$75 / \$112.50 / 30% (max co-pay \$300)		\$15 / \$50 / \$112.50 / 30% (max co-pay \$150)
Brand / Non-Formulary / Specialty Deductible (Individual / Family)	None		None		\$200

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR

	Gold		Platinum PPO		EPO	
	2013	2014	2013	2014	2013	2014
Employee	565.60	622.16	619.13	681.04	661.55	727.71
Employee +1	1131.20	1244.32	1238.26	1362.09	1323.10	1455.41
Family	1471.57	1718.73	1609.94	1770.93	1720.03	1892.03



## Association of California Water Agencies Joint Powers Insurance Authority

### 2013 Vision Plans

Vision Plan	Plan B			Plan C		
<b>Exam covered in full</b>	Every 12 months			Every 12 months		
<b>Prescription Glasses</b>	Every 12 months			Every 12 months		
<b>Lenses covered in full</b>	Every 12 months			Every 12 months		
-Single vision, lined bifocal and trifocal lenses						
-Polycarbonate lenses for kids						
<b>Frame</b>	Every 24 months			Every 12 months		
-Frame allowance of \$130						
-Plus 20% discount						
<b>Office Visit Co-pay</b>	\$10.00			\$15.00		
<b>Exam &amp; Prescription Glasses</b>	Co-pay Varies			Co-pay Varies		
<b>Progressive Lens Upgrade</b>	35-40% discount			No Co-pay		
<b>Transitions Lenses</b>						
<b>Contacts</b>	In Lieu of	In Addition	In Lieu of	In Addition	In Lieu of	In Addition
every 12 months	Glasses	to Glasses	Glasses	to Glasses	Glasses	to Glasses
	No Co-pay <sup>1</sup>	\$50 Co-pay	No Co-pay <sup>1</sup>	\$50 Co-pay	No Co-pay <sup>1</sup>	\$50 Co-pay
<b>Divison</b>	0179	0001	0127	0188	0072	0205
<b>Monthly Premiums</b>						
Employee Only	\$ 11.12		Plan B-CCL	\$ 12.60		Plan C-CCL
Employee + 1	\$ 17.44		Composite	\$ 19.90		Composite
Employee + Family	\$ 33.61		Rate Only	\$ 38.54		Rate Only
Composite rate (applies to all, regardless of # of dependents)		\$ 17.59	\$ 23.10		\$ 20.06	\$ 25.41

The three choices under each Plan are:

Tiered, Composite, Composite with additional Contact Lenses (CCL)

<sup>1</sup> Benefit limited to \$120.

Rates are in effect from 1/1/2013 - 12/31/2013. Benefits quoted are for in network services. Out of network benefits are significantly lower. VSP has an extensive network of providers, which can be found at [www.vsp.com](http://www.vsp.com). This is a brief summary of benefits. More detailed summaries are available at [www.acwajpia.com](http://www.acwajpia.com). In the event of any discrepancy, the Evidence of Coverage prevails.

See the Program Policy Manual for contribution and participation requirements. In brief: The ACWA/JPIA vision plan may not be offered along side another vision plan. All employees must be covered at the employer's expense. Dependents, if 100% employer paid, should also all be enrolled. In that case the Composite rate makes sense. If employees are required to contribute to dependent coverage, the Tiered rates would apply. Dependents must show proof of other coverage to waive.

Alliant Insurance Services, Inc. License No. OC36861

2013/2014 Proposed Budget  
DRAFT

**MEDICAL BENEFIT COMPARISON**

	Staff, Director + Family			Staff, Director Only		
	EPO	Platinum PPO	Gold PPO	EPO	Platinum PPO	Gold PPO
General Manager	25,388	23,962	22,935	25,388	23,962	22,935
Controller	2,400	2,400	2,400	2,400	2,400	2,400
Executive Assistant	19,522	18,428	17,642	19,522	18,428	17,642
Sr. Accounts Rep	19,522	18,428	17,642	19,522	18,428	17,642
Sr. Accounts Rep	25,388	23,962	22,935	25,388	23,962	22,935
Lead Operator - Water	25,388	23,962	22,935	25,388	23,962	22,935
Lead Operator - Wastewater	2,400	2,400	2,400	2,400	2,400	2,400
Assistant to Field Staff	19,522	18,428	17,642	19,522	18,428	17,642
Operator 1	9,761	9,214	8,821	9,761	9,214	8,821
Operator 1	25,388	23,962	22,935	25,388	23,962	22,935
Utility Worker	9,761	9,214	8,821	9,761	9,214	8,821
Utility Worker	9,761	9,214	8,821	9,761	9,214	8,821
Director	19,522	18,428	17,642	14,409	13,862	13,469
Director	19,522	18,428	17,642	14,409	13,862	13,469
Director	19,522	18,428	17,642	14,409	13,862	13,469
Director	19,522	18,428	17,642	14,409	13,862	13,469
Director	9,761	9,214	8,821	9,761	9,214	8,821
	<b>282,049</b>	<b>266,504</b>	<b>255,318</b>	<b>261,597</b>	<b>248,239</b>	<b>238,626</b>

<b>Variance to Current Budget</b>	<b>-</b>	<b>(15,545)</b>	<b>(26,731)</b>	<b>(20,451)</b>	<b>(33,810)</b>	<b>(43,422)</b>
Employee		<b>(10,626)</b>	<b>(18,272)</b>	<b>(0)</b>	<b>(10,626)</b>	<b>(18,272)</b>
Director		<b>(4,920)</b>	<b>(8,459)</b>	<b>(20,451)</b>	<b>(23,184)</b>	<b>(25,151)</b>

**Current healthcare plan through Dec 31, 2013, new plan beginning Jan 1, 2014**  
**10% premium increase beginning Jan 1, 2014**  
**Excluded consideration of retiree benefits**

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

**DRAFT VERSION 8**

**SEWER / WATER EXPENDITURES**

	SEWER			WATER		
	2012-2013	2013-2014	%	2012-2013	2013-2014	%
	EST. ACT.	BUDGET	CHG	EST. ACT.	BUDGET	CHG
<b>EXPENDITURES</b>						
5010 SALARY & WAGES	345,800	<b>416,000</b>	<b>20%</b>	336,600	<b>412,000</b>	<b>22%</b>
5020 EMPLOYEE BENEFITS	91,500	<b>104,300</b>	<b>14%</b>	77,800	<b>122,400</b>	<b>57%</b>
5021 RETIREMENT BENEFITS	56,200	<b>75,900</b>	<b>35%</b>	58,200	<b>74,700</b>	<b>28%</b>
5025 RETIREE HEALTH BENEFITS	5,600	<b>5,400</b>	<b>-4%</b>	5,600	<b>5,400</b>	<b>-4%</b>
5030 DIRECTOR MEDICAL BENEFITS	39,000	<b>39,700</b>	<b>2%</b>	39,000	<b>39,700</b>	<b>2%</b>
5040 ELECTION EXPENSE	0	<b>2,500</b>	<b>0%</b>	0	<b>2,500</b>	<b>0%</b>
5060 GASOLINE, OIL & FUEL	13,300	<b>12,600</b>	<b>-5%</b>	12,600	<b>11,800</b>	<b>-6%</b>
5061 VEHICLE MAINT	6,500	<b>8,000</b>	<b>23%</b>	10,200	<b>12,000</b>	<b>18%</b>
5062 TAXES & LIC	400	<b>400</b>	<b>0%</b>	600	<b>800</b>	<b>33%</b>
5074 INSURANCE	14,500	<b>19,800</b>	<b>37%</b>	14,500	<b>19,800</b>	<b>37%</b>
5075 BANK FEES	6,900	<b>6,800</b>	<b>-1%</b>	6,900	<b>6,800</b>	<b>-1%</b>
5080 MEMBERSHIP & SUBSCRIPTIONS	5,700	<b>6,000</b>	<b>5%</b>	16,200	<b>18,600</b>	<b>15%</b>
5090 OFFICE SUPPLIES	6,800	<b>6,200</b>	<b>-9%</b>	6,700	<b>6,100</b>	<b>-9%</b>
5092 POSTAGE & SHIPPING	700	<b>100</b>	<b>-86%</b>	700	<b>100</b>	<b>-86%</b>
5110 CONTRACTUAL SERVICES	44,900	<b>47,600</b>	<b>6%</b>	38,700	<b>43,500</b>	<b>12%</b>
5121 LEGAL SERVICES	11,000	<b>11,700</b>	<b>6%</b>	11,000	<b>11,700</b>	<b>6%</b>
5122 ENGINEERING SERVICES	0	<b>12,000</b>	<b>0%</b>	57,700	<b>18,000</b>	<b>-69%</b>
5123 OTHER PROFESSIONAL SERVICE	61,800	<b>25,000</b>	<b>-60%</b>	118,700	<b>97,000</b>	<b>-18%</b>
5124 WATER RIGHTS	0	<b>0</b>	<b>0%</b>	15,300	<b>10,000</b>	<b>-35%</b>
5125 STRATEGIC PLAN	0	<b>0</b>	<b>0%</b>	5,000	<b>0</b>	<b>0%</b>
5130 PRINTING & PUBLICATION	300	<b>200</b>	<b>-33%</b>	300	<b>200</b>	<b>-33%</b>
5135 NEWSLETTER	400	<b>2,000</b>	<b>400%</b>	400	<b>2,000</b>	<b>400%</b>
5145 EQUIPMENT RENTAL	0	<b>0</b>	<b>0%</b>	1,800	<b>2,100</b>	<b>17%</b>
5148 OPERATING SUPPLIES	11,500	<b>12,000</b>	<b>4%</b>	1,600	<b>1,900</b>	<b>19%</b>
5150 REPAIR & REPLACE	65,200	<b>52,500</b>	<b>-19%</b>	67,900	<b>52,000</b>	<b>-23%</b>
5155 MAINT BLDG & GROUNDS	5,000	<b>5,300</b>	<b>6%</b>	4,100	<b>4,400</b>	<b>7%</b>
5160 SLUDGE DISPOSAL	20,500	<b>23,900</b>	<b>17%</b>	0	<b>0</b>	<b>0%</b>
5170 MILEAGE	700	<b>600</b>	<b>-14%</b>	1,900	<b>2,100</b>	<b>11%</b>
5175 EDUCATION /SEMINARS	9,000	<b>10,800</b>	<b>20%</b>	8,300	<b>7,300</b>	<b>-12%</b>
5176 DIRECTOR TRAINING	300	<b>300</b>	<b>0%</b>	900	<b>1,100</b>	<b>22%</b>
5179 ADM MISC EXPENSE	500	<b>500</b>	<b>0%</b>	500	<b>500</b>	<b>0%</b>
5191 TELEPHONE	11,300	<b>11,100</b>	<b>-2%</b>	11,300	<b>11,100</b>	<b>-2%</b>
5192 ELECTRICITY	17,400	<b>20,000</b>	<b>15%</b>	171,600	<b>150,800</b>	<b>-12%</b>
5195 ENV/MONITORING	34,400	<b>31,000</b>	<b>-10%</b>	10,900	<b>7,100</b>	<b>-35%</b>
5198 ANNUAL OPERATING FEES	2,800	<b>3,400</b>	<b>21%</b>	22,200	<b>26,700</b>	<b>20%</b>
5310 EQUIPMENT - FIELD	1,000	<b>0</b>	<b>0%</b>	600	<b>0</b>	<b>0%</b>
5311 EQUIPMENT - OFFICE	1,300	<b>11,500</b>	<b>785%</b>	800	<b>10,900</b>	<b>1263%</b>

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

**DRAFT VERSION 8**

**SEWER / WATER EXPENDITURES**

	SEWER			WATER		
	2012-2013	2013-2014	%	2012-2013	2013-2014	%
	EST. ACT.	BUDGET	CHG	EST. ACT.	BUDGET	CHG
5312 TOOLS - FIELD	1,900	2,200	16%	1,200	1,400	17%
5315 SAFETY EQUIPMENT	1,500	0	0%	0	0	0%
5505 WATER CONSERVATION	0	0	0%	9,600	7,600	-21%
5545 RECORDING FEES	200	200	0%	200	300	50%
5580 TRANSFERS OUT (CIEDB)	0	0	0%	174,000	173,000	-1%
5585 FLOOD CONTROL	100	200	100%	100	100	0%
5590 NON-OPERATING OTHER	36,400	37,500	3%	0	0	0%
5591 EXP APPLICABLE TO PRIOR YR	0	0	0%	0	0	0%
5600 CONTINGENCY	0	0	0%	0	0	0%
5605 OPERATING CONTINGENCY	0	0	0%	0	0	0%
5650 CAPITAL RESERVES	0	0	0%	0	20,000	0%
5700 OVER / SHORT	0	0	0%	0	0	0%
<b>TOTAL EXPENDITURES</b>	<b>932,300</b>	<b>1,025,200</b>		<b>1,322,200</b>	<b>1,395,500</b>	

**OPERATING INCOME/LOSS**

**0**

**(97,300)**

Assumptions:

Includes one-time projects

Includes revised health benefits plan and re-allocation of funds to Salary & Wages

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

**DRAFT VERSION 8**

**SEWER ENTERPRISE FUND**

	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	EST. ACTUALS	BUDGET
<b>REVENUE</b>							
120-4020 PERMIT & INSPECTION FEES	200	0	0	0	0	400	0
120-4036 DEVELOPER SEWER FEES	0	0	11,400	0	0	0	0
120-4045 AVAILABILITY FEES	9,100	6,000	9,200	6,000	6,000	11,700	6,000
120-4050 SALES OF RECLAIMED WATER	80,400	62,100	91,300	78,100	78,100	115,400	106,500
120-4111 COMMERCIAL SEWER USE	1,300	18,100	17,500	20,500	20,500	20,300	20,500
120-4112 GOVERNMENT SEWER USE	16,700	0	2,200	0	0	100	600
120-4116 SEWER USE CHARGES	786,600	800,900	832,300	849,000	849,000	867,200	867,100
120-4210 LATE FEE 10%	14,700	13,600	15,300	15,400	15,400	15,600	15,500
120-4300 MISC INCOME	(400)	1,000	800	700	700	1,400	600
120-4505 LEASE INCOME	8,400	8,400	8,400	8,400	8,400	8,400	8,400
120-4550 INTEREST INCOME	0	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>917,000</b>	<b>910,100</b>	<b>988,400</b>	<b>978,100</b>	<b>978,100</b>	<b>1,040,500</b>	<b>1,025,200</b>
<b>EXPENDITURES</b>							
120-5010 SALARY & WAGES	414,900	374,100	352,700	350,300	350,300	345,800	416,000
120-5020 EMPLOYEE BENEFITS	84,500	86,200	111,900	90,700	90,700	91,500	104,300
120-5021 RETIREMENT BENEFITS	43,100	67,500	50,200	57,000	57,000	56,200	75,900
120-5025 RETIREE HEALTH BENEFITS	4,400	4,600	5,100	5,100	5,100	5,600	5,400
120-5030 DIRECTOR HEALTH BENEFITS	36,400	36,400	32,347	32,300	32,300	39,000	39,700
120-5040 ELECTION EXPENSE	0	0	2,400	0	0	0	2,500
120-5060 GASOLINE, OIL & FUEL	13,400	13,600	12,200	11,800	11,800	13,300	12,600
120-5061 VEHICLE MAINT	8,000	8,300	13,400	8,000	8,000	6,500	8,000
120-5062 TAXES & LIC	300	400	1,000	1,000	1,000	400	400
120-5074 INSURANCE	16,000	17,200	10,100	17,700	17,700	14,500	19,800
120-5075 BANK FEES	4,200	3,600	5,200	4,800	4,800	6,900	6,800
120-5080 MEMBERSHIP & SUBSCRIPTIONS	3,000	3,400	3,200	3,600	3,600	5,700	6,000



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

**DRAFT VERSION 8**

**SEWER ENTERPRISE FUND**

	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	EST. ACTUALS	BUDGET
120-5090 OFFICE SUPPLIES	6,700	6,900	6,600	5,400	5,400	6,800	6,200
120-5092 POSTAGE & SHIPPING	2,000	1,400	2,200	2,200	2,200	700	100
120-5110 CONTRACTUAL SERVICES	44,900	47,200	45,600	29,000	29,000	44,900	47,600
120-5121 LEGAL SERVICES	0	0	2,800	5,700	5,700	11,000	11,700
120-5122 ENGINEERING SERVICES	0	0	(500)	7,500	7,500	0	12,000
120-5123 OTHER PROFESSIONAL SERVICE	2,100	2,400	23,800	72,400	72,400	61,800	25,000
120-5125 STRATEGIC PLANNING	0	0	0	5,000	5,000	0	0
120-5130 PRINTING & PUBLICATION	1,400	1,300	1,000	600	600	300	200
120-5135 NEWSLETTER	1,700	1,200	1,900	700	700	400	2,000
120-5145 EQUIPMENT RENTAL	0	0	0	0	0	0	0
120-5148 OPERATING SUPPLIES	11,600	10,700	12,600	8,800	8,800	11,500	12,000
120-5150 REPAIR & REPLACE	55,900	65,300	67,100	72,500	72,500	65,200	52,500
120-5155 MAINT BLDG & GROUNDS	5,200	5,800	8,800	5,700	5,700	5,000	5,300
120-5160 SLUDGE DISPOSAL	17,300	19,900	19,600	22,600	22,600	20,500	23,900
120-5170 TRAVEL & MEETINGS	500	600	900	2,500	2,500	700	600
120-5175 EDUCATION / SEMINARS	5,400	5,100	3,200	11,900	11,900	9,000	10,800
120-5176 DIRECTOR TRAINING	0	0	2,300	5,000	5,000	300	300
120-5179 ADM MISC EXPENSE	200	200	400	0	0	500	500
120-5191 TELEPHONE	13,400	14,100	14,100	9,500	9,500	11,300	11,100
120-5192 ELECTRICITY	78,900	50,000	53,100	34,000	34,000	17,400	20,000
120-5195 ENV/MONITORING	28,300	25,300	24,500	35,400	35,400	34,400	31,000
120-5198 ANNUAL OPERATING FEES	2,400	2,700	2,700	3,200	3,200	2,800	3,400
120-5310 EQUIPMENT - FIELD	3,100	2,200	800	2,300	2,300	1,000	0
120-5311 EQUIPMENT - OFFICE	600	0	4,800	3,400	3,400	1,300	11,500
120-5312 TOOLS - FIELD	1,700	1,700	900	1,800	1,800	1,900	2,200
120-5315 SAFETY EQUIPMENT	700	700	800	900	900	1,500	0
120-5545 RECORDING FEES	200	100	200	200	200	200	200

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

**DRAFT VERSION 8**

**SEWER ENTERPRISE FUND**

	2010-2011 ACTUALS	2011-2012 BUDGET	2011-2012 ACTUALS	2012-2013 BUDGET	2012-2013 EST. ACTUALS	2013-2014 BUDGET
120-5580 TRANSFERS OUT	0	0	0	0	0	0
120-5585 FLOOD CONTROL EXPENSE	0	0	400	0	100	200
120-5590 NON-OPERATING OTHER	0	30,000	0	30,100	36,400	37,500
120-5591 EXPENSES APPLICABLE TO PRIOR Y.	0	0	4,300	0	0	0
120-5600 CONTINGENCY	0	0	0	17,500	0	0
120-5650 CAPITAL RESERVES	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>912,400</b>	<b>910,100</b>	<b>904,647</b>	<b>978,100</b>	<b>932,300</b>	<b>1,025,200</b>

0

Assumptions:

Includes one-time projects

Medical Plan changed from "EPO" to "Gold" for all staff and Board members and re-allocation of funds to Salary & Wages

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 PRELIMINARY BUDGET

**DRAFT VERSION 8**

**WATER ENTERPRISE FUND**

	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
	ACTUALS	BUDGET	ACTUALS	ACTUALS	BUDGET	BUDGET	EST. ACTUALS	BUDGET
<b>REVENUE</b>								
130-4032 COMM WATER CONNECTIONS	0	0	0	0	0	0	0	0
130-4035 RECONNECT FEES	16,900	16,600	12,800	12,800	12,800	12,800	11,000	13,000
130-4039 WATER METER INSTALLATION	300	300	0	0	0	0	500	300
130-4040 RECORDING FEE INCOME	500	500	400	400	400	400	200	100
130-4045 AVAILABILITY FEES	37,700	24,900	37,800	37,800	37,800	37,800	37,800	37,800
130-4110 COMMERCIAL WATER USE	12,600	13,400	13,400	13,400	13,812	13,812	13,800	13,800
130-4112 GOVERNMENT WATER USE	800	800	800	800	773	773	900	900
130-4115 WATER USE CHARGES	941,600	960,400	999,800	999,800	1,024,788	1,024,788	1,036,700	1,036,000
130-4117 WATER OVERAGE USE FEE	138,500	144,000	150,800	150,800	161,200	161,200	182,800	161,200
130-4118 WATER OVERAGE COMMERCIAL	9,200	8,400	11,100	11,100	7,440	7,440	12,200	11,200
130-4210 LATE FEE 10%	20,300	20,800	21,200	21,200	21,836	21,836	23,000	23,000
130-4215 RETURNED CHECK FEE	1,000	900	800	800	800	800	700	700
130-4300 MISC INCOME	1,200	200	200	200	200	200	1,500	200
130-4310 OTHER INCOME	2,200	2,200	0	0	0	0	0	0
130-4505 LEASE INCOME	100	0	0	0	0	0	0	0
130-4550 INTEREST INCOME	200	900	100	100	100	100	0	0
<b>TOTAL REVENUE</b>	<b>1,183,100</b>	<b>1,194,300</b>	<b>1,249,200</b>	<b>1,249,200</b>	<b>1,281,949</b>	<b>1,281,949</b>	<b>1,321,100</b>	<b>1,298,200</b>
<b>EXPENDITURES</b>								
130-5010 SALARY & WAGES	336,300	420,600	370,300	370,300	377,300	377,300	336,600	412,000
130-5020 EMPLOYEE BENEFITS	108,500	118,600	119,500	119,500	125,700	125,700	77,800	122,400
130-5021 RETIREMENT BENEFITS	45,300	71,500	60,300	60,300	65,400	65,400	58,200	74,700
130-5025 RETIREE HEALTH BENEFITS	4,400	4,500	5,100	5,100	6,300	6,300	5,600	5,400
100-5030 DIRECTOR HEALTH BENEFITS	36,400	36,400	32,300	32,300	32,300	32,300	39,000	39,700
130-5040 ELECTION EXPENSE	0	0	2,400	2,400	0	0	0	2,500

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 PRELIMINARY BUDGET

**DRAFT VERSION 8**

**WATER ENTERPRISE FUND**

	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
	ACTUALS	BUDGET	ACTUALS	ACTUALS	BUDGET	BUDGET	EST. ACTUALS	BUDGET
130-5060 GASOLINE, OIL & FUEL	13,400	13,300	12,200	12,200	11,800	11,800	12,600	11,800
130-5061 VEHICLE MAINT	8,100	8,000	13,400	13,400	8,000	8,000	10,200	12,000
130-5062 TAXES & LIC	5,700	800	1,600	1,600	1,000	1,000	600	800
130-5074 INSURANCE	10,700	15,000	15,500	15,500	15,500	15,500	14,500	19,800
130-5075 BANK FEES	4,200	3,600	5,200	5,200	4,800	4,800	6,900	6,800
130-5080 MEMBERSHIP & SUBSCRIPTIONS	14,900	13,300	16,000	16,000	16,600	16,600	16,200	18,600
130-5090 OFFICE SUPPLIES	6,600	5,400	6,900	6,900	5,400	5,400	6,700	6,100
130-5092 POSTAGE & SHIPPING	2,100	2,500	2,300	2,300	2,200	2,200	700	100
130-5110 CONTRACTUAL SERVICES	35,000	28,000	35,500	35,500	37,800	37,800	38,700	43,500
130-5121 LEGAL SERVICES	0	0	2,800	2,800	5,700	5,700	11,000	11,700
130-5122 ENGINEERING SERVICES	19,900	16,000	42,200	42,200	33,800	33,800	57,700	18,000
130-5123 OTHER PROFESSIONAL SERVICE	25,900	23,000	93,000	93,000	81,400	81,400	118,700	97,000
130-5124 WATER RIGHTS	0	0	0	0	14,700	14,700	15,300	10,000
130-5125 STRATEGIC PLAN	0	0	0	0	5,000	5,000	5,000	0
130-5130 PRINTING & PUBLICATION	1,000	1,000	1,000	1,000	600	600	300	200
130-5135 NEWSLETTER	1,700	1,100	1,900	1,900	700	700	400	2,000
130-5140 RENT & LEASES	1,500	0	0	0	0	0	0	0
130-5145 EQUIPMENT RENTAL	0	0	0	0	0	0	1,800	2,100
130-5148 OPERATING SUPPLIES	1,000	1,100	2,900	2,900	1,000	1,000	1,600	1,900
130-5150 REPAIR & REPLACE	71,700	65,000	77,500	77,500	60,000	60,000	67,900	52,000 <b>2</b>
130-5155 MAINT BLDG & GROUNDS	12,100	5,000	5,200	5,200	2,500	2,500	4,100	4,400
130-5170 MILEAGE	2,100	3,000	4,900	4,900	4,000	4,000	1,900	2,100
130-5175 EDUCATION /SEMINARS	40,100	30,000	13,200	13,200	14,400	14,400	8,300	7,300
130-5176 DIRECTOR TRAINING	0	0	7,800	7,800	5,000	5,000	900	1,100
130-5179 ADM MISC EXPENSE	100	0	400	400	0	0	500	500
130-5191 TELEPHONE	9,400	9,500	10,800	10,800	9,500	9,500	11,300	11,100
130-5192 ELECTRICITY	123,400	120,000	131,500	131,500	108,500	108,500	171,600	150,800

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

**2013-2014 PRELIMINARY BUDGET**

**DRAFT VERSION 8**

**WATER ENTERPRISE FUND**

	2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2012-2013	2013-2014
	ACTUALS	BUDGET	ACTUALS	ACTUALS	BUDGET	EST. ACTUALS	BUDGET	BUDGET
130-5195 ENV/MONITORING	8,900	8,500	9,000	9,000	6,200	10,900	10,900	7,100
130-5198 ANNUAL OPERATING FEES	26,500	15,000	9,000	9,000	13,100	22,200	22,200	26,700
130-5310 EQUIPMENT - FIELD	2,600	1,500	400	400	1,400	600	600	0
130-5311 EQUIPMENT - OFFICE	0	3,600	4,800	4,800	3,400	800	800	10,900
130-5312 TOOLS - FIELD	2,500	2,000	1,400	1,400	2,100	1,200	1,200	1,400
130-5315 SAFETY EQUIPMENT	600	1,000	800	800	900	0	0	0
130-5505 WATER CONSERVATION	15,000	15,000	12,800	12,800	10,000	9,600	9,600	7,600
130-5545 RECORDING FEES	600	500	300	300	400	200	200	300
130-5580 TRANSFERS OUT (CIEDB)	161,200	131,000	173,300	173,300	173,300	174,000	174,000	173,000 <b>3</b>
130-5585 FLOOD CONTROL	0	0	100	100	0	100	100	100
130-5591 EXP APPLICABLE TO PRIOR YR	0	0	4,300	4,300	0	0	0	0
130-5650 CAPITAL RESERVES	0	0	0	0	0	0	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>1,159,400</b>	<b>1,194,300</b>	<b>1,309,800</b>	<b>1,309,800</b>	<b>1,267,700</b>	<b>1,322,200</b>	<b>1,322,200</b>	<b>1,395,500</b>

**(97,300.00)**

**Assumptions:**

Includes one-time projects

Medical Plan changed from "EPO" to "Gold" for all staff and Board members and re-allocation of funds to Salary & Wages



RESOLUTION NO 2013-11  
A RESOLUTION FIXING AND APPROVING BUDGET  
FOR FISCAL YEAR 2013-2014

HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

RESOLVED, by the Board of Directors of the Hidden Valley Lake Community Services District, Lake County, California as follows:

1. That the balance on hand as of June 30, 2013 in each of the funds of the District shall be reserved for use by the District during the fiscal year 2013-2014.
2. That the budget for said District for the fiscal year 2013-2014 heretofore presented to the Board and a copy of which hereto attached is approved.

\* \* \* \* \*

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, Lake County, California, at a meeting thereof held on the 16th day of July 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Judy Mirbegian  
President of the Board  
Hidden Valley Lake  
Community Services District

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Roland Sanford  
General Manager/Secretary to the Board  
Hidden Valley Lake  
Community Services District

*Fiscal Year 2013-2014*

*Proposed Budget*

*DRAFT*

*Version 8*



***Board of Directors:***

*Judy Mirbegian, President*

*Jim Freeman, Vice President*

*Carolyn Graham*

*Linda Herndon*

*Jim Lieberman*

***General Manager:***

*Roland Sanford*



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## **Introduction**

The Hidden Valley Lake Community Services District (District) is an independent special district serving the Hidden Valley Lake Community in southern Lake County, California. The District, which consists of 12 full-time employees, provides municipal water to approximately 2,300 homes and 20 businesses, and sewer services to approximately 1,600 within its three square mile service area.

### **Mission Statement**

The mission of the Hidden Valley Lake Community Services District is to manage the natural resources with which the District is entrusted, to provide reliable, safe, high quality water and wastewater services in an economically and environmentally responsible manner

### **History**

The Stonehouse Mutual Water Company was established in 1968 and supplied water to the Hidden Valley Lake subdivision. The Hidden Valley Lake Community Service District was established in 1984. A sewer system controversy led to a lawsuit between the two agencies in 1988; the suit was dismissed in the spring of 1989.

Stonehouse Mutual Water Company's problems led to discussions of a merge with Hidden Valley Lake Community Services District. It was evident that combining the two stand alone providers into one utility company would result in a tremendous cost savings. The merge also provided additional protection to the community via State oversight as well as access to grants and low cost loans. With the passage of AB 1504, the merger of the two utilities was accomplished on January 1, 1993 at 12:01 am.

### **Board of Directors**

The Board of Directors of the Hidden Valley Lake CSD consists of five elected officials who are tasked with representing the general interest of those in the Hidden Valley Lake community. Directors must live within the boundaries of the water or sewer district, ensuring that they fully understand the intricacies of the community and are enlisted in services provided. Each member serves a four year term. Elections are held in November of odd numbered years, and Director terms are staggered to mitigate disruption.

The Board of Directors sets goals and creates policies that guide District operations. The Board appoints a General Manager to handle the day to day operations of the District and to carry out the goals and policies. It is the General Manager's responsibility to ensure that District procedures are in line with the District's mission. Beyond the General Manager, the Board also appoints legal counsel and financial auditors.

The HVLCSD Board of Directors is committed to transparency. Board meetings are held in accordance to the Brown Act and are noticed as such. Regular board meetings are held on the third Tuesday of the month at 7:00 p.m. at the Districts business office, 19400 Hartmann Rd., Hidden Valley Lake. The board also assigns standing and ad hoc committees that meet throughout the year to assist in the development of policy. Committee meetings are also held at the District's business office; times and dates vary by committee. Each meeting ends with a call for public comment, and community members are encouraged to attend and voice concerns.

## **Revenue and Expense Trends and Forecast**

### **Water Fund**

The Water Fund has experienced a dramatic fiscal reversal from the mid 2000's. Prior to the economic recession, water revenues were actually greater – by approximately \$300,000 – than today. The rate increases in recent years helped but did not completely restore the operating revenue stream to pre-recession levels.

Most, if not all, of the revenue decline is attributable to changing water use patterns. Prior to the economic recession, total District water use was approximately 25 percent higher than today. Water usage, particularly outdoor use, plummeted as homes fell into foreclosure and landscaping was left to wither. Although the number of residential water connections has rebounded and returned to pre-recession numbers (approximately 2250 connections), the amount of water used by each connection has declined. In summary, the Water Fund revenue stream has declined because the reduction in water use was not completely offset by the coinciding rate increases.

Over the last nine years annual Water Fund operating expenses have increased by an average of two percent. However, there is considerable “expense wobble” between years. The wobble is partially attributable to weather, which impacts the amount of water that must be treated and delivered in any given year. But also, and generally to a greater degree, by the occurrence of comparatively expensive “one-time” projects, such as the ongoing Water Rights Petition Project or the recently completed Source Water Capacity investigation – both of which were mandated by regulatory agencies.

In summary, it is anticipated that Water Fund operating expenses will continue to steadily increase, at least in tandem with the increasing cost of living, and will increasingly exceed the current revenue stream.

### **Sewer Fund**

The Sewer Fund has also experienced a fiscal reversal – from negative to positive. Sewer Fund revenues were blunted by the recent economic downturn, but not nearly to the extent experienced by the Water Fund. Unlike Water Fund revenues, which are determined by the number of water connections and quantity of water delivered to each connection, sewer revenues are based on the

number of connections, without regard to the quantity of sewage generated. Accordingly, a homeowner can reduce water use and their associated water costs, but as long as they occupy their house – irrespective of economic conditions - they will continue to pay the same rate for sewer service.

Over the last nine years annual Sewer Fund operating expenses have increased by an average of 1.5 percent. Although the Sewer Fund expenses tend to “wobble” between years, the year-to-year variation is somewhat muted in comparison to the Water Fund, because historically there have been fewer and generally less costly “one-time” sewer projects, and because prevailing weather conditions generally have less influence on sewer operating costs. Unlike the situation with the Water Fund, the recent sewer rate increases have been sufficient to offset, at least in the short term, the associated operating expenses.

*HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT*

2013-2014 BUDGET

***DRAFT VERSION 8***

**SEWER ENTERPRISE FUND**

	<b>2012/2013</b>	<b>2013/2014</b>
	<b>EST. ACT.</b>	<b>BUDGET</b>
<b>OPERATING REVENUES</b>		
Permits and Inspections	400	-
Charges for Services	1,018,600	1,010,200
Miscellaneous	21,500	15,000
<b>Total Operating Revenues</b>	<b>1,040,500</b>	<b>1,025,200</b>
<b>OPERATING EXPENDITURES</b>		
Salaries and Benefits	538,100	641,300
Insurance	14,500	19,800
Office Expenses	8,200	9,100
Contractual Services	44,900	47,600
Continuing Education	9,300	11,100
Dues and Subscriptions	5,700	6,000
Postage	700	100
Repairs and Maintenance	76,700	65,800
Gas, Fuel, and Oil	13,300	12,600
Supplies	11,500	12,000
Professional Services	72,800	48,700
Travel	700	600
Telephone	11,300	11,100
Power	17,400	20,000
Other Operating	67,200	73,500
Office and Safety Equipment	2,800	11,500
Environmental Monitoring	34,400	31,000
Annual Operating Fees	2,800	3,400
<b>Total Operating Expenditures</b>	<b>932,300</b>	<b>1,025,200</b>
<b>Operating Income (Loss)</b>	<b>108,200</b>	<b>-</b>

*HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT*

2013-2014 BUDGET

***DRAFT VERSION 8***

**WATER ENTERPRISE FUND**

	<b>2012/2013</b>	<b>2013/2014</b>
	<b>EST. ACT.</b>	<b>BUDGET</b>
<b>OPERATING REVENUES</b>		
Permits and Inspections	500	300
Charges for Services	1,257,400	1,236,100
Miscellaneous	63,200	61,800
<b>Total Operating Revenues</b>	<b>1,321,100</b>	<b>1,298,200</b>
<b>OPERATING EXPENDITURES</b>		
Salaries and Benefits	517,200	654,200
Insurance	14,500	19,800
Office Expenses	8,100	9,100
Contractual Services	38,700	43,500
Continuing Education	9,200	8,400
Dues and Subscriptions	16,200	18,600
Postage	700	100
Repairs and Maintenance	82,200	68,400
Gas, Fuel, and Oil	12,600	11,800
Supplies	1,600	1,900
Professional Services	207,700	136,700
Travel	1,900	2,100
Telephone	11,300	11,100
Power	171,600	150,800
Other Operating	185,200	206,700
Office and Safety Equipment	800	10,900
Environmental Monitoring	10,900	7,100
Water Conservation	9,600	7,600
Annual Operating Fees	22,200	26,700
<b>Total Operating Expenditures</b>	<b>1,322,200</b>	<b>1,395,500</b>
<b>Operating Income (Loss)</b>	<b>(1,100)</b>	<b>(97,300)</b>

## **Projects**

The 2013/2014 budget includes several projects that are considered to be “one-time” projects. The total cost of these projects is anticipated to be \$73,000 (\$33,000 Sewer, \$40,000 Water).

### **Rate Study**

The District will be contracting a rate study to determine if/when a rate increase is necessary for each of the enterprise funds. The total cost of the study is anticipated to be \$40,000 to be split equally between the funds. District staff will initiate the study early in the fiscal year, and results are expected within calendar year 2013.

### **Cloud Service**

The District also intends to move data storage and software access to a hosted environment provided offsite by a third party (commonly referred to as a “cloud service”). Currently, District staff maintains 4 servers that hold soft copies of District documents and that run the District’s financial and data retention programs. Migrating to a cloud based service will allow the District to avoid future IT infrastructure costs and will allow staff time to be used in other areas. The service will allow access through the internet and will protect the District in the case of natural disasters.

### **Phone System**

The District is in the process of investigating an upgrade to the current phone system. The current system is more than 10 years old and is no longer supported. Staff is unable to buy new phones that will work on the current system and has been purchasing refurbished phones for the past two years. In order to avoid a disruption to customer service, staff recommends replacing the current system.

### **Habitat Survey**

In an effort to decrease the District’s required water augmentation to the Putah Creek flow, staff intends to commission a supplemental habitat survey. Staff believes that the survey will support the District’s position that the Putah Creek water supplementation has little effect on the creek’s ecosystem.



## Summary Descriptions

### Revenue

**Permits and Inspections:** new connections

**Charges for Services:** water and sewer services, water overage, reclaimed water sales

**Miscellaneous:** availability (providing access to water and wastewater), lease income, interest, miscellaneous

### Expenditures

**Salaries and Benefits:** salaries, wages, payroll taxes, retirement, employee medical and dental, director medical

**Insurance:** liability insurance

**Office Expenses:** office supplies, printing and publication, newsletter, administrative miscellaneous, recording fees

**Contractual Services:** software, cleaning service, internet, postage meter, web hosting

**Dues and Subscriptions:** membership fees and subscriptions

**Postage:** postage

**Repairs and Maintenance:** vehicle maintenance, repair and replace, maintenance building and grounds

**Gas, Fuel, and Oil:** gasoline, fuel, oil

**Supplies:** general supplies

**Professional Services:** water rights consultants, aquatic ecologist, auditor, website design

**Travel:** mileage reimbursements, lodging (not related to education or seminars)

**Telephone:** landline and mobile telephone service

**Power:** electricity

**Other Operating:** debt service payments, operating revenue set aside for capital improvements

**Office and Safety Equipment:** telephones, computers, printers, hazmat equipment

**Environmental Monitoring:** lab samples

**Water Conservation:** District education program, low flow toilet rebates, high efficiency washing machine rebates

**Annual Operating Fees:** permits, water rights, Unites States Geological Services fees

## **Significant Changes**

### **Salaries and Benefits**

Fiscal year 13/14 shows a significant increase in Salaries and Benefits over the estimated actuals for 12/13. The most significant cause for the increase is that the 13/14 budget assumes a full headcount. In 12/13, the District saw reduced staffing levels. General Manager, Roland Sanford, came on board January 1, 2013 and was employed through a staffing agency from July 1, 2012 - December 31, 2012. The result of the non-traditional staffing overinflated the 12/13 Professional Services category, and underinflated salary, retirement, and medical benefits. Also, two other members of the full time staff were on leave for extended periods throughout the year. Also contributing to the increase, the District's medical insurance provider, Special Districts Risk Management Authority (SDRMA,) is anticipating a 10% increase in health benefits beginning January 1, 2014. Additionally, the required California Public Employee Retirement System (CalPERS) contribution has increased by 1.69% (from 19.001 to 20.691.)

### **Insurance**

The 13/14 insurance premium reflects a significant increase in the number of property and liability claims filed against the District. In fiscal years 11/12 and 12/13, the District had eight claims filed. Between fiscal years 03/04 and 10-11, there were only three claims.

### **Contractual Services**

In an effort to increase the reliability the financial and records retention systems, the District will be migrating to a cloud based system. On a cloud system, the District's programs and information are hosted by a secure provider offsite. This service will allow for the District to avoid future IT infrastructure costs, as on-site servers will be eliminated. The cloud service will allow for increases reliability and greater protection from natural disasters.

### **Repairs and Maintenance**

The 2013/2014 Water Operating budget includes a \$20,000 decrease in the Repair and Replace line item. As there is very little money available for capital improvements in the water fund, the District has elected to allocate \$20,000 of the Repair and Replace budget for the following

capital improvement projects: prepare a revised Water Capital Improvement Plan (\$15,000,) replace three computers at the treatment plant (\$3,000,) other miscellaneous projects (\$2,000.)

### **Professional Services**

As noted in the Salaries and Benefits justification, the District's General Manager was employed by a staffing company for the period July 1, 2012 – December 31, 2012. As such, the Professional Services expense for 2012-2013 was overinflated. For fiscal year 13/14, the District will see a reduction in Professional services. On the other hand, in 13/14, the District plans to have a rate study performed for both the sewer and water funds at a total cost of \$40,000 (\$20,000 per fund.) Also included in the budget for 13/14 is a Putah Creek supplemental habitat study to determine the effect the District's required water supplementation.

### **Other Operating**

For both the sewer and the water funds, the majority of costs in the Other Operating Category are related to the payment of debt (the solar loan to USDA for sewer (\$37,500), and the CIEDB loan for water (173,000)). In 2013/2014 the category also includes an increase of \$20,000 of funds set aside from the Repair and Replace line item to cover capital improvements. (See Repairs and Replace justification for specific projects.)

### **Office and Safety Equipment**

The 2013/2014 budget includes an increase of \$15,000 to the Office and Safety Equipment line item that will cover new telephones and associated hardware at both the District's main office on Hartmann and Grange Road facilities.

*HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT*

2013-2014 BUDGET

**CAPITAL ADDITIONS**

**SEWER**

SEWER UNRESTRICTED RESERVES (JULY 9, 2013)	<u>504,000</u>
<b>TOTAL SEWER FUNDS AVAILABLE FOR CAPITAL PROJECTS</b>	<b><u>504,000</u></b>

**2013-2014 CAPITAL PROJECTS**

GENERATORS	90,000
REPLACE/REFURBISH PUMPS	25,000
SCADA SYSTEM UPGRADES	25,000
VIDEO INSPECTION OF SEWER LATERALS	20,000
REPAIR SEWER LATERAL LEAKS	20,000
PREPARE SEWER CAPITAL IMPROVEMENT PLAN	25,000
REPLACE 3 COMPUTERS AT TREATMENT PLANT	3,000
RESURFACE STORAGE POND ROAD	16,500
REPAIR ACCESS ROAD	<u>12,500</u>
<b>TOTAL SEWER CAPITAL ADDITIONS</b>	<b><u>237,000</u></b>

**WATER**

WATER UNRESTRICTED RESERVES (JULY 9, 2013)	<u>46,000</u>
<b>TOTAL WATER FUNDS AVAILABLE FOR CAPITAL PROJECTS</b>	<b><u>46,000</u></b>

**2013-2014 CAPITAL PROJECTS**

PREPARE WATER CAPITAL IMPROVEMENT PLAN	15,000
REPLACE 3 COMPUTERS AT TREATMENT PLANT	3,000
REPAIR WATER STORAGE TANK 1A	<u>4,500</u>
<b>TOTAL WATER CAPITAL ADDITIONS</b>	<b><u>22,500</u></b>

## Capital Additions

### Sewer

#### **Generators (\$90,000)**

Install backup generators at lift stations 1 and 4 to maintain ability to pump wastewater during power outages, thereby minimizing potential for spills (note: the installation of these generators was scheduled to occur prior to the close of FY 2012-2013, the project was delayed and is now scheduled to be completed in FY 2013-2014).

#### **Replace/Refurbish Pumps (\$25,000)**

Replace or refurbish pumps at lift stations 2,3,6,7 and H to maintain ability to pump wastewater.

#### **SCADA System Upgrades (\$25,000)**

Replace miscellaneous SCADA hardware and expand SCADA system to improve monitoring of wastewater operations.

#### **Video inspection of sewer laterals (\$20,000)**

Contractor to inspect up to 20,000 feet of sewer lateral pipe using remotely controlled video camera.

#### **Repair sewer lateral leaks (\$20,000)**

Contractor to repair sewer lateral leaks identified during previous video inspections.

#### **Prepare Sewer Capital Improvement Plan (\$25,000)**

Contractor to prepare Capital Improvement Plan.

#### **Replace 3 computers at treatment plant (\$3,000)**

Cost of computers to be split equally between Sewer and Water funds, each fund contributing \$3,000.

**Resurface road along top of Reclamation Plant's recycled water storage pond (\$16,500)**

Resurface the Reclamation Plant's recycled water storage pond levee crown with gravel to improve vehicular access and minimize erosion.

**Gravel access road repair (\$12,500)**

Repair two segments of gravel road between Grange Road and treatment plant to ensure all-weather access to District facilities

**Water**

**Prepare Revised Water Capital Improvement Plan (\$15,000)**

Contractor to revise 2001 Water Master Plan

**Replace 3 computers at treatment plant (\$3,000)**

Cost of computers to be split equally between Sewer and Water funds, each fund contributing \$3,000.

**Repair Water Storage Tank 1A (\$4,500)**

Repair leaks

**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

2013-2014 BUDGET

NON-OPERATING BUDGET

<b>DEBT SERVICE INCOME</b>	<b>FUND</b>	
TAXES, ASSESSMENTS, BONDS	215	344,000
STATE REVOLVING FUND LOAN	217	553,000
CIEDB	218	173,018
USDA RUS (SOLAR	219	30,100
BOND ADMINISTRATION	711	21,000
BOND REVOLVING FUND	712	1,000
<b>TOTAL INCOME</b>		<b>1,122,118</b>

<b>DEBT SERVICE EXPENDITURE</b>	<b>FUND</b>	
95-2 BOND REDEMP (INTEREST)	215	229,763
95-2 BOND REDEMP (PRINCIPAL)	215	105,000
STATE REVOLVING (INTEREST)	217	58,326
STATE REVOLVING (PRINCIPAL)	217	274,203
CIEDB (INTEREST)	218	79,304
CIEDB (PRINCIPAL)	218	86,627
CIEDB (ANNUAL FEE)	218	6,836
USDA RUS (EST)	219	30,100
BOND ADMINISTRATION EXP	711	11,000
BOND REVOLVING EXP	712	-
RESERVES		240,960
<b>TOTAL DEBT SERVICE</b>		<b>1,122,118</b>



## **Debt**

### **Sewer Expansion and Wastewater Treatment Plant**

In 1994, the District expanded the sewer system and relocated wastewater treatment to the new Grange Road plant. Prior to the expansion, there were many vacant lots remaining in the Hidden Valley Lake subdivision that were not considered buildable. The composition of the soil would not allow proper drainage that would make septic systems a feasible option to potential builders. The expansion of the system allowed 1460 properties within the Hidden Valley Lake Association to be viable for construction.

The project was funded by four bonds and a low interest loan. Of the four bonds, three were paid off early in order to minimize interest payments. The remaining bond, the 1995-2 series bond was issued by the USDA on August 16, 1995 for \$5,500,000. The bond carries a 5.5% interest rate and is set to mature in 2034. The remaining balance of the loan on June 30, 2013 was \$4,230,000. The principal and interest related to the 1995-2 bond is collected annually on the property tax roll.

The low interest portion of the loan is held by the State Revolving Fund. Loan documents are dated June 15, 1994 for \$9,994,334 at 3% interest. The loan is set to mature in 2016 and has an outstanding balance of \$1,944,204. Principal and interest for the State Revolving Fund loan are collected on the annual property taxes.

### **Water Infrastructure Project**

In 2002 the District upgraded the existing water infrastructure to meet increasing demands and ensure continuity of services. The Water Infrastructure Project included the addition of a water storage tank that added 2.5 million gallons of water storage and two new pump stations. Additionally, pressure reducing valves were installed throughout the District to ensure adequate water pressure was provided to all customers. The District's supervisory control and data acquisition (SCADA) system was also upgraded to allow for remote control of the water and wastewater systems.

The Water Infrastructure project was funded by the California Infrastructure and Economic Development Bank (CIEDB) via a low interest loan. The District borrowed \$3,000,000 on June 24, 2002 at 3.48%. The loan is set to mature in 2032, and the remaining balance is \$2,278,829. Loan payments were intended to be funded by new connections the water system, but with the economic downturn, and subsequent decline in new construction, annual loan payments are now made from the operating budget.

### **Solar Project**

In an effort to mitigate anticipated increases in the cost of energy, the District installed a photovoltaic (PV) project at the Wastewater Treatment Plant. The PV went online in December 2011. The array was designed to meet the full demands of the Treatment facility, and the savings to the District have exceeded original estimates.

The project was funded by the United States Department of Agriculture (USDA) via an \$885,000 grant and a \$640,000 low interest loan. Additionally, the District has been approved to receive \$200,000 in PG&E rebates for the project (to be paid over a five year period). The USDA loan was signed on October 1, 2011 in the amount of \$640,000 at 3% interest. The outstanding balance of the loan is \$622,500, and the loan will mature in 2041. Loan payments are made out of the operating budget from surplus funds remaining after electricity is paid.

**HIDDEN VALLY LAKE ASSOCISATION  
LAKE COMMITTEE MEETING  
Draft Minutes for June 5<sup>th</sup>, 2013**

**1. Welcome Guests:**

- Duncan welcomed Freida Camotta who has lived in Hidden Valley Lake since 1992. She is a member of the Covenants Committee and is attending the Lake Committee Meeting to hear the General Manager speak on the Planning and the Future of the Hartmann Facility and the Community Center.
- Duncan also welcomed Lahna Fish who is Chair of the Commons Committee. The Lake Committee and the Commons Committee share interest in the Little Beach project that the Lake Committee will be proposing to the Board of Directors for 2014 budget consideration.

**2. Attendance**

HVLA General Manager – Bill Chapman

HVLA Board Liaison – Bill Waite

HVLA Recreation Director – Connie Stuefloten

Standing Committee Members – Chair Duncan MacInnes, Andi Watson, Steve D’Agostini, Bill McGraw, Fred Luper, Carol Lincoln and Alternate George Powell

Absent: Peter Ventura

Supporting Members: Georgeann Tintorri, Zayda Garcia, Zoila McGraw, Joy Birum

**3. Approval of Draft Minutes**

The minutes of May 1<sup>st</sup> were approved with the following correction: The lake that the quagga mussels had invaded in Northern California was St. Justo Lake in San Bento County.

**4. Chairman’s Report – Duncan MacInness**

- At the April Lake Committee Meeting, it was agreed by the members that we would let the Board of Directors (BOD) know that we wanted the \$35 fishing fee rescinded. Joy Birum made the request to the Board at the April BOD meeting, but no action has been taken since that time. For this reason Duncan again addressed this subject and was informed by Bill Chapman that it will need to be included as a budget item when we make our 2014 budget requests.
- Duncan recognized Andi Watson for all the work she has done on the behalf of the Lake Committee & HVLA when she chaired Lake Opening Day and will also be chairing our participation in the July 6<sup>th</sup> activities. Other members that assisted Andi were Carol Lincoln, Fred Luper, Bill & Zoila McGraw.

**5. General Manager Report – Bill Chapman**

- Bill gave an update on the Marina gate that the Lake Committee has asked be placed on the ramp. The purpose of the gate is to assist in preventing boat access to the lake that do not have HVLA and Quagga Mussel stickers. Bill said that they are waiting for the final bids and hope to present the Marina gate information, along with all other gate information, at the June 13<sup>th</sup> Board of Director’s Meeting.
- Bill Chapman also announced that the Association will also be removing the “muck” that has accumulated at Little Beach, specifically near the shoreline and outside of the children’s swimming areas. The muck makes it difficult for swimmers and kayakers to use those areas without standing in a foot of muddy dirt.

## **6. Lake Monitoring Report – Steve D’Agostini**

- Steve referred us to the latest Lake Monitoring Report that he sent to members and included in the HVLA website. As mentioned in the report, “our lake weeds are at a perfect growth stage for an effective herbicide treatment”. He has been in touch with Clean Lake and they will be here on Wednesday, June 12<sup>th</sup> to treat the weeds. Steve is recommending, for the best treatment results, the Sonar treatment be used once every two years. Please see his complete report on our website.
- Steve also recommended that new sand be placed on the beach at North Shore Park. There is a steep drop-off where the beach has eroded away and just dirt is left.
- Bill Chapman was asked about treating the weeds with another method besides the herbicide treatment. He said that the Association would like to try as a “pilot project” the use of a machine that pulls out the weeds. There is a need to pull out some of the bullrushes to the right of the spillway that are very thick. This is a totally separate budget item from the lake weed abatement.
- Many of the Lake Committee members received an e-mail from Jim Serventi, former Lake Committee Chair, recommending maintenance and servicing of our Solar Bees. “In order for the Solar Bees to perform efficiently and effectively, the SolarBees need to operate 24 hours a day off solar charged batteries at night, and off direct solar power during daylight hours”. He believes that based on their lifespan of approximately 7 years, the batteries are no longer powering the systems at night. Our Solar Bees will be 10 years old in 2014. After discussion it was agreed by the Committee that we would look at the SolarBee Beekeeper Maintenance contract and get quotes for servicing and maintenance. This information will be included in our budget requests.

## **7. Board Liaison Report – Bill Waite**

- Bill reported that the Association has been working very hard on reducing the Workers Compensation accidents, and has been very successful the past year. Unfortunately there was one recent accident by an employee.
- The Environmental Control Department’s efforts to clean up our community and enforce the EC rules are often not recognized as they should be. The department issued 90 violations in the month of April, but not all the members who receive the violations comply by cleaning, removing and moving old vehicles and other eyesores from their property.
- Bill reminded everyone that we will have fireworks on July 6<sup>th</sup> along with all the other activities that will take place that day.

## **8. General Manager Report on Future of the Hartmann Facility & the Community Center**

Bill Chapman addressed the issues and the possible solutions regarding the future of the Hartmann Facility & and the Community Center. He and the Board of Directors recognize the importance of raising awareness of the issues and solutions and outlined these points while speaking to the Lake Committee. The points he covered are also addressed in the June issue of the Views.

## **9. Budget Proposals for 2014 – Duncan MacInnes**

Duncan passed around a handout that outlined projects that he is proposing be included in the budget requests we will submitting to the BOD & Budget Committee in July. They included funds for Youth Fishing Day, Fish Plant for Main Lake, Lake Fishing Derby Funds, Solar Bee Maintenance, Lake Weed Abatement, Lake Celebration Day, Marina Dock Maintenance, Sediment & Erosion Control, Lake Sediment Erosion Long Term Funding, Lake Security Boat Patrol, Internship Funds, and Little Beach Renovation.

Each item was reviewed and discussed by the members and there was a unanimous decision to approve the proposed budget requests.

#### **10. Review of Youth Fishing Day – Fred Luper**

The Youth Fishing Day scheduled for May 18<sup>th</sup> had to be cancelled due to the warm temperature of the fishing pond in the week prior to May 18<sup>th</sup>. The warm water would have killed any new fish planted in the pond. The Youth Fishing Day scheduled in the fall will be held on October 26<sup>th</sup> and ideas were discussed to make it a big success.

#### **11. Community Events – Andi Watson**

- **Lake Opening Day** was a success and dozens of children participated in the Casting Contest, the Sand Building Contest and the Balloon Toss. The Poker Run did not get much interest, but we should have more people participate on July 6<sup>th</sup>. There were several pontoon boats and kayaks participating in the boat parade and Father James blessed those boats who asked to be included.
- **Community Center Open House** was held on June 1. The Commons Committee put on this event for the community and the Lake Committee participated by showing two displays of all of the lake activities we put on throughout the year. In addition we had a poster picture of a beautiful panoramic view of the lake. Thanks to Joy Birum, Andi Watson and Marie Powell for the displays and to Steve D'Agostini and George Powell for helping at the table at the Open House (Joy & Marie also).
- **July 6<sup>th</sup> Independence Day Celebration** - Andi said that the focus will be on the children at Little Beach and we'll again hold some of the games that we did on Lake Opening Day. There will also be a poker run and boating.

#### **12. Items for the Good of the Lake**

- Peter Ventura made a suggestion by e-mail that each HVLA Committee present a candidate for open Board of Director's positions that will be voted on in the Fall.
- Marty Englander and Bill Waite attended the Middletown CalTrans meeting. They reminded us of the importance of having representation from Hidden Valley Lake and encouraged people to attend the next meeting, to be held in September.
- Joy Birum had asked Bill Chapman earlier in the meeting the status of the Capital Improvement funds the Lake Committee had requested to be used for Lake Sediment & Erosion Control. At budget time in 2012, we had requested that \$250,000 be set aside for future Sediment & Erosion projects. Bill Chapman said that the allocation of these funds will not be decided until the 4<sup>th</sup> quarter of 2013.

The meeting was adjourned at 8:55 p.m. There will be no meeting held in July and the August meeting will be held on August 7<sup>th</sup>, 2013.

# HVLA Lake Monitoring Report

July 07, 2013: (#10 for 2013)

Monitor: D'Agostini

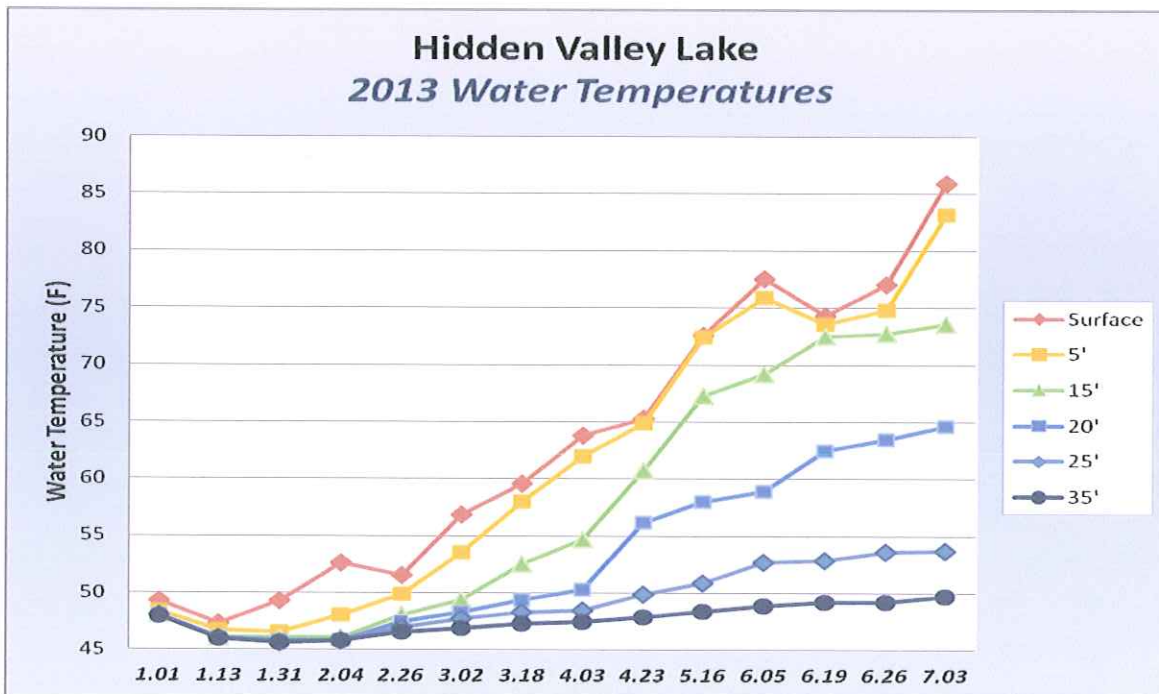
Abbreviated Report: *Independence Day Weekend Lake Observations!*

For everyone who was able to enjoy HVL's Independence Day Celebrations this weekend, here is a look at the effects of last week's heat wave on our Lake's water temperature and clarity levels.

The following observations are intended as a *SNAPSHOT* of our Lake's conditions on 7.03.13.

## SolarBees

SolarBee 'A' (North Cove):	Operational
SolarBee 'B' (Off Marina Cove):	Operational
SolarBee 'C' (Big Beach/South Cove):	Operational
SolarBee 'D' (Near Dam):	Operational



Average Surface Temp: 85.9°      Water Clarity: 13'      Lake Level: -16"

### 7.03.13 Observation Summary

- Our Lake's water clarity has dropped 3' in the past week due to an apparent increase in suspended Algae brought on by the recent high temperatures.
- The recently treated Aquatic weeds continue to die back and break apart.
- The warmest surface water temperature I recorded on 7.03.13 was 87.2° at Big Beach.
- **Big Beach:** Two outer swim area warning Buoys are missing. Two remain in place.

## Lake Water Observations

### Weather Conditions @ 10:00 am:

**7.03.13:**      Air Temp. : 88°      Humidity: 36%      Winds: Calm  
                     WX: Scattered Altocumulus w / haze      Lake Surface: Smooth  
                     Moon Phase: Third Quarter (June 30<sup>th</sup> to July 7<sup>th</sup>)



### Current Water Temperatures

	<u>Surface</u>	<u>- 5'</u>	<u>- 10'</u>	<u>- 15'</u>	<u>- 20'</u>	<u>- 25'</u>	<u>- 30'</u>	<u>- 35'</u>	<u>- 40'</u>	<u>- 45'</u>	<u>- 50'</u>
<b>Big Beach</b>	87.2°	83.5°	80.7°								
<b>Little Beach</b>	85.6°										
<b>Marina</b>	85.4°	82.8°									
<b>North Shore Point</b>	85.2°	83.2°	77.7°	73.6°	64.6°	53.7°	50.1°	49.7°	----	----	----
<i>Average Surface Temp:</i>	<b>85.9°</b>										

	<u>The Maximum Temp at - 5':</u>		<u>The Minimum Temp at - 30':</u>		<u>Water Clarity Depth:</u>
<b>07/03/13</b>	83.5°	+8.7°	50.1°	- 0.1°	13.0' - 3.0'
<b>06/26/13</b>	74.8°	+0.5°	50.2°	+0.3°	16.0' +1.0'
<b>06/19/13</b>	74.3°	- 1.7°	49.9°	+0.6°	15.0' +1.0'

### The Pond below the Dam:      Water Clarity: 5'

<u>Water Temperatures:</u>	<u>Surface</u>	<u>- 5'</u>	<u>- 10'</u>	<u>- 15'</u>	<u>- 20'</u>	<u>- 25'</u>
<b>07/03/13</b>	86.7°	77.0°	69.8°	63.8°	57.0°	55.1°

Steve D'Agostini  
 2013 Lake Committee Member

[dagostini18367@att.net](mailto:dagostini18367@att.net)

707-987-8747

## **Special Districts issues urgent water conservation notice for North Lakeport Water System**

Written by Lake County News reports  
Wednesday, 10 July 2013 16:42 -

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NORTH LAKEPORT, Calif. – Special Districts issued a notice on Wednesday strongly urging all customers in the North Lakeport Water System – CSA No. 21 – to immediately begin voluntarily conserving water, particularly for uses like irrigation and swimming pools.

The agency said the North Lakeport Water System is experiencing a significant challenge in keeping up with the high demand for water.

The public water system is experiencing a reduction in storage reserves which are approaching critical levels and an emergency request for water conservation has been issued.

The elevated summer temperatures have adversely affected the lake water quality due to significant blue-green algae growth and placed an increased demand on water consumption. The water treatment plant is significantly challenged to keep up with the high demand and replenish the storage tanks.

Special Districts told Lake County News that the surface water plants have had problems with algae in the past but it seems to be getting worse each year.

Conditions are the worst they've ever seen them in the North Lakeport Water System – likely due to the extremely high temperatures last week – and agency officials said this is about a month earlier than such problems normally occur.

Special Districts administration is asking customers to refrain from using water for irrigation/outdoor watering purposes, filling swimming pools, high pressure water cleaning applications and washing vehicles.

Using water wisely helps protect the water system, especially during these periods of short supply. Voluntary conservation efforts now can help avoid a critical reduction in storage reserves which could result in mandatory water rationing, Special Districts said.



## Special Districts issues urgent water conservation notice for North Lakeport Water System

Written by Lake County News reports  
Wednesday, 10 July 2013 16:42 -

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Although this urgent conservation request applies to the North Lakeport Water System, Special Districts is requesting that customers in all water districts voluntarily conserve water. After a very dry winter and the extreme summer temperatures, ground water levels are very low and surface water sources are challenged due to the current lake water quality.

The agency said it is always important to conserve water and care should be taken to prevent any unnecessary use. Special Districts asked its customers to consider installing low-flow devices on all in-home faucets and showers, and installing low flow/flush toilets. Water conservation is important and it saves money.

Should you have any questions about water conservation or low flow devices, please log on to the Special Districts Web site, [http://www.co.lake.ca.us/Government/Directory/Special\\_Districts/Water\\_Conservation.htm](http://www.co.lake.ca.us/Government/Directory/Special_Districts/Water_Conservation.htm), where customers can find useful tips on using water wisely in both the home and for landscaping, and information on how to further reduce water use through conservation.

Lake County Special Districts Administration also can be contacted at 707-263-0119.



DAMIAN DOVARGANES / Associated Press

The Central Basin Municipal Water District in Commerce. The state has hundreds of local water districts that can pay six-figure salaries and dole out millions in contracts, often with little oversight.

## Water districts with little oversight called targets of abuse, corruption

By MICHAEL R. BLOOD  
and DON THOMPSON

ASSOCIATED PRESS

The FBI's investigation of a state lawmaker has brought attention to an arm of government that is at once indispensable and nearly invisible — public agencies that pipe water to millions of people and vast swaths of farmland yet operate with scant oversight or public scrutiny.

In a state where water, the economy and politics are intertwined, California has hundreds of local agencies that oversee the pumps and pipes that bring water to fields, homes, schools and industry. Yet the agencies' board elections are often ignored by voters, and little attention is paid to the six-figure salaries, generous pensions and hundreds of millions of dollars in contracts they hand out.

Dozens of water agencies throughout California even ignore the annual requests by the state controller's office to provide salary and staffing information so it can be available publicly. Such agencies typically break into the headlines only when something goes wrong.

"They are completely under the radar," said Robert Stern, former president of the Center for Governmental Studies in Los Angeles. "Who are these people? Yet, they have lots of power."

FBI agents searched Sen. Ron

Calderon's two Sacramento offices last month. They also have sought to question his brother, former Assemblyman Tom Calderon, while at least one other state senator has been subpoenaed to appear before a federal grand jury in Los Angeles.

Three people who have spoken multiple times with the FBI have told the Associated Press that agents initially were interested in virtually anything involving the brothers but more recently narrowed their questions to issues surrounding the Central Basin Municipal Water District, which serves more than 2 million people in working-class and industrial neighborhoods on the fringe of Los Angeles.

Attorneys for the Calderon brothers have said their clients did nothing wrong. Ron Calderon said he couldn't comment on the ongoing investigation, and he intends to keep his Senate seat. Tom Calderon told the Sacramento Bee that "enemies of Central Basin" are making false allegations.

Neither the FBI nor the U.S. Attorney's Office in Los Angeles has commented.

The district had been paying Tom Calderon \$11,000 per month as a consultant. And agents wanted to know about Ron Calderon's involvement in legislation favoring the small agency, which employees about 20 people.

The three people spoke on

condition of anonymity because of concerns the FBI would be upset by public comments about an ongoing investigation.

District officials confirm the agency has received a subpoena but would not comment on details. The agency will "fully cooperate with the investigation," board member Leticia Vasquez said.

The potential link to the Central Basin district in the federal investigation is only the most recent example of a local water district becoming the subject of public scrutiny because of potential misdeeds. Previous scandals involving water agencies have uncovered fraud, bribes and lavish expenses and travel.

The number of local water agencies in California is staggering and each has its own bureaucracy. The Association of California Water Agencies represents nearly 440 public agencies accounting for about 90 percent of the state's water use, with the remainder generally provided by private and investor-owned utilities.

Former federal prosecutor Joseph Akrotirianakis says the little-noticed agencies remain ripe targets for abuse.

Part of the problem is no one bothers to look.

"As long as people can turn on their water or turn on their irrigation tap, they're happy," said state Sen. Lois Wolk, D-Davis.

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## Western U.S. Water Utilities Take Financial Responsibility for Reducing Watershed Wildfire Risk

THURSDAY, 20 JUNE 2013 13:17

When residents in Santa Fe, New Mexico pay their water bills, they are now also paying for forest restoration.

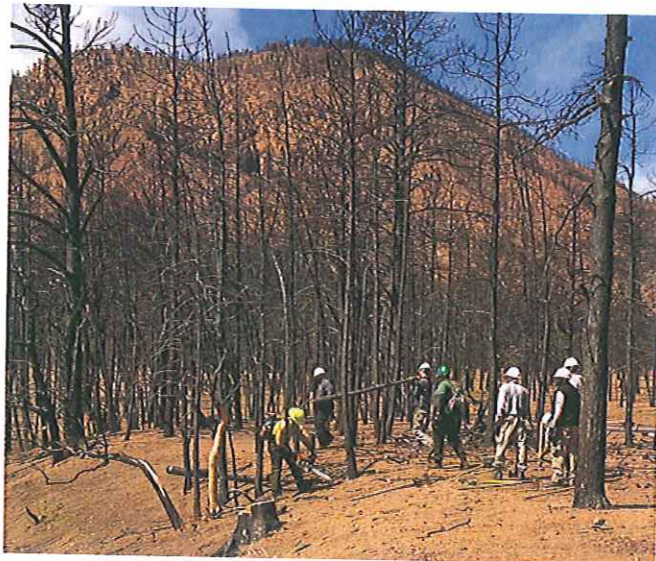
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Photo © US Forest Service/Mike Stearley

An AmeriCorps crew performs bank stabilization work at the site of the 2012 Waldo Canyon Fire in Colorado Springs, Colorado. Projects like this will be enhanced with the partnership between the U.S. Forest Service and Colorado Springs Utilities, which will contribute \$5 million over the next five to 10 years. Several utilities in the western U.S. are entering into such partnerships to reduce fire risk in their watersheds. [Click to see an enlarged image.](#)

By Brett Walton  
Circle of Blue

They are signs of the times – forests in the western United States are dust-dry and budgets in Washington, D.C. are diet-thin.

While the West is in the thrall of drought, ecosystem upheaval, and near-daily conflagrations, the nation's capital is held by fiscal austerity and government-wide spending cuts — which makes partnerships like the one between several cities in the western U.S. and the U.S. Forest Service beneficial to both sides.

A severe fire in a city's watershed can turn a clear mountain stream into a cauldron of black goo. The flush of ash and sediment clogs water treatment pipes and eventually winds up in reservoirs, filling them and forcing expensive dredging.

To avoid this, some cities are being proactive, first with grant funding and now with their own money.

After being underwritten for more than a decade by state and federal dollars, last month residents in Santa Fe, New Mexico began footing the bill for work to reduce the risk of wildfire in the city's upper watershed, much of which lies in the Santa Fe National Forest.

Through its water rates, the city will spend \$US 5.1 million over the next 20 years on a broad program of forest management and public education. Much of the money will go to the U.S. Forest Service to cut and burn redundant trees, restore streams, and test water quality. That

[The Stream, June 25: To Understand Groundwater Recharge, Scientists Study Rocks](#)

[New Evidence Shows Fracking Contaminates Groundwater in Pennsylvania](#)

[Photo Slideshow: Haryana's Food Processors](#)

[Photo Slideshow: Punjab's Food Producers](#)

[The Stream, June 24: Power Out After Calgary Floods](#)

amounts to roughly \$US 0.83 per month for each household. The Nature Conservancy is also a partner in the project.

Expenditures made now could save money in the long run. A major fire could shut down the two reservoirs on the Santa Fe River, and dredging the debris would cost between \$US 80 million and \$US 240 million, according to city estimates. That is in addition to the tens of millions of dollars to fight the fire and the added cost of shifting the water supply to groundwater, which is more expensive to pump and treat.

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*"We can't keep wildfire out of the watershed, but we have to make sure that fire is not catastrophic when it does happen."*

—Dale Lyons,  
The Nature Conservancy

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Santa Fe's water department is one of several urban utilities – including those in Colorado Springs, Denver, and Flagstaff, Arizona – that are putting ratepayer dollars to work in the forests.

The U.S. Forest Service, for its part, helps the utilities with the technical aspects of forest restoration and some of the physical work while using most of the money in its budget to focus on other high-risk forests in the state.

"The benefit is that it allows us to do more work in other places," Sandy Hurlockler, district ranger in the Santa Fe National Forest, told Circle of Blue.

## The West is Burning

A history of forest mismanagement has combined with drought and massive beetle-kills to turn the American West into a pile of kindling. Recent forest fires, including the [High Park fire](#) outside of Fort Collins, Colorado last year, have water utilities on edge. Yet the most destructive blaze for drinking water infrastructure happened more than a decade ago near Denver.

The 2002 Hayman fire, still the largest in Colorado's history, burned 55,800 hectares (138,000 acres) southwest of the city. Subsequent rainstorms swamped Strontia Springs reservoir with enough sediment – 765,000 cubic meters – to fill Denver's basketball arena five times. Combined with the damage from a 1996 fire in the same area, Denver Water, the public utility, spent \$US 26 million dredging and restoring two of its reservoirs.

In 2010, Denver Water entered into a five-year partnership with the U.S. Forest Service with the goal of reducing the risk of catastrophic fire. The two agencies will each spend \$US 16.5 million on forest restoration, with Denver's share coming from ratepayers.

This type of investment is called a payment for ecosystem services, a financial model that protects the natural processes that benefit people. Forests filter water, and their soil helps to slow down the surge of runoff after a storm, calming potential floods. Fires eliminate these benefits for some time. Erosion, poor water quality and higher flood risks persist long after the flames have been snuffed out.

Earth Economics, a research group, and the U.S. Endowment for Forestry and Communities, a nonprofit advocate for forests, charted at least 17 instances in the U.S. in which [money from city or utility budgets is being put toward watershed management](#), most in areas other than wildfire risk.

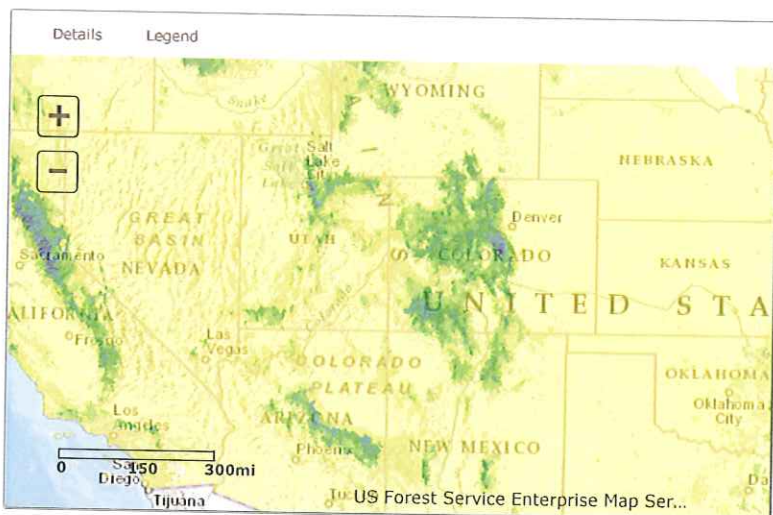
Spending money on fire prevention is tricky, said Rowan Schmidt, an analyst at Earth Economics, because there is no rule of thumb for how much investment in a watershed will pay off.

But that has not stopped cities from signing onto programs.

Last November voters in Flagstaff, Arizona approved a \$US 10 million bond to cut fire risk on 5,460 hectares (13,500 acres) in the Rio de Flag and Upper Lake Mary watersheds.

And this spring Colorado Springs Utilities signed a five to 10-year agreement with the U.S. Forest Service, providing \$US 6 million from ratepayer funds to restore parts of its watershed scarred by the Waldo Canyon fire last summer. The money will also be used to reduce future fire risks in other areas where the city draws water.

"Our ongoing relationship with the Forest Service will help us channel customer rate dollars in the most efficient way possible to protect our most vital resource and the forest that surrounds it," said Gary Bostrom, chief water services officer for Colorado Springs Utilities, at an April 4 press conference.



This interactive map from the U.S. Forest Service shows the relative threat of wildfire to forested areas that are the source of drinking water for cities and towns. Ash and debris from a wildfire can turn a clear mountain stream into a cauldron of black goo. Erosion and flood risks persist long after the flames have been snuffed out. [View Larger Map](#)

### Reducing Risk, Not Eliminating It

As far as fire goes, Santa Fe's watershed is a bull's-eye that has not been hit. A map of fires in northern New Mexico since 1970 shows burn scars looped around the capital but no direct hits.

In fact, Hurlockler said, tree-ring studies indicate that the watershed has not had a major fire in several centuries.

Roughly one third of the Santa Fe watershed has been thinned and selectively burned since 2003. Forest managers have not attempted any treatments in the wilderness portion of the upper watershed, but the city is preparing to release an environmental assessment that will propose prescribed burns for 1,175 hectares (2,900 acres) in that area, according to Dale Lyons. Until recently taking a job with the Nature Conservancy, Lyons worked for the Santa Fe water department and he helped write the city's [watershed management plan](#), updated this spring.

Tree thinning and prescribed burns can reduce the risk of wildfire but they will not eliminate it.

When Lyons saw the smoke over Santa Fe in early June from the [Tres Lagunas fire](#) burning a few ridges east of the city's watershed, he hoped that the wind would not change directions and blow embers to the west. With the fire now almost contained, that particular threat has been stamped out, though others undoubtedly remain.

"We can't keep wildfire out of the watershed," Lyons told Circle of Blue. "But we have to make sure that fire is not catastrophic when it does happen."

[Print](#) [PDF](#)



**Brett Walton** is a Seattle-based reporter for Circle of Blue. He writes our *Federal Water Tap*, a weekly breakdown of U.S. policy. Interests: Southwest, Pacific Northwest, Pricing, Infrastructure.

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TAGS: Arizona, Colorado, colorado springs, Denver, ecosystem services, New Mexico, santa fe, U.S. Forest Service, Water Rates, Water Utilities, Watersheds, wildfire

This entry was posted on Thursday, June 20th, 2013 at 1:17 pm and is filed under Business, U.S. Drought, U.S. Infrastructure, U.S. Water, Water News. You can follow any responses to this entry through the RSS 2.0 feed. You can [leave a response](#), or [trackback](#) from your own site.

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# Water and Energy: A Crucial Conversation

Lack of communication (and much-needed funding) often prevents water providers from efficiently and cost-effectively managing their energy use.

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Wednesday, May 22, 2013

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By Dan Rafter

Allan Hoffman knows why so many municipalities consume far too much energy when moving drinking water through their systems: Water people and energy people simply don't spend enough time talking to one another.

And this is a problem that Hoffman, a visiting professor of renewable energy and desalination at the Gulf Organization for Research and Development in the Arab state of Qatar, says has gone on too long.

And it's one that will continue to vex municipalities as they try to reduce their energy consumption while also trying to deliver water.

"For a long time, energy people thought minimally about water. They didn't think about how much energy it takes to move water," says Hoffman. "On the other hand, water people never really thought seriously about energy. They just figured that a diesel engine would always be there to deliver their water. We've gotten away with that approach for a long time. But I don't think we can any more."

Hoffman, who recently retired as a senior analyst at the US Department of Energy (DOE) and is now writing a chapter on the water-energy nexus for a new book about energy poverty, is far from alone in this belief.

Municipalities are spending a lot on the energy required to both treat wastewater, and deliver drinking water to their customers. In a 2012 report, the Energy Sector Management Assistance Program (ESMAP) found that electricity costs usually account for 5% to 30% of the total operating costs of water and wastewater utilities. And that cost is usually higher in developing countries, often reaching up to 40% or more.

It's essential, then, for water utilities to take whatever steps needed to reduce the amount of energy it takes to treat and deliver water. This is especially pertinent in today's struggling economy, a time during which most municipalities are desperate for any cost savings they can find.



Photo: American Water High service pump station

pumps, properly maintaining their pumps, and carefully monitoring how they are using these essential pieces of equipment.

[Create a Link to this Article](#)



Photo: Thompson Pumps Water pumps—like the one pictured above—can provide up to 1,850 GPM and head up to 670 feet.

You may also be interested in...

- [Even Hurricanes Can't Dampen Performance of Alabama Stormwater Direct Filtration Facility](#)
- [Tomorrow and Tomorrow](#)
- [The Energy-Water Nexus Rising Energy Costs Meet Vulnerable Water Supplies](#)
- [Just Add Sunshine](#)
- [Wild About Water Conservation](#)
- [A Cost-Effective and Environmentally Friendly Desalination Option](#)

The good news? The ESMAP found that water utilities generally see their energy consumption drop by 10% to 30% after they take some of the more common technical measures to boost their energy efficiency. And these measures typically pay for themselves within one to five years.

Municipal officials and manufacturers agree that pumps represent the biggest energy drains for water utilities. These devices play an obviously key role in delivering and treating water. But they also require a lot of energy.

Therefore, water utilities can enjoy the greatest amount of savings by updating to more efficient

There are challenges, though. Many water utilities are still relying on older-model pumps that simply aren't as efficient as newer models, but balk at paying the upfront costs required to invest in more efficient versions. Other utilities simply resist any change, while, still, others don't realize the wasteful nature of their current pumps.

And then there are the many municipalities that still treat water and energy as separate issues, Hoffman says.

"You just can't separate the two issues," he says. "Energy and water are both critical resources for sustainable economic development. You have to plan for them jointly. You can't just have a water group and an energy group and not have them talk to each other. In general, though, water has been an issue at the state and local levels, while energy has been mostly a federal issue. That's the problem. Everyone needs to talk to each other more."

#### New Tech, New Efficiencies

Pumps work hard. It's why they consume so much energy. Just ask Dale Conway, vice president of engineering with Thompson Pump in Port Orange, FL.

"Pumps can have such a large impact on the energy that water utilities consume. Traditionally, these pumps operate upwards of 10 to 12 hours per day every day," says Conway. "Some operate more. Some operate less. To have a pump running for that amount of time, though, you can see why it would consume so much energy."

The good news, though, is that water utilities can often lower their energy usage dramatically just by replacing inefficient pumps with newer models that consume less energy while providing the same amount of power, Conway says.

A water utility, for example, might be relying on older pumps that are now operating at 50% efficiency. Utilities can bring in new pumps that operate at 65% efficiency and immediately enjoy significant energy savings, Conway says.

"A lot of times, it's as easy as taking out a pump that is installed at the site and replacing it," says Conway. "You don't have to change a lot of the piping systems that way."

And there are plenty of options today for utilities that want to upgrade to more efficient pumps, Conway says.

"The technology is always improving," he says.

There are two main parts of a pump that determine how efficiently it will do its job, Conway says. First there's what Conway calls the heart of any pump, its impeller. Then there's the casing around the impeller, the skin that protects this heart.

"Just in the last 20 years, manufacturers have put in a lot of engineering work in those two areas to boost the efficiencies of pumps," says Conway. "The industry has been able to raise efficiencies from the 50% range to the middle 80% range."

A substantial change has come in the shape of pumps' impellers, Conway says. Manufacturers used to build impellers with vanes that looked like the spokes on a bicycle tire. They all extended from the center in a straight line.

That design moved water. But it did so inefficiently. So manufacturers upgraded the impeller. Instead of a straight line, today's impeller vanes are curved. Known as swept vane impellers, these devices move water far more efficiently. They move water while reducing turbulence.

At the same time, engineers made advances to the casing around these impellers. Instead of a traditional circular casing, today's more efficient pumps boast a conch shell design. These casings expand from a small point, growing larger as they near the final discharge point. This combination of a conch shell casing and swept vane impeller results in a water pump that is far more efficient than were older models.

These tech advancements mean that utility managers relying on older pumps can achieve rapid energy savings simply by upgrading to modern middle-of-the-road pumps. This is crucial in today's tough economic times; utilities don't have to spend a small fortune on top-of-the-line pumps to see their energy bills fall.

Conway says that he's worked with utilities that were relying on pumps that were 30 to 40 years old to deliver their drinking water. This, he says, is something that's both good and bad.

On the bad side, when these pumps do break down—and this is inevitable considering their advanced age—the municipalities relying on them can no longer find replacement parts. The pumps are simply too old and are no longer being built. In many cases, the companies that built them are no longer in business.

The good side of this? It forces water utilities to upgrade to more efficient pumps. This might not seem like good news for utility managers. But they will be happy to see the lower energy bills that come from relying on more efficient pumps. And these energy bills will help quickly mitigate the upfront costs of buying new pumps.

"Not too long ago, we got a call from a municipality that had pumps from the 1940s," says Conway. "They were asking for new parts. They couldn't find anything online. They ended up replacing the old pumps with our technology, and now they're enjoying lower energy bills."

#### The Importance of Testing

American Water is no small utility. The utility provides drinking water and wastewater services to an estimated 15 million customers located in 30 states and portions of Canada. So when this utility, based in Voorhees, NJ, decides to reduce its annual energy consumption by 8% by the end of 2016, it's momentous news.

And when American Water wants to reduce its energy consumption? It makes pump maintenance and upgrades a priority.

"We feel that the pumps by far account for the largest majority of our energy expenditures," says Doug Potts, senior design engineer at American Water. "We use electricity for our office buildings, of course. But that's a small drop in the bucket compared to the electricity we use in delivering our water."

Potts estimates that upwards of 90% of the energy consumed by American Water is used for the pumping of water.

"Water is heavy. It requires a lot of energy to pump it," says Potts. "The other electrical loads in our treatment plants, the electricity we use to operate our valves and run our flocculators, require a small amount of horsepower by comparison."

To make sure that their pumps are working efficiently, managers at American Water utilities engage in regular wire-to-water efficiency testing of these machines. This is the most effective way to measure just how efficient a pump is. And it also helps utilities determine which pumps need to be replaced, Potts says.

This testing has become routine now at American Water utilities, with utilities expected to test their large water pumps once every two to three years. Before the decision to reduce energy consumption though, testing was—as Potts says—“hit or miss”, depending on the maintenance group at American Water’s various state utilities.

“It is important that we keep testing on a regular basis,” says Potts. “Ideally, you’d like to test the efficiencies of your large pumps every two to three years. Then you can chart and see if there has been any steady decline in their efficiency or if they are holding steady.”

What’s most compelling is what American Water’s testing has found. The largest pumps at the utility tend to operate at an efficiency level of about 65%, Potts says. According to his own research, large water pumps at utilities across the country tend to operate at about 60% efficiency, meaning that American Water’s pumps are consuming less energy on the whole than is typical.

But Potts has also discovered that utilities’ older pumps aren’t necessarily less efficient than their newer ones.

Testing has found several old pumps operating at efficiency levels at or above those of newer pumps because they have been maintained well over the years.

“As it turns out, being old does not necessarily mean that it is inefficient,” says Potts.

What kind of maintenance have these older pumps received that has kept them running so efficiently? Potts says that maintenance workers have regularly rebuilt these pumps over the years, replacing, say, their bearings and wear rings.

Wear rings play an especially vital role in the efficiency level of water pumps, Potts says. When wear rings are tight, they create tight clearances in their pumps. But if the wear rings have loosened over the years, pump clearances can open too wide. Pumps then recirculate water from the discharge side to the suction side. And that can hurt a pump’s efficiency.

But the regular maintenance of their pumps won’t help utilities reduce their energy consumption if these utilities don’t first determine how best to operate their pumps for their particular systems, Potts says.

And those utilities that don’t operate their pumps properly won’t realize significant energy savings even if they order the most-efficient pumps on the market, he adds.

“It’s not just about maintaining the pumps,” says Potts. “You can have a pump that is brand-new in tip-top condition. It might have the best efficiency available. But if you are not operating it as it was designed to be operated—if you are operating it at the far right end or left end of its curve—you will not realize the efficiency levels you want. The key is to operate that pump at the best efficiency point possible.”

**The Holistic Approach**

Tony Naimy, global mechanical technology leader for the water business group of CH2M Hill, an Englewood, CO-based consulting, design-build, operations, and program-management firm, says that every water utility should strive to meet a triple bottom line: one that includes specific goals for sustainability, economics, and customer and community impact.

The only way to be successful in all three of these areas is for utilities to take a holistic approach to running their facilities. This means selecting not just the right pumps, but taking steps so that they are operating this equipment at right speeds and at the right times of day.

But utility officials can’t just concentrate on their pumps if they want to reduce the energy their utilities consume, Naimy says. They must also look at their conveyance piping system to see if it upgrades should be initiated. They must look at whether they can make changes to the times of the day when they pump water; they might save valuable dollars by increasing pumping during off-peak hours, when energy costs are lower.

They must train their employees properly in how to best maintain and operate all the equipment needed to deliver and treat water.

“When all that is taken into proper consideration, when a utility performs its due diligence you get your best chance of achieving those triple bottom line goals,” says Naimy.

Utilities that want to operate at peak efficiency levels will benefit from employing integrated controls that analyze their conveyance systems, pumps, and water needs. The controls can then pinpoint the optimum number of pumps needed, while also determining the best operating speeds in order to enable optimal efficiency, Naimy says.

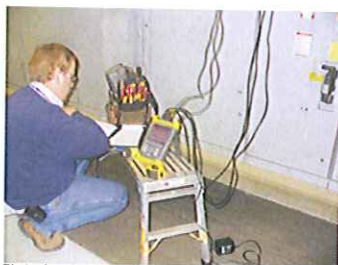


Photo: American Water Staff perform wire-to-water testing as part of routine maintenance.

Communication is the key to boosting efficiency, Naimy says. Utilities today need to work directly with pump manufacturers to custom design pumps for their systems. Doing this is the best way for these utilities to reduce their energy expenses

“They can work on vane angles, impeller specifications,” says Naimy. “I am the technology steward for our mechanical group. I make sure that the pump manufacturers and motor manufacturers are in agreement and coordinated. That way there are no surprises. That way the goals are consistent when it comes to the pump efficiency that we want to achieve.”

Like other experts interviewed for this story, Naimy says utility officials make a mistake when they simply select the most efficient pump possible without looking

at the bigger picture of how they are operating these pumps.

Those who take the wire-to-water approach—looking at the total energy costs from the beginning to the end of the delivery or treatment process—will be far more likely to experience money-saving boosts in efficiency, Naimy says.

The question is, are utility operators taking this holistic approach?

The answer isn’t a surprising one: Some are. Some aren’t.

“I have asked that very question to the major pump suppliers that serve our water market,” says Naimy. “There are some very good engineers and engineering companies out there that do take this longer view. But the suppliers will



tell you that there isn't that consistency there. Many look at pumps in a deeper way. But others perhaps place less emphasis on a deeper understanding of the ramifications associated with pump selection."

**A More Efficient Future?**

What does the future hold for water pumps and their efficiency levels? Conway says that advancements will continue to be made, but not always in efficiency levels.

For instance, Conway predicts that pump manufacturers will make dramatic improvements in the metallurgical technology of their pumps. In other words, pumps will be made of better materials. As an example, Conway points to the problem that water utilities have had with zinc.

Many pump materials have long had zinc in them. Over time, water will attack the metal of pumps, sending some of that zinc into drinking water. Utilities don't want their customers consuming zinc, so many manufacturers are now using only zinc-free metals in their pumps.

Conway expects to see more of these are the kind of metallurgical improvements in the future.

At the same time, efficiency levels will constantly trend upward in newer model pumps, Conway says. Consider that just two years ago, the United States passed a law mandating higher efficiency standards for any electrical motor manufactured in the country. As motors improve, efficiency standards will rise, Conway says.

"If a municipality has a drinking water system running monthly energy bills of \$5,000, it could realistically convert to a more efficient pump and motor and cut that bill in half every month going forward," says Conway.

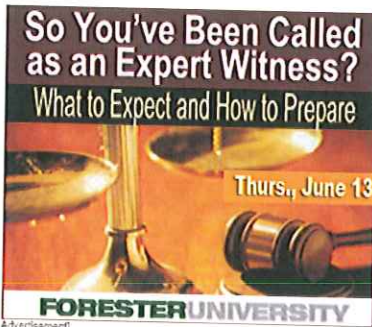
Hoffman, Conway, and Naimay, though, all agree that utilities will always consume more energy than necessary if they don't first invest in that crucial holistic view of their delivery and treatment processes.

And, as Hoffman says, until energy people and water people start talking together seriously about the energy it takes to move water—and how to reduce that energy—utilities won't ever maximize their energy savings.

That would be a shame, especially as utilities around the country look for ways to reduce their budgets without decimating their staffs.

"Water as a whole is an issue that is not going away," says Hoffman. "Water might turn out to be the big issue of the 21st century. There is not a shortage of water. We are a water-rich planet, but we are not delivering or using that water properly."

**Author's Bio:** Dan Rafter is a technical writer and frequent contributor.



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